

East Bridgford Parish Council**Minutes of the Meeting held on Monday 30 July 2018 at 7.30 pm in the Methodist Chapel**

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

Also present: County Cllr F Purdue-Horan
Michele Sharratt (Clerk), Euan Temple (Deputy Clerk), Jess Molineaux (Minuting Secretary)

Residents: P Andrews, S Brunt, D Jacobson, J Kirkwood,

2018/181	To make Declarations of Interest in any matter on the agenda. (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 Stevens on matters relating to the bank above the Marina and Bridgford Court; Cllr Strutt on matters relating to the Horticultural Society. Cllr Strutt declared an interest in matters relating to the proposed housing development.
	The Chairman brought forward Item 2018/185
2018/185	New Parish Councillor, Mrs Jo Riddle, to sign a Declaration of Office
	The Chairman welcomed Mrs Riddle to the Parish Council, and she signed the Declaration of Office.
2018/182	Apologies for Absence
	Borough Councillor Nigel Lawrence
	The Chairman brought forward Item 2018/186
2018/186	To receive Public Comment
2018/186.1	Mr Dennis Jacobson voiced concerns that the proposed Trent Lane experimental closure would take place during the summer and for too short a time, not giving a true picture of the impact. He also reiterated the considerable disquiet in the village about traffic and parking in the village – the objections lodged at the time of the A46 dualling project regarding the access routes to East Bridgford were over concerns about the village used as a cut through, and this seems to have been the outcome.
	The Chairman brought forward Item 2018/196
2018/196	To receive an update on the proposed Trent Lane traffic scheme
	The Chairman reported on a meeting with Kendra Hourd (Via EM) that had taken place on a Friday at 3.30pm at the Trent Lane/Kirk Hill junction, along with Cllr Purdue Horan. The aim was to capture a flavor of the parking and traffic problems – she will report back in due course with some proposed options. The experimental closure will last for a full year, the last six months of which will be examining the evidence and making the decision for the long-term outcome. Analyses of traffic flow have already been completed in 2009,2013 and 2017. Cllr Purdue Horan reported that Via EM are doing all they can to address problems – the one-way proposal (with two-way access for cyclists) had been a concern for the Police which is why it has been shelved.
2018/186.2	Mrs Patsy Andrews gave a report about the Community Plan. The plan is almost ready for publishing, and the implementation phase will begin. Mrs Andrews has circulated both the full document and a summary version via the Clerk, and requests that the Parish Council accepts the plan.
	The Chairman brought forward Item 2018/198
2018/198	To consider the interim report of the East Bridgford Community Plan Group and their interest in using the Parish Council's access to OS data
	Cllr Atkins reported – he had been involved in the majority of the meetings as a resident and wanted to thank everybody for their hard work – it had not been an easy process. The group would like to have the Parish Council's endorsement before they hold a public meeting later in the year to launch the plan. Jenny Kirkwood, from Rural Community Action Nottinghamshire was introduced – she made the point that the Plan looks to the next ten years, but is not set in stone – if there are newly emerging issues it can be reviewed and updated as needed. Councillors felt uneasy about having any formal role or formally endorsing the Plan as it is community-led and separate from the PC. The Community Plan group would like some PC representation, but the Plan is still to be community-led. It was proposed that the Plan is accepted by the Parish Council, and that the Community Plan group is thanked for all their hard work to get to this point. Seconded and the majority in favour with four abstentions.

	With regard to the access to the OS data – it was agreed that the CP Group could request this info via the Clerk. Further to this, the Deputy Clerk was tasked with finding out what licence the PC can hold, what the cost would be and bringing forward to the next meeting. Action Deputy Clerk, and Clerk for September agenda.
2018/183	To consider the Minutes of the Monthly Meeting held on 2 July 2018 and when approved to sign them as a correct record
	It was proposed that the Minutes be approved and signed, seconded, and all in favour.
2018/184	To receive reports on matters arising from the minutes and answer questions from Councillors
2018/184.1	Re: 2018/162.1 Cllrs Bancroft and Meylan had visited the resident whose house borders the car park – it was agreed to obtain quotes to complete this work. Action: Cllr Bancroft
2018/187	To receive the Chairman’s Report
	The Chairman had circulated his report (see Appendix). The result from the Best Kept Village was just in – East Bridgford was in the top four, but had not come first or runner up. Cllr Clarke thanked everyone for their efforts. There had been an issue raised by a resident regarding disability scooter access to Butt Field – it was agreed to devolve this to the Playing Field Committee to explore what the Parish Council’s responsibilities are.
2018/188	Planning See Appendix for full report
	<u>18/01636/FUL</u> Mr McMillan The Old Police House, 73 Kneeton Road NG13 8PH First floor side extension with Juliet balcony to rear extension. No objection, request that “Police House” sign be retained <u>18/01516/FUL</u> Mr Daniel Boultly 19 Moss Close NG123 8LG Erection of porch to front No objection 8/01412/FUL Mr and Mrs S Adcott Oak Cottage, 36 Browns Lane NG13 8PL Single storey orangery to rear No objection 18/01423FUL Mr and Mrs Julie and Yu Hin Man 47 Kneeton Road NG13 8PG Proposed demolition of existing structure and construction of single storey rear extension No objection. It was noted that H2O Power had submitted a planning application for their new scheme.
	The Chairman brought forward Item 2018/193
2018/193	To receive an update re the proposal to install a small hydro plant next to the Trent and an easement over the access road from Trent Lane to the Weir
	It was proposed that this matter be passed to the agreed independent agents to progress. Seconded and all in favour.
2018/189	Finance
2018/189.1	To receive the Statement of Account to 23 July 2018.
2018/189.2	To approve and sign the Schedule of Payments: It was proposed that the Schedule of Payments be approved and signed, seconded and all in favour. Two supplementary payments were approved. Cllr Turner questioned the payments supporting various village email addresses – it was proposed to continue with this for the time being. Seconded and the majority in favour.
2018/189.3	To sign cheques for invoices due for payment – completed.
2018/189.4	The RFOs report was received.
2018/189.5	Councillors were encouraged to wear hi-vis jackets when on PC business. Two to be ordered for Cllrs Stevens and Riddle.
2018/190	To discuss matters relating to the Playing Field and Pavilion

	<p>Cllr Turner provided an update on the extension to the Pavilion. The paperwork for the Interim valuation payment was passed to the Clerk for processing. The work on the extension was proceeding as planned.</p> <p>The Deputy Clerk had circulated the latest information on the transfer of the freehold of Butt Field to the Parish Council and invited any comments</p> <p>The issue of the cost of the additional grass cutting carried out for the cricket club was raised – Clerk to discuss at a meeting later this week with Mark Walton, and report back to the next meeting</p> <p>Action: Clerk to discuss and report to September meeting</p> <p>Rosie Watkins had enquired about deferring the Parish Council’s annual payment to the Sports Club Pavilion Maintenance Fund. This was discussed – it was proposed that this payment is not deferred, seconded and the majority in favour with one abstention.</p> <p>Action: Clerk to get back to Rosie</p>
2018/191	To receive a report on the play area and consider quotations for any remedial work required
	<p>Cllr Bancroft reported. Cllrs Hunt and Bancroft had considered options for replacing the rotten timbers, using concrete at their bases. It was agreed that this should be explored fully and costs identified before the next meeting.</p>
2018/192	To discuss action to be taken regarding remedial work required to play area timbers
	It was agreed to defer this until quotes had been agreed as above.
2018/194	To receive an update on GDPR compliance
	It was agreed that Councillors should have dedicated EBPC email addresses, as this is considered good practice. Action: Clerk to set up new email addresses for Councillors
2018/195	To discuss East Bridgford’s commemoration of the centenary of Armistice Day
	<p>Cllr Atkins provided an update on the plans for November, which include a special service at St Peters, given by Rev Haydock, an open afternoon in the church which is to be decorated with silhouettes of the villagers who died, and a lantern-lit procession before the lighting of the beacon at 7pm. A grant of £300 has been applied for from the NCC fund and the Parish Council was asked to underwrite this, so that arrangements can be made. It was proposed to support this and to underwrite the grant, seconded and all in favour.</p>
2018/199	To decide whether to contribute to the costs of installing a free defibrillator (offered to the village hall committee by the Newark /Fosse Way First Responders)
	<p>Cllr Verner had attended the last VH Committee meeting – they currently feel unable to manage the responsibility of the regular maintenance of a defibrillator. Locations were considered, including the newly extended Pavilion. It was agreed to defer this while this option is considered, and the associated costs are identified.</p>
2018/200	To assess the idea of residents’ car parking permits in areas of the village
	This was deferred to the next meeting. Action: Clerk to add to next agenda
2018/201	To discuss communications and engagement of the parish council with residents
	<p>This had been identified as an issue in the Community Plan, as there is felt to be a delay between PC meetings and information being passed on. The Chairman writes a report immediately after the PC meeting, but the magazine editorial deadlines mean it does not appear for some weeks. It was agreed to trial distributing the report via the Together East Bridgford FB page, as an initial step, with a view to exploring further options. Action: Cllr Clarke</p> <p>It was further agreed to produce a list of Councillors for the notice boards. Action: Clerk</p>
2018/197	To discuss RBC’s newly announced tree scheme for parishes
	It was agreed that Cllr Meylan would look into applying to this scheme. Action: Cllr Meylan
2018/202	To receive a report on matters on the monthly list of outstanding issues
	<p>As circulated</p> <p>It was reported that the water discharge from the bank is causing a major problem, and this will become dangerous when it ices over in the winter. Cllr Hunt requested an update – it was agreed that the Clerk should write a letter to Highways, rather than instructing the solicitor.</p> <p>Action: Deputy Clerk</p> <p>It was reported that the Diocese are intending to complete trimming work on the hedge on the Kirk Hill /A6097 corner in the Autumn, after the bird nesting season has finished.</p>
2018/203	To consider whether there are any consultation issues arising from the agenda
	None

2018/204	To consider whether there are any insurance/risk assessment issues arising from the agenda
	None
2018/205	To receive reports from committees
	The Allotments and Open Spaces Committee meeting has been rearranged for Friday 3rd August at 2pm – Cllrs Meylan, Hunt, Turner and Hall to attend if available. It was noted that the Flower / Container competition results were: 1st Place – 25 College Street Runner up - 28 Crossways Drive Mrs Norman was thanked for judging the competition. Action: Clerk to arrange distribution of garden centre prizes.
2018/206	To receive and consider reports from the Clerk
	None
2018/207	To receive matters for report
2018/207.1	Cllr Atkins requested a discussion with the Clerk to discuss the Friends of Springdale Wood work plan. Action: Clerk to arrange.
2018/207.2	Cllr Atkins had a suggestion about identifying names (with information from our older residents) for the various twitchels in the village, and maybe obtaining signs for them. This idea was supported and it was felt that the Parish Council may be able to provide a small amount of funding. Action: Cllr Atkins to ask the history group to consider this as a project.
2018/207.3	Cllr Bancroft had attended the policy priority setting meeting – the priorities were identified as drones, speeding/cut-throughs, ASB.
2018/207.4	Cllr Turner raised the issue of the gates to Butt Field being left open. It was agreed that the Clerk should write to the Sports Club – Action: Clerk to write letter.
2018/207.5	Cllr Strutt raised a concern about groups of travellers in the area.
2018/207.6	Cllr Strutt announced the date for the next village show – 29 June 2019
2018/207.7	Cllr Riddle thanked Councillors for their warm welcome
2018/207.8	Deputy Clerk, Euan Temple, noted that the Friends of St Peters have changed the date of the firework display to 10 November.
2018/208	Correspondence for information only
	As circulated.
	There being no further business the meeting closed at 10pm

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Chairman

Date:

East Bridgford Parish Council

Appendix to the Minutes held on Monday 30 July at 7.30pm in the Methodist Chapel

Item 2018/187 - Chairman's report, August 2018 for the meeting on 30th July

Local Plan 2 consultation – implications from the process

In the lull while RBC considers the responses to the publication consultation and the subsequent examination, it might be an opportunity to consider producing a check list as a guide to Councillors & Officers for when they have to deal with potentially very contentious issues. In recent history, we have also had issues such as the asylum centre at Newton, and the wind turbine planning application where public interest is heightened and emotions can run high. A check list might be useful to avoid having to think 'on the hoof' and to recommend good practice, perhaps by defining a policy if thought necessary

Best Kept Village including 1918-2018 commemoration

At the time of writing, we have not received the results of the final round of judging. The baskets on the various businesses along Main Street have looked particularly attractive. The challenging drought conditions however have meant that no germination of poppy seeds has occurred. It may be that many of the seeds will lie dormant until next spring now. Footpaths and verges have been cut eventually following problems with the contractor reported by Notts County Council but it is unknown whether these were done in time for the final judging.

Traffic through the village, parking and Trent Lane

Kendra Hourd of VIA(EM) agreed to a meeting on site at the crossroads of Trent Lane, Kirk Hill etc at 3.30pm on a Friday so that conditions there could be observed directly. Four Parish Councillors attended as did County Councillor Purdue-Horan. Congestive parking was observed down Trent Lane, Kirk Hill right down to the junction and along Kneeton Road north of the school entrance. The interweaving of traffic along Main Street could also be seen, and the difficulties which arose where pull-in space was restricted. Kendra took photographs and will consider what measures might be possible. She was aware from previous history about the need for sensitive use of bright yellow lines etc because of the impact on the conservation area. The Trent Lane experimental closure order scheme is in progress but must go through the proper legal process since it involves removing access to the highway. It appears that an experimental order like this is very rare.

Pavilion extension

Work began on schedule on the 16th July, and good progress with clearance & foundation work has been made.

Disability access on to Butt Close

Councillors will be aware of the e-mail about an issue relating to access from College Street by mobility scooters. It is recommended that this is devolved to the relevant committee in the first instance.

Defibrillator offer

The Newark First responders have a defibrillator to 'give away' which is the same model as the one in the telephone box. The Village Hall Committee which indicated some time ago that it was willing to host one, has been asked if it would consider it. A new battery, pads and a cabinet would be needed plus installation costs. If the VHC are interested, an agenda item to consider contributing to the cost may be considered.

Item 2018/188- Planning

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

PLANNING APPLICATIONS RECEIVED in July 2018

18/01636/FUL

Mr McMillan

The Old Police House, 73 Kneeton Road NG13 8PH

First floor side extension with Juliet balcony to rear extension.

18/01516/FUL

Mr Daniel Boult
18 Moss Close NG123 8LG
Erection of porch to front

8/01412/FUL

Mr and Mrs S Adcott
Oak Cottage , 36 Browns Lane NG13 8PL
Single storey orangery to rear

18/01423FUL

Mr and Mrs Julie and Yu Hin Man
47 Kneeton Road NG13 8PG
Proposed demolition of existing structure and construction of single storey rear extension

Decisions to be made by Rushcliffe BC

18/01403/FUL

Mr and Mrs McKeen
18 Browns Lane NG13 8PL
Single storey extension to front, replace conservatory with single storey rear extension, and replace external doors and windows.

18/00824/FUL

Works Holding Ltd
Re J Higgs Lowdham Ltd's building at 10 Kirk Hill NG13 8PE
Refurbishment and extension of existing building (B1) and new boundary fence 1.5m high

17/03020/FUL

Mr Guy Phoenix
Land North West of Kneeton Road (down by the river), Old Hill Lane .
New dwelling with ancillary garage incorporating sustainable building systems and renewable technologies. This also incorporates a notice that this affects a public right of way.

Decisions made by Rushcliffe BC

17/02983/FUL

Bridgford Garden Centre
Fosse Way NG13 8LA
Demolition of existing garden centre building and dwelling, erection of replacement buildings for retail use and associated car parking works, formation of lake and wildlife area.
Permission granted. The planning consent states in detail what goods may be sold on site and what goods may not be.

18/00602/FUL

Jones and Forester
24 College Street NG13 8LE
Loft conversion with dormer to south elevation
Permission granted.

18/00605/FUL

Mr G Fenwick
32 Browns Lane NG13 8PL
Ground floor garage and porch extension and first floor roof and window alteration
Permission granted

18/00627/FUL

Mr L Nottage
1 Blenheim Gardens NG13 8NX
Two storey extension to front elevation and internal alterations
Permission granted

17/02997/FUL re 17/00920/FUL

Mr N Dexter
2 Hackers Close NG13 8PU
Variation of conditions 2 and 12 of planning permission 17/00920/FUL to change and substitute house types. Five detached houses to revised design and variation to road access.

Permission granted.

18/00947/FUL

Mr Robert Shaw

The Old Hall, Kneeton Road NG23 8PG

New dwelling in the grounds of The Old Hall following removal of the swimming pool.

Revised ownership declaration and site location plan

Permission granted

18/00973/FUL

Mr Marcus Waldram

21 Main Street NG13 8PA

Detached garage (resubmission).

In September 2017 there was an application for a detached garage ref 17/01490/FUL.

At the time in 2017 the planning officer made the following assessment:-

"The proposed building remains no larger than a standard double garage with accommodation over and the siting of the building away from the public realm and the limited impact on nearby dwellings or the Conservation Area, on balance therefore it would not be prudent to refuse the application on amenity grounds"

Permission granted

18/00628/FUL

Mrs A Smith

23A Main Street NG13 8PA

Conversion of agricultural barn including alterations and extension to create residential dwelling.

Permission granted

18/00719/FUL

Mrs Joanne Crossland of 40 Straws Lane NG13 8NF

Erection directly on to current grassland of single span poly-tunnel for use as a lambing shelter on land North-West of the Chestnuts Equestrian Centre, Butt Lane. (9.14m x 36.58m x3.0m).

Permission granted.

18/00986/FUL

Ray Shelton

Land NE of 27 Main St to 43 Main St

Erection of one new bungalow with garage incl associated access.

Permission refused

18/01060/FUL

Mr and Mrs G Hibbs

Manor Farm,97 Kneeton Road NG13 8PJ

Erect detached garage with workshop over

Permission granted.

Item 2018/202 Outstanding issues

Date	Issue
October 08	Double yellow lines around the village - being reviewed
	Sports club Lease
August 15	Cuttle Hill project -Deferred
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

Item 2018/189– Finance

MEETING OF EAST BRIDGFORD PARISH COUNCIL TO BE HELD ON 30th JULY 2018			
CLERK'S FINANCIAL REPORT			
Statement of acct	at	23/07/2018	
Balances :			
Bank of Scotland current account			88417.80
Unpresented cheques: 011619 and 011620 (both NCC) ; 011630 B Crossland so funds left on 23/07/18:			87316.89
* 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
transfers in / out	27/09/2017	500.00	re 2017/18
c/f	23/07/2018	2000.00	
Summary of receipts and payments			
Receipts			
30/06/2018-23/07/2018			
<u>Accounts heading</u>	<u>Description</u>		£
Wharf rent	Quarter 01/07 to 30/9/18		1275.00
Sports Clubs	Transfer of funds from the Sports Club		30035.00
		Total	31310.00
Payments authorised since the last meeting			
<u>Accounts heading</u>	<u>Description</u>		£
Playing Field	Landscaping contract (payment deferred on 2nd July)		663.41
Management expenses	Extra insurance to cover work on the pavilion extension		61.60
Payments - August 2018			
<u>Accounts heading</u>	<u>Description</u>		£
Management expenses	Website management - deferred from 2nd July		132.11
Management expenses	Website management - deferred from 2nd July		29.70
Open spaces	Shelter & decking repairs, hedge/tree cutting & clearing		582.00
Rents, rates, mortgages	Lease re land NW of Brunts Lane		100.00
Staff costs	Net salaries (July hours)		719.01
Management expenses	Office - phone/internet, stamps/postage		37.83
Playing Field	Grass cutting - playground		52.32
Management expenses	Cabinet lock and postage		£8.50
Open spaces	Plants and signage		166.00
Casual Labour/Litter	Casual labour and litter picking		350.00
		Total	2,177.47
Signed	Chairman EBPC	Dated	
Signed	Clerk & RFO	Dated	