



NAILSWORTH TOWN COUNCIL

MINUTES of a MEETING of the Emergency Committee held virtually under the requirements and emergency legislation in response to Covid-19 on Tuesday 20th April 2021

Present	Cllr Jonathan Duckworth (Chair) Cllr Steve Robinson Cllr Angela Norman Cllr Mike Kelly Cllr Robert Maitland Cllr Natalie Bennett Cllr Paul Francis Cllr Sue Reed
Minutes	Katherine Kearns (Clerk)
Apologies received from:	There were none
Also present:	Shelley Rider, Colleen Rothwell Member of the public
Not present:	Cllr Anne Elliott

Ref. No		Action						
2020/170	<p>Verbal introductions The Chair read out the names of those seen or heard to be present.</p> <div style="border: 2px solid black; padding: 10px; margin: 10px 0;"> <p>Before continuing, those present observed a minute's silence in honour of Prince Phillip who died on Friday 9th April 2021.</p> </div> <p>The Chair noted this is the last meeting of the present council, through a challenging end to the council, with the pandemic, and thanks were given to the council for bearing with everyone through such a difficult time. It's heartening to see how everyone has worked together to help the town through this time.</p> <p>Only four parishes across the district are having elections this year, which may be a reflection of the pandemic. NTC will need to co-opt to the two vacancies and all present agreed this can go ahead, without the need to advertise the vacancies, after 10th May. NB As there will have just been an election, residents cannot call for an election to the casual vacancies.</p>							
2020/171	<p>Declarations of Interest & Applications for Dispensations There were none.</p>							
2020/172	<p>Consideration of Planning Applications received as follows:</p> <p>CONSULTATION</p> <table border="1" style="width: 100%;"> <thead> <tr> <th>Ref</th> <th>Detail</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td>a) S.21/0512/LBC. Barn Close House, Barn Close, Nailsworth</td> <td>Listed Building. Roof and gable repair</td> <td>No observations</td> </tr> </tbody> </table>	Ref	Detail	Comment	a) S.21/0512/LBC. Barn Close House, Barn Close, Nailsworth	Listed Building. Roof and gable repair	No observations	
Ref	Detail	Comment						
a) S.21/0512/LBC. Barn Close House, Barn Close, Nailsworth	Listed Building. Roof and gable repair	No observations						



	<p>b) S.21/0604/HHOLD. The Orchard, Shortwood Road, Walkley Wood, Nailsworth.</p>	<p>Formation of roadside hardstanding</p>	<p>Strongly object. NTC note this is a retrospective application, work having begun in February. The property already has plenty of parking space however by creating a new hardstanding area by the road, this will remove much needed on-street parking for surrounding cottages who have no option but to park on the road. The proposal will exacerbate traffic issues. The 'agricultural shed' appears to be a summer house, not for agricultural use, and this intrudes into the valley, being very visible. This sets the precedent for further development and future conversion to a residential property. The removal of a traditional Cotswold stone wall is detrimental to the character of the area. GCC are investigating ownership of a piece of land which is part of this application and may not be in the ownership of The Orchard. If the Planning Officer's decision is against the application, NTC request that the summer house be</p>	
--	---	---	--	--



			<p>removed, the Cotswold stone wall rebuilt and the disputed area of grass be restored.</p> <p>If the Planning Officer is minded to allow this application, NTC request that there be a condition that the summer house is painted green, to blend in with the surroundings.</p> <p>NTC further request the application to be brought to DCC for a decision.</p>	Clerk
	<p>c) S.21/0610/HHOLD. Avalon, Moffatt Road, Forest Green, Nailsworth</p>	<p>Proposed loft conversion including rear dormer.</p>	<p>Object. NTC considers this is overdevelopment of a 2 bedroomed bungalow and is out of scale with the existing property. The development into a 4 bedroomed house will cause considerable problems with parking adjacent to the property. It's noted that the bungalow now has very little parking due to the bungalow garden having been recently developed with one new, large property.</p>	
	<p>d) S.21/0585/FUL. The Orchard, Shortwood Road, Walkley Wood, Nailsworth</p>	<p>Installation of a storage/sitework shed for agricultural use</p>	<p>As above S21/0604/HHOLD</p>	
	<p>e) S.21/0706/HHOLD. South Bank, Dark Lane, Nailsworth</p>	<p>Construction of single storey extension to the West and North and extension to the patio to the South</p>	<p>NTC has no objection, on condition that the extension only to be used as ancillary to the existing dwelling and not as a</p>	



			dwelling in its own right.	
f)	S.21/0700/HHOLD. Westcroft House, Old Bristol Road, Nailsworth	Construction of parking bay	Object. Overdevelopment. The need for parking has been created by the garage having been converted into an annex and this should have been anticipated in the previous application. If allowed, NTC request a condition that surface water drainage be carefully considered so as not to cause extra run off into the highway and drainage system. This is due to the high risk of flooding in this vicinity.	
g)	S.21/0703/FUL. Spring Cottage, Tetbury Lane, Nailsworth	Full Change of use of land from Agricultural to Residential and Erection of two storey garage and retaining wall.	No observations	
h)	S.21/0748/COU. All Saints Church, Shortwood Road, Nailsworth	Change of Use. Proposed change of use from D1 to F2(b) to adapt existing Grade II Listed Church building as a Scout Hut	Support. NTC are pleased that an organisation is converting an old building for community use. Most of the access to this building is via Pike Lane, and other narrow roads through Shortwood and there could be traffic issues. There is very little parking in the area and careful consideration is needed for where users of the building will park, especially when	



			there is a Shortwood football match. A condition restricting use of the building on match days may be advisable.	
i)	S.21/0749/LBC. All Saints Church, Shortwood Road, Nailsworth	LBA. Proposed change of use from D1 to F2(b) to adapt the existing Grade II Listed Church building as a Scout Hut. Insertion of first floor mezzanine to provide office and storage space, a kitchen and WC facilities.	Noted	
j)	S.21/0724/HHOLD. 3 Nympsfield Road, Nailsworth	Addition of raised decked area to the rear of previously approved extension.	No observations	
k)	S.21/0785/HHOLD. Stonewold, Watledge Road, Nailsworth	Erection of replacement boundary fence (part retrospective)	Strongly object. Had planning permission been sought first, there could have been negotiation. The fence has changed the look of this part of the road quite significantly and detracts from the Conservation Area. There is a case to be made for enforcement action.	
l)	S.21/0347/LBC. Millbrook House, George Street, Nailsworth	Replace 4 sliding sash windows to first floor front elevation with like for like windows.	Noted.	
m)	S.21/0475/HHOLD. 1 The Green, Shortwood Road, Nailsworth	Creation of off-road parking area	NTC asked for a time extension and this was not noted by SDC. As a statutory consultee NTC comment according to material planning considerations and offer local knowledge. It's disappointing when this is disregarded. NTC is keen to have a	



			more positive relationship with SDC Planning where the town council's comments can be considered as helpful to the officers making decisions. The Clerk/Mayor undertook to contact SDC to progress this.	
	Trees in a Conservation Area			
	n) S.21/0705/TPO. 17 Whitecroft, Forest Green, Nailsworth	T1 Japanese red cedar - reduce limb in line with crown. T2 Lucombe Oak - raise crown to 5m	Noted	
	o) S.21/0755/TCA. Winslow House, Spring Hill, Nailsworth	T1 and 2 Ash - Ash Dieback, Fell	Noted	
2020/173	<p>To confirm minutes of the Emergency Committee meeting held on 16th March 2021.</p> <p>The minutes of the Emergency Committee on 16th March 2021 were approved.</p> <p>To confirm that Cllr Sue Reed sent her apologies for the meeting.</p> <p>All agreed.</p> <p>(all agreed actions are to be lawfully agreed under Delegated Powers, see 2020/186 below).</p>			Clerk
2020/174	<p>Accounts</p> <p>The list of payments was noted. It was resolved to agree payments in accordance with the budget as listed in the attached report.</p> <p>Proposed Cllr Steve Robinson, seconded Cllr Robert Maitland, all agreed.</p>			Clerk
2020/175	<p>Financial summary and approval of bank reconciliations</p> <p>The financial summary and monthly bank reconciliations were noted. It was confirmed that the payment from HMRC was a VAT rebate.</p>			
2020/176	<p>To review NTC's Covid-19 Risk Assessment</p> <p>The changes to the Covid-19 Risk Assessment were noted.</p> <p>Thanks were recorded again to the office for being so responsive to change.</p>			
2020/177	<p>To receive an update on NTC activities and support during Covid-19</p> <p>For the upcoming elections, the office will put notices on the Mortimer Room and the website directing people to the alternative polling station at the Town Hall.</p>			



	In response to a question the Clerk noted the LTA tennis booking app is bedding in well for booking courts at KGV Field.	Clerk
2020/178	<p>To receive a report on the Internal Checks carried out by a nominated cllr The Internal Checker report was noted and thanks were recorded to Cllr Sue Reed for carrying it out.</p> <p>In response to a query the clerk noted that at each stage of processes the finance and facilities systems note who carries out each action. This makes it very transparent for auditing purposes.</p>	
2020/179	<p>To receive an update on the Transition Stroud Repair Café grant from 2020 The report was noted.</p>	
2020/180	<p>To ratify £1,120 traffic management costs for Ash dieback tree work on the Avening Road The Clerk confirmed that some uninfected Ash trees may be removed at the same time as the diseased trees, if they were deemed to be a high risk, due to the difficult access and traffic management costs for working on the Avening Road bank. Unfortunately, it's inevitable there will be more diseased Ash trees to remove in the future, but the office is working on a replanting plan with succession planting to ensure all trees aren't replanted at the same time.</p> <p>After consideration of the report, it was resolved to ratify the emergency spend on traffic management for tree work to Avening Bank at a cost of £1,120.</p> <p>All agreed.</p>	
2020/181	<p>To consider the future use of the Clocktower Garden following a request from Waterloo House This item was brought forward so that a member of the public could participate.</p> <p>The following points were raised during discussion of this item:</p> <ul style="list-style-type: none"> - The applicant would like to avoid noise issues for neighbours next to Waterloo House - Use in the evenings and for music could cause similar issues for other residents closer to the Clocktower Garden - There was a problem with unruly behaviour last weekend - The applicant would monitor unruly behaviour - - The applicant would need to apply for the correct licences from SDC (Premises Licence to include serving alcohol and playing music) and if there were any objections this would go before the Licencing Panel - There was concern that people will use the space without permission - NTC need to be mindful of the fact that the Clocktower Garden is a public open space and a war memorial 	



	<ul style="list-style-type: none"> - Daytime use (up to about 6pm) may be preferable to avoid foreseeable problems with disturbance, noise and alcohol misuse - Although the original offer was to several businesses, potentially to share the space, the applicant didn't want to interfere with the current business's use of the Garden <p>It was decided that more consideration was needed to appropriate charges and use of the Clocktower Garden and other NTC land and that this be looked at in more detail and brought back to council at a later date.</p>	JD/Clerk
2020/182	<p>To consider a request to hire the Civic Centre 'pitch' for an evening mobile pizza van</p> <p>It was noted there has been correspondence with another business in town about the coffee van.</p> <p>After a discussion about the merits of encouraging businesses in the town centre, it was resolved:</p> <ol style="list-style-type: none"> 1. To agree to hire the civic centre pitch to this business for one evening a week 2. To agree future hire by the business of two evenings a week, depending on demand <p>All agreed.</p>	Clerk
2020/183	<p>To consider a request from member of the public to book the KGV tennis courts to allow children to roller skate</p> <p>After a short discussion, it was agreed to not allow roller skate bookings on the tennis courts at KGV Field.</p> <p>It was resolved to not agree to the tennis courts for roller skate bookings.</p> <p>All agreed</p>	Clerk
2020/184	<p>To consider grant requests for a history/art exhibition and for Ground Works art project</p> <p>Both the grant applications were considered a great attraction, and it was noted that Three Storeys is bringing investment into the town.</p> <p>The first application (the history of the Three Storeys building) is exactly what NTC wanted to emerge from the Heritage Open Day event in 2019 and the Clerk undertook to ask if they will consider being part of this year's Heritage Open day event.</p> <p>There was a discussion about NTC's grant application and alterations to the form which can be made, to make the accessibility and safeguarding aims more positive e.g. 'what measures have you taken to make sure your project is accessible and inclusive?'</p> <p>It was also noted that safeguarding measure are needed throughout the events.</p> <p>The two applications were as follows:</p> <ol style="list-style-type: none"> 1. From Brewery 1800, to Comrades Club 1918, to Cultural Centre 2021 An exhibition in October at Three Storeys gallery 	Clerk



	<p>exploring relationships to the building and its history, through video, photographs and sound. They request a grant of £1,000.</p> <p>2. Ground Works/Walking the Land propose an exhibition, community workshops, walks and talks looking at attitudes to landscape and place. They request a grant of £450.</p> <p>It was resolved</p> <ol style="list-style-type: none"> 1. to grant 'From Brewery 1800, to Comrades Club 1918, to Cultural Centre 2021' £1,000 2. to grant Ground Works/ Walking the Land £450 <p>All agreed.</p>	<p>Clerk</p>
<p>2020/185</p>	<p>To extend the Scheme of Delegation and review remote meetings in the light of the Government decision to not extend emergency legislation</p> <p>It was noted that the court case to determine whether remote council meetings can continue is 21st April, but a decision may not be known for at least seven days.</p> <p>If the court case doesn't allow remote meetings, risk assessment and covid regulations don't allow face to face meetings. Therefore, most councils are reiterating their Scheme of Delegation and advising this is kept in place for future emergencies.</p> <p>It was confirmed that where the Scheme of Delegation is needed, all cllrs will be notified of decisions as soon as possible. It is however, hoped that decision making can continue with informed discussion with the rest of council and then the Scheme of Delegation enacted to follow the wishes of the council and ensure legality of those decisions.</p> <p>It was resolved</p> <ol style="list-style-type: none"> 1. To agree to extend the resolutions of Minute 2020/184 and continue with the Emergency Committee, and the Scheme of Delegation 2. To agree to keep the Scheme of Delegation in place for future emergencies 3. That recently elected cllrs (Shelley Rider and Colleen Rothwell) be members of the Emergency Committee from 10th May <p>All agreed.</p>	
<p>2020/186</p>	<p>To ratify all decisions made at this meeting via the Scheme of Delegation</p> <p>There is confusing guidance nationally as to how the National Period of Mourning for the Duke of Edinburgh affects the legal summons (agenda) for council meetings at all levels.</p> <p>It was noted that, as there is a small risk of legal challenge, all decisions taken at this meeting will be ratified under the Scheme of Delegation by the Mayor, Deputy Mayor, Clerk and Deputy Clerk within a week.</p>	



.....
Town Mayor
Nailsworth Town Council
Civic Centre, Old Market, Nailsworth, GL6 0DU

.....
Date



NAILSWORTH TOWN COUNCIL

MINUTES of a MEETING under the Scheme of Delegation
 held virtually under the requirements and
 emergency legislation in response to Covid-19
on Thursday 22nd April 2021

Present	Cllr Jonathan Duckworth (Chair) Cllr Mike Kelly
Minutes	Kirstie Trueman (Deputy Clerk) Katherine Kearns (Clerk)

Ref. No	Following discussions at the Emergency Committee meeting on Tuesday 20 th April, the following decisions were taken and Planning comments agreed:	Action									
2020/172	Consideration of Planning Applications received as follows: CONSULTATION										
	<table border="1"> <thead> <tr> <th>Ref</th> <th>Detail</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td>a) S.21/0512/LBC. Barn Close House, Barn Close, Nailsworth</td> <td>Listed Building. Roof and gable repair</td> <td>No observations</td> </tr> <tr> <td>b) S.21/0604/HHOLD. The Orchard, Shortwood Road, Walkley Wood, Nailsworth.</td> <td>Formation of roadside hardstanding</td> <td>Strongly object. NTC note this is a retrospective application, work having begun in February. The property already has plenty of parking space however by creating a new hardstanding area by the road, this will remove much needed on street parking for surrounding cottages who have no option but to park on the road. The proposal will exacerbate traffic issues. The 'agricultural shed' appears to be a summer house, not for agricultural use, and this intrudes into the valley, being very visible. This sets the</td> </tr> </tbody> </table>	Ref	Detail	Comment	a) S.21/0512/LBC. Barn Close House, Barn Close, Nailsworth	Listed Building. Roof and gable repair	No observations	b) S.21/0604/HHOLD. The Orchard, Shortwood Road, Walkley Wood, Nailsworth.	Formation of roadside hardstanding	Strongly object. NTC note this is a retrospective application, work having begun in February. The property already has plenty of parking space however by creating a new hardstanding area by the road, this will remove much needed on street parking for surrounding cottages who have no option but to park on the road. The proposal will exacerbate traffic issues. The 'agricultural shed' appears to be a summer house, not for agricultural use, and this intrudes into the valley, being very visible. This sets the	
	Ref	Detail	Comment								
a) S.21/0512/LBC. Barn Close House, Barn Close, Nailsworth	Listed Building. Roof and gable repair	No observations									
b) S.21/0604/HHOLD. The Orchard, Shortwood Road, Walkley Wood, Nailsworth.	Formation of roadside hardstanding	Strongly object. NTC note this is a retrospective application, work having begun in February. The property already has plenty of parking space however by creating a new hardstanding area by the road, this will remove much needed on street parking for surrounding cottages who have no option but to park on the road. The proposal will exacerbate traffic issues. The 'agricultural shed' appears to be a summer house, not for agricultural use, and this intrudes into the valley, being very visible. This sets the									



			<p>precedent for further development and future conversion to a residential property. The removal of a traditional Cotswold stone wall is detrimental to the character of the area. GCC are investigating ownership of a piece of land which is part of this application and may not be in the ownership of The Orchard. If the Planning Officer's decision is against the application, NTC request that the summer house be removed, the Cotswold stone wall rebuilt and the disputed area of grass be restored. If the Planning Officer is minded to allow this application, NTC request that there be a condition that the summer house is painted green, to blend in with the surroundings. NTC further request the application to be brought to DCC for a decision.</p>	<p>Clerk</p>
	<p>c) S.21/0610/HHOLD. Avalon, Moffatt Road, Forest Green, Nailsworth</p>	<p>Proposed loft conversion including rear dormer.</p>	<p>Object. NTC considers this is overdevelopment of a 2 bedroomed bungalow and is out of scale with the existing property. The development into a 4 bedroomed</p>	



			house will cause considerable problems with parking adjacent to the property. It's noted that the bungalow now has very little parking due to the bungalow garden having been recently developed with one new, large property.	
	d) S.21/0585/FUL. The Orchard, Shortwood Road, Walkley Wood, Nailsworth	Installation of a storage/sitework shed for agricultural use	As S21/0604/HHOLD	
	e) S.21/0706/HHOLD. South Bank, Dark Lane, Nailsworth	Construction of single storey extension to the West and North and extension to the patio to the South	NTC has no objection, on condition that the extension only to be used as ancillary to the existing dwelling and not as a dwelling in its own right.	
	f) S.21/0700/HHOLD. Westcroft House, Old Bristol Road, Nailsworth	Construction of parking bay	Object. Overdevelopment. The need for parking has been created by the garage having been converted into an annex and this should have been anticipated in the previous application. If allowed, NTC request a condition that surface water drainage be carefully considered so as not to cause extra run off into the highway and drainage system. This is due to the high risk of flooding in this vicinity.	
	g) S.21/0703/FUL. Spring Cottage,	Full Change of use of land from Agricultural to Residential and	No observations	



	Tetbury Lane, Nailsworth	Erection of two storey garage and retaining wall.	
	h) S.21/0748/COU. All Saints Church, Shortwood Road, Nailsworth	Change of Use. Proposed change of use from D1 to F2(b) to adapt existing Grade II Listed Church building as a Scout Hut	Support. NTC are pleased that an organisation is converting an old building for community use. Most of the access to this building is via Pike Lane, and other narrow roads through Shortwood and there could be traffic issues. There is very little parking in the area and careful consideration is needed for where users of the building will park, especially when there is a Shortwood football match. A condition restricting use of the building on match days may be advisable.
	i) S.21/0749/LBC. All Saints Church, Shortwood Road, Nailsworth	LBA. Proposed change of use from D1 to F2(b) to adapt the existing Grade II Listed Church building as a Scout Hut. Insertion of first floor mezzanine to provide office and storage space, a kitchen and WC facilities.	Noted
	j) S.21/0724/HHOLD. 3 Nympsfield Road, Nailsworth	Addition of raised decked area to the rear of previously approved extension.	No observations
	k) S.21/0785/HHOLD. Stonewold, Watledge Road, Nailsworth	Erection of replacement boundary fence (part retrospective)	Strongly object. Had planning permission been sought first, there could have been negotiation. The fence has changed the look of this part of the road quite



			significantly and detracts from the Conservation Area. There is a case to be made for enforcement action.	
	l) S.21/0347/LBC. Millbrook House, George Street, Nailsworth	Replace 4 sliding sash windows to first floor front elevation with like for like windows.	Noted.	
	m) S.21/0475/HHOLD. 1 The Green, Shortwood Road, Nailsworth	Creation of off-road parking area	NTC asked for a time extension and this was not noted by SDC. As a statutory consultee NTC comment according to material planning considerations and offer local knowledge. It's disappointing when this is disregarded. NTC is keen to have a more positive relationship with SDC Planning where the town council's comments can be considered as helpful to the officers making decisions. The Clerk/Mayor undertook to contact SDC to progress this.	
	Trees in a Conservation Area			
	n) S.21/0705/TPO. 17 Whitecroft, Forest Green, Nailsworth	T1 Japanese red cedar - reduce limb in line with crown. T2 Lucombe Oak - raise crown to 5m	Noted	
	o) S.21/0755/TCA. Winslow House, Spring Hill, Nailsworth	T1 and 2 Ash - Ash Dieback, Fell	Noted	
	These comments were all confirmed.			
2020/173	To confirm minutes of the Emergency Committee meeting held on 16th March 2021. It was resolved to approve the minutes of the Emergency Committee on 16 th March 2021 were approved.			Clerk
2020/174	Accounts It was resolved to agree payments in accordance with the budget as listed in the attached report.			Clerk



	All agreed.	
2020/180	<p>To ratify £1,120 traffic management costs for Ash dieback tree work on the Avening Road</p> <p>It was resolved to ratify the emergency spend on traffic management for tree work to Avening Bank at a cost of £1,120.</p> <p>All agreed.</p>	
2020/181	<p>To consider the future use of the Clocktower Garden following a request from Waterloo House</p> <p>It was decided that more consideration was needed to appropriate charges and use of the Clocktower Garden and other NTC land and that this be looked at in more detail and brought back to council at a later date.</p>	JD/Clerk
2020/182	<p>To consider a request to hire the Civic Centre 'pitch' for an evening mobile pizza van</p> <p>It was resolved:</p> <ol style="list-style-type: none"> 1. To agree to hire the civic centre pitch to this business for one evening a week 2. To agree future hire by the business of two evenings a week, depending on demand <p>All agreed.</p>	
2020/183	<p>To consider a request from member of the public to book the KGV tennis courts to allow children to roller skate</p> <p>It was resolved to not agree to the tennis courts for roller skate bookings.</p> <p>All agreed</p>	
2020/184	<p>To consider grant requests for a history/art exhibition and for Ground Works art project</p> <p>It was resolved</p> <ol style="list-style-type: none"> 1. to grant 'From Brewery 1800, to Comrades Club 1918, to Cultural Centre 2021' £1,000 2. to grant Ground Works/ Walking the Land £450 <p>All agreed.</p>	
2020/185	<p>To extend the Scheme of Delegation and review remote meetings in the light of the Government decision to not extend emergency legislation</p> <p>It was resolved</p> <ol style="list-style-type: none"> 1. To agree to extend the resolutions of Minute 2020/184 and continue with the Emergency Committee, and the Scheme of Delegation 2. To agree to keep the Scheme of Delegation in place for future emergencies 3. That recently elected cllrs (Shelley Rider and Colleen Rothwell) be members of the Emergency Committee from 10th May <p>All agreed.</p>	

.....
Town Mayor

Nailsworth Town Council, Civic Centre, Old Market, Nailsworth, GL6 0DU

.....
Date