

**East Bridgford Parish Council****Minutes of the Meeting held on Monday 6 November 2017 at 7.30 pm in the Methodist Chapel**

**Present:** Cllrs P Clarke (Chairman), D Atkins, P Bancroft, N Hall, D Meylan, T Norman, G Stevens, T Strutt, J Turner, M Verner

**Also present:** Borough Cllr N Lawrence, County Cllr F Purdue Horan, Mrs J Barlow (Clerk), Mr E Temple (Deputy Clerk), Mrs J Molineaux (Minute Secretary)

<b>2017/257</b>	<b>To make Declarations of Interest in any matter on the agenda.</b> (Where an interest becomes apparent during the course of any discussion, it must be declared at that time.)
	Standing declarations as follows: 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, Cllr Stevens on matters relating to the bank above the Marina.
<b>2017/258</b>	<b>Apologies for Absence</b>
	Cllr Hunt
	The Chairman adjourned the meeting and brought forward Public Comment.
<b>2017/261</b>	<b>To receive Public Comment</b>
	None
	<b>The Chairman brought forward Item 2017/270. Mr Fisher left the meeting</b>
<b>2017/270</b>	<b>To consider matters raised in relation to the Wharf lease (confidential item)</b>
	The Deputy Clerk updated the Parish Council on issues relating to the Wharf Lease. As new information had been received, it was agreed that this issue be put back to the next meeting in order for the implications to be considered. <b>Action: Cllrs Verner and Bancroft to take forward with the help of the Deputy Clerk. Action: Clerk for December meeting.</b> The Chairman informed Mr Fisher of this decision.
<b>2017/259</b>	<b>To consider the Minutes of the Monthly Meeting held on 2 October 2017 and when approved to sign them as a correct record</b>
	<b>It was proposed</b> that the Minutes be approved and signed, seconded, and all in favour.
<b>2017/260</b>	<b>To receive reports on matters arising from the minutes and answer questions from Councillors.</b>
<b>2017/260.1</b>	Re 2017/235.1 – All the rubbish has now been cleared.
<b>2017/260.2</b>	Re 2017/239.4 - Tennis Club insurance. The clerk reported that advice has been received that the Tennis Club cannot pursue the insurance of the tennis courts by the LTA by going through the Council's brokers. Further discussions with the tennis club will be needed in due course.
<b>2017/260.3</b>	Re 2017/245 the Clerk has heard back from NCC who confirmed they have no plans for further road safety measures outside school.
<b>2017/260.4</b>	Re 2017/246– Best Kept Village competition – the Chairman reported that the Garden Group have agreed to be involved in next year's plans.
<b>2017/262</b>	<b>To receive the Chairman's Report</b>
	The Chairman had circulated his report (see Appendix). Following the resignation of the Clerk, the Chairman was pleased to confirm that Jill has agreed to stay on in her role while a replacement is found, and so that a proper handover can take place. Jess had agreed to support the Parish Council with some administrative tasks. <b>It was proposed</b> that these additional hours be paid at the Clerk's scale. Seconded and all in favour.
<b>2017/263</b>	<b>Planning</b>
<b>2017/263.1</b>	<b>To consider and make recommendations on planning applications and receive RBC decisions</b> See Appendix for full report 17/02268/FUL - Justin Crocker, Potts Farm, 20 Kneeton Road NG13 8PH Single storey rear extensions No objection 17/02376/TPO - Mrs Pat Pring, 7 Kirk Hill Tree pruning No objection
<b>2017/263.2</b>	<b>To consider the latest consultation regarding proposed sites for housing development in the village and agree a response.</b>

	<p>CLlr Strutt declared an interest and left the meeting.</p> <p>CLlrs Meylan, Atkins and Verner had considered the latest proposed sites in conjunction with the response of the relevant Community Pan task group. They recommend that RBC consider using a larger piece of land for a mixed development site, stretching between Butt Lane and Closes Side Lane which may give potential for extra outdoor play facilities, and that all other sites are ignored. <b>It was proposed</b> that this recommendation be put forward, seconded and the majority in favour. CLlr Turner voted against, CLlrs Hall and Clarke abstained. <b>Action: CLlr Atkins to put recommendation forward to RBC.</b></p> <p>CLlr Strutt rejoined the meeting.</p>
<b>2017/263.3</b>	<b>To consider the implications of the latest consultation (as above) on the proposed Affordable Housing Scheme for Foster's Close</b>
	<p>It was agreed that in view of the larger scale housing developments that now appear likely to happen within the village, there is no wish to progress with an exception site for affordable homes with a local connection. <b>Action: Clerk to respond to Miles King.</b></p>
<b>2017/264</b>	<b>Finance</b>
<b>2017/264.1</b>	To receive the Statement of Account to 31 October 2017.
<b>2017/264.2</b>	To approve and sign the Schedule of Payments: <b>It was proposed</b> that the Schedule of Payments be approved and signed, seconded and all in favour.
<b>2017/264.3</b>	To sign cheques for invoices due for payment.
<b>2017/264.4</b>	To receive the RFO's report – It was noted that the Internal Audit has been signed off.
<b>2017/265</b>	<b>To discuss matters relating to the Playing Field to include:</b>
<b>2017/265.1</b>	<b>To approve a lettings policy (to apply prior to transfer of the field ownership)</b>
	It was agreed to defer this issue to December. <b>Action: Clerk for December meeting.</b>
<b>2017/265.2</b>	<b>To determine the process to consult of the "dogs on leads" policy for Butt Field</b>
	<p>An opportunity has been arranged to consult with residents at the Community Plan meeting which takes place on 6 December 3.30pm – 8pm.</p> <p>Views will be gathered and a decision made at the January meeting. In the meantime, Peter Golightly has offered to support a campaign to encourage responsible dog owners.</p>
<b>2017/266</b>	<b>To discuss any matters arising with regard to the Pavilion and the extension</b>
	Extension project progressing satisfactorily.
<b>2017/267</b>	<b>To receive a report on the play area and consider quotations for any remedial work required</b>
	The fencing work has been completed. The outstanding repair to the Air Walker is due to be completed on 9 November. It was agreed that the grass along the edge of the fence should be weed killed on an occasional basis.
<b>2017/268</b>	<b>To discuss action to be taken regarding remedial work required to play area timbers</b>
	Following the site inspection with Killingley, the Parish Council is still awaiting a response which has been requested by 14 November. If no response is received, solicitors will be instructed.
	CLlr Purdue-Horan left the meeting.
<b>2017/269</b>	<b>To receive recommendations from the Executive Committee and to discuss progress with the recruitment of a Parish Clerk / RFO.</b>
	<p>The Executive Committee had met on 12/10/17 to consider the resignation of the Parish Clerk. It was agreed to advertise the role of Parish Clerk and Responsible Financial Officer, as a 50 hrs/month contract on the Scale LC2 (26-29) as at present. This will be dependent on experience and qualifications. An advert and application pack has been put together. The post is advertised through NALC, village notice boards, and through the village magazine. CLlrs Strutt, Clarke, Stevens (with CLlr Norman) as backup in case of absence), have agreed to form a sub-committee to consider the applications, and form an interview panel. The deadline for applications is 20 November, with interviews taking place during week commencing 27 November.</p> <p>The Chairman thanked the Clerk for her outstanding service to the village over 11 years, and expressed his gratitude that she is willing to continue to support the Parish Council in this interim period.</p> <p>There was further discussion on how to manage the coming weeks until the new Clerk is appointed and the handover completed.</p>
<b>2017/271</b>	<b>To consider matters arising from the review of parish documents to include mowing of the field, the Wharf Registration (confidential item) and insurance items</b>

	The Clerk gave an update.
<b>2017/272</b>	<b>To receive a report on matters on the monthly list of outstanding issues</b>
	See Appendix
<b>2017/273</b>	<b>To consider whether there are any consultation issues arising from the agenda</b>
	See above Item 2017/265.2 regarding the proposed dogs on leads policy.
<b>2017/274</b>	<b>To consider whether there are any insurance/risk assessment issues arising from the agenda</b>
	None
<b>2017/275</b>	<b>To receive reports from committees</b>
	See above Item 2017/270 regarding the Executive Committee.
<b>2017/276</b>	<b>To receive and consider reports from the Clerk</b>
<b>2017/276.1</b>	Cllr Stevens had reported that some Japanese Knotweed had been identified at the bottom of Trent Lane – this has been reported to RBC who are investigating
<b>2017/276.2</b>	Radcliffe on Trent Borough Councillor Upton requested that we publicise their Remembrance Day parade, as the road closures last year had caused some disruption to EB residents – this has been put on the village website.
<b>2017/276.3</b>	The Clerk is still waiting for information from the Friends of Springdale Wood regarding the Management Agreement, and about budgeted costs for next year. <b>Action: Cllr Atkins to follow up.</b>
<b>2017/276.4</b>	The Clerk had been approached by a resident regarding purchasing a small patch of PC-owned land behind the Old Post Office. <b>It was proposed</b> that the land be retained by the council, seconded and all in favour. <b>Action: Clerk to respond, reassuring the resident that the land will be maintained as a community orchard.</b>
<b>2017/277</b>	<b>To receive matters for report</b>
<b>2017/277.1</b>	Cllr Bancroft reported that he had been approached by the police to be a “key contact” in terms of communicating with the village.
<b>2017/278</b>	<b>Correspondence for information only</b>
	As circulated to Cllrs prior to the meeting. The Parish Council has been approached by the Smart Meter team, offering a short talk / presentation.
	There being no further business the meeting closed at 9.30pm.

.....  
Chairman

Date: .....

## **East Bridgford Parish Council**

### **Appendix to the Minutes held on Monday 6 November 2017 at 7.30pm in the Methodist Chapel**

#### **2017/262 - Chairman's report, November 2017**

##### Remembrance Day

There will be a parade from the Car Park to the war memorial on Sunday November 12<sup>th</sup>, starting at 10.30am, for which Main Street and the crossroads will be closed. I will be laying a wreath on behalf of the PC prior to the two-minute silence at 11.00am, following which there is the Service of Remembrance in the church.

##### Car Park Sign

The first sign ordered did not work as intended, so a more expensive version was ordered and is due to be fixed in position this week.

##### Best kept village competition

The Garden Club has agreed to assist in a small group looking at ways to enhance the features of the village. One aspect which still needs some specialist input is an improved village street map showing locations of importance.

##### Dogs on Butt Close

At the meeting, we will need to agree the format of the consultation to be carried out about a requirement for dogs to be on leads on the Butt Close playing fields. Some e-mails have been received as a result of publicity in the parish magazine. Key stakeholders include dog owners, the academy and parents of children there, the sports players and the wider community. The Community Plan group has been approached to see if we can utilise their public meeting in December to allow 'face-to-face' consultation.

##### Boundary Commission

As circulated by e-mail, the latest proposals for changes to parliamentary constituencies have been published. Previous proposals to move East Bridgford into a new constituency based on West Bridgford have been scrapped, and the new proposals include East Bridgford remaining in the Newark constituency.

##### Vacancy for Clerk to the Parish Council

Following an Executive committee meeting to discuss this, Jill has been working on the job description, person specification and adverts for the above post, and key details for the process of appointment will need to be agreed at the meeting.

#### **2017/263 Planning**

##### PLANNING APPLICATIONS RECEIVED in October

##### 17/02268/FUL

Justin Crocker - Potts Farm, 20 Kneeton Road NG13 8PH

Single storey rear

Council had no objection

##### 17/02579/TPO

Mrs Pat Pring - 7 Kirk Hill NG13 8PE

Fell Sycamore and reduce Yew by 4m

Council had no objection

Decisions yet to be made by RBC on the following

17/01761/FUL

Graham Pennick - 32 Browns Lane NG13 8PL

Two storey rear extension

17/02094/FUL and 17/02016/LBC

Plaza Homes Ltd - 18 Cherryholt Lane NG13 8LJ and associated landscaping.

Plus Demolition of section of wall (Listed Building Consent).

Construction of 2 dwellings with new vehicular access and associated landscaping.

Decisions made by RBC on the following in October

17/01966/FUL

Sean Cook- 21 Farm Close NG13 8LN

New boundary fence

Permission granted

17/00839/FUL

E Bech - Old Telephone Exchange, Butt Lane NG13 8NY

Conversion into a dwelling

Permission granted

17/01920/FUL

Mr and Mrs J Firth - 2 Trent Lane NG13 8PF

Substantial demolition of conservatory and reconstruction to form single storey extension

Permission granted

17/01603/FUL

Steve Cooper - 29 College Street NG13 8LE

(Remove outbuilding/garage) 2 storey side/rear extension and detached garage.

Permission granted

17/02022/TPO

PF Smith- 14 Main Street NG13 8PA

Crown reduce by 10-15% sycamore

Permission granted

17/01718/TPO

Mrs Amanda Hardy - 3 Cuttle Hill Gardens NG13 8PW

Works to oak tree, crown reduce by 50% , crown thin 20% and remove all dead wood.

Permission granted

APP/P3040/W/17/3169170

Mr Robert Shaw - The Old Hall, Kneeton Road, NG13 8PG

Proposed new dwelling within the grounds of the Old Hall following removal of swimming pool.  
Appeal filed against refusal of planning permission, application 16/01817/FUL.

Appeal dismissed and the refusal stands.

**2017/272 – Outstanding issues**

Date	Issue
October 08	Double yellow lines around the village - being reviewed
	Sports club Lease
October 14	Seats to be Re-varnished around Village – in hand
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
May 17	Five year consultation on dualling of A46
September 17	Meet Diocese re Kirk Hill hedge/verge maintenance

**2017/264 – Finance**

<b>MEETING OF EAST BRIDGFORD PARISH COUNCIL TO BE HELD ON 6 NOVEMBER 2017</b>			
<b>CLERK'S FINANCIAL REPORT</b>			
<b>Statement of account</b>		<b>at</b>	<b>31/10/2017</b>
Balances :			£
Bank of Scotland current ac			53256.34
			<b>53256.34</b>
<b>* Note:</b>			
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
transfers in / out	27/09/2017	500.00	re 2017/18
c/f	31/10/2017	2000.00	
<b>Summary of receipts and payments</b>			
<b>Receipts</b>	<b>28/09/2017</b>	<b>to</b>	<b>31/10/2017</b>
<u>Accounts heading</u>			<u>Description</u>
			£
Sports Club			Insurance of tennis court surfaces
			386.98
			<b>386.98</b>
<b>Supplementary Payments - October 17</b>			
<u>Accounts heading</u>			<u>Description</u>
			£
			0.00
			<b>0.00</b>
<b>Payments - November 2017</b>			
<u>Accounts heading</u>			<u>Description</u>
			£
Management expenses			Stationary
			4.99
Open Spaces			Plants for troughs
			12.99
Management expenses			Parish phone bill
			69.47
Donations			Royal British Legion - wreaths
			39.00
Open Spaces			New car park sign
			108.25
Allotments			Replacement padlock
			33.48
Open Spaces			Redecoration of village seats
			2000.00
Legal/professional expenses			Re Wharf Land Registration
			705.20
Management expenses			Website Management - 6 months to Sept 17
			477.00
Playing fields and pavilion			Grass strimming in and around play area
			52.32
Staff costs			Net salaries
			617.73
Casual Labour/Litter			Casual labour and litter picking
			350.00
			<b>4470.43</b>
Signed .....		Chairman EBPC	Dated .....
Signed .....		Clerk & RFO	Dated .....