

East Bridgford Parish Council

Minutes of the Meeting held on Monday 9th January 2017 at 7.30 pm in the Methodist Chapel

Present: Cllr P Clarke (Chairman), Cllrs D Atkins, P Bancroft (from Item 7), N Hall, R Hunt, D Meylan, T Norman, T Strutt, M Verner

Also present: Mrs J Barlow (Clerk); County Cllr K Cutts; and Borough Cllr N Lawrence (from Item 7); Mr E Temple (Deputy Clerk), Mrs J Molineaux (Minute Secretary)

Mr R Bendy and two further representatives from the Horticultural Society, Mr Jackson-Peatling

2017/001 **To make Declarations of Interest**

Cllr Atkins on matters relating to the Community Plan & Springdale Wood; Cllr Clarke as an Officer of the Bowls Club; Cllr Hunt on matters relating to the Wharf and the Marina; Cllr Norman on matters relating to Fraser Brown Solicitors; Cllr Strutt on matters relating to the Academy

2017/002 **Apologies for Absence**

Cllr J Turner (away), Cllr Sharma, who has resigned with immediate effect from the Parish Council. The Council wishes to express its thanks to Cllr Sharma for her service and to wish her well.

The Chairman adjourned the meeting and brought forward Public Comment.

2017/005 **To receive Public Comment**

2017/005.1

Mr Jackson-Peatling is concerned about the water flowing onto his land from the higher ground above. He has a proposal for remedial drainage work which will require pipework on Parish owned land. A quotation was left with the Clerk.

Action: Item for February meeting

2017/005.2

The Chairman reported that he had received a message from Clive Turner saying that he is unable to attend the meeting but asking that the item on the playing field be recorded via a voice recorder. It was agreed that this was not appropriate as the Minutes form an accurate record of the meeting.

2017/005.3

Mr R Bendy referred to a letter he had sent the Council on behalf of the Horticultural Society regarding the repair of Butt Field, and asked that Councillors consider his proposals.

The Chairman reconvened the meeting and brought forward Agenda Item 2017/011.

2017/011 **To discuss matters relating to the Playing Field**

The Parish Council had requested from the Horticultural Society the full cost of the repairs of £1,260. Mr Bendy's letter presented the Horticultural Society offer of £400 in full and final settlement of these costs. Cllr Atkins noted that he had been unhappy with the Parish Council's request, as the Show is so important for the village. **It was proposed that the Parish Council accept the offer of £400 in full and final settlement, the majority in favour.**

Mr Bendy thanked the Parish Council for the support and reassured the Parish Council that lessons had been learned for the future with regard to vehicular access.

2017/003 **To consider the Minutes of the meeting held on 5th December and when approved to sign them as a correct record**

There was a typographical error on page 1. Further, it was noted that Cllr Meylan was present, and that Cllr Sharma sent her apologies. **It was proposed that, subject to these changes, the Minutes be approved and signed and all in favour.**

2017/004 **To receive reports on matters arising from the minutes and answer questions from Councillors.**

2017/004.1

Regarding the white lines on the A6097 near the traffic lights (as raised by Mrs Rowena Lucas) – the Clerk had contacted NCC Highways and the job is now listed on the Spring/Summer schedule for attention

2017/004.2

Regarding the Installation of gates at the foot of the Butt Close flyover – the Clerk has heard back from Jane Baines from NCC who is willing to consider this, especially if evidence can be provided on anti-social behaviour. Jane will come back to the Council with estimated costs.

2017/004.3

Regarding the Butt Lane junction with the old A46 – the Clerk is still awaiting further response from Kendra Hourd of Highways.

2017/004.4

Re item 22.1 (Dec 16)_Tree removed – problem resolved

2017/006 **To receive the Chairman's Report**

The Chairman had circulated his report (see Appendix).

Regarding the Defibrillator - the Chairman asked for additional Councillors to attend the meeting with the PPG.
The Chairman was pleased to report that the damage to the telephone box was reported and resolved simultaneously.
Friends of St Peters are applying to put on the fireworks display again. The Chairman has been invited to their next meeting to act as a link between the group and the Parish Council.
Action: Item for February meeting.

2017/007 To consider and make recommendations on planning applications and receive RBC decisions

16/03044/FUL - Mr and Mrs P Lawson - 4 Lammas Lane NG13 8LL
Two single storey side extensions and entrance porch
Council had no objection

16/02782/FUL -Mr and Mrs Ellis - 5 Lammas Lane NG13 8LL
Proposed demolition of existing bungalow and construct new detached dwelling
Council objected as inappropriate in context

16/03015/FUL - Mr A Bouch - East Bridgford Business Park, Kneeton Road NG13 8PJ
Construction of a two storey building to comprise 5 storage/distribution units and 5 office units with associated access, parking, soft landscaping and means of enclosure. The area proposed is at the public highway/ side of the Park.
To be considered further by Cllrs Meylan and Atkins

See Appendix for list of RBC decisions (if any)

In addition there was discussion on an application for guidance on building regs to alter the frontage at 5 Trent Lane (Mr Armstrong). It was agreed that the Council has no objection.

2017/008 Finance

2017/008.1 To receive the Statement of Account to 31st December 2016

2017/008.2 To approve and sign the Schedule of Payments: **It was proposed that the Schedule of Payments be approved and signed and all in favour.**

2017/008.3 To sign cheques for invoices due for payment:

2017/008.4 To receive the RFO's report:

Buckles – contact from Buckles suggests that costs will be higher than originally stated – The Clerk has challenged this and will report back at the next meeting

Streetwise – Cllr Bancroft asked Clerk to delay payment for the tangle logs work until all the work is completed.

See Appendix for Clerk's Financial Report.

2017/009 To receive recommendations from the Executive Committee to include proposed capital spending programme

2017/009.1 Capital Spending Programme. Recommendation: Any special projects requiring funding in 2017/18 will need to be funded from the existing cash balance or require further increase in the precept over and above the recommended 4% increase. **Action:(see 2017/010 below)**

2017/009.2 Recommendation: a panel of 3 councillors (including the Chairman) should conduct staff appraisals, looking at workload, priorities, areas for development. Cllrs Meylan and Strutt agreed to be involved. **Action: Recommendation agreed.**

2017/009.3 Recommendation: Investigate merits of a Sports Club Sinking Fund for field maintenance
Action: Recommendation agreed. To consult with Sports Club as part of lease of Butt Field

2017/010 To receive and approve the Budget and Precept required for 2017/18

2017/010.1 **Budget** – budgeted net outgoings for 2017/8 are approx. £37,000, against a precept that last year raised £ 34,333

2017/010.2 **Precept -**

Recommendation for an increase of the Precept by 4% was proposed by Cllr Hall, seconded, but the majority not in favour.

A subsequent Recommendation for an increase of the Precept by 6.2% (to £36815 to cover budgeted net costs) was proposed by Cllr Verner, seconded, and majority in favour.

2017/011 To discuss matters relating to the Playing Field

See under Public Comment (2017/005) and 2017/012 below

2017/012 To discuss matters arising with regard to the Pavilion

2017/012.1 The transfer of ownership of Butt Field from NCC to the Parish Council:– The Chairman reported on a delay to the Sports Club Lease due to the requirements of "Section 77" of the relevant legislation. This will then cause a delay on the application by the Sports Club for

funding as the grantmaker requires a lease to be in place. Therefore Fraser Brown has drawn up an interim lease for the section of PC owned land covered by the Pavilion and Bowls/Tennis Clubs. This would then be replaced or supplemented by the main lease when the transfer is complete. **Special resolution to go ahead with the Sports Club lease for this defined area, on the understanding that it will be subsumed into the larger lease when possible. Seconded and all in favour. The exact wording of the resolution is reproduced in the Appendix.**

- 2017/012.2** Costs of 3x£40 will be payable to the Land Registry – the Sports Club has asked whether the Council will cover these costs. **Action – Await request from Sports Club**
- 2017/012.3** The Deputy Clerk noted that the Sports Club has been firmly advised that they should take independent legal advice on these matters, and have been directed towards Hawley and Rodgers.
- 2017/012.4** Sinking Fund – it has been suggested that a sink fund is held for the maintenance of the field. The Chairman agreed that the Council needs to consult with the Sports Club on this suggestion and it will form part of consultation for the overall lease.
- 2017/013** **To receive a report on the play area and consider quotations for any remedial work required**
The urgent items for repair have been arranged at a cost of £1790.10. Other remedial actions are quoted at £3941. **It was proposed that Cllr Bancroft instruct Cracknell (the designers of the project) to arrange to have the defects put right at their expense within 6 weeks.** Seconded, and all in favour. If this time elapses, the Parish Council will go ahead with the works, and seek to recover the costs. It was noted that the Council has already paid for urgent works to make the site safe.
- 2017/014** **To discuss the renewal of the Litter Warden and Casual Labour contracts**
It was proposed to extend the Litter Warden and Casual Labour contract for one year. Seconded and the majority in favour. **Action: Clerk to contact contractor**
- 2017/015** **To consider matters arising from the review of parish documents to including mowing of the field, the Wharf registration (confidential item) and insurance items**
Confidential item
- 2017/016** **To consider matters relating to the water discharge from the bank above the Marina access track (confidential item)**
Confidential item
- 2017/017** **To approve management costs and schedule of works for Springdale Wood**
The new management agreement indicates that the Friends of Springdale Wood can request a contribution to the costs of management work. Mr Riley has indicated that for 2017 costs will be £1000, £800 for stump removal, £200 for mowing (these costs will decrease in subsequent years) but they will have some grant funding available. The Parish Council has budgeted £500 for this. It was proposed that £500 be allocated to contribute to these costs. Seconded, and all in favour (Cllr Atkins abstained).
- 2017/018** **To receive a report on matters on the monthly list of outstanding issues**
See Appendix for list of outstanding items.
It was agreed to remove the “Hedges at 107-109 Main Street” off the list of outstanding issues. **Action: Clerk to write to residents at 107 and 109 Main Street to ask them to consider some tidying to the front of the property**
Replacement tree, 52 Kneeton Road – **Action: Clerk to write to Tom Pettit to investigate whether this tree had been planted.**
- 2017/019** **To consider whether there are any consultation issues arising from the agenda**
None other than as discussed.
- 2017/020** **To consider whether there are any insurance/risk assessment issues arising from the agenda**
None other than as discussed.
- 2017/021** **To receive reports from committees**
None
- 2017/022** **To receive and consider reports from the Clerk**
2017/022.1 Richard Mackie had contacted the Clerk with some information for the village website – it was agreed that he could liaise directly with Dawn. He also flagged the disclaimer on the website, which he felt needed review. This would be part of wider review of the whole website.
Action: Clerk to respond clarifying purpose of disclaimer.

- 2017/022.2** The Clerk needed some additional information on the allotment holders prior to issuing invoices – this was provided at the meeting.
- 2017/022.3** The Rent review on the Wharf becomes due in September.
- 2017/022.4** Rushcliffe Borough needs to be informed of the new vacancy on the Parish Council now that Cllr Sharma has resigned.

2017/023 To receive matters for report

- 2017/023.1** Cllr Atkins reported concerns that the Welcome Pack has no information about the Parish Council. It was agreed that a simple Word document would suffice for now.
- 2017/023.2** Cllr Atkins updated the group on the Community Plan – the steering group are now looking for volunteers to pull together plans relating to seven different areas of the appraisal.
- 2017/023.3** Cllr Bancroft reported that the Dog Bins on Butt Field and Browns Lane have not been emptied for two weeks. **Action: Cllr Bancroft to report to Streetwise.**
- 2017/023.4** Cllr Verner reported that the pavement on Kirk Hill becomes slippery due to the overhanging trees, and because it is below road level. **Action: Clerk write to the landowner to ask that the trees be cut back as appropriate.**
- 2017/023.5** Cllr Hunt reported that the track up to the Marina is in a very poor state and requires some remedial tarmac. It was agreed to discuss this at the next meeting.
- 2017/023.6** It was reported that while the Mobile Home Park is licenced for 15 chalets, there are 16 chalets available. **Action: Clerk to write to Rushcliffe Borough Council to raise a concern.**
- 2017/023.7** County Cllr Cutts enquired about the broadband coverage and speed in the village – reported as variable.
- 2017/023.8** County Cllr Cutts has up to £500 available in her Divisional Fund for any project that the Parish Council would like her to contribute to, and asked for suggestions.
- 2017/023.9** Cllr Strutt reported that some items of white goods for disposal had been left outside a property on Straws Lane for some time and was an eyesore. **Action: Clerk to write to resident.**

- 2017/024 Correspondence for information only**
Only as circulated to Cllrs prior to the meeting.

There being no further business the meeting closed at 10.00 pm.

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Date:

Chairman

East Bridgford Parish Council
Appendix to the Minutes held on Monday 9 January 2017 at 7.30pm in the Methodist Chapel

Item 2017/006 - Chairman's Report

Defibrillator

I am due to meet the PPG at its meeting on 25th January (time to be confirmed). Sam Watson, who was also involved in setting up the first defibrillator, has provisionally agreed to attend subject to the PPG agreeing. If any other Councillors wish to be involved at this stage, I can also try to arrange this.

Horticultural Society response about the cost of the damage to the field

I have received a letter from Rob Bendy about the above issue. Although dated 23rd December, it arrived on the 5th January via the Clerk (whose e-mail has been affected by broadband issues over Christmas). I am circulating this letter with this report so that you can all consider it, particularly the offer of a payment towards part of the cost.

Telephone Box damage

Tony Beresford reported that one of the bookcases in the old telephone box, the lower one, had collapsed for some reason, possibly from someone standing on a shelf to reach up. However, he also offered to repair it, which he has done. Tony, who lives in the house across Millgate from the box, regularly cleans and tidies the box, and the Council now has another reason to be grateful to him for this community service.

Sports Club (SC) Lease

A formality has been discovered which appears to require the Dept. for Education at national level to ensure that playing fields used by schools are protected when ownership is changing (the so-called Section 77). While there is such protection in the proposed lease to the SC, it has introduced a delay while the DFE is approached and presumably rules eventually that it is OK. This has a severe impact on the application by the SC for a grant towards extending the pavilion where the funding body requires a lease to be put in place first. To enable the deadline for grant application to be met, I have authorised Euan to work up a lease for the section of PC owned land covered by the pavilion and bowls/tennis clubs only in the first place, which will be replaced or supplemented by the eventual overall lease when the PC gains the freehold of Butt Close. This he has done at very short notice and assurances have been given by the SC at its Committee meeting on Thursday that any additional legal charges would be met by them via the bowls and tennis clubs. There will need to be a discussion and resolution if agreed at the PC meeting for this to go ahead.

Item 2017/007 - Planning

16/03044/FUL

Mr and Mrs P Lawson
4 Lammas Lane NG13 8LL
Two single storey side extensions and entrance porch
Council had no objection

16/02782/FUL

Mr and Mrs Ellis
5 Lammas Lane NG13 8LL
Proposed demolition of existing bungalow and construct new detached dwelling
Council objected as inappropriate in context

16/03015/FUL

Mr A Bouch
East Bridgford Business Park, Kneeton Road NG13 8PJ
Construction of a two storey building to comprise 5 storage/distribution units and 5 office units with associated access, parking, soft landscaping and means of enclosure. The area proposed is at the public highway/ side of the Park.
To be considered further by Cllrs Meylan and Atkins

In addition there was discussion on an application for guidance on building regs to alter the frontage at 5 Trent Lane (Mr Armstrong). It was agreed that the Council has no objection.

Item 2017/008 – Financial Report

MEETING OF EAST BRIDGFORD PARISH COUNCIL TO BE HELD ON 9 JANUARY 2017				
CLERK'S FINANCIAL REPORT				
Statement of account				
		at	31/12/2016	
Balances :				£
Bank of Scotland current ac				45879.93
				<u>45879.93</u>
* Note:				
Of total funds, reserve for maintenance of village heritage assets:				
			£	
b/f	25/09/2014		500.00	re 2014/15
transfers in / out	30/09/2015		500.00	re 2015/16
transfers in / out	29/09/2016		500.00	re 2016/17
c/f	31/12/2016		<u>1500.00</u>	
Summary of receipts and payments				
Receipts	01/12/2016	to	31/12/2016	
<u>Accounts heading</u>			<u>Description</u>	£
n/a			n/a	<u>0.00</u>
Supplementary Payments - Dec 16				
<u>Accounts heading</u>			<u>Description</u>	£
Playing fields and pavilion			Field rent - qtr to Feb 17	87.50
Grants and donations			Contribution to costs of DARE programme	500.00
				<u>500.00</u>
Payments - January 2017				
<u>Accounts heading</u>			<u>Description</u>	£
Management Expenses			Stationary	4.99
Legal and Professional Fees			Fees re Wharf Registration	554.40
Playing Fields and Pavilion			Repairs to tangle logs in play area	630.24
Playing Fields and Pavilion			Repairs to embankment slide and timber surround	514.16
Playing Fields and Pavilion			Cutting back of trees and hedges to play area	282.00
Management Expenses			Training course (play area inspections) M Verner	25.00
Staff Costs			Salaries	697.70
HMRC			PAYE/NIC q/e 31/12/16	112.80
Casual Labour Contract			Labour/litter collection Nov 16	350.00
Management Expenses			Web hosting - 6 months to Jan 17	29.70
				<u>3200.99</u>
Signed		Chairman EBPC		Dated
Signed		Clerk & RFO		Dated

Item 2017/012 – Lease to Sports Club

Full minute re approval of leases.

- (1) The Deputy Clerk reported that Section 128(1) of the Local Government Act 1972 confers on the Secretary of State power to give a general consent for the purposes of land disposals by local authorities carried out under their powers in Part 7 of the 1972 Act. The Secretary of State's sole statutory function in respect of the exercise by local authorities of these disposal powers is to give or withhold consent to a proposed disposal in cases where his consent is required.
- (2) Circular 06/03: Local Government Act 1972 general disposal consent (England) 2003
Disposal of land for less than the best consideration that can reasonably be obtained

The terms of the Consent mean that specific consent is not required for the disposal of any interest in land which the authority considers will help it to secure the promotion or improvement of the economic, social or environmental well-being of its area. Where applicable, authorities should also have regard to their community strategy.

Resolved as follows;-

1. THAT the Parish Council considers that the proposed lease to East Bridgford Sports Club expiring on 4 August 2041 of part of Butt Close Playing Field, College Street, East Bridgford, Nottinghamshire and land lying to the south of Browns Lane, East Bridgford, (including the Pavilion, the Tennis Courts, and the Bowls Green but subject to leases of the Tennis Club and to the Bowls Club land) and being part of the land comprised in title number NT1372351 for a term commencing on a date to be determined and expiring on 4 August 2041 will help the Parish Council to secure the promotion or improvement of the economic, social or environmental well-being of the area and is in line with its community strategy.
2. THAT the Parish Council considers that the proposed lease to East Bridgford Tennis Club expiring on 31 July 2041 of part of Butt Close Playing Field, College Street, East Bridgford, Nottinghamshire and land lying to the south of Browns Lane, East Bridgford, (the Tennis Courts, and a small area of the Sports Pavilion) and being part of the land comprised in title number NT1372351 for a term commencing on a date to be determined and expiring on 31 July 2041 will help the Parish Council to secure the promotion or improvement of the economic, social or environmental well-being of the area and is in line with its community strategy.
3. THAT the Parish Council considers that the proposed lease to East Bridgford Bowls Club expiring on 31 July 2041 of part of Butt Close Playing Field, College Street, East Bridgford, Nottinghamshire and land lying to the south of Browns Lane, East Bridgford, (the Bowls Green) and being part of the land comprised in title number NT1372351 for a term commencing on a date to be determined and expiring on 31 July 2041 will help the Parish Council to secure the promotion or improvement of the economic, social or environmental well-being of the area and is in line with its community strategy.
4. THAT the Parish Council Chairman and the Parish Clerk be authorised to execute leases to the Sports Club, to the Tennis Club and to the Bowls Club in the form presented to the meeting.

Proposed by Cllr Atkins Seconded by Cllr Meylan
And all in favour (Cllr Clarke abstaining as a member of the Bowls Club).

Item 2017/018 Monthly List of Outstanding Issues

Date	Issue	Discussion January 2016
October 08	Double yellow lines around the village ~ being reviewed	
	Sports club Lease - being signed	
August 14	52 Kneeton Road Replace Tree - 14/00875TPO	Clerk to write to Tom Pettit (RBC)
October 14	Seats to be Re-varnished around Village	
August 15	Cuttle Hill project -Deferred	
August 15	Hedges at 107 - 109 Main Street- Waiting to hear from planners	Remove from list - Clerk to write to resident
December 15	Improved footpath around Butt Close	
July 16	Water discharge from bank above Marina	
October 16	Community Speedwatch Exercise	