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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 7<sup>th</sup> November 2023 starting at **6.30pm**.

Mrs K Kearns Town Clerk 1<sup>st</sup> November 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.23/2007/HHOLD Clarebourne, Shortwood Road, Nailsworth, Stroud. Application: Householder. Erection of a replacement single storey extension and alterations to the fenestration.
- S.23/2031/LBC The Maltings, Tetbury Lane, Nailsworth, Gloucestershire. Application: Listed Building Application. Alterations to combine two dwellings. Resubmission of S.22/1915/LBC.
- c) S.23/2030/FUL The Maltings, Tetbury Lane, Nailsworth, Gloucestershire. Application: Full. Combine two dwellings with associated amendments.
- d) S.23/2053/FUL 5 Old Bristol Road, Nailsworth, Stroud, Gloucestershire. Application: Full Change of use of garden studio / storage to 1 bedroom holiday let /family annexe, including 2.9m2 single storey rear extension under existing roof overhang. Installation of woodburning stove / flue.
- e) S.23/2028/HHOLD Weavers House, Horsley Road, Nailsworth, Stroud. Application: Householder. Erection of replacement gates.

#### TREES IN A CONSERVATION AREA

f) S.23/1991/TCA. Hollies Cottage, Hollies Hill, Nailsworth, Stroud. Application: Trees in a Conservation Area. Sycamore tree (T2) and Beech tree (T3) - Fell.

### PREVIOUSLY TRACKED APPLICATIONS

g) S.22/0876/FUL Location: Cheldon and The Meadows, Stroud Road, Nailsworth, Stroud. Application Description: Demolition of bungalow and creation of 4no. serviced residences (Resubmission of S.20/1759/FUL - The Meadows) and the demolition of house and annexe & creation of 10no. residences. Application refused. NTC: Object This item was brought forward to earlier in the meeting for discussion in view of the public interest. Both the applicant and residents spoke about the application. After discussion on both sides, the council deliberated. Discussion covered the following points; Gateway location: The proposed development is on a key approach to the town and in conservation area. In this 'gateway' location, it will adversely affect people's perception of the town as people arrive, and damage the development of the tow's visitor economy. Conservation Area and setting: While NTC have no objection in principle to development on the site of Cheldon and within the existing footprint of the



# NAILSWORTH TOWN COUNCIL

Civic Centre, Old Market, Nailsworth, Glos. GL6 0DU Tel: 01453 833592 email: clerk@nailsworthtowncouncil.gov.uk

Clerk to Council: Katherine Kearns

bungalow, the council feel this proposal is overdevelopment which will cause harm to the character of the Dunkirk and Watledge Conservation Area and the setting of the Grade II\* Listed building - an unusually high designation. NTC agree with Heritage England who are troubled by the scale and appearance of the proposal of the Cheldon site. NTC note that Heritage England have requested a design analysis of the site. The Town Council oppose development on the verdant green area adjacent to the bungalow. Ecological effects: NTC have concerns about the ecological effects on the adjacent

important wildlife site, concerns about the development of a greenfield site and the effects during construction and afterwards of light and noise on wildlife. NTC have concerns about river management in this flood area. Use as holiday lets: NTC are further concerned about the use of the units as holiday lets and the attraction this will have – being adjacent to a popular wedding venue – to large groups, for example stag and hen parties. There is growing evidence of the adverse effects holiday lettings can have on areas. While the adjacent Egypt Mill 3. NTC 17-05-2022 hotel is controlled by licencing laws, there are no such controls on self-catering establishments. The temporary nature of holiday lettings bring concerns that noise, light and other nuisance from visitors will adversely affect both residents and wildlife. NTC add that if development is permitted, access roads and walkways be of adoptable standard, while recognising there is no obligation for the access ways themselves to be offered for adoption. If development is permitted a full landscaping plan should be submitted for approval before any work commences, and that it should be sufficient to maintain the verdant character of the area. The applicants emphasise that the proposed Cheldon development will be accessible and aimed at the over 55s, for rent; if permission is granted, that use should be secured by conditions. If permission is granted, that the CIL fund should be allocated to NTC to improve the approach to Nailsworth and the setting of the Conservation Area.

- h) S.23/0765/FUL Gigg Mill, Old Bristol Road, Nailsworth, Gloucestershire. Application: Full Erection of single storey ancillary building to provide toilet facilities. Application permitted. NTC: No observations.
- S.23/1809/TCA. Watledge Bank House, Watledge Bank, Nailsworth, Stroud. Application: Trees in a Conservation Area. (1) Holly - trim all over (2) 2 x Silver Birch - reduce by 1.0 - 2.0m (3), Conifers - trim the inside (4) Ash - fell (5) Hazel - coppice and clear the area. Application consent. NTC no observation.
- j) S.23/1724/FUL. Former Oldstone Restaurant, Old Market, Nailsworth, Stroud. Application: Full. Installation of a flue for a wood-burning pizza oven (retrospective). Resubmission of S.23/1108/FUL. Application permitted. NTC: support this application and assert that it is of benefit to the town, with the reopened restaurant having revitalised the area. NTC has concerns that some public comments may be spurious and that these should not influence the Planning Officer's decision.
- k) S.23/1990/TCA Grove Lodge, Watledge Road, Nailsworth, Stroud. Application: Trees in a Conservation Area. Description: T1 Ash tree - takedown in sections to just above ground level. Application approved. NTC: Noted.
- 5 To confirm minutes of the Full Council meeting held on October 17<sup>th</sup> 2023.
- 6 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.

# NAILSWORTH TOWN COUNCIL Minutes of a meeting of the Town Council

Held at 6.30pm in the Town Hall on Tuesday 17<sup>th</sup> October 2023

#### **Present:**

Cllr Mike Kelly (Chair)

Cllr Patsy Freeman

Cllr Steve Robinson

Cllr Peter Bodkin

Cllr Ros Mulhall

Cllr Jonathan Duckworth

Cllr Colleen Rothwell

Cllr Paul Francis

### **Minutes:**

Clerk

#### **Apologies:**

Cllr Angela Norman

Cllr Shelley Rider

Cllr Natalie Bennett

#### **Public Present**

None

# **Verbal Introductions and safety briefing**

Those present identified themselves. Cllr Jonathan Duckworth will assist Cllr Mike Kelly in case of fire.

#### 2023/101

# **Declarations of Interest & Applications for Dispensations**

None

# 2023/102

# Consideration of Planning Applications received as follows:

a) S.23/1938/VAR. Nailsworth Garden Centre, Avening Road, Nailsworth, Stroud. Application: Variation of Condition. Description: Variation of condition 2 (approved plans) from application S.21/1934/FUL - alteration to the design of ancillary retail unit (retrospective).

**NTC comment:** Object. In many areas the building does not resemble the one which was approved. There are significant changes from the agreed plan; the finishes, cladding, size of glazed areas and loading bay are different or larger.

Three trees were pictured on the front area on the original drawing; there are no trees on the finished building and no evidence of a landscape plan prior to completion. NTC do not approve of the practice of applying for planning permission retrospectively.

# TREES IN A CONSERVATION AREA

b) S.23/1978/TPO. Beaudesert Park School, Box, Stroud, Gloucestershire. Application: Tree Preservation Order. Two Ash Trees - Fell.

NTC comment: Noted.

c) S.23/1990/TCA Grove Lodge, Watledge Road, Nailsworth, Stroud. Application: Trees in a Conservation Area. Description: T1 Ash tree - takedown in sections to just above ground level **NTC comment:** Noted.

# **APPEAL**

d) S.23/028/APPREF for S.23/0245/HHOLD. Rock Cottage Rockness Hill Nailsworth Stroud. Proposed single storey side extension.

NTC comment: Noted.

### 2023/103

To confirm minutes of the Full Council meeting held on Tuesday 3<sup>rd</sup> October 2023 The minutes were approved.

All agreed

#### 2023/104

# To confirm the minutes of the Recreation and Amenities Committee meeting held on Tuesday 3<sup>rd</sup> October 2023

The minutes were approved.

All agreed

### 2023/105

**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.

The Mayor reminded all of the arrangements for Remembrance on Saturday  $11^{th}$  November, gathering at the Clocktower for the national two minutes silence.

On Sunday 12<sup>th</sup> November, meet at 10.20am in the Town Square for 10.40am parade to St George's Church via the Clocktower war memorial and Church Street war memorial. Seats will be reserved in St George's Church for cllrs. The Council represents the town at these events and cllrs are encouraged to take part.

FGR have confirmed they aren't willing to contribute to the cost of double yellow lines to mitigate parking problems on match days.

OPCC cllr advocacy scheme: cllrs were asked to attend this as Cllr Steve Robinson (NTC Police Liaison representative) cannot attend.

# 2023/106

# **Accounts**

# To agree payments in accordance with the budget as listed in the attached reports

Cllr Steve Robinson and Jonathan Duckworth agreed to authorise payments online before midday on Friday. It was explained that the payment to PWLB (Public Works Loan Board) is a twice-yearly repayment of the loan taken out to purchase the old Police station (Civic centre). There are nine years remaining on the loan.

# 2023/107

## To consider an Asset Transfer working party for the transfer of Beechwood Close play area.

Redrow Homes installed the play area at Beechwood Close in 2008 and have not progressed the legal transfer to NTC in accordance with the Section 106 Agreement. A working party to negotiate the transfer of land is advised.

It was **resolved** that the terms of Reference of the Asset Transfer working party to be;

To discuss in confidence and make recommendations concerning transfer of assets to NTC To negotiate and secure the best deal to recommend to Council

To ensure NTC seeks the best solution for the community and with regards to value for money

All agreed.

It was **resolved** that the following cllrs form the Asset Transfer working party: Cllr Steve Robinson, Cllr Colleen Rothwell and Cllr Peter Bodkin.

All agreed.

# 2023/108

# To consider the registration of NTC land with HM Land Registry.

It was noted that the importance of this work is;

- To establish legal title to the land without lengthy searches
- To quickly resolve disputes
- To make it easier to identify ownership and responsibility

It was **resolved** to allocate £5,000 to a new Land Registry Reserve to carry out this work from the General Fund.

All agreed

# 2023/109

# To consider feedback from Heritage Open Day and discuss the event next year.

There was a discussion about whether NTC coordinate the event for the town in 2024 or 2025. Some sites (for example Quaker Meeting House) may take part in the national event regardless, and many of the other sites may also choose to open again in 2024.

It was noted that there may be a local organisation willing to take on coordination in the future.

It was **agreed** to not coordinate the Heritage Open Day event in 2024 and to see if others wish to take it on after that.

All agreed.

# 2023/110

# **Financial summary:**

- a) Income and Expenditure report
- b) Budget comparison report
- c) Main bank account reconciliation report
- d) Premier bank account reconciliation report

Noted.

# 2023/111

#### To review NTC's Risk Assessment

Noted.

#### 2023/112

# To note the conclusion of the Annual Audit and the External Auditor's report

This was noted.

# 2023/113

# **Report from Town Mayor**

Noted.

# 2023/114

# **Report from the Deputy Mayor**

Noted.

#### 2023/115

#### **Report from District Councillors**

There was a discussion about a deadline for private landlords to meet energy efficiency requirements. After this deadline, many private landlords may choose to stop renting and to sell their properties. District Cllr Steve Robinson was asked if SDC have plan to address this potential shortfall in rental properties.

District Cllr Steve Robinson undertook to find out what the current situation is and what plans SDC have to address this.

### 2023/116

#### **Report from County Councillor**

Core samples are being taken in Nympsfield Road to assess its condition for resurfacing in the new financial year.

# 2023/117

# To receive an update on NTC office activities

There will be a joint Christmas get together and thank you for TIC and Library volunteers on Friday 15<sup>th</sup> December 1-2pm in the Library.

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



# 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 7<sup>th</sup> November 2023 starting at 7pm.

K Kearns Town Clerk 1st November 2023

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- 1. Apologies
- 2. Verbal Introductions
- 3. To consider NTC's biodiversity duties under new government guidance
- 4. To consider producing 'Green Plaque' walking route maps
- 5. To consider the Environment Committee draft annual budget for 2024-2025
- 6. To review Environment Committee Action Plan
- 7. To acknowledge the tree works scheduled to be carried out over the winter period following the professional tree survey report.



# **Agenda Item 3**

Meeting of Environment Committee

Meeting date Tuesday 7<sup>th</sup> November 2023

Subject To consider NTC's biodiversity duties under new government guidance

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**

Strengthening of the Environment Act 2021 means that town and parish councils must consider how they can improve and protect biodiversity. By 1<sup>st</sup> January 2024, all town and parish councils must consider biodiversity and take steps to follow up this consideration with policies and actions.

#### **Detail**

Under the 2021 Environment Act, public authorities (including town and parish councils) who operate in England must consider what they can do to conserve and enhance biodiversity in England.

Government guidance published on 17<sup>th</sup> May 2023 clarifies that, as a public authority, town and parish councils must:

- Consider what they can do to conserve and enhance biodiversity.
- Agree policies and specific objectives based on their consideration.
- Act to deliver their policies and achieve their objectives.

Town and parish councils, unlike other authorities, are not obliged to publish a report on their actions, but the Government guidance requires all public authorities to complete their first consideration of what action to take for biodiversity by 1 January 2024. They must agree their policies and objectives as soon as possible after this and may reconsider the selected actions within 5 years of completing their previous consideration, or more frequently if they choose.

Action for biodiversity must be ongoing, built into everyday work and regularly reviewed.

To comply with the guidance, town and parish councils can as a minimum:

- Have biodiversity as an agenda item for a meeting before the end of 2023.
- Note what action in respect of biodiversity is already taking place locally.
- Agree what further steps to take at this stage.

Such steps may include:

- Reviewing what biodiversity or nature recovery plans are already in place from other local authorities.
- Making contact with local voluntary groups working on nature conservation.
- Carrying out a biodiversity audit of council landholdings and/or the whole council area
- Gathering expert advice on possible actions in support of biodiversity.



• Drafting an action plan that covers action that the council will take itself as well as support for the actions of other local bodies.

As a minimum NTC can ensure they address biodiversity concerns when commenting on planning applications. This might include;

- recommending 'swift bricks' (nest boxes built into new buildings or extensions of two storeys or more)
- commenting on tree or hedge removal
- suggesting 'hedgehog highways' in fences

The Clerk has spoken to Stroud Valleys Project who can provide biodiversity awareness training for up to 10 NTC staff and cllrs. At least part of the training will be outside, preferably on one of NTC's open spaces. There may be the opportunity to offer the training to other parishes to help fund the course.

The Environment Committee is asked to consider to following actions towards NTC's biodiversity commitments:

- to recommend biodiversity awareness training for staff and cllrs
- to recommend addressing biodiversity when commenting on planning applications
- to change the wording of the Climate Emergency Impact assessment on NTC reports to include biodiversity (see below).

#### **Future actions**

The Clerk is developing a draft Biodiversity Policy with advice from NALC, for the Committee to consider and comment on in the New Year.

SDC are developing the Local Nature Recovery Strategy and will consult town and parish councils on this in 2024. SDC will also produce evaluation methods to measure progress. NTC will be asked to contribute to the Local Nature Recovery Strategy where appropriate.

Town and parish councils can use South Gloucestershire Council's Local Nature Action Plan Field Guide to assess sites for wildlife. This is a useful tool for people with little or no ecological knowledge.

The Environment Committee is advised to review NTC's biodiversity action plan every year to track progress (the legislation states plans must be reviewed at least every 5 years).

# **Climate Emergency Impact**

What are the Climate Emergency benefits or impacts?

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

**Nature Restoration and Biodiversity:** Management of woodland and public open spaces for biodiversity improves the natural landscape, provides better habitat and food for birds and insects, flood alleviation and improves air quality.

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



# **Options**

- 1. To recommend biodiversity awareness training for staff and cllrs.
- 2. To recommend addressing biodiversity when commenting on planning applications.
- 3. To change the wording of the Climate Emergency Impact assessment on NTC reports to include biodiversity (see below).
- 4. To not address the council's obligations to biodiversity.

#### Recommendations

- 1. To recommend biodiversity awareness training for staff and cllrs.
- 2. To recommend addressing biodiversity when commenting on planning applications.
- 3. To change the wording of the Climate Emergency Impact assessment on NTC reports to include biodiversity (see below).

# Costs

Up to £500 for Biodiversity Awareness training.

# **Funding Source**

Budget heading 1180 Training for staff and councillors.

#### ENDS.



#### Agenda Item 4

**Meeting** of Environment Committee

Meeting date Tuesday 7th November 2023

Subject To consider producing 'Green Plaque' walking route maps

**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**

Green Plaques and Blue Plaques are installed around Nailsworth. The Green Plaques mark the homes of people who died in WWII, and who are named on Nailsworth's war memorial. A volunteer has offered to work with a local cartographer to produce Green Plaque walk leaflets.

#### **Detail**

Nailsworth's Blue Plaques and Green Plaques are installed across the parish, marking the homes of people who are named on the war memorial.

A Nailsworth resident has previously devised walking routes between the Blue Plaques and these are very popular with both residents and visitors. The original Blue Plaque leaflets were funded by the Rotary Club of Nailsworth and public donations.

The same resident is now working on walking routes between the Green Plaques. When the walking routes have been devised and tested, they will be mapped onto bespoke route maps. Walking leaflets will be designed featuring the maps and route details.

A local cartographer and graphic designer who produced the Blue Plaque walk leaflets, has quoted £788 to produce maps, design and print 600 leaflets.

The Environment Committee is asked to consider supporting this project.

#### **Climate Emergency Impact**

What are the Climate Emergency benefits or impacts?

**Local Economy**: Welcoming visitors to the town by providing interesting and relevant walking routes.

**Health & Wellbeing:** Providing well thought out walking routes of different lengths, to encourage walking.

**Resilience:** Maintaining a strong sense of community by commemorating Nailsworth's past residents.



# **Options**

- 1. To recommend supporting the Green Plaque initiative by funding 600 walking leaflets at a cost of up to £800
- 2. To not fund the Green Plaque walking leaflet

# Recommendation

1. To recommend supporting the Green Plaque initiative by funding 600 walking leaflets at a cost of up to £800

# **Costs**

Up to £800

# **Funding Source**

Budget heading 4090 Tourism Promotion

ENDS.



#### Agenda Item 5a

Meeting of Environment Committee

Meeting date Tuesday 7<sup>th</sup> November 2023

Subject To consider the draft Environment budget for 2024-2025

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**

A look at the budget requirements for Environment Committee for 2024-2025

#### Detail

The Environment committee is invited to consider predicted income and expenditure for the annual budget for 2024-2025

The attached spreadsheet shows:

- Actual Figures from 2022-2023
- Budget for 2023-2024
- Actual net Apr to Oct 2023
- Estimated Nov to March 2024
- Total Estimate for 2023-2024
- 2024-25 Budget Forecast
- 2025-26 Budget Forecast

The draft budget spreadsheet shows the details of each budget heading and what the money is spent on. Each budget heading has been adjusted according to annual projected spending. Column B shows the percentage change between the current year's budget and the draft budget for the next year. The colours (blue, orange and red) highlight whether there is no change (blue), a small difference (orange) and a large difference (red).

The draft Environment budget shows proposed increases for several budget headings.

- 4000 Upkeep of Council Land: to simplify budget headings the £500 usually allocation to Environmental enhancement projects is included in this budget heading. The Environmental enhancement project budget heading will be disused.
   Due to increased material and labour costs an increase in the Upkeep of Council Land budget
  - has been proposed.
- 2. 4050 Bunting Hill Nature Reserve: scrub clearance work is needed to maintain the steep grassland which is home to a rare species of snail and butterfly.
- 3. 4090 Tourism promotion: a small increase to this budget is proposed to be able to support ongoing tourism work, and to provide updated promotional materials for the TIC.
- 4. 4120 Christmas Lights: an increase in this budget is proposed to take into account the increased cost of annual installation and maintenance.

Investment in well managed green spaces contributes to the health and well being of residents, and the overall biodiversity of the district.



Investment in tourism and Christmas lights supports the local economy and encourages visitors and residents alike to spend more time using the many small businesses and services in Nailsworth.

The Environment budget presented here is still in draft form, and some predictions may be adjusted before the full annual budget is presented to Council for debate at the Special Budget meeting on Tuesday 28<sup>th</sup> November.

If you have any questions, please ask the Clerk for more details and they will be brought to the meeting.

# **Options**

To use this information and discussion to inform the Environment Committee budget for 2024-2025 and to make recommendations to Council.

#### Recommendation

To use this information and discussion to inform the Environment Committee budget for 2024-2025 and to make recommendations to Council.

\_\_\_\_\_

#### **Costs**

As detailed in the attached spreadsheet.

# **Funding Source**

Environment Committee annual budget

ENDS.

Key

% no change; fixed cost, no change forecast or not possible to estimate incor	ne from grants, bookings and other pa	yments	
% low change; 1-24% increase or decrease			
% high change; 25 upwards % increase or decrease			

			ards % increase or decrease								Budget		Estim	ated
NOTES	Estimated % increase for 2024-2025	BUDGET HEADINGS	OR OFFICE USE	ACTUAL 2022-23	BUDGET 2023- 24	Actual Net APR- OCT 2023-24	Estimated NOV- MAR 2023-24	Total estimated for 2023-24	2024-25	2025-26	VARIANCE 2023-24 vs 2024-25		VARIANCE 2023-24 estimated vs 2024-25 budget	% VARIANCE
_	шф	ш.	[COLUMN NUMBERS FOR OFFICE USE]	1	2	4	4a	3	6	7				
		ANNUAL E	BUDGET - ENVIRONMENT COMMITTEE											
			INCOME											
		405	Grants, donations, refunds	-£600.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		0%		0%
			Total Income	-£600.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		0%		0%
			TOWN INFORMATION CENTRE INCOME											
		410	Town Information Centre	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		0%		0%
			Total income	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		0%		0%
		4021/9	TOWN INFORMATION CENTRE EXPENDITURE Contribution to GCC library building costs for TIC space in the Library (8%) Total TIC Expenditure	£1,713.60 £1,713.60	£1,800.00 £1,800.00	£856.00 £856.00	£856.00 <b>£856.00</b>	£1,712.00 £1,712.00	£1,800.00 £1,800.00	£2,000.00 £2,000.00		100% 100%	£88.00 £88.00	110% 110%
			TIC TOTALS	£1,713.60	£1,800.00	£856.00	£856.00	£1,712.00	£1,800.00	£2,000.00	0	100%	£88.00	110%
	200/	4000	EXPENDITURE Upkeep council land	£4,046.17	£4,000.00	£2,341.66	£1,658.34	£4,000.00	£5,500.00	£6,000.00	£1,500.00	138%	£1,500.00	164%
2	30/0	4010	Norton Wood	£5,744.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	11,300.00	0%	11,300.00	0%
3	500%	4050	Bunting Hill Nature Reserve	£1,507.13	£0.00	£0.00	£0.00	£0.00	£500.00	£0.00	£500.00	0%	£500.00	0%
4	30070	4060	Environmental enhancement projects	£1,136.13	£500.00	£0.00	£500.00	£500.00	£0.00	£0.00	-£500.00	0%	-£500.00	0%
5		4080	Tree maintenance	£0.00	£8,000.00	£1,725.00	£6,275.00	£8,000.00	£8,000.00	£8,500.00	2500.00	100%	2500.00	0,0
6	11%	4090	Tourism promotion	£2,000.00	£4,500.00	£0.00	£4,500.00	£4,500.00	£5,000.00	£5,000.00	£500.00	111%	£500.00	0%
7	13%	4120	Christmas lights	£5,475.19	£8,000.00	£417.23	£7,582.77	£8,000.00	£9,000.00	£10,000.00	£1,000.00	113%	£1,000.00	340%
		4140	Upkeep of All Saints graveyard	£3,190.00	£4,000.00	£1,740.00	£2,260.00	£4,000.00	£4,000.00	£4,000.00		100%		100%
		1080	Town Archives	£1,480.10	£600.00	£0.00	£600.00	£600.00	£600.00	£600.00		100%		0%
			Total Expenditure	£24,578.72	£29,600.00	£6,223.89	£23,376.11	£29,600.00	£32,600.00	£34,100.00	£3,000.00	110%	£3,000.00	148%
						·								
			GRAND TOTAL - Environment	£25,692.32	£31,400.00	£7,079.89	£24,232.11	£31,312.00	£34,400.00	£36,100.00	£3,000.00	110%	£3,088.00	144%

#### NOTES

- 1 This covers general repairs and miscellaneous landscape tasks e.g. signs, gates, trellis
- 2 Norton Wood tree maintenance is taken from the general Tree Maintenance budget for all NTC's trees.
- 3 Bunting Hill Nature Reserve is managed for biodiversity
- This budget is used for grit bins. To simplify the budgets, this will be merged with the Upkeep of Council Land budget
- 5 This was a new budget heading in 2022-23, to group all tree maintenance costs together.
- 6 £2,000 is usually earmarked for Nailsworth Festival. This budget can be used for Town Maps, walking leaflets and other promotional projects.
- 7 Increased costs are expected to install temporary festoons in Mortimer Garden and to manage the permanent uplighters. This budget includes maintenance costs for streetlight motifs which have been

Ser No	Date added	Strategic Plan	Vision	Priority	Risk	Committee	Task detail	Comments	Budget	Estimated Cost	Minute Reference	Documents	Owner	Projected completion date	Status	Completed	Remarks
1	01-Jan-23	Y	6	High	Low	Environment	Introduce new Christmas lights to the Mortimer Gardens	The lights have been ordered and received by the contractor. Electrical works scheduled to be carried out by the end September 23. The light supplier is in touch with electrical contractor for handover and demo. Work started 25th Sept (trenching and electrics). 03 Oct trenching works complete. 10 Oct awaiting start date by electrician. All materials and lights stored in the Civic Centre garage. 30 Oct Installation to start 04 Nov.	6020 6520 6500	£10,500.20	2023/009	Christmas Lights Paper	Deputy Clerk/ Cllr Robinson	30-Oct-23	Ongoing		Struggled to find a contractor to carry out the groundworks. Lights have been delivered awaiting installtion when electric works complete.
2	01-Jan-23	Y	6	High	Low	Environment	Replace the current Christmas street lights	There are 14 Christmas streetlights that require replacing due to their age. One contractor has provided quotes for both hire and purchase.06 Sept:meeting held on the 5 Sept resolved to purchase the Christmas Street lights. To be passed to full council for approva 19th Sept. 15 Sept: Due to unavailability alternative lights have been chosen should the originals not be available. Lights are on order. 03 Oct lights to be installed the week of 20th Nov. Contarcto to visit site to review fittings and assess the task. 30 Oct Lights have been delivered, installation contactor has been to carry out an inspection prior to installation on the week of 21 Nov.	г	Purchase £7,519	2023/080	<u>Lights Quote</u>	Deputy Clerk/ Cllr Robinson	15-Oct-23	Ongoing		Paper raised for the 5th Sept Environment Committee meeting. Committee resolved to purchase the lights rather than hire. Order placed 06 Sept
3 4	23-Aug-23 23-Aug-23	Y	5	High High		Environment Environment	Make the town a safe place to walk	Simu-spec walk carried out with Gloucester Slight Loss 27 Oct.									
7	23-Aug-23	Y	5, 6	High		Environment	Cycle path signage  Adequate parking, cycle parks and EV										
8	23-Aug-23	Y	2, 5, 6	High		Environment	chargers Pedestrian Priority town	24 Oct Green Plaque walking route leaflets proposed, to accompany	4090	£800.00	Agenda item 07 Nov						
9		Y	5					Blue Plaque walking route leaflets.			meeting						
10	23-Aug-23 23-Aug-23	Y	5, 6	High High		Environment	Pavement Parking  Car alternatives, electric car club,										
11	23-Aug-23	Y	2, 7	High		Environment	Uber/Lyft/bolt, electric bikes Crime and anti-social behaviour										
12	23-Aug-23	Y	1, 2, 3, 4,	High		Environment	Town Branding/Maps, walking maps. TIC material to be reviewed	Replacement perspex ordered for Town Map notice boards. Research needed to renew/redesign the maps. 10 Oct new perspex being delivered 11 Oct. 1 installed, 2 still awaiting installation.	6140	£460 +Vat	None		Deputy Clerk	Mid Nov	Ongoing		
13	23-Aug-23	Y	2, 3, 4, 5			Environment	TIC development, promotion and improvement	Regular volunteer meetings resumed. Ticket sales procedures and day-to-day procedues: training ongoing. Volunteer and cllr ilnput required for recruitment and induction process. Office window display planned.	none				Clerk				Meeting being held with TIC 13th September to discuss training, .
14 15	23-Aug-23 23-Aug-23	Y	2, 3 1, 2	High High		Environment Environment	Festivals and events New NTC website										
16	23-Aug-23	Y	2, 4, 5	High		Environment	Partnership development (SDC town groups)	Tourism group formed with 4 other market towns.									
17	23-Aug-23	Y	2, 4, 5	High		Environment	Public communication about NTC activities										
18	23-Aug-23	Y	1, 3, 4, 6, 7	High		Environment	Carters Way allotments	Ground works complete. NTC leasing agreement to be completed. Approx £4,000 remains in the budget, contractor has been approached to provide additional quote of more beds. 5th Sept: To allow access to volunteers until lease agreement is signed. Limitations in place for use. 03 Oct WP to be set up to review and create the lease for FGCA. 16 Oct Due to the WP continued work or the lease. No further funds will be allocated to the project until the lease has been approved.		cost to date £17,890.83	Env Comm meeting 02 Nov 21. 2023/080		Cilr Freeman	30-Sep-23	ongoing		Amendment to open spaces policy being drafted to allow for use of alternative weed killer on site. 06 Sept Temporary lease agreement approved at committee meeting 5th Sept.
19	23-Aug-23	Y	1, 3, 4, 7	High		Environment	Cost of living crisis	Creative Sustainability is coordinating help across the county in 2023. NTC office will produce posters/leaflets/window displays as last year.	none	minimal		https://cscic.org/contact  /	NTC office		ongoing		
20	23-Aug-23	Y	2, 3, 7	High		Environment	Improve community use of the Arkell centre	Meeting to be held 5th Sept to discuss community development workers plan for free sessions to encourage use of centre. 08 Sept: It was agreed at the meeting on the 05 Sept that FGR will continue to pay for the Monday session . The other 2 will be provided for free. September Facilities Report shows that most room bookings are for community use.		3 x free sessions per week will cost approx £7,100 per year			Cllr's Robinson				
21	23-Aug-23		2, 3, 7			Environment	Arkell drop in Café	This is an Arkell Trust action	,	,					ongoing		
	24-Oct-23	N		High	Low	Environment	Biodiversity action	16 Oct Biodiversity Policy and Action Plan needed under new government guidance. Council to consider biodiversity by 1st January 2024.	n/a	n/a	Environment meeting 07.11.23		Environment Committee/ Clerk	01-Jan-24	started		Biodiversity will be considered at Environment Committee meemting 7.11.23. Biodiversity Policy being drafted. Action Plan will be required in the New Year.
41	09-Oct-23			High	Medium	Full Council	Support for Town Services monitoring	09 Oct First meeting held. Monitoring forms being drafted and discussed.	Annual Budget				STS working				
22	23-Aug-23	Y		Med		Environment	NTC land identification and registered with land registry	Contractor has been and reviewed all relevant documents. 17 Oct Work approved by Council and contractor starting 2nd November 23.	General Fund	£5,000.00	Council meeting 17.10.2023: 2023/108		party Clerk	01-Jun-24	started		
24 40	29-Aug-23 09-Oct-23	Y N	1, 6	Med Med	Low	Environment Environment	Tree planting strategy Star Hill Green flood swale and tree	09 Oct Quote sought for creating swale on Star Hill Green to cope	4000: Upkeep	£1,000.00	Council meeting		Environment	01-Mar-24			Quote for tree planting needed. 4x trees on Star
40	09-001-23	, N	1,0	ivieu	LOW	Environment	planting	with surface rainwater.	of Council Land	11,000.00	06.09.2022: 2022/096		Committee	01-Wai-24			Hill including 2 x Tilia (Lime); 3x small trees (Rowan/Birch/Bird Cherry) on Moffatt Rd green.
26	29-Aug-23	У		Low		Environment	Twinning and friendship; expanding connections internationally										
27	29-Aug-23	Y		Low		Environment	Definitive footpath map; footpaths not formally registered as Public Rights of Way by 2026 will not be included in the Definitive Footpath Map										
28	29-Aug-23	Y		Low		Environment	Landscape Management Plan for Bunting Hill Nature Reserve										
30	29-Aug-23	Y	6	Low		Environment	Flood alleviation and emergency plan										
31	29-Aug-23	Y	2, 6, 7	Low	Low	Environment	Shortwood Green improvements	Consult residents on improvements to Shortwood Green for all age e.g. seating, mowing regime, tree planting and play equipment. (Shortwood Green is Common land and cannot be fenced).	s				WP required		Ongoing		
32	29-Aug-23	Y	2	Low		Environment	Forest Green wildflower display and										
33	29-Aug-23	Y		Low		Environment	roundabout enhancement All Saints Churchyard improvements	Contractor trimming hedge back on neighbours property. Delay due					-	-			
	3 -						, , , , , ,	to storms: new date 26th Sept. 05 Oct Winter work to boundary hedge to be identified.									



#### Agenda Item 7a

**Meeting** of Environment Committee

Meeting date Tuesday 7th November 2023

**Subject** To acknowledge the tree works scheduled to be carried out over the winter period following the professional tree survey report.

**Author** Deputy 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 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**

In line with NTCs Open Spaces policy Para 9, the annual tree survey highlighted the works required to ensure NTCs trees are safe and extend their life.

A list of the works to be carried out can be found at item 7b.

Total cost of winter tree work in 2022/23 was: £5,148 Total cost of winter tree work for 2023/24: £7,653

The work is usually carried out in January to February.

The work to be carried out is in line with NTC's Open Spaces Policy para 9, the Environment Committee are requested to acknowledge the winter tree work as identified in the recent survey at a cost of £7,653.

The committee are requested to approve the transfer of £3,000 to the Emergency Tree Works Budget to cover the cost of the works.

### **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 and Biodiversity:** 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.

#### Recommendation

To approve the of transfer of £3,000 to the Emergency Tree Works Reserve

#### **Costs**

£7,653

# **Funding Source**

4070 Tree Maintenance 6240 Emergency Tree works reserve

ENDS.

#### Nailsworth Town Council Additional winter works 2023-2024

Location	Survey	Species	Description of work	Postcode	Quote	Purchas	Further information
	number				•	e order	
Wood Lane Woodland	258	Elm	Fell to ground Level				
	259	Hazel	Fell to ground Level		£340		
Star Hill	260	Sycamore	Remove major deadwood				These two are failing and in a high profile area
	261	Sycamore	Remove major deadwood		£110		
Norton Wood	273	Ash	Fell to leave a 4m section for habitat				
	274	Beech	Remove major deadwood				
	275	Elm	Fell to ground level + dead Elm to left				
	276	Elm	Fell to ground level				
	277	Elm	Fell to ground level				
	278	Ash	Fell to leave a 5m section for habitat				
	NE Grp 5	Maple	Fell to ground level		£1,385		
Shortwood Green	263	Common Ash	Remove major deadwood		£68		
KGV Playing Field	252	Common Ash	Fell to ground level				
	253	Common Ash	Fell to ground level				
	254	Common Beech	Remove major deadwood				
	255	Common Beech	Remove major deadwood				
	256	Common Walnut	Remove major deadwood				
	257	Common Walnut	Remove major deadwood				
	KGV Grp	Maple (8), Oak (1),			£1,552		
	'	Horse Chestnut (3)	Crown lift over highway to provide 6m		,		
			clearance from ground level to first foliage				
Mortimer Gardens	251	Silver Birch	Prune to clear lamp posts		£42		Within Tree Conservation Area permission from SDC planning required
Miles Marling Field	264	Ash	Fell to leave a 3mtr section for habitat				
-	265	Ash	Remove major deadwood				
	266	Ash	Fell to ground level				
	MMF Grp3	Ash (4)	Fell to ground level		£1,528		
Clock Tower Gardens	262	Prunus	Remove major deadwood		£68		Within Tree Conservation Area permission from SDC planning required
Bunting Hill	267	Elm	Fell to safe height				
_	268	Common Ash	Fell to Ground Level				
	269	Common Alder	Fell to safe height				
	270	Common Ash	Fell to safe height				
	271	Common Ash	Fell to safe height				
	272	Common Ash	Fell to safe height				
	BH Grp 4	Common Ash (4)	Fell		£1,580		
Bearlands	B Grp 2	Common Ash (14)	Fell to Ground Level		£980		

Total Cost £7,653