



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 16th February 2021

Present	Cllr Jonathan Duckworth (Chair) Cllr Steve Robinson Cllr Angela Norman Cllr Mike Kelly Cllr Robert Maitland Cllr Sue Reed <i>*arrived at</i> Cllr Natalie Bennett
Minutes	Katherine Kearns (Clerk)
Apologies received from:	There were none
Also present:	Mike Ward and Helen Medford (The Coffee Lada)
Not present:	Cllr Paul Francis

Ref. No		Action									
2020/135	Verbal introductions The Chair read out the names of those seen or heard to be present.	Clerk									
2020/136	Declarations of Interest & Applications for Dispensations As a member of SDC's Development Control Committee Cllr Sue Reed arrived after Planning considerations.										
2020/137	Consideration of Planning Applications received as follows: CONSULTATION <table border="1" data-bbox="418 1272 1216 2033"> <thead> <tr> <th>Ref</th> <th>Detail</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td>a) S.21/0055/FUL. Land At 4, Foxes Dell, Forest Green, Nailsworth.</td> <td>Proposed new dwelling</td> <td>No observations</td> </tr> <tr> <td>b) S.21/0022/FUL. Wild Garlic, 3 Cossack Square, Nailsworth, Stroud.</td> <td>Change of use of ground floor with associated alterations to create two one-bedroom self-catering units.</td> <td>Object. NTC are sympathetic to the need of businesses to diversify given the past year, however the Town Council is mindful of SDCs Local Plan which seeks to protect and develop market town centres (Core Policy 12: Town centres and Retailing, to promote choice, competition and innovation). Part</td> </tr> </tbody> </table>	Ref	Detail	Comment	a) S.21/0055/FUL. Land At 4, Foxes Dell, Forest Green, Nailsworth.	Proposed new dwelling	No observations	b) S.21/0022/FUL. Wild Garlic, 3 Cossack Square, Nailsworth, Stroud.	Change of use of ground floor with associated alterations to create two one-bedroom self-catering units.	Object. NTC are sympathetic to the need of businesses to diversify given the past year, however the Town Council is mindful of SDCs Local Plan which seeks to protect and develop market town centres (Core Policy 12: Town centres and Retailing, to promote choice, competition and innovation). Part	
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		<p>of Nailsworth's attraction is its reputation as a food destination, not least due to the two Michelin Guide entries earned by Wild Garlic and Wilders efforts. NTC recognise the need to protect the choice and range of attractions that bring visitors to our town; once this is lost it is harder to win back. A change of use from restaurant to self-catering accommodation risks eroding the attractiveness and vitality of the town, with a creep of residential development into the town centre</p>	<p>Clerk</p>
<p>Trees in a Conservation Area</p>			
<p>c) S.21/0247/TCA. Stonewold, Watledge Road, Nailsworth, Stroud.</p>	<p>T1 - Norway Spruce - fell to ground level. T2 – Silver Birch reduce by 3metres</p>	<p>No observations</p>	
<p>d) S.21/0267/TCA. Barley Hill, Watledge Road, Nailsworth, Stroud.</p>	<p>A - Ash - Crown reduction of 6m2. B - Sycamore - crown reduction of 4.5m.</p>	<p>No observations</p>	
<p>Previously tracked applications:</p>			
<p>S.20/1759/FUL. The Meadow, Stroud Road, Nailsworth, Stroud. There has been great concern from residents about recent tree work at The Meadow and there are now few trees left on the site. There is concern that, as feared, permission to carry out routine tree management has been used to clear the site for development. A planning application for self-catering units is still not determined, although many other applications have been. It's understood that, as the application has been 'called in' for a committee rather than officer decision, there is more work involved to prepare for this. There was dissatisfaction at the treatment of this application, and it was agreed to express this in a letter to SDC's Chief Executive.</p>			
<p><i>* Cllr Sue Reed joined the meeting at this point</i></p>			
<p>Clerk/RM/JD</p>			



<p>2020/138</p>	<p>To confirm minutes of the Emergency Committee meeting held on 19th January 2021. The minutes of the Emergency Committee on 19th January 2021 were approved.</p> <p>Proposed Cllr Mike Kelly, seconded Cllr Steve Robinson, all agreed.</p>	<p>Clerk</p>
<p>2020/139</p>	<p>Accounts 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>In response to a question, it was confirmed that Nailsworth In Bloom make a small contribution to the planting budget for bulbs, but the remainder comes from the planting budget. Bulbs are planted each year across the town to gradually bulk up displays.</p> <p>Proposed Cllr Jonathan Duckworth, seconded Cllr Robert Maitland, all agreed.</p>	<p>Clerk</p>
<p>2020/140</p>	<p>Financial summary and approval of bank reconciliations The financial summary and monthly bank reconciliations were noted.</p> <p>The Clerk explained the different report circulated was to show % budget left under each budget heading as the financial Year End draws near.</p>	
<p>2020/141</p>	<p>To review NTC's Covid-19 Risk Assessment The changes to the Covid-19 Risk Assessment were noted.</p>	
<p>2020/142</p>	<p>To receive an update on NTC activities and support during Covid-19 All Saints churchyard headstones: It was confirmed that NTC is responsible for laying any unsafe headstones down, but they remained the ownership and responsibility of the grave owner (usually a family member of the deceased). NTC notified the church wardens of dangerous headstones and they, as holders of the burial records, contacted the grave owners.</p> <p>Elections: It was noted that nomination papers for the forthcoming elections will be available from the Civic centre soon and can also be requested from SDC.</p> <p>Nailsworth News will have an editorial meeting on Wednesday, and it's proposed that NN carries a page on their website for all candidates, as has been done before. It's worth noting that the timing of the election dates and NN printing means that it will be too late for all candidates to be listed, and the paper is not currently being delivered to all houses in the parish. Nailsworth News committee will decide whether or not to go ahead with this and in what format candidates will be listed.</p> <p>Nailsworth News will include information on how to register to vote and pertinent dates. The Clerk has submitted an article to NN</p>	



	<p>about the town council elections and there will be a display in the Civic Centre. During the run up to elections NTC will endeavour to keep all forms of communication neutral.</p> <p>Paperless finances: The NTC office team were congratulated on moving to a more modern way of working and with less use of paper.</p>	
<p>2020/143</p>	<p>To confirm the terms of reference and consider the recommendations of the Civic Centre Working Party The working party paper was noted.</p> <p>It was resolved to approve the Terms of Reference of the Civic Centre working party as follows: a) to examine a redevelopment of the Civic Centre area, which includes NTC land at the Mortimer Room and Civic Centre, and GCC's land, to provide a better civic centre and an improvement to Old Market b) to engage with the public and gauge the public's enthusiasm for such a redevelopment c) to take recommendations to Council based on these findings d) that Terms of Reference are regularly reviewed to take account of changes in the project.</p> <p>The Chair of the Civic Centre working party as appointed by the working party members, is Cllr Jonathan Duckworth</p> <p>Proposed Cllr Jonathan Duckworth, seconded Cllr Angela Norman, all agreed</p>	
<p>2020/144</p>	<p>To consider a request from The Coffee Lada for a pitch This item was moved to the first item of the meeting to allow members of the public (The Coffee Lada) to respond to questions.</p> <p>In response to questions, The Coffee Lada responded that their relatively new business had had a pitch at the Lockkeepers Café in Stroud while the café was closed, and The Coffee Lada stopped when the café reopened. The licence had been for 8 weeks after which they took The Coffee Lada to competitive cycling events. They are now looking for an opportunity to sell locally with their original idea being to support cycling events.</p> <p>After lockdown The Coffee Lada would like to have a semi-permanent, flexible access to a pitch, selling flapjacks and brownies as well as coffee.</p> <p>There was a wide-ranging discussion about possible locations for a pitch in Nailsworth town centre, including consideration of where cyclists (a major customer base) would leave bikes, whether these would be an obstruction; consideration of the number of other cafes in town and competition; clash with pedestrians and the need for high visibility for passing trade. A slightly different clientele for the town (cyclists) is growing and would be welcome.</p> <p>After agreeing to trial the Civic centre car park pitch, it was noted that exact times and days will first need to be agreed with the NTC</p>	<p>Clerk</p>



	<p>office who manage room and pitch bookings. They will also negotiate with the Library and Friday Market (another hirer) for amicable shared use of the car park.</p> <p>It was resolved to trial a limited time location (in the Civic Centre car park) for a pitch on Friday, Saturdays and Sundays (as available) for a period of 6 months and at a cost of £10.50 a session in line with previous pitch rates at this location.</p> <p>Proposed Cllr Jonathan Duckworth, seconded Cllr Robert Maitland, agreed Cllr Steve Robinson abstained.</p>	
<p>2020/145</p>	<p>To consider quotes to carry out repair work at Hazelwood bungalow</p> <p>The Clerk spoke about the different contractors, all three of which have carried out work for NTC in recent years and to a good standard. There was a detailed discussion about the differences in the quotes and it was noted that contractor 1, although they're familiar with Hazelwood bungalow, had not visited the site. It was felt this estimate may not truly reflect the eventual cost of the work and that it would be likely to have to revisit the budget as the work progressed rather than being more certain of the final cost.</p> <p>Contractor 2's quote was felt to be more realistic, although a more detailed quote for work to the bathroom is needed rather than an estimate.</p> <p>Contractor 3's quote didn't include plumbing and electrician work and not all the work was included.</p> <p>After a full discussion it was resolved to choose contractor 2 at a cost of £3,450 plus approx. £5,000 for a new bathroom, with more detail being submitted for the work to the bathroom before commencing.</p> <p>Proposed Cllr Jonathan Duckworth, seconded Cllr Mike Kelly, all agreed.</p>	<p>Clerk</p>
<p>2020/146</p>	<p>To consider a resident's concerns about damage to Meadow bank manorial waste, Shortwood</p> <p>There was a discussion about the summary of the issues which were presented in the previously circulated report. In addition, it was noted that historically the piece of land at Ragnall Lane had been cleared for parking and a curb stone added in the 1980s. Parking in that location is largely used by residents with no parking in older cottages.</p> <p>It was further noted that justification for spending potentially a lot of money on another solution would be hard to find at the moment.</p> <p>It was resolved to leave the management and use of the land as it is.</p> <p>Proposed Cllr Angela Norman, seconded Cllr Robert Maitland, all agreed.</p>	



<p>2020/147</p>	<p>To receive a report on NTC’s working relationship with NCAN It was noted that NTC’s relationship with NCAN is positive and things have moved on again, with work on researching green energy for the Town Hall.</p> <p>While NCAN members will cease to be on the Environment committee, this committee only meets six times a year. Looser, project-based links are more constructive than formal committee sessions. With the Climate Emergency Action Plan embedded as part of NTC’s work, if anyone thinks there’s an NCAN part to a project then to contact the clerk to act as a conduit for communications.</p> <p>The new way of working does not exclude NTC from having a representative at NCAN meetings and helps communication to be more fluid.</p>	
<p>2020/148</p>	<p>To appoint a cllr to act as Internal Checker The Clerk gave an explanation of the need for a cllr to be appointed as an Internal Checker and the role. The Internal Checker cannot sign off payments for the duration of the role.</p> <p>It was resolved that Cllr Sue Reed be appointed as Internal Checker. Proposed Cllr Jonathan Duckworth, seconded Cllr Steve Robinson, all agreed</p>	
<p>2020/149</p>	<p>To consider co-option to a casual vacancy There was a discussion on this item and consideration of the closeness of the next election (6th May 2021).</p> <p>It was resolved to leave the casual vacancy open until the elections on 6th May 2021.</p> <p>Proposed Cllr Jonathan Duckworth, seconded Cllr Robert Maitland, all agreed.</p>	
<p>2020/150</p>	<p>To review NTC policies Every year parish and town council’s review their policies to ensure they are kept up to date with current legislation. There was a discussion in which it was noted that updates include bringing policies in line with NALC policy templates.</p> <p>As there are a large number of policies to review it was agreed to consider these at the next meeting.</p>	

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

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 Date