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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 **Annual Meeting** of Nailsworth Town Council to be held at the Town Hall, Old Bristol Road, Nailsworth on Tuesday 1st April 2025 starting at **6.30pm**.

Mrs K Kearns
Town Clerk
27th March 2024

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 To adjourn the Annual Meeting until **Saturday 5th April at 10.30am** where it will resume in the Town Square/bus station



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

CONSULTATION

- a) S.25/0551/LAC. Telephone Box, Nympsfield Road, Nailsworth. Application Consultation. Removal of public payphone.

TREES IN A CONSERVATION AREA

None

FOR INFORMATION ONLY: PREVIOUSLY TRACKED APPLICATIONS

- b) S.25/0024/HHOLD. Applecombe House, Horsley Road, Nailsworth, Stroud. Application: Householder. Erection of gabled dormer extension and lean-to canopy. Removal of existing porch. Application refused. NTC comment: No observations
 - c) S.25/0190/HHOLD. Southwood, Scar Hill, Minchinhampton, Stroud. Application: Householder Application. Erection of dormer extensions to house and garage. Application withdrawn. NTC: It was noted that the property falls within Minchinhampton Parish Council but is on the border between both councils. No observation
- 5 To confirm minutes of the Full Council meeting held on Tuesday 18th March 2025.
 - 6 To nominate a delegate to GAPTC's EGM where changes are being proposed.

NAILSWORTH TOWN COUNCIL
Minutes of a meeting of the Town Council
 Held at 6.30pm in the Town Hall, Old Bristol Road
on Tuesday 18th March 2025
DRAFT

Present:

Cllr Peter Bodkin (Chair)
 Cllr Shelley Rider
 Cllr Steve Robinson
 Cllr Colleen Rothwell
 Cllr Julian Dennis
 Cllr Ros Mulhall
 Cllr Phil Sullivan
 Cllr Tyler White
 Cllr Paul Francis

Minutes:

Clerk

Apologies:

Cllr Louis Nicholas

Not present:

Cllr Luke Stewart

Also present:

District Cllr Maggie Dutton

2024/207**Public Participation**

There were no members of the public present

2024/208**Declarations of Interest & Applications for Dispensations**

There were none declared.

2024/209**Consideration of Planning Applications received as follows:****CONSULTATION**

- a) S.25/0397/HHOLD. April Cottage, Worley, Nailsworth, Stroud. Application: Householder.
 Erection of single storey rear extension & new dormer window to front elevation.

NTC comment: No observations

2024/210**To confirm minutes of the Full Council meeting on Tuesday 4th March 2025**

The minutes were **approved**.

Agreed

2024/211**To confirm the minutes of Environment Committee held on the 4th March 2025**

The minutes were **approved**.

Agreed

2024/212**To consider the recommendations of the Environment Committee held on the 4th March 2025**

There was a discussion on the reasons for the original timetable, which allowed for more opportunities for the public to have their say, including the Town Meeting, Nailsworth Festival and a monthly market date. The extra time also means the Working Party has time to meet, analyse the results and make recommendations to Council.

Following the discussion an amendment to the recommendation was made, to revert to the original timetable and;

It was **agreed** to consult on the future of the TIC according to the following timetable:

1. Saturday 5th April: Initial presentation at the Town Meeting to introduce the review of TIC services and invite community input
2. April 2025: consultation announcement in Nailsworth News with information on how residents can provide feedback
3. 15th April - 15th May 2025: Four-week consultation period including:
 - o online survey available through the Town Council website
 - o paper surveys available at the TIC, Library, and Town Council offices
 - o public drop-in sessions
4. 20th May 2025: Deadline for all feedback submissions
5. 21st May - 31st May 2025: Analysis of consultation results and preparation of findings report
6. 3rd June 2025; Presentation of consultation findings to Full Council
7. 4th June 2025: Communication of decision to volunteers and the public
8. Implementation to be decided between the Working Party and TIC volunteers.

All agreed

It was **agreed** to task the Town Information Working Party with the following;

- To analyse community needs and usage patterns and feedback from the public to support any decisions on the future of the service.
- To continue discussions with TIC volunteers about which information can be provided via NTC's website and at other locations.
- To discuss proposed changes with the library.

All agreed

[currently the Town Information working party membership is:

Cllr Shelley Rider, Cllr Tyler White, Cllr Luke Stewart, TIC volunteers Derek Pitt and Terry/Maggie Rogers]

It was **agreed** to accept the proposed approach to the Environment Committee's projects in 2025-2026.

All agreed

2024/213**To confirm the minutes of Personnel Committee held on the 6th March 2025**

The minutes were noted.

All agreed

2024/214**To consider the recommendations of the Personnel Committee held on the 6th March 2025**

The recommendations of the Committee were noted.

It was **agreed** that a sum of £3,239.82 is offered to the employee.

All agreed

It was **agreed** that £3,000 is moved from the General Fund to Budget heading 6330 Contingency Reserve, to maintain a sum in that budget in case of emergencies.

All agreed

2024/215

Accounts

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

Clr Peter Bodkin and Cllr Colleen Rothwell agreed to authorise the payments before 12 noon on Friday 21st March 2025.

It was **resolved** that the payments as listed are agreed.

All agreed.

2024/216

To agree movements in Earmarked Reserves as part of the Year End process

To approve the following movements in Reserves:

Reserve	Move to General Fund	Move from General Fund
6520 Covid-19 Response Reserve	£6,031.35	
6550 UKSPF (grant) Carters Way community garden Reserve	£1,402	
6060 Miles Marling Field Reserve		£1,657.20
6130 Replace groundsman's vehicle Reserve		£1,000
General Fund	+£7,433.35	£2,657.20
Total movements in General Fund	+£4,776.15	

It was **agreed** to make the above movements in Reserves

All agreed

2024/217

To appoint a steering group member to the Nature in Nailsworth group

The origin of the group was outlined, with its foundation in the Council's adoption of a Biodiversity Policy and the need for a Biodiversity Action Plan, collaborating with residents to map out what is needed and to implement the plan.

There was a discussion about how the group will work in partnership with NTC, with the role of the NTC steering group member being to report back to NTC and to help the group to develop a workable Biodiversity Action Plan.

It was **agreed** to appoint Cllr Colleen Rothwell to the Nature in Nailsworth steering group

All agreed

The next meeting of the Nature in Nailsworth group is 6-8pm, Tuesday 25th March in the Mortimer Room, when the group will start working with NTC on the Biodiversity Action Plan.

2024/218

To consider a Devolution Working Party to steer the process of negotiating with the District and County Councils

The report on Devolution was noted.

It was **agreed** to set up a Devolution Working Party with the following terms of reference;

- To review and refine the draft statement of principles for devolution decision making and report back to Council.
- To advise the Council on all matters arising from Local Government Devolution, based on the reviewed principles including potential for:
 - transfers of assets
 - transfers of services
 - community governance reviews
- To consider potential resource impacts, including:
 - staff establishment
 - pensions including potential TUPE transfers
 - impact on wider budget
- To lead on community engagement and consultation
- To lead on consultation with neighbouring parishes, district and county councils, and any other relevant partners
- To promote open and transparent discussion with all interested parties.
- For the chair of the Working Party to be responsible for ensuring regular reports back to Council
- To ensure discussions and reports are shared with the Clerk for assurance of viability, governance, impact and legality.

All agreed

It was **agreed** that the Working Party members are:

- Cllr Peter Bodkin
- Cllr Ros Mulhall
- Cllr Julian Dennis
- Cllr Steve Robinson
- Cllr Phil Sullivan
- Cllr Tyler White
- Cllr Shelley Rider

2024/219

Financial summary:

a) Income and Expenditure report

b) Budget comparison report

c) Main bank account reconciliation report

d) Premier bank account reconciliation report

These reports were noted.

2024/220

To review NTC's Risk Assessment

This was noted.

2024/221

Report from Town Mayor

This was noted.

2024/222**Report from District Councillors**

Devolution: An Extra Ordinary Meeting of SDC on Thursday 20th March will establish SDC's response to the future configuration of a new unitary authority as part of Devolution. A formal response to Devolution has been requested by Friday, after which it will go to Ministers. GCC will be leading the development of full proposals.

Local Plan: SDC have received a recommendation to withdraw the Local Plan. Council does not have to accept this and is currently considering the options and a response, contesting some points.

Local ward issues: tree planting and perennial wildflower planting at Bunting Way.
There will be a trial of free bulky waste collection in selected areas, to help low income households.

2024/223**Report from County Councillor**

The GCC owned Station Road car park has been resurfaced. The owner of Station Road is now enforcing parking along the road, which is in turn pushing cars to park in other places. A notice will be put up in the GCC car park that it is for cycle path users.

2024/224**To receive an update on NTC office activities**

This was noted.

2024/225**To receive reports from working parties: Town Hall Major Projects Working Party**

There was a discussion about the contents of the working party report and the competitive cost of the solar panel installation.

Next steps:

To **agree** further investigations of the items should be carried out and passed to council for approval.

- Replacing the main hall lighting
- Replacing the main hall sound system
- Replacing the rear door (former entrance to NDS store) with a security fire escape door
- Relocating the council chamber to the Mortimer Room

All agreed

To **agree** an application for LCSF grant funding should be submitted when released by the government.

All agreed

2024/226**Review NTC's [Action Plan](#)**

The Clerk undertook to update the Action Plan.

It was noted that the Internal Checker is now Cllr Julian Dennis.

.....
Town Mayor

.....
Date

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



Nailsworth Town Council

Agenda Item 6

Meeting Full Council

Meeting date Tuesday 1st April 2025

Subject To nominate a delegate to GAPTC's EGM where changes are being proposed

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

GAPTC propose a name change and a change to become a Company Limited by Guarantee (CLG). All member councils are being asked to vote on these changes.

Detail

Gloucestershire Association of Town & Parish Councils (GAPTC) propose a change of name and a change of status. To do this they are asking each member council to submit a vote. A recent Extraordinary General Meeting (EGM) was not quorate and this has been reconvened. All member councils are invited to send a nominated person to take part in the online meeting. Please see message below from Chris Haine, CEO:

Firstly, I would like to express my sincere thanks to all councils who have already submitted their votes or attended the recent EGM regarding the proposed transition of the Gloucestershire Association of Parish & Town Councils (GAPTC) to a Company Limited by Guarantee (CLG), and the accompanying proposal to change our name to the Gloucestershire Association of Local Councils (GALC).

While there has been strong engagement, the EGM held last week was not quorate. Under our constitution, we are now required to reconvene the EGM within one month, with a reduced quorum requirement of 15 member councils to enable a decision to be made on these important matters.

*We are I am therefore giving formal notice that the **Reconvened Extraordinary General Meeting** will take place as follows:*

Date: Thursday, 10 April 2025

Time: 6.00pm

Venue: Via Zoom

Register HERE: <https://gaptc.org.uk/event/reconvened-extraordinary-general-meeting-egm-2025-04-10-110/register>

*For Councils who still haven't voted, Electronic Voting Form (if preferred):
<https://forms.office.com/e/HmcRBq3b6X>*



Nailsworth Town Council

Note: Votes already submitted will be carried forward and won't be counted until the Reconvened EGM.

Please register as soon as possible or contact the GAPTC office with any further questions.

Why This Matters:

The proposed move to a CLG structure, alongside the name change to GALC, reflects our commitment to:

- *Enhancing legal and financial protections for councils and members.*
- *Improving governance, transparency, and accountability.*
- *Securing long-term resilience and alignment with national standards.*
- *Continuing to provide high-quality support to Gloucestershire's parish and town councils.*

Importantly, the transition will not affect the democratic role of member councils—your voice and guidance will remain at the heart of the Association's work. We also remain a non-profit organisation, ensuring all resources are reinvested in supporting our members.

Council is asked;

- To nominate someone to attend the meeting
- To consider whether to vote for or against the name and status change of GAPTC

Options

1. To nominate someone to attend the meeting
2. To consider whether to vote for or against the name and status change of GAPTC
3. To not take part in the vote

Recommendation

1. To nominate someone to attend the meeting
2. To consider whether to vote for or against the name and status change of GAPTC

Costs

None

Funding Source

N/A

ENDS.



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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 Recreation & Amenities Committee to be held in the Town Hall, Old Bristol Road, Nailsworth on Tuesday 1st April 2025 starting at **6.35pm**.

K Kearns
Town Clerk
27th March 2025

1. Apologies
2. To consider the redecoration of the Town Hall
3. To review and discuss the Recreation & Amenities Committee [RAM Action Plan](#)



Nailsworth Town Council

Agenda Item 2

Meeting of Full Council

Meeting date Tuesday 1st April 2025

Subject To consider the redecoration of the Town Hall

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

It has been several years since the Town Hall was recarpeted and redecorated. To make the most of the natural light and improve the look of the Hall redecoration and recarpeting should be considered.

Detail

The Town Hall has not been redecorated for several years. The colour scheme is dated and does not make the most of the natural light. Consideration should also be given to replacing the carpets that are wearing quite thin and again do not enhance the natural light within the area.

Our new tenant in the upper floor has also asked if there are any plans to redecorate the upper floor in the future. The tenant is currently modernising the office furniture and therefore, improving the décor of the upper floor would support the improvements being implemented.

Contractors will be approached and requested to provide quotes for the work in separate stages:

- Stage 1 - Upper floor landing, offices and Chamber
- Stage 2 - Main entrance area and stairs
- Stage 3 - Rear area landing, stairs and lower landing
- Stage 4 - Redecoration of area by the lower hall

Once quotes have been received the information will be passed to the Town Hall Major Projects Working Party prior to being passed to committee and council for consideration.

Carrying out the project in stages will allow the work to be completed as part of the annual maintenance budget over an extended period. Should funding lines become available the work may be completed in one financial year.

The committee are requested to recommend research is carried out into the redecoration and recarpeting of the Town Hall in stages.

Options

1. To recommend research is carried out into the redecoration and recarpeting of the Town Hall in stages.
 2. To not carry out the research into the works
-



Nailsworth Town Council

Recommendation

1. To recommend research is carried out into the redecoration and recarpeting of the Town Hall in stages

Costs

Not known at present

Funding Source

ENDS.

Ser No	Date added	Strategic Plan	Vision	Priority	Location	Task detail	Comments	Budget	Estimated Cost	Minute Reference	Owner	Projected completion date	Remarks
5	23-Aug-23	Y	1, 2, 3, 5	High	Market Street	Market Street Improvements	Feasibility and design study for an accessible Market Street commissioned. Costs shared with GCC Drainage Team. Community engagement costs included in project budget. 15 Jan 24 Market Street closed 8-9 Jan to allow for a utilities survey to be carried out by GCC. Progress meeting held on 06.03.2024: walk through of design options. Work delayed due to GCC timetables. Public consultation will be the next step. 02 April WP meeting 23 April 24 held with designers as there weren't enough options provided.	6140	£25,000.00	19 Sept 2023: 2023/086	WP Cllr Kelly (Chair)	01-Dec-23	Name change to Town Centre Regeneration Working Party
6	23-Aug-23	Y	1, 2, 3, 5	High	Civic Centre	Civic Centre Complex	Meeting to be held with South West Project Management who managed the new build Civic Centre in Tidworth on 6th December. 10 Oct 23 Zoom meeting to be set up at the end of Oct beginning of Nov with SWPM and WP to review Tidworth project 13 Nov 23. awaiting confirmation dates from contractor. 21 Dec 23 Awaiting confirmation from SWPM on a new date for the brief. Meeting with Nailsworth Community Land Trust who stated their interest in exploring potential for CLT flats to be included in the scheme. Funding bid needed for project manager/feasibility study. 25 July 24 Meeting held with local architects to discuss options.				WP		External funding for project manager depending on new council Strategic Plan.
25	29-Aug-23	Y	1, 6	High	Town Hall	Town Hall heating	Investigating replacement heating systems for the Town Hall, including looking at energy efficiency measures for the building and green solutions. 13 Nov 23. Meeting held with Matt Partridge GCEC reference solar panels and new heating system. Meeting to be scheduled with Minchinampton Hub who have had similar works carried out. 27 Nov 23 Additional information reference electric bills passed to GCEC. 22 Mar No response yet from GCEC. 20 Jun 24 Meeting being held on 24 Jun with councillors to discuss. 22 Jul 24 A visit to Minchinampton Hub was carried out on the 19th July to view their newly installed aircon units and solar panels. The design of the ACU's requires further consideration due to the installation design. September 24 Emergency works were carried out on the boiler safety system. The old system was unserviceable and no longer met regulations. The system was replaced. 10 March 25 initial investigations underway with South West Net Zero Hub to gather information regarding possible funding lines to assist with replacing the boiler. A consultant has been approached and requested to submit a proposal to carry out a decarbonisation survey of the town hall.				Cllr Rider		One contractor has been approached to provide a quote for the installation on new boiler.

29	29-Aug-23	Y	1, 2	High	KGV	<p>KGV buildings; new Groundsman's store and removing of wooden pavilion</p> <p>Further detail in Major Projects #19</p>	<p>Contractors have been approached, so far 1 quote received £50K, other contractors require drawing prior to submitting a quote. Alternative solution may require investigating. 29 Aug 23 additional contractor to visit the site week of 4th Sept to carry out survey. 8th Sept 23 also came back with a quote of over £50K. Alternative solution may need to be sought. Deputy Clerk looking into alternatives 13 Nov 23. WP to review project with Deputy Clerk to further discuss the project, with regards to the structure of the building. 13 Dec 23. Architects approached with regards to providing plans for the building. 15 Jan 24 Previous drawing received from architect dated 2016. Site visit held with architect to discuss options. Awaiting design. 20 Mar 24. Architect contacted for update on plans. 23 Apr 24 - Design has been agreed, 2 quotes have been received from the architects awaiting approval from WP/Council. 20 May 24 Recommended changes to WP TORs submitted to committee for approval. The changes are to allow for the project to progress without delay. 22 Jul 24 A planning application has been submitted. Once this has been approved contractors will be approached to provide quotes. Investigation will continue to be carried out with regards to funding lines. 24 Sept 24 - contractors have been approached and quotes requested for the building of the store. 15 Oct 24 Planning application submitted, further information requested by SDC. 26 Nov 24 Awaiting planning decision due 30 Dec 24 08 Jan 25 Details added top the .gov website to invite tenders. Only 2 response which was over the estimated costs. Two other local contractor have been contacted but have not responded. The quotes received at between £112k and £125K. Alternative solutions are being investigated and findings will be passed to the WP for consideration.</p>	Reserve £20k	Between £50-60K Architect approx £3600		Deputy Clerk/WP		See Major Projects #19 Project could be eligible for Rural SPF: planning permission needed prior to an application.
		Y	1, 5, 6	High	KGV	<p>Removal of pavilion at KGV playing fields</p>	<p>10 Nov 23. Contractors approached to provide quotes for the removal of the wooden building and the brick foundations. No quotes have been received to date. 15 Dec 23 contractors have been hastened, one contractor visited the site and recommended the work be carried out in the summer. This will reduce the costs due to the ground being dry. 22 Jul 24 linked to funding for the Store 24 Sept 24 - contractors have been approached and quotes requested. 22 Oct 24 Survey of the pavilion being carried out 28 October 26 Nov 24 Structural and asbestos surveys received. Structural passed to all stakeholders for review. Asbestos survey highlighted 2 areas with asbestos, these will be monitored. Full intrusive asbestos survey required prior to any refurbishment or demolition. 08 Jan 25 Intrusive asbestos survey carried out 07 Jan, report to follow. 22 Jan 25 Informed by WP that the interest by a third party in the pavilion is no longer a factor. Removal of the pavilion will now go ahead once the groundsman's store has been built.</p>	Reserve	Quotes from £10000 - £13000			01-Apr-24	Part of the KGV Buildings project.
29		N	6	High	KGV	<p>Relocation of the basketball hoop</p>	<p>Once the work starts on the new store the basket ball hoop will be removed. There is a requirement for it to be relocated within the park 22 Ju 24 linked to funding for the Store. 22 Jan 25 research underway into relocating the hoop to the end of the car park.</p>						
31	29-Aug-23	Y	2, 6, 7	Low	Shortwood	<p>Shortwood Green improvements</p>	<p>Consult residents on improvements to Shortwood Green for all ages e.g. seating, mowing regime, tree planting and play equipment. (Shortwood Green is Common land and cannot be fenced).</p>	6010			WP required		Replacement bridge complete March 24

35	29-Aug-23	Y	1	High	Town Hall	Structural survey to retaining walls below Town Hall to provide information on the remedial action to be carried out.	Visual survey report has been received. Recommendation to have geotechnical and stone survey carried out. 29 Aug 23 Awaiting response from contractor regarding date of surveys. 12th Sept 23. contractor hastened, they are awaiting a response from the ground surveyors. Once they have any information we will be informed. 03 Oct - Contractor hastened again via email 11 Oct 23 - Contractor hastened again via email 15 Nov 23. loss assessor visited the site to carry out assessment of the wall. Copy of the survey to be forwarded. 18 Nov 23 Loss assessor report received, assessment is that the damage is not covered by NTC insurance. However, once the survey reports have been received a final decision will be made. 8th Dec 23 contractor emailed reference removal of the shed, awaiting start date. 15 Jan 24 Contractor submitted incorrect quote, decision passed to council for decision 23 Jan 24. 24 Jan 24 Contractor currently busy, removal of the storage shed start date to be confirmed. 11 Mar 24 Work has started on the removal of the building at the rear of the Town Hall. 18 Mar 24. Storage building has been removed. Surveyors have been approached, awaiting on site meeting date to discuss plans and start date for the surveys. 23 Apr 24 Site visit carried out, awaiting potential start dates for the survey work to start. 18 Jun contractor hastened by email requesting a start date 15 Jul 24 Survey due to be carried out on the 31 July. Once report has been received council will be informed of the findings. 12 Sept 24 Report being updated, it is believed there will be a requirement for additional surveys of the areas closer to the walls to confirm thickness and structure. Report hastened 13 Sept 24. 18 October 24 additional meeting held with contractors and residents of Folley Cottage to discuss options. A report on options is expected w/c 21 Oct 24. 24 Oct 24 Report received and passed to the working party. Two additional trial pits in Folly Cottage garden to be dug and the wall depth investigated. Radar survey of the main retaining wall to be investigated by contractor. Costing for both activities not yet received. 22 Jan 25 Point Cloud survey to be carried out on the 27th January, survey includes Folly Cottage. Once report has been received a meeting will be held with WP to discuss findings.	Reserve	unknown	2023/065 01 August 23	Deputy Clerk/WP		
47	29-Apr-24	Y	1, 3,		Miles Marling	Miles Marling Paths and drainage	29 April 24 Due to inadequate drainage, the water runoff from the amphitheatre is causing the path to erode. There is a requirement for a 2m of slotted channel with silt trap to catch water run off, with a soak away to the grassed area at the side. In addition, it was highlighted in the H&S report that the paths within MM have degraded to the point where there are numerous trip hazards. There is a need to gravel the paths, raise the levels where required to eliminate trip hazards and generally refresh the paths with Cotswold path Hoggin. 28 Jun 24 consideration has been given to replacing the centre path with paving or concrete to reduce the risk of further erosion. 21 Oct 24 Grant application submitted, council will be informed of the decision after 27 Nov 24. 22 Jan 25 Grant application for £6k towards the costs has been approved. work is due to commence at the end of January or the beginning of February. The path surface will change to NatraTex a longer lasting surface and will remove the erosion issue. 28 Feb 25 works complete, residents have commented on how more accessible the amphitheatre is.	3000 MM Field Maint, 4000up keep NTC land	between £14 and 15K dependant on path surface		Deputy Clerk	01-Aug-24	

53	12-Jun-24	Y	1	High	Town Hall	Replacement Town Hall Windows	To ensure the Town Hall is energy efficient, the old single glazed window should be replaced with double glazing. 24 July 24 Two contractors have been approached and requested to provide quotes for a phased replacement of the windows. Quotes are yet to be received. 19 Nov 24 Additional investigations are ongoing with other building custodians in town who have carried out window replacement. This I to ensure prior to any applications NTC are well aware of the possible constraints regarding replacing windows. 10 March 25 initial investigations underway with South West Net Zero Hub to gather information regarding possible funding lines to assist with replacing the boiler. A consultant has been approached and requested to submit a proposal to carry out a decarbonisation survey of the town hall.		£100-£200K				
54	12-Jun-24	Y	1, 2, 3, 6	High	KGV	Repairs to skate park	The ROSPA report highlighted several area for improvement in the skate park. As well as the repairs a consultation will be held with users of the park to ensure any improvements are agreed. 3rd Jul 24 Meeting held with the users of the skate park. They are content with the suggested repairs and possible improvements. Funding lines are being investigated. 24 Sept 24 A grant application has been approved, NTC are awaiting confirmation and payment. Once received the contractor will be approached reference a date for the repairs. 22 Oct 24 repairs to be carried the w/c 28th Oct 24. 5 Nov 24 Repairs have been carried out and the users are pleased with the results. 22 Jan 25 the final element of the work to introduce a grind rail by the half pipe will be carried out in the near future.	BOLT Grant funded	£4,000.00		Deputy Clerk		
64	12-Jun-24	Y	1, 2, 4	Med	Town Hall	Town Hall lighting	The lighting rig at the town hall will be serviced on the 21st June 24. This is part of the annual PA testing of all portable appliances. During the service the engineer will carry out review of the lighting and provide advice on how best to improve it. 15th Jul 24 meeting held with NDS to discuss the lights and ownership. They are to provide us with proof of ownership. In addition, the lighting specialist will provide a plan of what would best suit the space. 24 Sept 24 NDS contacted with a request for information on their preferred lighting requirement. 22 Oct 24 No response from NDS regarding their requirements. 22 Jan 25 Email sent to contractor requesting the minimum requirement required for the lighting rig. 15 Feb 25 Information received from contractor and discussed with the working party. 10 March 25 Additional research is being carried out into the installation of a new projector and screen in the main hall.		lighting £7-9K Sound system £600-£900		Deputy Clerk		
66		Y	1, 2, 4	Med	Town Hall	Town Hall Kitchen refurbishment	The kitchen is dated and requires modernising, this will encourage hirers to utilise the venue. 21 Nov 24 The boiler in the kitchen was unserviceable and deemed to be beyond economical repair, it was replaced. During the work the downstairs plumbing was changed to mains fed rather than tank fed. This also reduces the need for legionella testing. 20 Mar 25 Investigations have been carried into replacing the kitchen. Costs vary from £5k -£12k.		£5k-£12k		Deputy Clerk		
67	12-Jun-24	Y	1, 2, 4	Med	Civic Centre	Community room review	A review of all facilities within Nailsworth should be carried out to ensure NTC provide what is required by the town.						
69	12-Jun-24	Y	1, 2, 3, 4	Low	Town Hall	Town Archive refurbishment	A plan has been drawn up to improve the look of the archives. Additional work is required with regards to how the work will be carried out.						
70	03-Mar-25	Y	1, 2, 3, 4	Med	Town Hall	Replacement rear security door	03 March 25 The rear door is a lockable internal door and requires replacing with an appropriate security door. Several options have been investigated, and a sufficient will be considered and passed to council.		£350 - £1100		Deputy Clerk		
71	03-Mar-25	Y	1, 2, 3, 4	Med	Town Hall	Replacement of the current sound system	03 Mar 25 Research has been carried out into the replacement of the current sound system in the main hall. The new system would allow for a wireless PA system, Bluetooth access and 8+ speaker around the hall. Currently the system does not have a wireless PA system or allow Bluetooth access.		Sound system £600-£900		Deputy Clerk		

72	03-Mar-25	Y	1, 2, 3, 4	Med	Town Hall	Installation of a new projector and screen in the main hall.	07 Mar 25 Currently the main hall does not have a projector or screen. To enhance the appeal of the Town Hall to hirers, the installation of a new projector system would hopefully entice hirers to the hall. Several option are being researched, the information will be passed to the WP and council for consideration.		Projector £25K - £5.5K Screen £600-£3.5K		Deputy Clerk		
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Nailsworth Town Council

Agenda Item 3b

Meeting of Full Council

Meeting date Tuesday 1st April 2025

Subject To review and discuss specific entries on the Recreation and Amenities Committee action plan

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

Six entries within the NTC Action Plan specific to the RAM Committee have not been updated for several months. These entries should be reviewed and decisions made as to how they can be progressed or be removed.

Detail

Entries on the NTC action plan specific to the Rec&Am Committee have not been updated for several months. These are listed below, information has been added for discussion and to assist in any decision making regarding the entries.

Serial 5 – Market Street Improvements – The Town Centre Regeneration Working Party has yet to appoint a Chair. The entry states a public consultation should be held, there is no information regarding whether the consultation process had been started.

Serial 6 – Civic Centre Complex – Since the meeting with the architects in July 2024, there has been no update on any progress. As above the Civic Centre Working Party has yet to appoint a Chair. A meeting is scheduled between the Mayor and CLT to discuss this project.

Serial 29 – KGV Buildings

Groundsman Store – The tenders received for the build were double the original estimates provided only 12 months before. Alternative contractors have been approached, and we await quotes. Alternative locations have been researched within the KGV, this includes attached to the side of the changing rooms on the pavilion side. Discussions were held with a contractor and the WP it was agreed this was not a viable option due to additional costs for access and the build. Also, the option of moving the building to the left by 3-4 meters, this would reduce the need for a retaining wall and extensive excavations. We are awaiting the quotes for the original location and the alternative.

Additional research has been carried out into an alternative option of a metal garage on a concrete base. Visually, this option is not aesthetically pleasing and would not include a disabled WC.

Removal of the pavilion – As expected the pavilion does not contain asbestos in the structure only in the electric heaters. These will be disposed of accordingly during demolition once the groundsman's store has been built. The majority of the groundsman's equipment has been relocated to the Civic Centre garage.



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Relocation of the basketball hoop – No update, as this again depends on the groundsman's store.

Serial 31 – Shortwood Green improvements – During a council meeting on the 20th June 2023 (2023/032) the subject of the Shortwood Green was discussed and the need for a working party to be set up to review Shortwood Green as a whole. It was also suggested that the working party should include residents. The working party was never set up. Over the last 18 months any damaged play equipment has been repaired or replaced. Should this entry be removed from the Action Plan.

Serial 67 – Community Room review – Prior to the next meeting the committee consider options as to how best this project can move forward.

Serial 69 – Town Archive refurbishment– Currently this entry is a low priority on the Strategic Plan. Due to concerns regarding the equipment held and where it is located, it is recommended that this entry's priority level be increased to medium. This will allow for research to be carried out into what work is required to refurbish the Archives.

Options

1. To request the Town Centre Regeneration Working Party meet and elect a Chair.
2. To request the Civic Centre Working Party meet and elect a Chair.
3. To remove Serial 31 (Shortwood Green Improvements) from the action plan.
4. To consider Serial 67 and prior to the next meeting consider options as to how best move this project forward.
5. To change the Strategic Plan priority of Serial 69 Town Archive refurbishment to Medium.

Recommendation

1. To request the Town Centre Regeneration Working Party meet and elect a Chair.
2. To request the Civic Centre Working Party meet and elect a Chair.
3. To remove Serial 31 (Shortwood Green Improvements) from the action plan.
4. To consider Serial 67 and prior to the next meeting consider options as to how best move this project forward.
5. To change the Strategic Plan priority of Serial 69 Town Archive refurbishment to Medium.

Costs

Nil

Funding Source

ENDS.