



NAILSWORTH TOWN COUNCIL
MINUTES of the ANNUAL MEETING of Nailsworth Town Council
 held at the Town Hall, Nailsworth
on Tuesday 21 May 2019

Present	Cllr Jonathan Duckworth Cllr Robert Maitland Cllr Angela Norman Cllr Steve Robinson Cllr Paul Francis Cllr Sally Millett Cllr Mike Kelly Cllr Emma Bonner Cllr Anne Elliott Cllr Ron Kerby
Minutes	Katherine Kearns (Clerk)
Apologies	Cllr Sue Reed

In red: minutes amended at the meeting of 6th June 2019

Ref. No		Action
2019/001	Verbal introductions and safety briefing Everyone introduced themselves. Cllrs Steve Robinson and Ron Kerby volunteered to help Cllr Mike Kelly and Danny in the event of an emergency.	
2019/002	Election of Town Mayor Cllr Mike Kelly nominated Cllr Jonathan Duckworth as Mayor. Seconded by Cllr Anne Elliot. There being no further nominations it was resolved Cllr Jonathan Duckworth be appointed as Town Mayor.	
2019/003	Declarations of Interest & Applications for Dispensations None.	
2019/004	Election of Deputy Mayor Cllr Anne Elliott nominated Cllr Mike Kelly as Deputy Mayor. Seconded by Cllr Sally Millett. There being no further nominations it was resolved Cllr Mike Kelly be appointed as Deputy Mayor. Deputy Dawg Danny was also welcomed. Cllr Mike Kelly thanked Cllr Anne Elliott for her work as Deputy Mayor over the last year.	
2019/005	Appointment of Committees and Working Parties Committees: Cllrs Mike Kelly and Emma Bonner requested to join the Personnel committee. This committee often meets during the day when not all members are able to attend. In this new civic year, the first item on the agenda for each committee is the appointment of the Chair. Working Parties:	



	<p>Flood Risk wp: It was noted that David Lesser is no longer with Stroud District Council. It was agreed to keep this wp as there is a 'live' issue in Collier's Wood.</p> <p>Miles Marling Field wp: to be updated to add Cllr Emma Bonner.</p> <p>KGV Extension Field wp: Cllr Ron Kerby requested to join this. Terms of Reference are to be agreed as it hasn't yet met.</p> <p>Market Street wp: to note a new name and Terms of Reference were agreed at Full Council 16 April 2019.</p> <p>It was agreed to disband the following working parties: Grant Application wp Neighbourhood Plan wp Car Parking Review wp</p>							
<p>2019/006</p>	<p>Appointment of Representatives on outside bodies The following changes in NTC representatives were noted: Citizens Advice: there are no longer representatives from other bodies. It's run by Trustees.</p> <p>Dementia Friendly Town Group: Cllr Sally Millett chose to stand down was removed as rep and Cllrs Angela Norman and Steve Robinson were appointed reps.</p> <p>Patient Participation Group (PPG): Cllrs Mike Kelly and Sally Millett were appointed reps for this Youth Club: Cllr Mike Kelly Nailsworth Health Partnership: Cllr Mike Kelly Nailsworth in Bloom: it was noted Cllrs Steve Robinson and Sue Reed are already reps. Cllr Mike Kelly and Sally Millett are also because reps. to the sensory garden sub-committee. Town Twinning Association: Cllr Sue Reed is the rep.</p> <p><i>NB: usually one NTC representative is appointed to town groups and they act as a point of contact, attending meetings, meeting group members and reporting back on the group activities to Council. This doesn't mean other cllrs cannot attend the same groups or work with them. A cllr representative shouldn't take part in votes in that group.</i></p>							
<p>2019/007</p>	<p>To confirm minutes of Environment Committee meeting held on 7 May 2019 The minutes were approved.</p> <p>Proposed Cllr Mike Kelly, seconded Cllr Robert Maitland and all in favour.</p>							
<p>2019/008</p>	<p>Consideration of Planning Applications received as follows: CONSULTATION</p> <table border="1" data-bbox="419 1787 1257 1966"> <thead> <tr> <th>Ref</th> <th>Detail</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td>a)S.19/0906/HHOLD. 9 Carters Way, Nailsworth, Gloucestershire.</td> <td>Demolish existing conservatory and replace with single storey garden room plus side extension.</td> <td>No observations.</td> </tr> </tbody> </table> <p>INFORMATION</p>	Ref	Detail	Comment	a)S.19/0906/HHOLD. 9 Carters Way, Nailsworth, Gloucestershire.	Demolish existing conservatory and replace with single storey garden room plus side extension.	No observations.	
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	c)S.19/0941/TCA. Nailsworth Friends Meeting House, Quakers Close, Chestnut Hill, Nailsworth.	Acacia (t1) to be reduced back to previous cuts. Acacia (t2) to be removed.	Noted.	
2019/009	Matters of Urgency			
	<ul style="list-style-type: none"> It was announced that the Deputy Clerk is leaving and her leaving date is 8th August. A Personnel Committee meeting will be called. Nailsworth Quaker Meeting House has been upgraded from Grade II listed to Grade II* listed. FGR gym facilities: earlier in the year NTC was asked by residents to investigate the legality of the gym closure as its provision had been part of a Section 106 agreement. SDC has concluded its investigation and have found they cannot take further action against FGR on this matter. Eastington Parish Council have alerted NTC that the new FGR stadium site application will be heard by the Development Control Committee on 12 June. NTC clrs are invited to join Eastington PC's working party on this matter. They next meet on Thursday 30th May at 11am with a further meeting on 6th June to discuss the Planning Officer's report. Cllr Ron Kerby undertook to go and the Clerk will put him in touch with Eastington PC who will confirm the venue. Valley Trading Estate, Babdown, planning application: notes of a meeting of parish representatives and residents will be circulated. There is still time to object to this application as individuals. 			RK/Clerk
				Clerk
2019/010	Reports			
	<p>a) reports from County and District Councillors County Cllr Steve Robinson reported: At GCC's recent AGM the administration agreed to elect vice chairs from the opposition to sit in as scrutiny for the committees. County Planning & Police & Crime panel: this is one of County Cllr Steve Robinson's responsibility this year. Adult social care and communities has been split from Health & wellbeing as this is such a big committee. County Cllr Steve Robinson's is on Adult Social care & Communities. Climate Emergency: GCC has committed to 80% reduction in carbon emissions by 2030 and has called on the government to respond with additional resources. GCC plan to work with district and local councils to reduce carbon emissions. Transforming town centre seminar: will report back to NTC. Town free car park signs: recently met with Paul Helbrow and Clerk. Awaiting costs. National communications defence warning system: in response to a question, the County cllr confirmed that this was not in Nailsworth's remit but the county was involved.</p>			Clerk



	<p>It was noted NTC don't have a town emergency plan and the Clerk undertook to investigate how to action this.</p> <p><i>* Cllr Angela Norman left at this point</i></p> <p>District Cllr Steve Robinson is Deputy Chair of SDC and has been elected back onto the Strategy & Resources committee.</p> <p>SDC peer challenge results: a good council with evidence of good working partnerships working on the ground; relatively strong financial position; need for clearer priorities to be taken; governance needs to show earlier collaboration; groundswell of goodwill from a range of external partners. It was recommended SDC spoke to NTC and this meeting has taken place.</p> <p>SDC have provided £50k to set up the Avon Bank to support local businesses.</p> <p>Tanner's Piece housing: official opening Monday 10th June.</p> <p>Land at bottom of Spring Hill: District Cllr Steve Robinson has set up a meeting with site neighbours as recent work by Nailsworth in Bloom has revealed an unsafe stone wall. SDC confirm this isn't owned by them.</p> <p><i>NB This land has been offered to NTC under asset transfer and NTC has asked SDC to confirm boundary ownership and repair them.</i></p> <p>b) report from Town Mayor This was noted. The Mayor and Clerk met with SDC's Chief Executive Kathy O'Leary. This was a very constructive meeting and there is confidence that future relationships between our two councils will be strong and beneficial. The Mayor thanked Cllr Anne Elliott for her work as Deputy Mayor.</p> <p>c) report from Deputy Mayor Noted.</p> <p>d) report from Clerk's office Noted.</p> <p>e) reports from Members on outside bodies: Youth Club: Tracy Young will be invited to the Council meeting in June. It was noted that outside speakers are asked to submit a written report and given an indication of a time limit so that time is best used for supplementary questions. The OPCC has agreed to grant a further £6k for youth outreach work. Community Land Trust: have been looking at more sites, including the possibility of building behind the Mortimer Room/library building.</p> <p>f) reports from Working Parties: there were none.</p>	<p>Clerk</p>
<p>2019/011</p>	<p>To consider Committee recommendations: There were no new recommendations to consider.</p>	
<p>2019/012</p>	<p>Accounts To agree payments in accordance with the budget as listed in the attached report</p>	



	<p>Noted and agreed</p> <p>In response to a question the Clerk noted the fuel bill had increased due to seasonal increased use of the Mule and power tools, this being a very busy time.</p> <p>Proposed Cllr Anne Elliott, seconded Cllr Robert Maitland and all in favour.</p>	
2019/013	<p>To review NTC's Risk Assessment</p> <p>Noted.</p> <p>Next month's risk assessment to include the need for a town emergency plan. (low probability and high impact)</p>	Clerk
2019/014	<p>To receive the internal checker report</p> <p>Thanks were offered to Cllr Angela Norman for her work on this report.</p>	
2019/015	<p>Adoption of Annual Governance Statement for the year ended 31 March 2019</p> <p>This was noted and it was resolved to accept the Annual Governance Statement for year ending 31 March 2019.</p> <p>Proposed Cllr Steve Robinson, seconded Cllr Mike Kelly and all in favour.</p>	
2019/016	<p>Adoption of Accounting Statement for the year ended 31 March 2019</p> <p>This was noted and it was resolved to accept the Accounting Statement for year ending 31 March 2019.</p> <p>Proposed Cllr Steve Robinson, seconded Cllr Mike Kelly and all in favour.</p>	
2019/017	<p>To agree movements in Reserves</p> <p>There were no questions and it was resolved to approve the following movements in reserves:</p> <ul style="list-style-type: none"> • £2,000 from Avening Bank reserve to 6240 Emergency Tree Work and £2,000 from Avening Bank reserve to 6030 Town Hall Repairs. • £3,000 from 6200 Lighting upgrade Reserve to the Civic Centre Reserve. • £3,482 from the General Fund to 6080 Multi-use Games Area Reserve to bring it to £0. • £1,000 from the General Fund to Groundsman's vehicle Reserve to begin putting aside funds for a future electric vehicle. • £2,000 from General Fund to 6330 Contingency • £6,000 from the General Fund to 6030 Town Hall repairs Reserve. • £7,000 from the General Fund to 6310 Civic Centre Reserve. <p>Proposed Cllr Robert Maitland, seconded Cllr Emma Bonner and all in favour.</p>	Clerk
2019/018	<p>To approve the schedule of meeting dates for the year 2019-2020</p> <p>It was noted that as usual there will be no August Full Council meeting. Tuesday 26 November has been set as the special budget meeting and there will be only one council meeting in January.</p>	



	Proposed Cllr Steve Robinson, seconded Cllr Mike Kelly and all in favour.	
2019/019	Confidential item	
2019/020	<p>To confirm staff salary rates for 2020-2021 These were approved.</p> <p>Proposed Cllr Steve Robinson, seconded Cllr Mike Kelly and all in favour.</p>	
2019/021	<p>To approve the spend of funds for Miles Marling Field project The drawing of the final scheme was shown. This includes picnic benches which will have stone insets for barbecues as requested by the Youth Forum. Benches are spread around the field to provide regular resting places. It was confirmed the contractor will be asked to provide space for wheelchairs and buggies at the end of benches. 'Positive' signage promoting good behaviour will be favoured for the site. The Clerk confirmed there will be a 5% retention but this will be split (2.5% after 6 months and 2.5% after 12 months).</p> <p>It was resolved</p> <ol style="list-style-type: none"> 1)to approve spend of £75,145 on Miles Marling Field 2)to give the working party authority to agree the contract and timetable and for this to then be ratified at the next Full Council meeting 3)to authorise £30k payment to the contractor in order to start the work <p>Proposed Cllr Steve Robinson, seconded Cllr Mike Kelly and all in favour.</p>	Clerk

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 Town Mayor
 Nailsworth Town Council
 Town Hall, Old Bristol Road, Nailsworth, GL6 0JF

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 Date