

NAILSWORTH TOWN COUNCIL
MINUTES of a MEETING of Nailsworth Town Council
held at the Town Hall, Nailsworth
on Tuesday 15 November 2016

Present	*	Cllr Jonathan Duckworth (Town Mayor) Cllr Anne Elliott Cllr Paul Francis Cllr Ron Kerby Cllr Robert Maitland Cllr Sally Millett Cllr Angela Norman Cllr Sue Reed Cllr Myles Robinson Cllr Steve Robinson
Also present for part of the meeting		David Lesser SDC Peter Siret GCC Sophie Reid GCC
Apologies		Cllr Norman Kay
	*	denotes absence from part of the meeting

As the Mayor had been unavoidably delayed, the Deputy Mayor, Cllr Sue Reed, took the chair for the first part of the meeting.

2016/155 DECLARATIONS OF INTEREST AND COUNCILLORS' DISPENSATIONS

There were no declarations of interest or requests for dispensations.

**2016/156 CONSIDERATION of PLANNING APPLICATIONS RECEIVED
CONSULTATION**

		COMMENT
a) S.16/2414/FUL	Oaklands Farm, Valley Road, Inchbrook	We note that this is a listed building. There appear to be details of other applications on the same portal, which is confusing.
b) S.16/2362/FUL	Beaudesert Park School, Box	No observations

2016/157 MINUTES OF COUNCIL MEETINGS HELD ON 18 OCTOBER and 1 NOVEMBER 2016 and ENVIRONMENT COMMITTEE HELD ON 1 NOVEMBER 2016.

The Mayor joined the meeting and took the chair at this point.

The minutes of the Council meeting held on 18 October were approved subject to the correction of the word 'time' to 'item' on minute 2016/134. The minutes of the

Council meeting held on 1 November and of the Environment Committee of 1 November were approved.

2016/158 MATTERS OF URGENCY

Aldi supermarket application, Bath Road Trading Estate (minute 2016/152)

The Mayor reported that the Aldi supermarket application will be considered by SDC's Development Control Committee (DCC) at its meeting on 29 November at 2pm. NTC will be permitted to make observations on the application at the meeting. The Mayor and Cllr Robert Maitland undertook to produce a statement, which Cllr Myles Robinson will read out at the meeting.

ACTION: MAYOR, CLLRS ROBERT MAITLAND AND MYLES ROBINSON

The Mayor read out a letter from a firm of consultants representing Aldi requesting dialogue with NTC regarding possible sites for a 'complementary' store in Nailsworth. After discussion, it was agreed that the Mayor would research the background to the consultants' letter to NTC and report back to Council with advice on whether NTC should seek to engage with the consultants and on what terms.

ACTION: MAYOR

Proposed boundary changes

It was agreed that the Mayor and Cllr Ron Kerby would meet on 1 December to produce a draft response to the current Government consultation on its proposals to move Nailsworth parish into the Cotswold parliamentary constituency. This will be circulated to all cllrs for comment with a deadline of 5 December. A public meeting on this topic will be held in the Mortimer Room on 23 November at 6pm.

ACTION: MAYOR and CLLR RON KERBY

Youth Provision payment

The Mayor explained that an item of expenditure approved last month has been held back (Youth Provision payment). The invoice indicated the payment was for salaries, when it is in fact a form of grant. The Mayor said that NTC needs to make sure that we could not be construed to be liable for tax, NI and pension contributions and the wording on the invoice has now been changed.

The Mayor continued that as this is the largest expenditure we have on our budget we need to have transparency and currently this item is not visible in the accounts of the Youth Club as submitted to the Charity Commission. Once these details are clarified the cheque will be represented to council. The Mayor concluded that it is very important that youth services in Nailsworth are supported and we are working closely with NYC to make sure the service is paramount.

Cllr Steve Robinson explained that the Youth Club had been in touch with the Charity Commission and will be resubmitting the accounts to them for the past three years.

Proposal to set up Asset Transfer Working Party (minute 2016/150)

The Mayor reported the Clerk had confirmed the advice she had given regarding a possible conflict of interest for NTC cllrs who were also District Cllrs. Cllr Steve Robinson asked that it be minuted that he had attended a meeting with the Clerk, the Mayor and a GAPTC representative to discuss the matter, and that he had also taken advice from SDC. The Mayor reported that a similar meeting had been offered to Cllr Norman Kay, and that GAPTC had advised that where there was conflict between SDC's and NTC's Codes of Conduct, the latter would take precedence in

relation to NTC matters. A councillors' training session on Codes of Conduct, to be led by GAPTC or an outside trainer, will be organised in the New Year.

ACTION: CLERK

It was agreed to **set up an Asset Transfer Working Party**, consisting of the Mayor and Cllrs Anne Elliott, Ron Kerby, Robert Maitland and Myles Robinson, to discuss in confidence and make recommendations concerning any offers from SDC regarding transfer of its assets to NTC.

Proposed closure of Lloyds Bank in Nailsworth

The Clerk reported that Lloyds Bank had written to inform the Council of the planned closure of its Nailsworth branch at the end of March 2017. Members expressed concern at the potential impact of on local businesses and residents. It was understood that private customers of Lloyds would be able to carry out certain transactions at Nailsworth Post Office, but that this was not the case for business account holders. The Clerk is undertaking research on this with Lloyds staff and the Post Office and will report her findings to Council in due course. The Mayor reported that he was discussing the matter with local traders.

It was agreed that the Mayor and Clerk would liaise to draft a letter to Lloyds expressing NTC's concern about the imminent closure of the Nailsworth branch, which would be circulated to all cllrs for comment before being sent.

ACTION: MAYOR and CLERK

2016/159 PRESENTATION ON COUNTY FLOOD ALLEVIATION SCHEMES

The Mayor welcomed David Lesser SDC, Peter Siret and Sophie Reid GCC to the meeting. Peter Siret summarised the results of GCC's recent research on surface water flood risk in Nailsworth. He explained that Nailsworth ranked 12th out of 200 parishes for flood risk and had therefore been identified as high priority for flood alleviation schemes. Peter Siret presented a map of Nailsworth marked with flood probability zones and explained that he was seeking to marry up this data with cllrs' local knowledge and perceptions. Various alleviation schemes had been ranked according to a cost-benefit ratio and GCC was keen to for NTC to have input into proposed solutions. Further data from the Environment Agency was awaited.

In response to questions, Peter Siret confirmed that riparian owners had responsibility for maintaining water-courses on their land. This was enforceable by SDC on behalf of GCC. David Lesser explained that SDC did not have an emergency team to clear culverts. However, reports of blockages should be directed to him, and he would place them on a register kept by GCC and would liaise with landowners if necessary.

It was noted that Brewery Lane had been identified a flood alleviation priority. However, some members indicated that in their experience George Street/Bridge Street appeared to be at a greater risk of flooding and David Lesser confirmed that this had also been identified as an area of risk. It was suggested that a timeline indicating levels of urgency would be helpful.

Peter Siret was thanked for his presentation and it was **agreed to set up that a Flood Alleviation Working Party** consisting of Cllrs Ron Kerby, Sally Millett, Sue Reed and Steve Robinson, terms of reference to be confirmed, to work with GCC and SDC on flood alleviation in the town.

ACTION: CLLRS RON KERBY, SALLY MILLETT, SUE REED, STEVE ROBINSON

2016/160 REPORT FROM DISTRICT COUNCILLOR

A report from District Cllr Steve Robinson, previously circulated, was noted. Cllr Robinson updated members on the progress of the Ringfield Close/Tanners Piece housing redevelopment. It was agreed that the Mayor would write to Andy Nash, who had replaced David Milner as the contact for the project, re-iterating NTC's concerns regarding the way the consultation with the tenants had been handled and requesting a meeting to discuss the redevelopment proposals and allow for NTC input into the design.

Cllr Steve Robinson was thanked for his prompt action regarding the recent incident of vandalism which had unfortunately led to the closure of Nailsworth's public toilets for four days.

Cllr Steve Robinson was pleased to report that, despite some 'teething problems', the new waste and recycling collection service was generally operating successfully, with 70 tonnes of food waste collected and saved from landfill in the first week.

2016/161 REPORT FROM TOWN MAYOR

A report from the Mayor on his recent activities had been circulated and was noted. He had attended the Councillors' Surgery held at the Arkell Centre on 5 November, along with Cllrs Steve Robinson and Sally Millett and County Cllr Dorcas Binns. Public attendance was low the Mayor recommended that the timing, location and promotion of future events be considered.

2016/162 REPORT FROM DEPUTY MAYOR

A report from the Deputy Mayor updating members on the Bee Garden Project and improvements made by the Cotswold Voluntary Wardens to the Bunting Hill steps/walking route had been previously circulated and was noted.

2016/163 REPORT FROM TOWN CLERK

A report from the Town Clerk updating members on various matters had been circulated and was noted.

2016/164 RECOMMENDATIONS OF ENVIRONMENT COMMITTEE

The following recommendation made by the Environment Committee at its meeting on 1 November 2017 was proposed by Cllr Myles Robinson, seconded by Cllr Ron Kerby and approved to unanimous support:

RESOLVED That, from the beginning of the new financial year, the TIC and Mortimer Room be placed under a new budget heading called 'Civic Centre Budget', to include everything relating to the footprint of those buildings, including the garage. The TIC loan repayment would also be included under this budget heading, to show transparency and provide evidence that the Council is working towards the Heads of Terms for the new Civic Centre.

2016/165 ACCOUNTS

The accounts from 19.10.09.16 to 11.11.16 totalling **£15,401.06** and including late payments 11196, 11271 and 11272 were approved unanimously.

2016/166 AMENDMENTS TO STANDING ORDERS RELATING TO UPDATED FINANCIAL REGULATIONS

Cllr Robert Maitland, seconded by Cllr Paul Francis, proposed the following amendment to NTC's standing orders to bring them in line with the Council's updated Financial Regulations:

19a The council shall consider and approve financial regulations drawn up by the Responsible Financial Officer, which shall include detailed arrangements in respect of the following:

v. procurement policies (subject to Standing Order 19(c) below) including the setting of values for different procedures where a contract has an estimated value of less than £15,000 **amended to £50,000**.

19c Financial Regulations shall confirm that a proposed contract for the supply of goods, materials, services and the execution of works with an estimated value in excess of £15,000 **amended to £50,000** shall be procured on the basis of a formal tender.

The amendments were **approved** unanimously

2016/167 RECOMMENDATIONS OF GRANTS WORKING PARTY

The Grants Working Party had drafted a new NTC grants policy, together with a new application form and monitoring form. The Mayor explained the new recommended policy placed greater emphasis on the need to show the proposed projects were of benefit to Nailsworth. It also stipulated that any unspent monies be returned to NTC.

After discussion, the Working Party's recommendations were **adopted unanimously**, subject to a minor change in the ordering of paragraphs in the policy document and the addition of the word 'unlawfully' to the phrase 'for organisations that discriminate'. It was agreed the policy will be reviewed in July 2017 and that the Grants Working Party would now be disbanded.

2016/168 MORTIMER BEQUEST

The Mayor presented his report, previously circulated, on the Mortimer Bequest. He explained that the bequest had been used to create the Mortimer Gardens and that £14,000 remained. This was currently held as an investment in NTC's bank account. The Mayor recommended that consideration be given to the use of this money for a suitable legacy project.

In discussion, it was suggested that some of the money could be used to fund the digitisation of the Town Archives. Members agreed that this could potentially be an appropriate use of the funds and the Mayor undertook to produce an article for Nailsworth News seeking residents' views on this and their ideas for other suitable legacy projects. Members were encouraged to submit their own suggestions to the Clerk, and it was agreed that the aims of the bequest be investigated, and the matter revisited in the New Year.

ACTION: MAYOR and ALL CLLRS

2016/169 POSSIBLE NEW FORMAT FOR ANNUAL TOWN MEETING

The Mayor suggested the current format for the Annual Town Meeting, involving local organisations giving short presentations on their activities, was somewhat tired. He felt consideration should be given to alternative formats which might attract more residents and possibly help town organisations to recruit new members, whilst also allowing more opportunities for dialogue between the Council and the public. NTC

could present displays of its activities and there could be feedback from recipients of NTC grants.

Members were keen for these suggestions to be pursued and the Mayor and Clerk agreed to liaise to consider the matter further and make recommendations to Council.

ACTION: MAYOR and CLERK

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Town Mayor

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Date