

East Bridgford Parish Council**Minutes of the Meeting held on Monday 3rd April 2017 at 7.30 pm in the Methodist Chapel**

Present: Cllr P Clarke (Chairman), Cllrs D Atkins, P Bancroft, N Hall, R Hunt, D Meylan, T Norman, J Turner, M Verner

Also present: Mrs J Barlow (Clerk); Borough Cllr N Lawrence; Mr E Temple (Deputy Clerk), Mrs J Molineaux (Minute Secretary)
Mr F Purdue-Horan, prospective County Council candidate for the Conservative party, Mr C Henwood

2017/82	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.
2017/083	Apologies for Absence
	Cllr T Strutt (away), County Cllr K Cutts
	The Chairman adjourned the meeting and brought forward Public Comment.
2017/086	To receive Public Comment
2017/086.1	Mr Purdue-Horan introduced himself to the Parish Council and hopes to attend many more meetings in the future.
2017/086.2	Mr Henwood reported a burglary which had just taken place in the previous hour on College Street – the latest in what appears to be a spate of incidents, including one that took place at Mr Henwood’s property. The Parish Council expressed its concern and agreed to write to the police to share these concerns and request additional patrols. Action: Clerk
2017/084	To consider the Minutes of the meeting held on 6 March 2017 and when approved to sign them as a correct record
	It was proposed that the Minutes be approved and signed and all in favour.
	The minutes from the additional Parish Council meeting held on 27 March 2017 will be brought to the May meeting
2017/085	To receive reports on matters arising from the minutes and answer questions from Councillors.
2017/085.1	Re 51.1 Cheque now received from the Horticultural Society
2017/085.2	Re 51.6 Tree on Brunts Lane identified in Tree survey – matter has been referred to Diocese land agents – awaiting outcome
2017/087	To receive the Chairman’s Report
	The Chairman had circulated his report (see Appendix). It was agreed that the full report from the tree survey is shared with the Biodiversity Group for comment. Local Plan – following the extra Parish Council meeting on 27 March, the Parish Council’s response was submitted and has been sent for inclusion on the village website.
2017/088	To consider and make recommendations on planning applications and receive RBC decisions
	See Appendix for full report <u>17/00346/FUL</u> Mr Nick Murphy, Pilgrims Return, 3 Manor Rise, NG13 8PX Lean-to greenhouse Council had no objection <u>17/00462/FUL</u> Mr Sean Cook, 21 Farm Close NG13 8LN Single and two storey rear extension Council had no objection but made observations about aspects of external appearance. <u>17/00487/GDOTEL</u> CTIL, Telefonica UK and Vodaphone. Land at Springdale Lane, on the right hand side, going towards the old Fosse near the sewage pumping station. 1 lattice tower of 12m with 6 antennae, two 0.3m dishes, 4 equipment cabinets, and ancillary development within a 5.5m x 5.5m compound. Council had no objection but made observations re hedgerows <u>17/00534/FUL</u> Mr Edward Tarbatt, Bry Sjak, Fosse Way, NG13 8LA Change of use of existing dwelling to proposed veterinary practice. Council had no objection but made observations re lighting, parking and a landscaping plan.

	17/00597/FUL Mrs Molly Wood, 25 Main Street, NG13 8PA Refurbish existing outbuilding and extend to create annex (re-submission) Council had no objection
2017/089	Finance
2017/089.1	To receive the Statement of Account to 30 March 2017 The Clerk reported that at year end, the balance is greater than forecast but this is largely due to timing differences. The overall net position, ignoring timing differences is that funds are around £3,500 greater than anticipated due to underspend compared to budget.
2017/089.2	To approve and sign the Schedule of Payments: It was proposed that the Schedule of Payments be approved and signed and all in favour.
2017/089.3	To sign cheques for invoices due for payment.
2017/089.4	To receive the RFO's report: Dare cheque has now been paid in. Holiday pay has been added to this month's pay cheques The Clerk has received a quotation from Mr Marshall for clearing behind the tennis courts. It was proposed that this quote is accepted. Seconded and all in favour.
2017/090	To discuss matters relating to the Playing Field
2017/090.1	Zorb event in May - following work on insurance and health and safety issues by the Deputy Clerk, it was proposed that the draft licence for a zorb football event to be held at Butt Close on 7 May be approved and signed off by the Chairman, and released only to the Academy on receipt of counterparts signed by the Sports Club and by the Academy, and also with the consent of Notts CC as freeholder <u>subject to</u> the Council seeing the Academy's insurance policy and inserting its policy number at the end of the licence. Seconded and all in favour.
2017/090.2	Transfer of playing field - The Deputy Clerk reported that The Academy has now sent a letter to NCC, however the timescales are still unclear.
2017/091	To discuss any matters arising with regard to the Pavilion
2017/091.1	Cllr Turner reported that all the showers are now in full working order, and a final inspection takes place this week. Reminder received re sewage pump maintenance to be referred to the Sports Club - Action: Deputy Clerk Mrs Crawford has enquired about grass cutting - Clerk to write to Mark Walton. Action: Clerk
2017/091.2	Cllr Turner had been to a meeting regarding the planned extension - a number of requests for quotations for full architectural plans have been made. The contract for this would be signed by the Parish Council, assuming VAT can be recovered. Covenants and planning conditions will be transferred.
2017/092	To receive a report on the play area and consider quotations for any remedial work required
2017/092.1	Cllr Bancroft reported that Streetwise have been delayed with some of the tasks due to the muddy field. The quarterly inspection is outstanding. There is still a need for repairs to the tangle logs, more bark to be laid down and decking to be maintained. It was proposed to authorize £571.87 for additional bark to be laid down. Seconded and all in favour.
2017/092.2	Cllr Turner reported that he had had a response from Cracknells and subsequently from NT Killingley. Cllr Turner requested full information on ROPSA reports and costs - Clerk/Cllr Bancroft to pull this information together. Action: Clerk/Cllr Bancroft
2017/093	To consider the vacancy on the Parish Council to be filled by co-option
	The Clerk has put together a procedure based on NALC best practice, and has prepared an application form and specification. This to be advertised via noticeboard, village magazine and at the APM with a deadline of 22 May in time for the June meeting. Action: Clerk
2017/094	To consider whether to hold best allotment and best floral display competitions in 2017
	Cllr Lawrence left the meeting
	It was proposed to not hold the competitions this year. Seconded and the majority in favour with one abstention. Cllr Hall voiced his disappointment and it was agreed that the format be reviewed and revised by the Allotments and Open Spaces Committee in time for next year. Action: A&OS Committee

	It was further proposed that the village be entered into the CPRE Best Kept Village competition. Seconded and the majority in favour with one abstention. Action: Clerk
2017/095	To consider a donation towards the printing costs of the Village Magazine.
	After discussion it was proposed that the Parish Council makes its usual donation of £400. Seconded, and the vote was split 4:4 with one abstention. Cllr Clarke had the casting vote as Chair and the proposal was carried. Action: Clerk
2017/096	To consider the quotation received for costs of reprint of the footpaths leaflet
	The reprint will cost £260 for 1000 copies. It was proposed that this quotation is accepted. Seconded and all in favour. Action: Clerk
2017/097	To discuss the rent review due for the Marina in September 2017
	Cllr Hunt declared an interest and left the room for this item The Marina lease confirms that the Parish Council is responsibility for reviewing the lease. It was proposed , in light of earlier professional advice and market trends, that the rent be increased by £600 to £5,100 for the final 5 years of the lease. Seconded and all in favour. Cllr Hunt returned to the room, and the Clerk reported back on the decision. Cllr Hunt accepted the increase.
2017/098	To consider the request for a dog bin on Lammas Lane
	This had been requested by a resident, enquiries had been made with RBC, who intends to send the dog warden round to look at the problem – if they establish a bin is needed, they will install one.
2017/099	To finalise the arrangements for the Annual Parish Meeting (Thurs 20 April 2017)
	Speakers will be Cllr Lawrence, Cllr Cutts, Cllr Clarke, and a representative from the Community Plan group. Cllr Hunt is doing posters. Agenda will go on the website and hard copies will be made available.
2017/100	To consider matters arising from the review of parish documents to include mowing of the field, the Wharf Registration and insurance items
	Land registration – solicitors are continuing to advise re the Wharf track.
2017/101	To consider matters relating to the water discharge from the bank above the Marina access track
	Nothing additional to report
2017/102	To receive a report on matters on the monthly list of outstanding issues
	See Appendix for list of outstanding items Cheque from the Horticultural Society has been received
2017/103	To consider whether there are any consultation issues arising from the agenda
	Nothing to report
2017/104	To consider whether there are any insurance/risk assessment issues arising from the agenda
	See Item 90.1 above regarding the Zorb event In additional, Deputy Clerk to complete risk assessment for the Annual Public Meeting.
2017/105	To receive reports from committees
	None
2017/106	To receive and consider reports from the Clerk
2017/106.1	Peter Cross had enquired about having "Sport" as a separate entry on the left-hand menu. It was proposed that this change was made. Seconded and all in favour.
2017/106.2	Brian Crossland land rent had become due for renewal – Action :Clerk to discuss with Chair of Allotment and Open Spaces Committee.
2017/107	To receive matters for report
2017/107.1	Cllr Turner reported that the hedge needs cutting at 1 Browns Lane, on the corner of Kneeton Road and Browns Lane. Action: Clerk to write to resident.
2017/107.2	Cllr Atkins had looked into costs for printed envelopes for the Residents Welcome Pack. To be discussed at the next meeting. Action: Clerk to add to the agenda.
2017/107.3	Cllr Meylan reported that Main Street residents are commenting on increasing through traffic and increasingly early. It was noted that we are still awaiting outcome of Highways Agency survey in March.

2017/107.4	Cllr Meylan reported that a visitor from Hong Kong had noticed a recent loss of trees in the village and felt they were an important aspect of unifying the appearance of the village.
2017/107.5	Cllr Hunt reported that he plans to fix the potholes on the lane this week.
2017/108	Correspondence for information only
	As circulated to Cllrs prior to the meeting.
	There being no further business the meeting closed at 9.40pm

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Chairman

Date:

East Bridgford Parish Council

Appendix to the Minutes held on Monday 3 April 2017 at 7.30pm in the Methodist Chapel

Item 2017/087 Chairman's Report

Tree Survey

The report from the survey on the 21st February has been received. When the previous survey was carried out, the report became the basis for a Management Plan and it is recommended that the same process take place this time. Consultation about this with the Biodiversity Group is advisable, and then specific actions can be implemented by the appropriate Committee(s).

RBC Local Plan Consultation – Green Belt

The above consultation ended on the 31st March. The special meeting of the PC on 27th March agreed the content of the three response forms which have been submitted to RBC, and their receipt has been acknowledged. The completed forms have also been published on the village website. The public meeting on Friday 17th in the Village Hall seemed to be well attended and hopefully many residents will have responded. It has been helpful that the results of the questionnaire devised by the Community Plan group were available so that reliable evidence of residents' views could be quoted.

Sports Club Pavilion Extension and other matters

The first applications for grant aid to build the extension have been submitted, with more to follow shortly.

Friends of St Peter's Academy event

The Academy PTA is due to hold the family event mentioned at the last meeting on Butt Close on Sunday 7th May. Arrangements are at an advanced stage, and one formality needs to be completed at the meeting which is for the Council to authorise the Chairman to sign a document which sets out the terms for permission to be granted (devised by the Deputy Clerk).

Officers' duties appraisals

This was planned to take place around this time, but the unexpected Green Belt consultation process has taken priority. The appraisals will need to be re-arranged, probably for May, after the Annual Parish Meeting.

Councillor vacancy

The Council will need to agree a process to co-opt a Councillor to fill the current vacancy. The Clerk will advise at the meeting.

Item 2017/088 – Planning

REPORT on planning applications as at 31 March 2017

Where it states "permission granted" it may be approved subject to conditions.

PLANNING APPLICATIONS RECEIVED in March

17/00346/FUL

Mr Nick Murphy, Pilgrims Return, 3 Manor Rise, NG13 8PX

Lean-to greenhouse

Council had no objection

17/00462/FUL

Mr Sean Cook, 21 Farm Close NG13 8LN

Single and two storey rear extension

Council had no objection but made observations about aspects of external appearance.

17/00487/GDOTEL

CTIL, Telefonica UK and Vodaphone, Land at Springdale Lane, on the right hand side, going towards the old Fosse near the sewage pumping station.

1 lattice tower of 12m with 6 antennae, two 0.3m dishes, 4 equipment cabinets, and ancillary development within a 5.5m x 5.5m compound.

Council had no objection but made observations re hedgerows

17/00534/FUL

Mr Edward Tarbatt, Bry Sjak, Fosse Way, NG13 8LA

Change of use of existing dwelling to proposed veterinary practice.

Council had no objection but made observations re lighting, parking and a landscaping plan.

17/00597/FUL

Mrs Molly Wood, 25 Main Street, NG13 8PA

Refurbish existing outbuilding and extend to create annex (re-submission)

Council had no objection

Decisions yet to be made by RBC on the following

APP/P3040/W/17/3169170

Mr Robert Shaw, The Old Hall, Kneeton Road, NG13
Proposed new dwelling within the grounds of the Old Hall following removal of swimming pool.
Appeal filed against refusal of planning permission.

17/00489/FUL and 17/00165/FUL

Mr Malcolm Armstrong, 4 Trent Lane NG13 8PF
Demolition/removal of boundary wall. Add two five bar gates and one pedestrian gate, dropped kerb to facilitate wider access.

16/02405/FUL

Mr Brian Crossland, Mill Heyes Farm, Closes Side Lane, NG13 8NA
Retention of mobile home/ chalet for occupation by an agricultural worker. To extend current permission 13/00068/FUL.

Decisions made by RBC on the following in March

17/00137/FUL

Rev O Learmont, St Peter's Church, Kirk Hill, NG13 8PE
New glass doors to the South Porch.

Permission granted

17/00144/FUL

Mr and Mrs Perkins of Aslockton NG13 9AZ dated 21 December
Reindeer Inn building NG13 8PH

Demolition of existing outbuildings

Permission granted

17/00251/FUL

Mr William Dudill, 18 Main Street NG13 8PA.

First floor and single storey rear extensions.

Permission granted

17/02981/FUL

Mr and Mrs Perkins of Aslockton NG13 9AZ dated 21 December
Reindeer Inn building NG13 8PH

Change of use of public house to residential dwelling, proposed external alterations, and demolition of existing outbuildings.

Permission granted

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.

Permission granted

Item 2017/102 – Outstanding issues

Date	Issue	Discussion – April 2017
October 08	Double yellow lines around the village ~ being reviewed	
	Sports club Lease – being signed	
August 14	52 Kneeton Road Replace Tree - 14/00875TPO ~ Tom Petitt	No update
October 14	Seats to be Re-varnished around Village	
August 15	Cuttle Hill project –Deferred	
December 15	Improved footpath around Butt Close	
July 16	Water discharge from bank above Marina	
October 16	Community Speedwatch Exercise	
February 17	Horticultural Society ~ full cost of repairs £400	Cheque received

Item 2017/089 – Finance

MEETING OF EAST BRIDGFORD PARISH COUNCIL TO BE HELD ON 3 APRIL 2017					
CLERK'S FINANCIAL REPORT					
Statement of account					
				at	31/03/2017
Balances :					
Bank of Scotland current ac					£
					43313.71
					43313.71
* 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	31/03/2017	1500.00			
Summary of receipts and payments					
Receipts		01/03/2017	to	31/03/2017	
Accounts heading					
				Description	£
Allotment rent				Allotment rent	164.00
Grants, donations and Miscellaneous				Refund of course fee	25.00
Grants, donations and Miscellaneous				Donation	400.00
Wharf rent				Wharf rent qr to 31/5/17	1125.00
VAT				Vat refund on account	3950.86
					5664.86
Supplementary Payments - March 17					
Accounts heading					
				Description	£
Rent and rates				Field rent	87.50
Legal & Professional Fees				Legal Fees	655.20
					742.70
Payments - April 2017					
Accounts heading					
				Description	£
Management expenses				Stamps	6.60
Grants & Donations				Donation, s137	100.00
Rent and rates				Car park rates 17/18	352.49
Staff Costs				Salaries Feb 17	1899.43
Staff Costs				Paye/NIC q/e 31/3/17	762.85
Casual Labour Contract				Labour/litter collection Feb 17	350.00
Open Spaces				Tree Survey	594.00
Maintenance of equipment				Paint for defibrillator	8.99
Open Spaces				Various repairs and cutting of vegetation	160.00
					4234.36
Signed					
			Chairman EBPC	Dated	
Signed					
			Clerk & RFO	Dated	