

**NAILSWORTH TOWN COUNCIL**  
**MINUTES of the MEETING of Nailsworth Town Council**  
**held at the Town Hall, Nailsworth**  
**on Tuesday 19 June 2012**

Present	Cllr S Robinson (Town Mayor) Cllr P Carter Cllr N Dart Cllr JL Duckworth Cllr A Elliott * Cllr NI Kay Cllr MJ Kelly Cllr SE Thorpe
Present for part of the meeting	County Cllr JS Waddington
Apologies	Cllr MM Rahman Cllr SM Reed District Cllr RTH Blackwell District Cllr E Sims
Non attendance	Cllr N Dart
In attendance	Ms Elin Tattersall from Gloucestershire Rural Community Council
	* denotes absence from part of the meeting

The Mayor wished to record his thanks to Jo Lloyd, outgoing editor of Nailsworth News, for her fair reporting of Council meetings over the past few years, and her interest in and support for the work of the Town Council.

**2012/31 PUBLIC QUESTION TIME**

There were no questions from the floor.

**2012/32 MINUTES of COUNCIL MEETING**

The minutes of the meeting held on 15 May were approved and signed.

**2012/33 PRESENTATION OF PROPOSED REVISION OF 5 YEAR PLAN**

In the absence of Cllr Reed, Cllr Thorpe introduced the report 'Achieving a New Town Plan', based on the deliberations of the Councillors' Training Evening held on 28 February 2012, which had been previously circulated to councillors. The current Town Plan, adopted in 2006, had largely been achieved and it was now time to consider the options for achieving a **new 5 year Town Plan**. The Mayor then introduced Ms Elin Tattersall of GRCC, who had been working with councillors to support this process. Councillors unanimously agreed to suspend Standing Orders to allow Ms Elin Tattersall to address the meeting. Ms Tattersall presented a summary of possible approaches to refreshing the Town Plan and suggested that it was important to celebrate what had already been achieved, using this as a springboard for further action on issues identified as important. She emphasised that it should be the town's plan, rather than the Council's, and stressed the need for a high level of community involvement and consultation. She outlined a possible process which could be followed, starting with an open invitation to the community to attend a 'sounding board' session from which a Steering Group could be established to develop a draft Action Plan which could then go out to consultation. She suggested that it would be appropriate for two Nailsworth Town councillors to be represented on the Steering Group, but emphasised that the project should be community driven rather than Council led, advising that, with this in mind, the Steering Group should be chaired by a member of the community rather than a councillor. She suggested that the project should be achievable within a budget of £4000 and stated the GRCC could offer free advice and support at all stages of the project, and could also assist with drawing data together, on a paid basis. In answer to a question from Cllr M Robinson, Ms Tattersall advised that it was normally considered appropriate to

update Town Plans every five years. Cllr Kay commented that, in his view, it was important to establish a mechanism for reviewing the refreshed Town Plan, and he felt that this had not been the case with the existing Plan. Ms Tattersall suggested that an annual review would be appropriate. In answer to a question from Cllr Duckworth, she confirmed that access to some of the 2011 Census data which could be helpful in the Action Plan process should become available in April/May 2013. The Mayor thanked Ms Tattersall for her valuable input.

Standing orders were resumed at this point. Discussion ensued about the proposed timescale for drawing up the plan, with some councillors expressing concern that the suggested target date of March 2013 was unrealistic, given the weight of Council business, and the necessity for careful, well-informed decision making at all stages of the process. The Clerk pointed out the process leading to the existing Town Plan had involved some councillors in a great deal of work and that this could well be the case again unless members of the community were keen to take on much of the responsibility for the process. It was agreed to **delay the start date for the planning process until January 2013**. The Mayor undertook to have further discussions with Cllr Reed and would report back to the Council meeting in September. Cllr Duckworth agreed to post the existing Town Plan on the NTC website.

#### **2012/34 Minute 2012/08: Use of KGV Extension Field**

The Mayor confirmed that a short article regarding the availability of the KGV extension field would be published in the July edition of Nailsworth News.

**2012/35 Minute 2012/30: Anti Social Behaviour in the Town.** The Mayor reported that he and Cllr Carter had met with the police and Phil Sullivan of SDC regarding excess daytime drinking by adults in the town.

#### **2012/36 REPORT of COUNTY and DISTRICT COUNCILLORS**

**County Cllr Waddington** reported that Mick Matthews, who had been Acting Chief Constable following the unexpected resignation of Tony Melville, had now been **installed as Chief Constable** on an 18 month contract. Sally Crook had been appointed as Assistant Chief Constable, and Cllr Waddington was pleased to report that she was the first female to hold this rank in Gloucestershire.

Cllr Waddington reported that the **resurfacing of the Avening Road** had been completed.

Cllr Waddington reported the result of a recent walkaround by Richard Gray of GCC regarding **areas of pavement** identified by the NTC councillors as in need of attention. The only site which had appeared to need remedial action was a BT cover out of alignment, and Cllr Waddington was pleased to report that this work had now been completed. There was evidence of preparatory work on potholes in pavement outside the Town Information Centre and near HSBC Bank. He confirmed that work to address the **problem of ponding in the road opposite Tesco** in Old Market was on the GCC cleaning programme and would be carried out in due course. Cllr Waddington also advised that GCC had plans to **resurface sections of the A46 in Nailsworth** and undertook to bring these proposals to NTC at the appropriate time. He reported that GCC had undertaken a traffic and pedestrian survey on the A46 near Dunkirk Mill and had concluded that pedestrian traffic was insufficient to warrant the provision of a **pelican crossing** at this location. Some councillors expressed their disappointment at this decision, as in their view this was a frequently used crossing point for local residents. In response to a request from Cllr Carter, Cllr Waddington agreed to check the time and date of the survey and report back to NTC. Cllr Waddington reported that GCC had a plan for some kind of **crossing at Mill Bottom** on Old Bristol Rd. The Clerk commented that it was her understanding that a previous proposal for a traffic island had been deemed inappropriate by GCC, and Cllr Waddington agreed to investigate the nature of the current GCC proposal and report back to the Clerk.

Turning to other issues, Cllr Waddington confirmed that he had made enquiries about the possibility of **removing the shelter opposite the Library entrance**, acting on the advice of the police. He reported that GCC was currently **re-tendering for the operation of Children's Centres in the**

**county** and advised that this would impact on the provision for Nailsworth. He confirmed that the new contracts were due to commence in April 2013. Finally, Cllr Waddington commented on Agenda Item 17 (Motion on Javelin Park incinerator), expressing his view that incineration was the only feasible long term option for waste disposal, as landfill had been priced out of the market. In his opinion, misleading information had been circulated to councils by the anti-incineration group GLOSVAIN, and he suggested that the motion should be deferred until councillors had received from himself a full explanation of the thinking behind the incinerator proposal. In response, Cllr Kay commented that he had previously circulated all councillors with the report from Balfour Beatty as well as GLOSVAIN one, and that he had already informed the Mayor of his intention to withdraw the motion on this meeting's agenda because of pressure of other Council business to cover. Cllr Kay then thanked Cllr Waddington for his efforts in facilitating a future meeting with Nailsworth Primary School regarding the **development of a MUGA** at Forest Green.

District Cllr Carter reported that the new SDC administration had decided to discontinue the Cabinet system and had embarked on a Committee based form of organisation. He confirmed that SDC was happy to make a 'Jubilee Oak' tree available at no cost to NTC. If NTC wished to accept the offer it was simply necessary for the councillors to identify a suitable site within the town and request a tree.

### **2012/37 TOWN MAYOR'S COMMUNICATIONS**

The Mayor reported that the **Diamond Jubilee events in the town** had been a great success, judging by the number of comments he had received. He commended the volunteers who had worked extremely hard to make the event so memorable, and was pleased to note that this had all been done well within the allocated budget.

The Mayor had held a public meeting regarding **speeding in the town**, which had been attended by the police and over 20 local residents. A training evening for volunteers on operating portable speed cameras would be held within the next couple of months.

### **2012/38 REPORT OF DEPUTY MAYOR**

Cllr M Robinson thanked councillors for electing him as Deputy Mayor for 2012/13 and stated that he was looking forward to the challenge. He advised that he was planning to attend Environment and Recreation and Amenities Committee meetings over the rest of the civic year, as these were committees he had not previously attended.

### **2012/39 REPORT of TOWN CLERK**

There was nothing to report.

### **2012/40 REPORT from REPRESENTATIVES on OUTSIDE BODIES**

Cllr Kay reported that he had attended an interesting meeting organised by GAPTC, where 13 parishes were represented, to move forward the draft consultation document. Cllr Elliott had met with representatives of Stroud CAB and was pleased to report that the organisation had decided to **run a Nailsworth office at the Arkell Centre** for a trial 6 month period, starting in October 2012. There was to be a launch event at the Arkell Centre on 14 September.

### **2012/41 REPORT of PLANNING COMMITTEE**

Cllr Carter presented the report of the meetings held on 23 May and 6 June.

<b>RESOLVED</b>	<b>that the comments of the Planning Committee made at its meetings on held on 23 May and 6 June be approved.</b>
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**2012/42 REPORT of PROPERTY MANAGEMENT COMMITTEE**

Cllr M Robinson presented the minutes of the meeting held on 22 May which were approved.

Cllr M Robinson confirmed that the **replacement of the Council Chamber windows** was programmed to be undertaken and completed during the October half-term week when the kindergarten was closed, and he reported that the scaffolding would be erected for approximately 9 weeks before this, but this would not interfere with the activities of the kindergarten.

Cllr Carter asked for a progress report on the **NTC laptop**, which was having its programs being updated by Bruce Burn. The Clerk explained that Mr Burn had reported that he had been having some difficulties in loading appropriate programs. The Clerk agreed to contact Mr Burn for an update on the current situation.

The membership of the **Working Party on the Nailsworth Police Station project** was confirmed as Cllrs Carter, Duckworth, Rahman, Reed, M Robinson and S Robinson.

It was agreed to remove the **A46 stone drinking trough** from future agendas as at present there was little prospect of progressing the project with the Stroud Preservation Society.

**2012/43 REPORT of RECREATION AND AMENITIES COMMITTEE**

The Mayor, who had chaired the meeting in the absence of Cllr Thorpe, presented the minutes of the meeting held on 12 June. The minutes were approved.

**RESOLVED: that the Men's Shed be permitted to site its Chess Garden structure on the Council's land, subject to the following conditions:**

1. *The structure remains the property of the Men's Shed.*
2. *The Men's Shed retains full responsibility for its maintenance.*
3. *NTC retains the right to terminate the agreement, subject to a reasonable period of notice.*
4. *Any damage to the Market Street Garden or other NTC property caused by vandalism to the structure will be covered by the Council's Public Liability Insurance.*

The Mayor reported that Peter Wilson, the Neighbourhood Warden, had confirmed his willingness to work with the skateboard ramp users to **repaint the half-pipe** when this proved necessary.

There was a brief discussion on the current situation regarding the **siting of the proposed MUGA** at Forest Green, which had appeared to have reached something of an impasse. Councillors were pleased to note that a meeting was imminent to attempt to progress the situation. Councillors agreed that it was important to focus on the fact that the issue needs to be resolved within 3 years.

There was some discussion on the precise terms for the wording of the **revised policy on the Clock Tower banners**. Some councillors were concerned that relating it to organisations within the parish could be too restrictive. Other councillors felt that a restrictive approach was desirable as, in their view, banners were likely to have greater impact if the posts were not continually in use. The Clerk confirmed that the existing policy referred to Nailsworth and Horsley. All agreed that it was advisable to have a clear and unambiguous policy.

**RESOLVED: that the policy for use of banner posts be as follows:**

1. *Use of the banner posts is restricted to organisations or events within the parish of Nailsworth.*
2. *The posts may only be used to advertise events.*
3. *Use of the posts is restricted to a maximum of two weeks at a time, and for a maximum of four occasions in any calendar year, with the exception of the Farmers' Market.*
4. *The banner posts may not be used for commercial events.*

### **2012/44 RENEGOTIATION OF PWLB LOAN REF: ARKELL COMMUNITY CENTRE**

The Clerk explained the procedure to be followed in order for renegotiating the loan from the PWLB and explained the thinking behind the recommendation that NTC should **reduce the current loan** by paying off the sum of £96,000 on 11 July 2012. She explained that the best time to make capital repayments was at the interest payment dates, which were in July and January each year. Discussion ensued concerning the possible advantages and disadvantages of paying off some portion of the loan each year. Cllr Thorpe was concerned that there may be a surcharge for early repayment, and stressed that it was vital to keep sufficient funds in the account to meet interest payments. The Clerk explained that it would be necessary to seek advice from the PWLB regarding any possible surcharges. Cllr Duckworth suggested that in order to keep a balance between repayments and interest charges, it might be prudent to consider paying back a portion of the loan every two years. Cllr Carter suggested, in the light of the figures presented to the meeting, it might be advisable to pay back a larger portion of the loan than originally recommended. On being put to the vote, the following proposal was carried, with 7 votes for and one abstention.

**RESOLVED: that NTC approves reducing the current loan by paying back the capital sum of £103,000 to the PWLB to leave an outstanding loan balance of £47,000. Any surcharge/interest charges due to be paid in addition to this sum.**

### **2012/45 GRANT APPLICATIONS FROM FGRA AND CITIZENS' ADVICE BUREAU**

The Forest Green Residents' Association had applied for a grant to fund a return visit to Forest Green of the Play Rangers in the summer holidays for a cost of £1800. This was **approved**. The CAB had applied for a grant of £1,309 to contribute to its costs in running weekly advice sessions at the Arkell Community Centre, due to commence in September 2012. The Clerk confirmed this was the only application made by the CAB in this financial year. Cllr Duckworth felt that it was necessary to make it clear to the CAB that this grant would be instead of, not additional to, its usual grant from NTC. The Clerk explained that NTC did not distribute grants on an 'automatic' basis – organisations had to apply each year. Cllr Elliott agreed to check with the CAB that it had no plans to apply for any additional grants during the current financial year. Cllr Thorpe congratulated Cllr Elliott for her efforts in working with the CAB to achieve the trial sessions in at the Arkell Centre.

**RESOLVED: that a grant of £1,309 be awarded to Stroud Citizens' Advice Bureau, and that the £101 publicity cost for the launch of the CAB trial sessions at the Arkell Community Centre be and the rent for the use of the ACC (£260) be paid by NTC.**

It was noted that the information in the publicity leaflets should be checked carefully to ensure that it was not time limited.

### **2012/46 UPDATE ON PROPOSED PURCHASE OF NAILSWORTH POLICE STATION**

Cllr M Robinson presented the revised architect's drawings of possible design for the Police Station, incorporating a new entrance and display window. The Clerk advised that she had responded to questions posed by the Department of Communities and Local Government (DCLG) in relation to the **proposed loan application** to the PWLB for the purchase of this building and was awaiting its response. Some discussion ensued about the possible uses for the building, with some councillors expressing the view that no alterations should be agreed until there was a clear business plan for the building. Cllr Thorpe felt that an early decision should be made on heating for the building, with an emphasis on energy efficiency. However, Cllr M Robinson, whilst appreciating the importance of energy efficiency, was of the view that it would be premature to give detailed consideration to such issues prior to loan approval being granted. The Mayor assured councillors that written proposals regarding design and use of the building would be forthcoming once the **Police Station Working Party** had met. The Clerk reminded councillors that the application to the DCLG had been based on the proposal to use it to house the **relocated Town Information Centre**, and that it was possible that if any additional or alternative uses were proposed, a new proposal might have to be submitted. In answer to a question from Cllr Thorpe, she confirmed that an asbestos survey had been produced by Gloucestershire Police and a copy was awaited.

\* Cllr Kay left the meeting during discussion of this Item.

### **2012/47 AUDIT – ANNUAL RETURN FOR YEAR ENDED 31 MARCH 2012**

The Clerk presented the supporting notes which had been circulated with the agenda, which served as a basis for the internal auditor's report. The internal auditor had completed his inspection of the accounts and signed his part of the Annual Return.

**RESOLVED Cllr Duckworth proposed, seconded by Cllr Carter to unanimous agreement, to adopt and sign the Annual Return for transmission to the auditor.**

### **2012/48 MOTION TO OPPOSE JAVELIN PARK INCINERATOR**

Cllr Kay had previously informed the Mayor of his intention to withdraw his motion. The Mayor explained that individual councillors could send their comments on the proposal to GCC, and that it was his understanding that the consultation period would close at the end of July 2012.

### **2012/49 DEVELOPMENTS WITH NAILSWORTH LIBRARY**

The Clerk was asked to write to GCC expressing the Council's disappointment that no response had yet been received to its reply to the recent consultation regarding **changes to the library service in Nailsworth**. It was understood that the new reduced opening hours which had been proposed had not yet been implemented. The Mayor reported that GCC had received an offer from Ruskin Mill which could result in the Library being staffed by a qualified librarian for one extra day per week.

### **2012/50 PROPOSED NEW CODE OF CONDUCT FOR COUNCILLORS**

The Mayor explained that the Government had made **changes to the Standards Regime** as part of the Localism Act 2011. Consequently, SDC had circulated a new draft Model Code of Conduct to all councils, inviting feedback. The Assistant to the Clerk summarised what appeared to be the main differences between the existing Model Code of Conduct and the new SDC draft. Cllrs Kay and Kelly had suggested minor amendments to the wording of the draft SDC Code. These had been circulated to all NTC councillors. Councillors approved the suggestions and the Clerk was asked to forward these comments to SDC. The Clerk circulated copies of an email which had just been received from SDC giving **further information** on the details of Government changes to the Standards Regime. There was some doubt as to the extent to which it was practicable for Town and Parish Councils to adopt the SDC draft code, given the differences in character and responsibilities of the different levels of local government. Cllr Thorpe suggested that GAPTC might be issuing a model Code more suitable for parish and town councils.

### **2012/51 MOTIONS FOR GAPTC ANNUAL GENERAL MEETING ON 11 OCTOBER**

Councillors had no motions to put forward.

### **2012/52 ACCOUNTS**

The Clerk advised that the payment of £2867.33 should be included for Item 86 on the previously circulated list of accounts, increasing the total to £38,627.22

**RESOLVED that the list of accounts for 19 June 2012 amounting to £38,627.22 be approved for payment.**

### **2012/53 SDC – Offer of Oak Tree to celebrate Diamond Jubilee**

SDC had offered to supply an oak tree to the Council free of charge. The Clerk was asked to write to SDC accepting the offer with thanks.

**2012/54                      Nailsworth News – Potential Purchase of Hilliers Medals**

Nailsworth News had sent a letter advising the Council that a set of silver medals, awarded to Hilliers for various meat products by the British Dairy Farmers Association at the end of the 19<sup>th</sup> century, was being offered for sale, and urging that it be purchased for the town.

In discussion, councillors acknowledged the historical interest of the set of medals and supported in principle that it should be purchased, but concluded with regret that there were no funds available to assist with its acquisition. However, in the event that the set of medals was secured, the Council would be prepared to enable them to be displayed at the Town Hall.

**2012/55                      CPRE – Annual General Meeting 20 June 2012**

Details of date, time and location were available from the Clerk.

..... Chair

..... Date