



NAILSWORTH TOWN COUNCIL
MINUTES of a MEETING of Nailsworth Town Council
 held at the Town Hall, Nailsworth
 on Tuesday 20 November 2018

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

Ref. No		Action									
2018/134	Verbal introductions and safety briefing Everyone introduced themselves. Cllr Angela Norman & Cllr Steve Robinson will help Cllr Mike Kelly in the event of a fire.										
2018/135	Declarations of Interest & Applications for Dispensations Cllr Steve Robinson asked for a dispensation to speak on the SDC car park review when this item is discussed, and this was agreed by Council.										
2018/136	Consideration of Planning Applications received as follows: INFORMATION <table border="1" style="width: 100%; margin-top: 10px;"> <thead> <tr> <th style="width: 25%;">Ref</th> <th style="width: 45%;">Detail</th> <th style="width: 30%;">Comment</th> </tr> </thead> <tbody> <tr> <td>a) S.18/2371/TCA. Lane Cottage, Watledge Road, Nailsworth, Stroud</td> <td>Large Ash: remove two large limbs over garden. Reduce height by 3m and spread by 2m. Remove deadwood/ivy</td> <td>Noted</td> </tr> <tr> <td>b) S.18/2320/TPO. 1 Springhill Crescent, Nailsworth, Stroud, Gloucestershire</td> <td>T1 - Crown reduction by approximately 3 metres. T2,T3,T4,T5,T6,T7. Fell. T8 and T9 - Prune. T10, T11 - Fell</td> <td>Noted</td> </tr> </tbody> </table>	Ref	Detail	Comment	a) S.18/2371/TCA. Lane Cottage, Watledge Road, Nailsworth, Stroud	Large Ash: remove two large limbs over garden. Reduce height by 3m and spread by 2m. Remove deadwood/ivy	Noted	b) S.18/2320/TPO. 1 Springhill Crescent, Nailsworth, Stroud, Gloucestershire	T1 - Crown reduction by approximately 3 metres. T2,T3,T4,T5,T6,T7. Fell. T8 and T9 - Prune. T10, T11 - Fell	Noted	
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2018/137	To confirm minutes of Council and Environment Committee meetings held on 6 November 2018 The minutes of Full Council were approved. Proposed by Cllr Robert Maitland, seconded by Cllr Paul Francis, agreed unanimously. The minutes of the Environment Committee were approved. Proposed by Cllr Mike Kelly, seconded by Cllr Robert Maitland, agreed unanimously.										
2018/138	Matters of Urgency										



	<ol style="list-style-type: none"> 1. Building survey report for the Town Hall has been received. It was discussed that there will be some things that will need to be prioritised and some that can wait. In the Civic Centre project plan the Council will be looking at the implications of the building survey after NTC has moved the office to the Civic Centre. There will be budget implications with this. 2. It was noted that the appeal to leave the new access road in place across the field at The Barn at Wood farm was won by the applicant. Council expressed its disappointment at this. 3. It was noted that SDC Planning Department will soon be looking at Ecotricity's application for a new stadium at Eastington again. Their application for housing on the New Lawn has been resubmitted and consultees will be contacted for comments. SDC Development Control meeting: Tuesday 12 February, 2pm. This is an open meeting that cllrs might want to attend. 	All
<p>2018/139</p>	<p>To receive a report from Community Roots on community development work in Forest Green Emma Keating Clark (SDC), Penny Liddicot (Director of Community Roots CIC and a Community Organiser) and Luke Burrows (Community Roots) gave a short presentation on their work in Forest Green and Community Roots' working methods. A report on the Friends of Forest Green project had been sent to cllrs via Dropbox.</p> <p>Community Roots' approach is to 'reach, listen and connect' with people in local communities about what they like and what they'd like to change. An example of the success of this approach is Gloucester Park, focussed on the Friends of Gloucester Park and networking with residents. A structured approach is used to ask residents questions and form priorities. The approach is very much to prompt action rather than doing things for people and to expand community involvement so that it's not left up to the same group of people to do things.</p> <p>Funding for the work at Forest Green has come from SDC and is focussed on how community development can have a positive impact on health. At the end of two years the project will be evaluated by the University of Bristol. The first part of the Forest Green project has been to find out about the residents and to begin to slowly develop relationships between them, with a few potential community leaders identified. It was noted that there are a lot of established groups operating in the area which it could be valuable to link with. Council was keen to guard against repeating negative messages about perception of drug use which could make problems seem larger in Forest Green than in other areas.</p>	



	<p>Community Roots were invited to report back to NTC in three months' time. <i>*Cllr Sue Reed arrived</i></p>	
<p>2018/140</p>	<p>Reports</p> <p>a) Reports from County and District Councillors. County Cllr Steve Robinson PCC Fire and Rescue service proposed changes: a link with further details has been sent round to cllrs giving the opportunity to comment and complete a survey. There is concern that bringing the Fire Service under the Police may mean an increase in their precept.</p> <p>The result of a meeting with Hanover Housing is that they own more land than they thought they did. <i>The Clerk has since circulated a map of known ownership to cllrs.</i> SDC own a small section of the bottom of the path, NTC own land behind the Mortimer Room. Hanover may carry out some work to improve the footpath.</p> <p>District Cllr report: Cllr Steve Robinson met SDC officers out the proposed new development in Park Road. NTC will be consulted on this in due course and is likely to be one and two bedroomed houses.</p> <p>b) Report from Town Mayor was noted c) Report from Deputy Mayor was noted Cllr Anne Elliott would appreciate help organising the suggested 'Question Time' and is aiming for this to be in the first part of 2019. The plan is to include representatives from other organisations, not just councils and aims at improving communication with residents. It's hoped this will be an improvement on the poorly attended councillor surgeries. Cllr Sally Millett offered to help organise the Question Time.</p> <p>d) Report from Town Clerk was noted and congratulations were recorded on her passing unit two of CiLCA.</p> <p>e) Reports from Members on outside bodies: The reports from Citizens Advice and Gloucestershire Market Town Forum were noted. GMTF's State of Localities exercise highlights the amount local councils are being put under pressure by taking on responsibilities from higher authorities. Access to banking: it was noted that Nailsworth's Post</p>	<p>SM</p>



	<p>Office has taken on most functions the bank used to do and Lloyds see a mobile banking facility as competing with that.</p> <p>f) Reports from Working Parties: i) To consider the recommendations of the Miles Marling Field working party: a) to recommend which proposal should be taken forward: There were concerns that wooden equipment might be vandalised and it was confirmed this would be insured.</p> <p>It was resolved that Discovery Timber Play be contracted to carry out improvements on Miles Marling Field</p> <p>b) to recommend a project manager is employed to deliver the proposal, subject to a confirmed fee. (paper attached). There was a discussion about whether a cllr could take on this work but it was felt better to use an independent person. The Clerk will bring the final fixed fee for this work back to Council.</p> <p>It was resolved that Sports and Play Consulting be contracted to project manage the improvements. Both were proposed by Cllr Mike Kelly, seconded Cllr Sue Reed and agreed unanimously.</p> <p>ii) To consider a recommendation from the Civic Centre working party: a) to agree to planning and costing the refurbishment of the Mortimer Room</p> <p>This will be the first phase of moving ahead with refurbishment work. The intention is to seek advice from a local builder to find out an approximate cost. There was concern that such a key piece of work of which NTC should be proud, should be handled by an architect to ensure good design quality.</p> <p>A local architect has generously given his time and will be asked to help prepare a specification. The early stages are to consider swapping the toilet and storeroom for better accessibility. This will involve discussions with GCC who own the lobby.</p> <p>It was resolved to plan and cost the Mortimer Room refurbishment to include drawing up a specification and seeking quotes for the work.</p>	
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	Proposed Cllr Steve Robinson, seconded Cllr Angela Norman, agreed unanimously.	
2018/141	<p>To consider committee recommendations Environment Committee:</p> <p>It was recommended that a town sign is presented by the Mayor at the next visit to Leves in the first weekend in May. Proposed Cllr Robert Maitland, seconded Cllr Mike Kelly, all in favour.</p> <p>It was recommended to undertake a tree hazard survey stage 2 investigation at a cost of £615 on a tree in Norton Wood and to carry out work to inspect a group of Ash and Sycamore trees at Bunting Hill at a cost of £290 (total £905) Proposed Cllr Mike Kelly, seconded Cllr Paul Francis, all in favour.</p> <p>Personnel committee:</p> <p>It was recommended to adopt the amended contracts for the Cleaner and Caretaker roles, with no changes to their terms and conditions. Proposed Cllr Sally Millett, seconded Cllr Anne Elliott, all in favour.</p>	
2018/142	<p>Accounts</p> <p>To agree payments in accordance with the budget as listed in the attached report.</p> <p>Proposed Cllr Paul Francis, seconded Cllr Robert Maitland, all in favour.</p>	
2018/143	<p>To review NTC's Risk Assessment</p> <p>Some changes to NTC's Risk Assessment were discussed;</p> <ul style="list-style-type: none"> • The Personnel committee will monitor the effect of the increase in room bookings on staff. • A building survey for the Town Hall has now been received. • A key register has been introduced and updated for hirers • New cllr/internal checker needed to take over from Cllr Anne Elliott • Negative comments on social media: advice is not to engage with social media. Question Time planned to give another way for people to have a voice <p>It was suggested the Civic Centre working party write a separate risk assessment for NTC's move to the Civic Centre.</p>	CCWP
2018/144	<p>To receive a report on the budget position</p> <p>It was noted.</p>	
2018/145	<p>To consider movements between budget headings</p> <p>It was resolved to make the following movements between budget headings:</p>	



	<ul style="list-style-type: none"> • Request to increase the Insurance budget heading (1100) from £6,400 to £7,151, from the General Fund • Performing Rights Society fees (PRS and PPL) has increased from £172 in 2017-18 to £706. Request to move £535 from General Fund • Waste/recycling collection budget heading (1260) was £510.99 in 2017/18. Request to increase this budget heading to £800 this year. • Casual Labour budget heading (1270) has now moved to TIC cleaning budget heading (4021). Request to return £800 to the General Fund and put £410 of this towards TIC cleaning budget heading to cover cleaning costs. • War Memorial budget heading (2130) request £500 is moved to the General Fund as extensive repairs are being funded from the War Memorial Reserve. • Town Gardening budget heading (3030/6) grass cutting costs now split between different areas. Request return £780 to General Fund. • KGV Field changing rooms budget heading (3060) was £2,681 in 2017-18. Request £3,000 moved from General Fund to pay for emergency repairs to the door, hot water, light and heating connections to the disabled toilet and new benches (agreed minute 2018/093). • TIC loan repayment budget heading (4030). It was hoped to pay off part of the TIC loan early. Unfortunately this is a fixed loan with penalties for early repayment. Request return £11,900 to General Fund. <p>Total £8,581 returned to the General Fund.</p> <p>Proposed Cllr Anne Elliott, seconded Cllr Robert Maitland, all in favour.</p>	<p>Clerk</p>
<p>2018/146</p>	<p>To receive a report on the draft Annual Budget for 2019-2020</p> <p>The Clerk was requested to report on how much had been spent on Town Hall repair and maintenance this year. This will be sent circulated before next week's budget meeting.</p>	<p>Clerk</p>
<p>2018/147</p>	<p>To consider ways to improve NTC's response to planning and future developments</p> <p>For several years NTC discussed whether to have a Neighbourhood Plan. It was considered there is no pressure in the town for one and NTC decided not to go ahead. As an alternative response to planning issues in the town the following are suggested:</p> <ol style="list-style-type: none"> 1. To improve the way NTC react to planning applications and comments to district council <p>It was resolved to monitor NTC's comments for a period of time and see how far they agree with SDC's comments.</p>	<p>Clerk</p>



	<p>2. To call a public meeting to formally agree objectives for the town, to feed into a brief for a consultant to update NTC’s policy and guidance</p> <p>3. To draft a brief to a consultant and for all costs to come back to NTC for a decision beforehand</p> <p>It was resolved to organise a strategy meeting to agree the town’s objectives</p> <p>4. To establish a Town Heritage Group. It was noted that SDC haven’t yet published their Heritage Strategy but that the suggestion is that the local community will take on responsibility for heritage.</p> <p>It was resolved to call a town meeting to start a Town Heritage group.</p> <p>Proposed Cllr Sally Millett, seconded Cllr Angela Norman, all in favour.</p>	<p>RM</p> <p>RM</p>
<p>2018/148</p>	<p>To receive a response from SDC to NTC’s complaint about the car park review</p> <p>It was felt SDC’s response is not satisfactory and Council’s points haven’t been addressed. There’s an opportunity for collaboration in the future and setting aside differences but this has been missed, which is hugely disappointing. There has not been a political response to NTC which could have addressed some of the points.</p> <p>It was noted SDC have set up a working party to see how they can improve their working with market towns.</p> <p>It was agreed to take this matter further and also to seek a meeting with the new Chief Executive at the earliest opportunity to promote more positive collaboration.</p> <p>It was agreed that Cllrs Robert Maitland and Jonathan Duckworth take this matter further.</p>	<p>RM/JD</p>

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

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 Date