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# NAILSWORTH TOWN COUNCIL

Civic Centre, Old Market, Nailsworth, Glos. GL6 0DU

Tel: 01453 833592 email: [clerk@nailsworthtowncouncil.gov.uk](mailto:clerk@nailsworthtowncouncil.gov.uk)

Clerk to Council: Katherine Kearns

You are invited to attend a meeting of the Full Council in the Main Hall at the Town Hall, Old Bristol Road, Nailsworth to be held on Tuesday 5<sup>th</sup> October 2021 starting at **6.30pm**.

K Kearns

Town Clerk

30<sup>th</sup> September 2021

1. Apologies
2. Verbal Introductions and Safety Briefing (fire and covid-19)
3. Declarations of interest and applications for dispensations
4. Matters of Urgency: *important items that have arisen since the meeting summons (agenda) and cannot wait to be addressed with a written report at a future meeting, due to inflexible deadlines*
5. Consideration of planning applications received as follows:

#### **CONSULTATION**

- a) S.21/2234/HHOLD. Lake View, Harley Wood, Nailsworth, Stroud. Application: HHOLD Construction of a dormer window & a balcony (with spiral stair) to the rear elevation of the existing annex of the dwelling.
- b) S.21/2153/HHOLD. Inglenook, Park Road, Nailsworth, Stroud. Application: HHOLD Demolition of existing garage and conservatory and erection of second storey on original house and single storey rear and side extension.
- c) S.21/2159/HHOLD. Spring Cottage, Tetbury Lane, Nailsworth, Stroud. Application: HHOLD. Erection of single storey double garage.
- d) S.21/2277/HHOLD. Dove Cottage, Nailsworth Hill, Nailsworth, Stroud. Application: HHOLD. Erection of garden room

#### **CONSULTATION – TREES IN A CONSERVATION AREA/PRESERVATION ORDER**

None.

#### **PREVIOUSLY TRACKED APPLICATIONS**

- e) S.21/1902/LBC. Lower Forge, Dunkirk Mills, Inchbrook, Stroud. Application: Listed Building Application. Replace current hardwood windows with new hardwood windows. Application: permitted. NTC: noted
- f) S.21/2128/TPO. Beaudesert Park School, Box, Stroud, Gloucestershire. Application: Tree Preservation Order (1) T375 - Fell to near ground level. (2) Group 4 in the main school area - 6 Ash. Fell to near ground level. (3) 6 Ash - Fell all 6 trees to near ground level. B. Ash by the cricket nets at the end of the red brick wall - fell this tree to near ground level. C. Beech tree T588- Reduce the lateral spread on both sides by approximately 4.0m to decrease the loading on the cable and stabilise squirrel damage. Application: permitted with condition Ten replacement trees tree must be planted (within the school grounds) within 14 days after the existing tree has been felled. The tree must be 10-12cm in girth at the time of planting and be of the following species: x 5 Common oak ( *Quercus robur*). x 5 Common beech (*Fagus sylvatica*). Notification in writing shall be given to the local planning authority when the replacement trees has been planted. NTC: No comment.

7. To confirm minutes of the Full Council meeting of 21<sup>st</sup> September 2021.

#### **Reports for information (no decisions required):**

8. To note the scheme of delegation and future face to face meetings (paper available)



**NAILSWORTH TOWN COUNCIL**  
**Minutes of the Full Council**

**DRAFT**

held at 6.30pm in Nailsworth Town Hall  
**on Tuesday 21st September 2021**

**Present:**

Cllr Mike Kelly (Chair)  
Cllr Paul Francis  
Cllr Ros Mulhall  
Cllr Shelley Rider  
Cllr Colleen Rothwell  
Cllr Angela Norman  
Cllr Steve Robinson

**Also Present:**

Stroud District Cllr Norman Kay

**Minutes:**

Clerk

**Apologies:**

Cllr Patsy Freeman  
Cllr Robert Maitland  
Cllr Jonathan Duckworth  
Cllr Natalie Bennett

**2021/089**

**Election of Town Mayor**

In the absence of the Mayor, the Deputy Mayor chaired the meeting. The current Mayor, Cllr Jonathan Duckworth, stood down from his position and submitted the following statement in his absence;

*I'm very sorry that I cannot be with you tonight, to carry out what would have been my last action as Town Mayor. It is hugely ironic that as we meet physically after 18 months of precautions, one of us cannot attend.*

*As I said at the AGM in May, when we met in KGV, I would happily hold the fort until Mike was comfortable. He is now ready, so I am formally standing down as Mayor.*

*I would like to thank all of council and all of our staff for their support during my time as Mayor, these have been challenging, but rewarding times and I have thoroughly enjoyed my time. I'd like to reiterate what I wrote in Nailsworth News: "I always think that in positions like these we hold, that we are merely guardians - it is for us to take what we are in charge of and improve it before handing over. I hope that I have done that."*

*Mike has been a fantastic support as Deputy Mayor and if I was at the meeting I would have no hesitation in nominating him as our next Mayor.*

There was an election and Cllr Mike Kelly was elected unopposed as Mayor. The incoming Mayor Cllr Mike Kelly thanked the outgoing Mayor, Cllr Jonathan Duckworth for his commitment and support.



It was noted that, as this is the first face to face meeting of Full Council since the Emergency Committee was formed, the Emergency Committee comes to an end until circumstances require.

#### **2021/090**

##### **Election of Deputy Mayor**

The position of Deputy Mayor was made vacant by the election of the Mayor. An election took place and Cllr Jonathan Duckworth was elected unopposed as Deputy Mayor.

#### **2021/090**

##### **Apologies**

Apologies were received from Cllrs Patsy Freeman, Jonathan Duckworth, Natalie Bennett and Robert Maitland.

#### **2021/091**

##### **Verbal Introductions and safety briefing**

The people in the room introduced themselves.

Those present were reminded of covid-19 safety rules for the building. In the event of a fire, Cllr Steve Robinson and the Clerk will assist Cllr Mike Kelly and his Guide Dog to safety.

#### **2021/092**

##### **Declarations of Interest & Applications for Dispensations**

There were none.

#### **2021/093**

##### **Consideration of Planning Applications received as follows:**

###### **CONSULTATION**

- a) S.21/2078/FUL. Land At Forge Cottage, Bath Road, Nailsworth, Gloucestershire.  
Application: Full. Erection of a one-bedroom dwelling.  
**Comment:** No objection. Conditional on the dwelling not subsequently being sold off separately, and to be ancillary to the existing dwelling.
- b) S.21/2127/FUL. Site For Bike Shed, Dunkirk Mills, Inchbrook, Gloucestershire.  
Application: Full Erection of bicycle storage for 12 bikes.  
**Comment:** Support. NTC appreciate the applicant has made efforts to put the bike storage in the least visible position in the Conservation Area.

###### **TREES IN A CONSERVATION AREA**

- c) S.21/2128/TPO. Beaudesert Park School, Box, Stroud, Gloucestershire. Application: Tree Preservation Order (1) T375 - Fell to near ground level. (2) Group 4 in the main school area - 6 Ash. Fell to near ground level. (3) 6 Ash - Fell all 6 trees to near ground level. B. Ash by the cricket nets at the end of the red brick wall - fell this tree to near ground level. C. Beech tree T588- Reduce the lateral spread on both sides by approximately 4.0m to decrease the loading on the cable and stabilise squirrel damage.  
**Comment:** No observations.
- d) S.21/2160/TCA. Axpill House, Cossack Square, Nailsworth, Stroud. Application: TCA.  
T1 Ash: Remove.  
**Comment:** No observations.

#### **2021/094**

##### **To confirm minutes of the Emergency Committee meeting and Environment Committee held on 7<sup>th</sup> September 2021**

**Emergency Committee**

These were noted. All agreed.

**Environment Committee**

These were noted. All agreed.

**2021/095****To consider Environment Committee recommendations:**

It was **recommended** to:

- Install a wooden bench at KGV playing field at a cost of £800.
- Accept a donation of £500 in memory of Norman Mansell towards the bench and to install a plaque on it.

It was clarified that a wooden bench was agreed and the cost is £1,160 (£660 NTC funds; £500 donation).

All agreed.

- To replace the four benches by the stream in Mortimer Garden with benches that have backs and armrests and are suitable for the location.

After some discussion, the recommendation was returned to the Environment Committee for further research. The Clerk asked all to submit further questions they'd like explored which they feel weren't covered in the report and the previous bench report.

- To purchase 2 large grit bins (400 litre) and 1 small grit bin (160 litre) at a cost of £564 plus  
All agreed.

The Clerk undertook to arrange an agreement between GCC Highways and NTC to allow NTC property (the grit bins) to be installed on GCC Highways land.

- To reduce the Hornbeam tree by 10% and remove Christmas lights, and to carry out a further 10% reduction of the Hornbeam tree in 2022.

The cost was confirmed as £1,620 in 2021.

All agreed.

**2021/096**

**Matters of Urgency** *important items that have arisen since the meeting summons (agenda) and cannot wait to be addressed with a written report at a future meeting, due to inflexible deadlines*

Gigaclear installation has ceased in Newmarket due to a gas leak.

**2021/097****Accounts**

**To agree payments in accordance with the budget as listed in the attached reports**

It was agreed

**2021/098**

**To consider comments on Nailsworth Chamber of Trade's licence application for a Christmas Market on Friday 10<sup>th</sup> December**

This event has already been publicised and concern was raised that NTC permission for use of the Mortimer Garden had not been agreed prior to the publicity.

The following concerns were raised;

The licence covers two car park spaces in the access road behind the parade of shops.

These are used by and in front of two businesses who may need access.



The access road is used for deliveries lorries by the parade of shops, including the Co-op and the butchers, who need access for Friday deliveries. This is not usually closed when the bus station is used for events.

The Clerk undertook to pass on these comments to SDC Licencing Department.

In response to a query as to whether the event will be affordable for residents, the Chamber of Trade has stated they will provide music and entertainment free for all

**Reports for information (no decisions required):**

**2021/099**

**Financial summary and bank reconciliations**

It was noted.

**2021/100**

**To review NTC's Covid-19 Risk Assessment**

It was noted.

**2021/101**

**Reports from councillors**

- a) **report from Town Mayor (paper available)**  
Noted
- b) **report from Deputy Mayor (paper available)**  
Noted
- c) **reports from County and District Councillors (paper available)**  
Noted
- d) **To receive an update on NTC activities and support during Covid-19 (paper available)**

Thanks were recorded to the staff team for a great Town Meeting.

**2021/102**

**To receive an update on flood alleviation plans for the town centre**

GCC will be arranging a meeting with NTC to go through the flood alleviation options for the town centre.

**2021/103**

**To receive a report on SDC's Strategic Infrastructure Fund (CIL) for 22-23**

Noted. GCC have put aside £150k for flood alleviation in Nailsworth and it was agreed to back GCC's bid to the CIL Strategic Infrastructure Fund.

**2021/104**

**To receive Homestart's Annual Report for 2020-2021**

The Clerk undertook to pass on thanks to Homestart for the tremendous work they are doing. Also to ask if Homestart is at capacity and is the funding sufficient for what they're doing?

**2021/105**

**To receive a report on GCC recommissioning Family Hubs**

It was noted these are preliminary enquiries, to find out where there are things already being provided in each area. Funding is not clear; GCC are inviting people to come forward and shape their areas of interest. The concept is a 'one stop shop' for children's services; Homestart seems to be the main provider in Nailsworth.

Bearing in mind how the pandemic has affected families, the feel is that now is the time to be investing more in supporting families. The number of children going into care has risen during the pandemic and so there is less money to spend on preventative measures.

Cllr Ros Mulhall undertook to be NTC's representative on this issue.



NTC's new CYP working party (Children and Young People) may be able to provide evidence of Nailsworth's needs.

**2021/106**

**To receive a report from Community Roots on their work at the Arkell Centre**

It was expressed that it was interesting to finally receive this report, and there was interest in what has been achieved by Community Roots after three years, and what evidence there is of their work in Nailsworth. The original plan was for the project to be evaluated by a third party. The Clerk undertook to request this feedback from Community Roots.

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

.....  
Date

DRAFT



# Nailsworth Town Council

## Agenda Item 8

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**Meeting** of Full Council

**Meeting date** Tuesday 5<sup>th</sup> October 2021

**Subject** To note the Scheme of Delegation and future virtual/face-to-face meetings

**Author** Clerk

**Status** Information

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### Summary

Confirmation of the legal position in which lawful decision making can continue to take place under changing circumstances of covid-19, and in the event of other emergencies.

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### Detail

At the Council meeting on 17<sup>th</sup> March 2020 the Emergency Committee was formed and a Scheme of Delegation was put in place to allow council decision making to continue through the pandemic:

*Minute 2019/211:*

*It was **resolved** that the Scheme of Delegation be as follows:*

- 1. The Emergency Committee in the first instance*
- 2. Delegated powers to Chair, Vice-Chair and Clerk*
- 3. In the event that the above is not practical, then delegated to a Clerk/Deputy Clerk and any two councillors.*

As resolved in that minute the Emergency Committee ceased to be in place when the council met face to face again on Tuesday 20<sup>th</sup> September 2020. The Scheme of Delegation is still in place as advised by NALC, to cover any future emergencies that may occur.

To confirm that in the absence of an Emergency Committee the Scheme of Delegation is;

- 1. Delegated powers to Chair, Vice-Chair and Clerk*
- 2. In the event that the above is not practical, then delegated to a Clerk/Deputy Clerk and any two councillors.*

With covid-19 still making its effects known, staff and cllrs may need to self-isolate at short notice. In the event that a face-to-face meeting cannot take place, or has to be abandoned due to not being quorate, the Scheme of Delegation can be used to ensure continuity of decision making and service.





# NAILSWORTH TOWN COUNCIL

Civic Centre, Old Market, Nailsworth, Glos. GL6 0DU

Tel: 01453 833592 email: [clerk@nailsworthtowncouncil.gov.uk](mailto:clerk@nailsworthtowncouncil.gov.uk)

Clerk to Council: Katherine Kearns

You are invited to attend a meeting of the Recreation and Amenities Committee in the Main Hall at the Town Hall, Old Bristol Road, Nailsworth to be held on Tuesday 5<sup>th</sup> October 2021 starting at **7pm**.

K Kearns  
Town Clerk  
30<sup>th</sup> September 2021

1. Apologies
2. Verbal Introductions and Safety Briefing (fire and covid-19)
3. To appoint the Chair of the Recreation & Amenities Committee, following the May 2021 election
4. To consider future options for further free tennis sessions at the KGV tennis courts (paper available)
5. To receive a report on a new football team at KGV (paper available)



# Nailsworth Town Council

## Agenda Item 4

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**Meeting** of Recreation and Amenities Committee

**Meeting date** Tuesday 5th October 2021

**Subject** To consider future options for further free tennis sessions at the KGV tennis courts

**Author** Deputy Clerk

**Status** Action

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### Summary

A summary of the income and use of the tennis courts since joining the LTA booking scheme. To consider future free tennis sessions at the KGV tennis courts following the success of the 'Free Fridays' during the summer holidays.

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### Detail

The introduction of the Lawn Tennis Associations (LTA) online booking system 'Clubsparks' in March 2021 has provided NTC staff with an accurate way to monitor bookings and income for the two KGV tennis courts. Prior to this the courts were busy, but the honesty cash box booking system which was in place made it difficult to ascertain the exact usage of the courts. It was also impossible to tell if people weren't paying for sessions or were paying less than the court charges.

It took around one hour staff time a week to administer the honesty box system including banking the cash. Payments are collected by Clubsparks and paid in one direct payment every month to NTC's account. Administration of the system is minimal.

Clubsparks has enabled us to find out more information about when the courts are most/least used, who uses them and how regularly they use them. Along with adopting the Clubsparks system, we also introduced a combination lock on the gates. Players are emailed the code along with their booking confirmation. This system has worked well and ensures that the courts are secured between bookings. We are aware of a couple of occasions when people have left the combination lock open for others to use without paying or passed the code on to friends. However, this does not appear to have affected income significantly.

During Summer months the courts are open daily 8am – 8pm. Hours are reduced to daylight hours during the winter months and are currently open from 8am -7pm. They will be reduced again when the clocks change. There is a flat rate of £6 per tennis court per hour. Previously with the honesty box system there was an adult rate of £6 and a child rate of £2.50. Unfortunately, the Clubsparks system doesn't allow for different charges, however this does allow up to four people of any age to play for a flat charge of £6.

The tennis courts were closed following Government guidance in April 2020. When the restrictions were relaxed in Summer 2020, NTC removed the honesty box system and allowed the courts to be played for free to help people in the town to keep fit and active during uncertain times. This meant that from April 2020 until March 2021 the KGV tennis courts had no income. Also, to enable accessibility to the courts and to encourage families to play, NTC introduced 'Free Family Fridays' on six Fridays during the Summer holidays (from 23<sup>rd</sup> July – 27<sup>th</sup> August) (minute 2021/053). These days proved to be very popular with forty-eight bookings made by twenty-seven different families. This equates to an average potential loss of £48 per week (or £288 over the whole six weeks).



## Nailsworth Town Council

Here is a summary of tennis court income over the past 4 years:

£3,052.70 (April 2018 - March 2019)

£3,548.00 (April 2019 - March 2020)

£0.00 (April 2020 - March 2021, due to covid-19 restrictions and NTC's removal of charges)

£2,065.00 (April 2021 - August 2021)

This year's income so far by month compared the monthly income for 2018:

	<b>2018</b>	<b>2021</b>
<b>April</b>	£352.00	£390.29
<b>May</b>	£427.50	£344.81
<b>June</b>	£351.00	£384.71
<b>July</b>	£476.40	£445.19
<b>August</b>	£204.50	£500.00
<b>September</b>	£215.00	(Unknown at time of writing paper)
<b>October</b>	£206.50	-----
<b>November</b>	£183.00	-----
<b>December</b>	£159.00	-----
<b>January</b>	£171.20	-----
<b>February</b>	£122.50	-----
<b>March</b>	£183.50	-----
<b>Total</b>	£3,052.70	£2,065.00

So far this year the courts are showing a monthly increase in revenue of up to £50. This increase is after the card transaction fees and administration fees from Stripe/the Lawn Tennis Association. It is difficult to know if the increase is a result of people keen to play after 12 - 18 months of restrictions and lockdowns, or if the online booking system ensures that people are paying each time they play. The monthly income is likely to lower as we head into Winter with reduced court opening hours due to the limited daylight and also bad weather (as shown by the 2018 figures).

In light of the success of the introduction of the online booking system, the popularity of the free tennis sessions and the pattern of an increase in income from the courts, the Recreation and Amenities Committee is invited to consider further free tennis days. An introduction of 'Free Tennis Fridays' all year round will make it easier for tennis players to remember when the courts are free and will make the scheme easier to administer – it takes careful timing to change the passcode to allow for 'Free Tennis Fridays' just on school holidays.

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### Climate Emergency Impact

*What are the Climate Emergency benefits or impacts?*

**Fairness:** Improving access to the tennis courts to all and dispelling the perception that tennis is an elitist sport.

**Health & Wellbeing:** Outdoor exercise all year round, for all abilities, improves health and wellbeing. Team sports strengthens social links and helps mental and physical health.



## Options

1. To offer 'Free Tennis Fridays' all year round at a loss of potential income of £2,496 to NTC (NB. Not every available tennis session time is booked all the time).
2. To continue to offer 'Free Tennis Fridays' during all school holidays at a loss of potential income to NTC of approximately £48 per week, £624 per year (13 weeks of school holidays per year)
3. To stop offering any free tennis sessions and keep charges for every day of the week, with no increase of income

## Recommendation

1. To offer 'Free Tennis Fridays' all year round at a loss of potential income of £2,496 to NTC
- 

## Costs

Loss of potential income: £2,496

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## Funding Source

Income: 305 Hire of KGV Facilities (tennis courts)

**ENDS.**



# Nailsworth Town Council

## Agenda Item 5

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**Meeting** of Recreation and Amenities Committee

**Meeting date** Tuesday 5<sup>th</sup> October 2021

**Subject** To receive a report on a new football team at KGV

**Author** Office Admin

**Status** Information

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### Summary

An update regarding the football teams playing at KGV this season with changes from previous seasons.

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### Detail

KGV football pitch has capacity for three teams to play football per season and we support local teams as a priority. For the pitch to remain in the best condition it supports a youth, a junior and an adult team. These are Shortwood Juniors and Minchinhampton Rangers and, up until recently, the Taverners.

Over the pandemic grassroots football teams have faced many challenges and teams have reduced capacities often losing their reserve teams. The adult team playing at KGV were the Taverners reserves who gave us notice earlier in the year and they could get enough players together but ultimately, they have not got a team ready for the current season. This allowed us to help Rodborough Old Boys and Stroud United to continue to play while their usual pitches were out of action.

During this time the office was approached by a Forest Green resident who wanted to establish a Nailsworth team. His team is currently playing on a pitch in Gloucester pitch in the short term while waiting for a more local pitch to become available. We are delighted to say that there is now a vacancy for this new local team to use KGV football pitches from October. The new team is registered for this season as Oxstalls United, however from next season they intend to rename themselves Nailsworth FC. The team is sponsored by Wildlife World in Tetbury and have eco-friendly bamboo kits. They will be designing new kits for the new team name. Their Chairperson commented this is fulfilling a long-awaited dream to have a Nailsworth team.

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