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NAILSWORTH TOWN COUNCIL

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

Tel: 01453 833592 email: clerk@nailsworthtowncouncil.gov.uk

Clerk to Council: Katherine Kearns

You are summoned to attend the meeting of Nailsworth Town Council to be held at the Town Hall, Old Bristol Road, Nailsworth on Tuesday 5th September 2023 starting at **6.30pm**.

Mrs K Kearns
Town Clerk
30th August 2023

All residents of the Parish are welcome to attend and a 15 minute period will be set aside for members of the public to raise questions.

- 1 Apologies
- 2 Verbal Introductions
- 3 Declarations of interest and applications for dispensations
- 4 Consideration of Planning Applications received as follows:

CONSULTATION

- a) S.23/1523/HHOLD 2 Brewery Gardens, Brewery Lane, Nailsworth, Stroud. Type: Householder. Erection of boundary fence. Resubmission of S.23/0996/HHOLD.
- b) S.23/1522/HHOLD 1 Brewery Gardens, Brewery Lane, Nailsworth, Stroud. Application: Householder. Erection of a boundary fence. Resubmission of S.23/0997/HHOLD.

TREES IN A CONSERVATION AREA

- c) S.23/1588/TPO 14 Orchard Mead, Nailsworth, Stroud, Gloucestershire. Application: Tree Preservation Order. Oak (T1) - crown lift the two lower limbs; Chestnut (T2) - fell to near ground; Chestnut (T3) - re pollard back to previous points.
- d) S.23/1692/TCA Flat A, 28 Fountain Street, Nailsworth, Stroud. Application: Trees in a Conservation Area. T1.Maple - 30 % crown reduction and removal of epicormic growth.

PREVIOUSLY TRACKED APPLICATIONS

- e) S.23/0996/HHOLD. 2 Brewery Gardens, Brewery Lane, Nailsworth, Stroud. Application: Householder. Erection of boundary fence (retrospective) Application permitted. NTC: The Council objects to this application. The boundary fence is in a sensitive conservation area in the town, is completely out of scale and too large for its context and, being about 2.4m high, is far too high and impedes historic and iconic views over the town centre from a public footpath. An application for a new fence should have been made before its installation. The council resolved to object to this planning application.
- f) S.23/0996/HHOLD. 1 Brewery Gardens, Brewery Lane, Nailsworth, Stroud. Application: Householder. Erection of boundary fence (retrospective). Application permitted NTC: The application was discussed, and it was stated that the boundary fence is in a conservation area. A resident has objected to the fence which is above 7-8 feet high approx. and impedes the view. The residents have objected to the application, the fence is too high and is out of character and out of scale. It is felt that this is a significant loss on an important footpath. The fence has been up for over a year, planning permission was not initially applied for, and planning permission has been sought retrospectively. Loss of outlook to an important town scape. Prior to the fence there was a scaffolding pole fence at approx. 3-4 feet high. The council resolved to object to this planning application.



NAILSWORTH TOWN COUNCIL

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

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Clerk to Council: Katherine Kearns

- g) S.23/1132/HHOLD. School House, Hayes Road, Forest Green, Nailsworth. Application: Householder. Erection of rear single-storey extension. Application permitted. NTC: No observations
 - h) S.23/1152/TEL Communication station and premises, Ringfield Farm, Tetbury Lane, Nailsworth. Prior approval works to existing lattice mast and cabinets along with ancillary development. Application approved.
 - i) S.23/1108/FUL Oldstone Restaurant, Old Market, Nailsworth, Stroud. Application Full. Installation of a flue for a woodburning oven. (retrospective) Application: refused. NTC: support this application.
 - j) S.23/1137/HHOLD. Oldways, Fewster Road, Nailsworth, Stroud. Application: Householder Construction of single storey detached outbuilding. Application approved. NTC: Condition to be imposed it must be ancillary to the main building and not used as accommodation. No Observations with condition
 - k) S.23/1211/FUL. Land At Ringfield Farm, Bath Road, Nailsworth, Gloucestershire. Application: Full. Erection of single storey dwelling with associated works. (Resubmission of S.22/1322/FUL). Application refused. NTC: support
 - l) S.23/1337/LBC Calder Cottage, Spring Hill, Nailsworth, Stroud. Application: listed building. Refurbishment and alterations (Resubmission of S.22/2307/LBC) Application permitted NTC: support
 - m) S.23/1336/HHOLD Calder Cottage, Spring Hill, Nailsworth, Stroud. Application: Householder. Refurbishment, improvement access, new garage, landscaping and replacement of outbuilding. (Resubmission of S.22/2306/HHOLD). Application permitted. NTC: resolved to support.
 - n) S.23/1297/HHOLD. Willow Cottage, Tetbury Lane, Nailsworth, Stroud. Application: Householder. Erection of detached two storey three bay garage and detached single storey two bay car port. Application permitted. NTC: no observations.
- 5 To confirm minutes of the Full Council meeting held on Tuesday 1st August 2023
- 6 To confirm minutes of the Recreation & Amenities Committee meeting held on Tuesday 1st August 2023
- 7 To consider Recreation & Amenities Committee (1st August meeting) recommendations:
- Recommendation** to approve the replacement of the damaged fence in the KGV extension field at a cost of £1,050.
- Recommendation** To approve the legionella chlorination of the KGV changing rooms and the Town Hall at a cost of £540.
- 8 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.*
- 9 Accounts
To agree to ratify payments for August in accordance with the budget as listed in the attached report (paper available)
- 10 To ratify the decision taken on health and safety grounds to carry out urgent electrical repairs in the Town Hall at a cost of £7,250.



NAILSWORTH TOWN COUNCIL
Minutes of a meeting of the Town Council
 Held at 6.30pm in the Town Hall on Tuesday 1st August 2023
DRAFT

Present:

Cllr Shelley Rider (Chair)
 Cllr Patsy Freeman
 Cllr Steve Robinson
 Cllr Angela Norman
 Cllr Colleen Rothwell
 Cllr Natalie Bennett
 Cllr Peter Bodkin

Minutes:

Deputy Clerk

Apologies:

Cllr Paul Francis
 Cllr Mike Kelly
 Cllr Ros Mulhall
 Cllr Jonathan Duckworth

Public Present

None

Verbal Introductions and safety briefing

Those present identified themselves.

2023/062**Declarations of Interest & Applications for Dispensations**

None

2023/063**Consideration of Planning Applications received as follows:****CONSULTATION –**

- a) S.23/1433/HHOLD Springers, Watledge Road, Nailsworth, Stroud. Application: Householder. Construction of limestone filled Gabion baskets. (Retrospective). SDC have imposed conditions on this application.

No observations

- b) S.23/1376/HHOLD Dunkirk Farmhouse, Dunkirk Mills, Inchbrook, Stroud. Application: Householder. Erection of a single storey side extension.

No observations

TREES IN A CONSERVATION AREA

None

PREVIOUSLY TRACKED APPLICATIONS

Noted

2323/064

To confirm minutes of the Full Council meeting held on Tuesday 18th July 2023

2023/065

To discuss the recommendations of the visual survey of the Town Hall retaining wall and consider a Geotechnical investigation is carried out.



Due to visual survey report and the importance of the works it was agreed that the geotechnical and stone wall surveys should be carried out.

2023/066

To reconsider a grant request from Nailsworth Football Club.

A discussion was held, and it was **resolved** to offer a grant of £150.

2023/067

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 deadline*

Electrical repairs for the Town Hall.

NTC have received 3 quotes in for the electrical repairs at the town hall.

1st contractor £7250

2nd contractor £10,480

3rd contractor £6,983

These works are urgent health and safety requirements.

It was **resolved** to approve contractor 1 to carry out the repairs and for this decision to be ratified by Council at the next meeting.

Confidential Item

2023/068

A discussion on Personnel Committee meeting paper reference the introduction of a Project Officer post.

It was **resolved** to approve the introduction of Project Officer post. It was agreed the Deputy Clerk should carry out this role by increasing weekly hours to 37hrs per week. Additional training may be required for the post, this will be investigated further.

A meeting is to be arranged for September to discuss project priorities with the council and the project officer.

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

.....
Date



NAILSWORTH TOWN COUNCIL
Minutes of the Recreation and Amenities Committee
Held at 7.00pm in the Town Hall on Tuesday 1st August 2023

DRAFT

Present:

Cllr Shelley Rider (Chair)
Cllr Steve Robinson
Cllr Mike Kelly

Minutes:

Deputy Clerk

Apologies:

Cllr Paul Francis
Cllr Ros Mulhall
Cllr Jonathan Duckworth

Declarations of Interest & Applications for Dispensations

There were none.

To consider replacing a damaged 16m section of fencing on KGV field

It was suggested that the groundsman may be considered in the future to carry out fencing repairs.

It was suggested that a stile be introduced at the point of the thoroughfare. The contractor is to be approached by the office to investigate this option.

It was **recommended** to approve the replacement of the damaged fence in the KGV extension field at a cost of £1,050.

To consider legionella chlorination of KGV changing rooms and the Town Hall water tanks.

Due to the importance of this matter it was agreed that the chlorination should be carried out without delay.

It was **recommended** to approve the legionella chlorination of the KGV changing rooms and the Town Hall at a cost of £540.

.....
Chair of Recreation and Amenities committee
Nailsworth Town Council
Civic Centre, Old Market, Nailsworth, GL6 0DU

.....
Date

Nailsworth Town Council

Expenditure transactions - approval list

Start of year 01/04/23

Supplier totals will include confidential items

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
16401		£290.00	4140	31/07/23	Avendale Garden Maintenance Service - grass cutting July	230731
		£290.00			Avendale Garden Maintenance Service - Total	
16402		£695.10	2000	31/07/23	A-Z Cleaning - Office clean - July	9097
		£695.10			A-Z Cleaning - Total	
16403	DD230811 BRIT	£46.76	3070	27/07/23	British Gas - KGV electricity	859225826
		£46.76			British Gas - Total	
16420		£58.22	1120	31/07/23	Brutons Hardware Ltd - various	749133
		£58.22			Brutons Hardware Ltd - Total	
16404		£174.00	3010/4	12/07/23	C R Signs - Signs and banner change	13623
16405		£18.00	3010/4	21/07/23	C R Signs - Signs and banner change	13669
		£192.00			C R Signs - Total	
16399		£100.00	1140/5	24/07/23	Caroline Crook - Refunding duplicate wayleave payment	
		£100.00			Caroline Crook - Total	
16445	DD230825 CLARITY	£162.10	1140/3	26/07/23	Clarity Copiers Ltd - photocopying	71649
		£162.10			Clarity Copiers Ltd - Total	
16446		£2,322.00	2040/2	25/07/23	Cotswold Connections - EICH inspections	1477
		£2,322.00			Cotswold Connections - Total	
16410		£31.10	3010/2	31/07/23	Denis Brown and Son - Junior goal post supports	190019
		£31.10			Denis Brown and Son - Total	
16406		£180.00	2080	28/07/23	Diverse Home Improvements - Mortimer Room window repairs	211
		£180.00			Diverse Home Improvements - Total	
16407		£69.00	1170	30/07/23	Down To Earth Gloucestershire CIC - maintaining town borders	0723A
		£69.00			Down To Earth Gloucestershire CIC - Total	
16421	DD230805 EE	£47.49	1140/1	02/08/23	E E - Groundsman phone	VO2133207591
		£47.49			E E - Total	

Signature _____

Signature _____

Date _____

Nailsworth Town Council

Expenditure transactions - approval list

Start of year 01/04/23

Supplier totals will include confidential items

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice	
16449		£17.30	1120	14/08/23	Emily Dolphin - Computer accessories H&S	ED EXP	
		£17.30	Emily Dolphin - Total				
16397		£542.40	2080	14/06/23	Furniture@Work Ltd - tables for the Mortimer Room	0571400	
		£542.40	Furniture@Work Ltd - Total				
16411		£428.40	1210	11/07/23	Gloucestershire County Council - service charge relating to Nailsworth Library - quarter July to Sept	1800707334	
16412		£267.70	1165/6	26/07/23	Gloucestershire County Council - cleaning CC&MR	1800708083	
		£696.10	Gloucestershire County Council - Total				
16413		£11,331.00	6550/2	19/07/23	Greenfields Garden Services - Carters Way community garden groundworks	INV-2093	
		£11,331.00	Greenfields Garden Services - Total				
16426	DD230820 GRUN	£9.88	1260	31/07/23	Grundon Waste Management - waste collection TH	PSI-0884547	
16427	DD230820 GRUN	£9.88	1260	31/07/23	Grundon Waste Management - waste collection CC	PSI-0884548	
		£19.76	Grundon Waste Management - Total				
16422		£77.97	1140/3	31/07/23	James & Owen - Office supplies	19479	
		£77.97	James & Owen - Total				
16414		£56.82	1120	11/08/23	Katherine Kearns - zoom and curtain	EXP	
		£56.82	Katherine Kearns - Total				
16415		£19.85	1155	13/06/23	Lloyds Bank - Bank account charges for	402318773	
16416		£19.85	1155	11/07/23	Lloyds Bank - Bank account charges for	405024172	
		£39.70	Lloyds Bank - Total				
16444		£150.00	1060	10/08/23	Nailsworth Football Club - Grant	NFC2023	
		£150.00	Nailsworth Football Club - Total				
16443		£480.00	1060	10/08/23	Nailsworth News - Grant	NN	
		£480.00	Nailsworth News - Total				
16423		£180.90	1165/1	07/08/23	Octopus - Civic centre electricity	J-E1CD2B0A-0038	
16392	DD230721 OCTO	£52.67	3035	10/07/23	Octopus - Mortimer garden electricity	K124066B24-0025	

Signature _____

Signature _____

Date _____

Nailsworth Town Council

Expenditure transactions - approval list

Start of year 01/04/23

Supplier totals will include confidential items

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
16439	DD230810 OCTOPUS	£29.15	2110	03/08/23	Octopus - Clock tower elec	◀I-01B53B5D-0031
16441	DD230812 OCTOPUS	£30.51	2060	10/08/23	Octopus - Mortimer room	KI-A3005C22-0031
16440	DD230821 OCTOPUS	£23.16	3070	08/08/23	Octopus - Changing rooms Elec	KI-94567F80-0030
		£316.39		Octopus - Total		
16448		£908.76		07/08/23	S P Electrical - various as parts breakdown	27255
	1	£334.80	2040/1		lighting in TH	
	2	£302.40	2040/2		Fire alarm service	
	3	£271.56	1165/3		Civic Centre intruder alarm service	
		£908.76		S P Electrical - Total		
16417		£155.51	1140/5	31/07/23	Sara Haynes - First aid boxes supplies	EXP
		£155.51		Sara Haynes - Total		
16450		£1,876.84	3030/6	10/08/23	SDC - Annual grass cutting	401745866
		£1,876.84		SDC - Total		
16418		£99.54	1010	12/07/23	SGC Payroll - Payroll charges for Apr - June 2023	3805320060
16424		£30.36	3030/2	27/07/23	Steve Robinson - Expenses replacement plants	230727
		£30.36		Steve Robinson - Total		
16428		£850.00	3010/2	19/07/23	T H Welding - Skate ramp repair	177
		£850.00		T H Welding - Total		
16429	DD230801 WATER	£39.48	3080	18/07/23	Water Plus - Changing rooms	INV-02770587
16430	DD230801 WATER	£44.94	2050	18/07/23	Water Plus - TH water	INV02773923
16442	DD230822 WATER	£23.25	2090	08/08/23	Water Plus - Mortimer Room	INV-02985033
		£107.67		Water Plus - Total		
16400		£7.00	3030/1	25/07/23	Yard House Nursery - Plants	NTC2023
		£7.00		Yard House Nursery - Total		
16447		£157.00	6550/2	10/08/23	Zurich Municipal - Carters Way insurance	1667107160
		£157.00		Zurich Municipal - Total		

Signature _____

Signature _____

Date _____

Nailsworth Town Council

Expenditure transactions - approval list

Start of year 01/04/23

Supplier totals will include confidential items

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
		£15,094.97			Confidential transactions	
Total		£37,208.86				

Signature _____ Signature _____
Date _____



NAILSWORTH TOWN COUNCIL

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

Tel: 01453 833592 email: clerk@nailsworthtowncouncil.gov.uk

Clerk to Council: Katherine Kearns

You are invited to attend a meeting of the **Environment Committee** to be held in the Town Hall on Tuesday 5th September 2023 starting at 7pm.

K Kearns
Town Clerk
30th August 2023

1. Apologies
2. Verbal Introductions
3. To consider the replacement of Christmas streetlights
4. To inform the committee of the winter tree works identified by the annual tree survey and to approve additional survey works on one tree identified in the survey
5. To inform the committee and agree terms of use for Forest Green Community Allotments (FGCA) by volunteers prior to the lease agreement being approved.
6. To request Forest Green Community Allotments (FGCA) Committee submit amendment to the Open Spaces Policy for the use of alternative weed killer
7. To review Environment Committee action plan



Nailsworth Town Council

Agenda Item 3

Meeting of Environment Committee

Meeting date Tuesday 5th September 2023

Subject To consider the replacement of Christmas streetlights

Author Deputy Clerk

Status Action

Summary

Last year it was noted that the Christmas streetlights are old and need replacing. Additionally, the installation and removal of these motifs should be considered and agreed within a budget.

Detail

NTC's current Christmas streetlights have been in place for several years and are in need updating. Research has been carried out and there are limited contractors available to visit the site to carry out a survey. NTC's procurement process has been followed and only one contractor visited the site and provided two quotes (one for the purchase of 14 lights and one for a 3-year hire).

Hire vs purchase

The benefits of hiring the lights are that this includes storage, delivery, collection and serviceability check prior to delivery. In addition, there is the option to change the lights after 3 years if the council wishes to continue the hire. Currently, the lights are stored in the Town Hall with little or no protection. They have yet to be tested for serviceability, however they are beginning to fail and are not energy efficient LED lights.

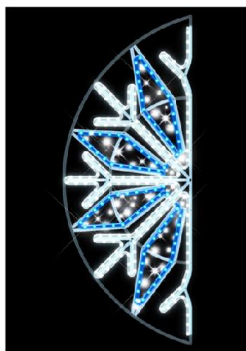
Purchasing the lights outright is a one off spend, and the lights will then belong to NTC. The downside is that there will be the same design for an extended period.

The quotes are for specific lights chosen by the contractor to match the current Clocktower light colours (replaced in 2022). The committee would need to review and decide on the lights required.

Contractor 1 (Current provider of the lights for the Clocktower)

1. Purchase of 14 streetlights £7,519 +VAT (includes fixtures and fittings).
2. 3-year hire

1 st year	£3,463.26 +VAT
2 nd Year	£3,913.20 +VAT
3 rd year	£3,913.20 +VAT



x 2



x 6



x 6

The pictures are of the design closest to the current clock tower lights, and will provide a varied display throughout the town.



Nailsworth Town Council

Both of these quotes include new brackets to replace and modernise the current fittings.

Other contractors have been approached with regards to purchasing/hiring lights. Only one contractor was willing to carry out a survey of the site and provide a quote. Other contractors are available online to view, they provide both purchase and hire options.

Online supply

Alternatively, the Committee would need to decide on the motif design prior to any accurate quote being available. The link below will give you the results of a search for Christmas motifs. The costs can vary from £300 - £500+ per motif. The link below provides numerous sites where you can purchase lights. These companies are not known to NTC, supply may be unavailable or from overseas with long lead in times and may not be compatible with the current fixings.

[buy christmas street lights on online uk - Google Search](#)

The recommendation is to go with the known supplier (Contractor 1).

The Committee is requested to recommend a sum of up to £4,000 for the hire of new motifs for 2023, and to allow for a budget of £4,000 for years 2 and 3.

Options

1. Purchase 14 motifs from either contractor 1
2. To hire the motifs from contractor 1 on a 3 year agreement at a cost of up to £4,000 per year.
3. To not upgrade the Christmas streetlights.

Recommendations

1. To hire the motifs from contractor 1 on a 3 year agreement at a cost of up to £4,000 per year.

Costs

Purchase of 14 streetlights £7,519 +VAT (includes fixtures and fittings).

Or 3-year hire

1st year £3,463.26 +VAT

2nd Year £3,913.20 +VAT

3rd year £3,913.20 +VAT

Funding Source

6520 Covid-19 Response

ENDS.



Nailsworth Town Council

Agenda Item 4

Meeting of Environment Committee

Meeting date Tuesday 5th September 2023

Subject To inform the committee of the winter tree works identified by the annual tree survey and approve additional survey works on one tree identified in the survey

Author Deputy Clerk

Status Action

Summary

The 2023 annual tree survey has identified trees which need work to make them safe or improve their lifespan, in accordance with NTC's Open Spaces Policy.

Detail

The annual tree survey report has been received and has highlighted the trees that require work to be carried out. The work will require some tree's to be felled and other works to be carried out to extend the lives of the trees. The tree survey has been passed to NTC's tree surgery contractors (a separate contractor) for pricing up. The work will be carried out between November and March.

The following winter tree work has been identified in the survey.

Site Code / Tree No.	Specified Work Reason	Time Frame
TCMG 251	Prune to clear lamp post.	12 Months
KGV 252	Fell to ground level.	6 Months
KGV 253	Fell to ground level.	6 Months
KGV 254	Remove major dead wood.	6 Months
KGV 255	Remove major dead wood.	6 Months
KGV 256	Remove major dead wood.	6 Months
KGV 257	Remove major dead wood.	6 Months
WLW 258	Fell to ground level.	6 Months
WLW 259	Coppice to ground level.	6 Months
SH 260	Remove major dead wood.	6 Months
SH 261	Further survey required of lower trunk using Picus Tomograph to determine extent of decay at 500mm above ground level.	3 Months
	Remove major dead wood.	6 Months
TCCG 262	Remove major dead wood.	6 Months
SWG 263	Remove major dead wood.	6 Months
MMF 264	Fell to leave 3 metre section for habitat creation.	6 Months
MMF 265	Remove major dead wood.	6 Months
MMF 266	Fell to ground level.	6 Months
BH 267	Fell to safe height.	6 Months
BH 268	Fell to ground level.	6 Months
BH 269	Fell to safe height.	6 Months
BH 270	Fell to safe height.	6 Months
BH 271	Fell to safe height.	6 Months
BH 272	Fell to safe height.	6 Months
NW 273	Fell to leave 4 metre section for habitat creation.	6 Months



Nailsworth Town Council

NW 274	Remove major dead wood.	6 Months
NW 275	Fell to ground level.	6 Months
NW 276	Fell to ground level.	12 Months
NW 277	Fell to ground level.	12 Months
NW 278	Fell to leave 5 metre section for habitat creation.	12 Months

Site code / Grp No.	Specified Work	Time Frame
KGV Grp.1	Crown lift over highway to provide 6.0m clearance to first foliage from ground level.	6 Months
B Grp.2	Fell to ground level.	6 Months
MMF Grp.3	Fell to ground level.	6 Months
BH Grp.	4 Fell and replant space.	6 Months
NW Grp.5	Fell to ground level.	1 year

The committee is being made aware of the extent winter tree works required to rectify the issues identified in the survey.

Quote received for the additional survey work for SH261 which is one of two mature Sycamore trees on NTC land outside Forest Green cemetery, Star Hill. The work amounts to £608 plus £35 per hole drilled (total unknown). The committee are requested to recommend the works be carried out.

Options

1. To recommend the works be carried out on SH261 up to a budget of £1,000.
2. To not carry out the additional survey on SH261 and increase the risk of the tree falling and causing damage to property, and increased complaints from residents.

Recommendations

1. To recommend the works be carried out on SH261 up to a budget of £1,000.

Climate Emergency Impact

What are the Climate Emergency benefits or impacts?

Carbon Reduction: Good management of trees and open spaces and prioritising the health of trees for the benefit of wildlife.

Health & Wellbeing: Providing good quality, safe public open spaces for the enjoyment of all residents.

Nature Restoration: Good management of woodland and public open spaces improves the natural landscape, provides better habitat and food for birds and insects, flood alleviation and improves air quality. NTC has signed the Woodland Trust Tree Charter and has a commitment to manage trees for their longevity.

Resilience: Strengthening the natural landscape's ability to mitigate climate change.



Nailsworth Town Council

Costs

£608 + £35 per hole drilled

Funding Source

4070 Tree maintenance (£8,000)

ENDS.



Nailsworth Town Council

Agenda Item 5

Meeting of Environment Committee

Meeting date Tuesday 5th September 2023

Subject To inform the committee and agree terms of use for Forest Green Community Allotments (FGCA) by volunteers prior to the lease agreement being approved.

Author Deputy Clerk

Status Action

Summary

Prior to the lease between NTC and FGCA being agreed and completed, to put in place terms of use for the volunteers.

Detail

It's recommended that volunteers in the new community garden group, FGCA, have access to the site to carry out maintenance and planning prior to the completion of the NTC Lease agreement.

The following terms and conditions are recommended:

- Access only to the site between 0800hrs and sunset.
- Consideration must be given to local residents when carrying out work.
- No use of mechanical equipment.
- No use of electrical equipment.
- No use of any chemicals other than those mentioned in NTC policies, applied by PA1 and PA6 qualified individuals, after authorisation by the Clerk/Deputy Clerk.
- Any alterations to the site are to be passed to the Clerk/Deputy Clerk for approval.
- No trees or other permanent planting are to be done until the lease agreement has been approved.

Contact details for FGCA Committee have now been received by the Clerk/Deputy Clerk.

The Environment Committee are requested to consider the above terms and agree they are forwarded to the FGCA Committee for implementation.

Options

1. To agree the terms of use for FGCA volunteers prior to the lease agreement completion.
 2. Don't agree limitations.
-

Recommendations

1. To agree the terms of use for FGCA volunteers prior to the lease agreement completion.
-

Costs

None

Funding Source

None

ENDS.



Nailsworth Town Council

Agenda Item 6

Meeting of Environment Committee

Meeting date Tuesday 5th September 2023

Subject To request Forest Green Community Allotments (FGCA) Committee submit amendment to the Open Spaces Policy for the use of alternative weed killer

Author Deputy Clerk

Status Action

Summary

FGCA have request the use of alternative weed killer on the FGCA site. The current Open Spaces Policy does not allow for any other weed killer to be used rather than Glyphosate.

Detail

FGCA are currently restrained by NTC Open Space Policy to the use of one weed killer (Glyphosate). They have requested they be permitted to use an alternative weed killer specifically for use on the FGCA site. It is requested that FGCA committee research an alternative weed killer and submit an amendment to the NTC open Spaces policy for consideration and inclusion in policy.

FGCA are to be aware that the use of any hazardous material within FGCA must meet the required Health and Safety regulations with regard to storage and use.

FGCA must consider the following:

- Correct Sealed storage container
- Control Of Substances Hazardous to Health (COSHH) assessments
- Risk Assessments
- Reporting of Injury Diseases or Dangerous Occurrences regulations
- Hazard signs
- How the product is to be dispersed
- Any qualifications required. (Only qualified PA1 and PA6 personnel can spray)
- Personal Protective Equipment

Once FGCA have chosen an alternative, they are requested to contact the Deputy Clerk for advice on the Health and Safety aspects as well as the amendment to policy.

The Environment Committee are requested to consider the above and agree the information is passed to FGCA for action.

Options

1. To inform FGCA to research and alternative weed killer and submit an amendment to policy.
 2. Do nothing.
-

Recommendations

1. To inform FGCA to research and alternative weed killer and submit an amendment to policy.
-



Nailsworth Town Council

Costs

None

Funding Source

None

ENDS.



Nailsworth Town Council

Agenda Item 7a

Meeting of Environment Committee

Meeting date Tuesday 5th September 2023

Subject To note the Environment Committee's action plan for 2023-2024

Author Clerk

Status Action

If you have any questions about this item and the information is not included in this report, please contact the Clerk or Deputy Clerk by 10am on the Monday before the meeting.

Summary

The Environment Committee action plan for the next year, based on NTC's Strategic Priorities, with updates on progress.

Detail

At the Full Council meeting on 18th October 2022, Nailsworth Town Council reviewed its strategic priorities and visions, to guide work from 2021-2024. The strategic priorities were agreed by Full Council.

The attached list (item 7b) sets out the Environment Committee work programme for the next 12 months. This shows work in progress; a joint action plan for all Committees and Council is currently being developed and this list will be put into this new format. The new Action Plan will be presented at the Full Council meeting at the end of September. The Committee is asked to review the action plan at each meeting so that progress can be monitored.

Working Parties are asked to note their responsibilities and actions, and to give updates on progress by sending reports to the Clerk or Deputy Clerk.

ENDS.



Nailsworth Town Council – Environment Committee Action List 2023-2024

Quarter two report – work in progress

Environment Committee **Most recent updates in RED**

High Priority

1) **Town Centre Improvements:**

- Making town a safer place to walk;
- Cycle path as been resurfaced but improvements are needed with signage, the appearance of the entrance and the connection between the end of the path and the town center.
- Market Street improvements (**Feasibility study received and being reviewed**)
- Civic Centre Complex. Consult town on feasibility study to rebuild Civic Center and Library complex.
- Ensure adequate parking for town center. Including cycle parking and EV charging points.
- Better signage for businesses in town (free parking spaces)
- Pedestrian priority town
- Pavement parking
- Car alternatives; electric car club, Uber/Lyft/Bolt, electric bikes
- Crime and anti-social behaviour prevention

2) **Tourism provision and visitor attraction:**

- Christmas Lights. Updating Christmas decorations. (**Paper available September meeting**)
- Town Branding/Maps; walking maps and other material provided by TIC to be reviewed.
- Town Information Centre development, promotion, improvements. (**Recruitment ongoing through office, window display planned, DBS process being checked**)
- Festivals and events

3) **Raising the Town Council's profile and communications:**

- New NTC website
- Partnership development (SDC and town groups) (**Tourism group created with 4 market towns**)
- Public communication about NTC activities

4) **Developing the land at Carters Way for allotments/garden**

- **Works have been carried out.**



Nailsworth Town Council – Environment Committee Action List 2023-2024

- Awaiting NTC leasing agreement to be completed

-

5) Community support and development

- Cost of living crisis
- Improve community use of Arkell Community Centre
- Arkell Centre drop in café

(NB some of these projects are actions for the Arkell Community Centre Trust).

Medium Priority

- 1) NTC land identification. All NTC land to be registered with Land Registry. (Contractor has review documents awaiting report and costings)
- 2) War Memorial refurbishment. Replacing surrounding slabs. (Contractor has been approached several times and hastened)
- 3) Tree planting strategy
- 4) Town Hall heating (green energy and boiler replacement)

Low Priority

- 1) Twinning and Friendship; expanding connections internationally.
- 2) Definitive Footpath Map; footpaths not formally registered as Public Rights of Way by 2026 will not be included in the Definitive Footpath Map.
- 3) Landscape Management Plan for Bunting Hill Nature Reserve
- 4) KGV Buildings; a new Groundsman's store and removing the wooden pavilion. (Contractors have been approach, so far 1 quote received £50K, other contractors requires drawing prior to submitting a quote. Alternative solution may require investigating).
- 5) Flood alleviation and emergency plan
- 6) Shortwood Green improvements
- 7) Forest Green wildflower display and roundabout enhanced
- 8) All Saints Churchyard improvements

It's worth noting projects which have been completed;

Completed

- Support CLT initiatives
- Fight Car Park Charges. Successful campaign in 2018-19 but ongoing concerns
- Festival of Flags 2022
- Festival of Words 2022
- Street furniture strategy
- Town gardening contract
- Improved use of IT



Nailsworth Town Council – Environment Committee Action List 2023-2024

- Program to renew salt bins
- 20 mph zone for the town center
- Heritage Open Day 2022
- New benches for Mortimer Garden
- More/better qualified staff
- Summer activities for families 2021 and 2022
- Flood alleviation for the town center