

East Bridgford Parish Council**Minutes of the Meeting held on Monday 3 September 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 (from item 8)

Also present: Michele Sharratt (Clerk), Euan Temple (Deputy Clerk), Jess Molineaux (Minuting Secretary)

Residents: Sue Dye, Elaine Hutchinson, Anne Woodhead, Patsy Andrews, Richard Mackie, Douglas Sutherland

2018/209	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, Bridgford Court and the Community Plan; Cllr Strutt on matters relating to the Horticultural Society.
2018/210	Apologies for Absence
	Borough Councillor Nigel Lawrence, due to illness
	The Chairman brought forward Item 2018/213
2018/213	To receive Public Comment
2018/213.1	Mrs Dye attended to voice concerns about pedestrian access to the new Garden Centre, as the footpath does not extend beyond the old site and walkers have to walk on the highway and through the petrol station
	The Chairman brought forward Item 2018/223
2018/223	To receive an update on the proposed Trent Lane traffic scheme
2018/223.1	In relation to Mrs Dye's concern, it was agreed to write to the new Garden Centre, and copy in officers at RBC and ViaEM (Highways). Action: Clerk
2018/223.2	In relation to the Trent Lane Scheme, The Chairman provided an update. The proposed scheme is being presented to committee on 6 October, this would then be followed by a detailed design and consultation process. Following discussion, it was agreed that the Deputy Clerk is to write to confirm exactly which section of Trent Lane is involved. Action Deputy Clerk
2018/213.2	Mrs Woodhead attended to follow up progress on the tree pruning on the car park site adjacent to her property. Cllr Bancroft had visited and is progressing the completion of this work once the trees are dormant.
2018/213.3	Mr Sutherland attended to obtain further information about the proposed Trent Lane closure. The Chairman gave the background of the proposal and explained that a one-way scheme had been scrapped after a safety audit. The Chairman also confirmed that a meeting had been held with ViaEM at the Kirk Hill crossroads, to illustrate the effects of parking at school time and increased traffic levels. He is currently awaiting a report with proposals for improvements.
	The Chairman brought forward Item 2018/225
2018/225	To assess the idea of residents' car parking permits in areas of the village
	There was a discussion on this suggestion put forward by a resident. Whilst Councillors acknowledged the problem for residents, it was felt that such a scheme would create its own problems for access to village facilities and could not be supported. It was proposed not to proceed with the idea of residents' parking permits, seconded and all in favour. Action: Cllr Turner to feed back to the resident concerned.
2018/213.4	Patsy Andrews attended to give an update on the Community Plan and to request a meeting in advance of the public meeting in November, where the Plan could be discussed fully and freely with Councillors, outside the constraints of the Parish Council regulations.
	The Chairman brought forward Item 2018/226
2018/226	To receive an update on the interim report and related correspondence of the East Bridgford Community Plan Group and their use of parish council's access to OS data
	There was a full discussion with varied views around how the Parish Council could show its support for the work of the Community Plan Group and understanding of the Plan itself, whilst safeguarding the Group's independent status, and making sure that its actions are still seen to be separate from the views and aspirations of the Parish Council. It was proposed that the Parish Council agrees to meet with the Community Plan Group in advance of the public meeting. Seconded but the majority against, with two abstentions. Not carried. It was

	agreed that Councillors are encouraged to attend the public meeting as individuals and it was noted that any Parish Council involvement in action plans will be formally considered in due course.
2018/211	To consider the Minutes of the Monthly Meeting held on 30 July 2018 and when approved to sign them as a correct record
	It was proposed that, subject to the addition of a further declaration of interest, the Minutes be approved and signed, seconded, and all in favour.
2018/212	To receive reports on matters arising from the minutes and answer questions from Councillors
	None
2018/214	To receive the Chairman's Report
	The Chairman had circulated his report (see Appendix. Re: Best Kept Village competition – the remarks of the judges were discussed, and the Chairman agreed to look into improving the street map showing features and facilities. Re: Disability access to Butt Field – the Chairman agreed to approach the Sports Club in the first instance to discuss this. Village Newsletter – Councillors wish to pass on condolences to the family after the sad news of Rod Prior's death. Action: Clerk to write letter. Penny has agreed to take the Newsletter Editor role back on temporarily.
2018/215	<p>Planning See Appendix for full report</p> <p><u>18/01765/TPO</u> Mr Andrew Watson 5 Cherryholt Lane NG13 8PN Fell one yew and crown-lift another yew No objection</p> <p><u>18/01799/FUL and 18/01680/FUL</u> Karen Bannoche 18-20 Cherryholt Lane NG13 8LJ Conversion of outbuildings to provide extension to 20 Cherryholt Lane and 3 new build garages (revised scheme). A landscape scheme should be submitted and that a requirement should be made for access via wheelchair satisfactory paths. Otherwise no objection.</p> <p><u>18/01769/FUL</u> Kevin Frost of 'The Old Stables' in Lamma Lane - 6 College Street NG13 8LE Construction of new dwelling Objection. The planning statement mentions "landscaping" but this is not shown. It is noted that the two boundary hedges are to be removed. They contribute to the country appearance and are in need of careful maintenance. They should be retained, and a landscape scheme submitted. Proper clay tiles should be used and the ability if the existing drainage system capacity should be checked. The increase in size is unacceptable - there is an existing approval from last year which was agreed by RBC and which represents the biggest development possible. The distance between nos 6 & 8 is too short and will cause serious overshadowing of 8 and the proposal is too high at the front in relation to nos 2 & 8. The proposal is too far forward on the plot, and in conjunction with the height, will dominate that part of College St and may even impact on the listed building opposite. The owner of the neighbouring property at 8 College Street has filed a detailed letter of objection to the planners with which the Parish Council broadly concurs.</p> <p><u>18/01773/FUL</u> Mr David Leach 17 Brickyard Lane NG13 8NJ Front and rear extensions to upper ground floor, rear extension to lower ground floor, new glass balustrade, and privacy wall to existing balcony Cllr Riddle declared an interest. Matching materials to be stipulated, otherwise no objection</p> <p><u>18/01787/FUL</u> Mr M Dushaj 18 Holloway Close, NG13 8NG Two storey rear extension No objection</p> <p><u>18/01841/FUL</u> Mr E Campbell-Lendrum of H2O Power - Gunthorpe Weir, Trent Lane Hydroelectric generation plant comprising Archimedes screw turbines, an adjustable weir crest. A new multi-species fish pass, a turbine house building, hydraulic channels, trash screening, access improvements, <u>an electrical substation and underground cabling.</u></p>

	Request extension of time for response. Action: Deputy Clerk <u>18/01876/LBC</u> Mr and Mrs Davis The Croft, Straws Lane NG13 8NF Extensive (but largely internal) alterations to a Listed Building The Chairman declared an interest and the Clerk took the vote. No objection <u>18/01913/FUL</u> Paul Bottomley 22 Browns Lane NG13 8PL Single storey rear extension No objection
2018/216	Finance
2018/216.1	To receive the Statement of Account to 27 August 2018.
2018/216.2	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. It was agreed that the Clerk should submit a VAT claim in on a quarterly basis, rather than annually.
2018/216.3	To sign cheques for invoices due for payment – completed.
2018/216.4	The RFOs report was received. Paperwork has been completed with regard to online banking.
2018/217	To discuss matters relating to the Playing Field and Pavilion
	Cllr Turner reported that the Pavilion extension is 2 weeks behind schedule due to sourcing the correct insulation. With regard to the Playing Field, the Clerk met with Mark Walton regarding grass cutting arrangements. A small leak had been reported at the corner of the driveway to Butt Field – reported to the Sports Club The Deputy Clerk reported that all the paperwork relating to the freehold purchase were with the solicitor.
2018/218	To receive a report on the play area and consider quotations for any remedial work required
	Cllr Bancroft reported. Streetwise had provided a quote of £977 + VAT for the repair of two logs at the zipwire and the Clerk has asked NCC to also provide a quote - this repair work is urgently required. Cllr Riddle suggested obtaining a quote from John Walker Timber. It was agreed to authorize this work to be completed, if no lower quotes were received in the next three weeks.
2018/219	To discuss action to be taken regarding remedial work required to play area timbers
	As above
2018/220	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
	Ongoing. It was agreed to arrange a meeting between the Deputy Clerk and interested Councillors to discuss the initiative and potentially to respond to the planning application. Cllrs Verner, Meylan, Atkins, Hunt and Turner to attend.
2018/221	To receive an update on GDPR compliance
	It was agreed that the Deputy Clerk produce a written report every month on progress and issues arising from the GDPR. Action: Deputy Clerk.
2018/222	To discuss East Bridgford's commemoration of the centenary of Armistice Day
	Planning is ongoing. Cllr Purdue Horan was thanked in his absence for underwriting the event costs.
2018/224	To discuss RBC's newly announced tree scheme for parishes – Cllr Meylan to report
	Cllr Meylan has had little success in identifying potential locations for new tree planting, but will keep this under review.
2018/227	To decide further where a free defibrillator to be donated by Newark /Fosse Way First Responders could be located in East Bridgford
	It was agreed that the Chairman would approach the Responders with regard to the potential siting of the defibrillator at the Pavilion. Cllr Strutt suggested that the Horticultural Committee could consider this project as a recipient for the Village Show donation next year.
2018/228	To discuss a request for the council to make a grant to the DARE programme

	It was proposed to agree a £600 donation to the DARE programme, seconded and all in favour with one abstention.
2018/229	To approve meeting arrangements for 2019
	Dates were agreed for 2019. The APM will provisionally take place on 18 April (if WI hut is available)
2018/230	To approve the payment of prize money / purchase of vouchers re Best Kept Allotments and Outdoors Flower Containers
	It was agreed to authorise the spend of £110 for Cllr Hall to purchase and distribute vouchers as prizes.
2018/231	To receive a report on matters on the monthly list of outstanding issues
	As circulated. Severn Trent are dealing with the leak on Trent Lane. The leak reported on Holloway Close has been fixed.
2018/232	To consider whether there are any consultation issues arising from the agenda
	None
2018/233	To consider whether there are any insurance/risk assessment issues arising from the agenda
	The parade on Armistice Day will need a risk assessment, depending on whether it is a PC event or whether the responsibility lies with the churches.
2018/234	To receive reports from committees
	The Allotments and Open Spaces Committee met. There was a discussion about the small piece of land adjacent to the small copse near the traffic lights. Action: Clerk to find out who owns it.
2018/235	To receive and consider reports from the Clerk
	Cllr Stevens is attending the Town and Parish Conference Playground inspection training is available to interested Councillors There has been an enquiry from a resident about whether an electric car charging point could be installed in the village. Action: Clerk to respond
2018/236	To receive matters for report
2018/236.1	Cllr Meylan responded to the draft Mineral Local Plan consultation which impacts on Shelford and the Trent Valley
2018/236.2	Cllr Atkins requested sponsorship for his sponsored cycle ride
2018/236.3	Cllr Verner reported that the village hall committee has four new members
2018/236.4	Cllr Bancroft reported that the Neighbourhood Watch Treasurer has left the village, and she wants to return the £138.52 monies remaining from the Parish Council grant.
2018/236.5	Cllr Hunt reported a kerbstone damaged by a bin lorry on Trent Lane
2018/236.6	Cllr Hall reported the interpretation board outside the Post Office was unsafe – this has now been fixed.
2018/236.7	Cllr Hall reported that the PC-owned shed on Butt Field has had its locks changed and that the PC no longer can access it. Action: Cllr Strutt
2018/236.8	Cllr Strutt reported that the hedges on the path alongside the Old Post Office are overgrown.
2018/236.9	Cllr Strutt requested that the Diocese is reminded of its intention to cut back hedges on Kirk Hill, now that the nesting season is over.
2018/236.10	Cllr Riddle reported that the new dog bin on Springdale Lane is in regular use.
2018/236.11	Cllr Riddle reported an unsafe tree on Cherryholt Lane (between College Street and Straws lane) overhanging the road. Action: Clerk to report to NCC
2018/236.12	It was confirmed that the School Fireworks event is now on Thursday 8 November
2018/236.13	The Deputy Clerk remains concerned about the Japanese Knotweed on Trent Lane – it was agreed to contact the Environment Agency. Action: Clerk / Deputy Clerk
2018/237	Correspondence for information only
	As circulated.
	There being no further business the meeting closed at 10.10 pm

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Chairman

Date:

East Bridgford Parish Council

Appendix to the Minutes held on Monday 3 September 7.30pm in the Methodist Chapel

Item 2018/214 - Chairman's report September 2018

Local Plan 2 consultation – examination

RBC has submitted the Local Plan 2 for examination and the responses to its consultation have been published on the website. While it is easy to find the responses of public bodies, it is not so easy to find individuals whose responses are about East Bridgford unless their name is known already, since they are listed under the alphabetical letter of the surname only. If anyone has found a different search protocol which works please circulate it. In the meantime, if Councillors wish to view it, there is a long submission from a resident in the 'c' section.

Best Kept Village

As you will be aware, the village was short-listed for the final round of four, but was beaten for first and second place by Woodborough and East Markham. The judges' comments have been circulated and one recurring theme from before is the judges' feeling that a village street map with key facilities highlighted is needed i.e. "The heritage pamphlet was very useful; It could form the basis for a map which highlights public spaces including public footpaths, village greens, parks, cemeteries etc. This would be of great help to the judges". An annotated photocopy had been provided but this was clearly insufficient. If the Council agrees that such a map would be useful to new residents and visitors, perhaps one could be commissioned in time for circulation with the December magazine.

Traffic through the village, parking and Trent Lane

There is nothing new to report from VIA, but an e-mail has been received from a cyclist on behalf of a group of cyclists about access being maintained for them. He was advised to send his views to VIA.

Disability access on to Butt Close

Further to the item last month about access for mobility scooters, the Sports Club is asking if a paved path could be provided from the end of the tarmac drive, round to the pavilion so that pushchairs, wheelchairs etc can more easily access the facility. In hindsight, this could have been included in the grant applications for the extension, but if Councillors agree, perhaps the scheme could be costed and funding sought elsewhere, such as the local community fund.

Defibrillator offer

The offer from Newark First responders of a defibrillator was deferred to the September meeting to give time to look at venues, cost etc. The Village Hall Committee would consider it only if it was fully funded and maintained. This would fall on the PC in the same way as the telephone box defibrillator does. Bringing the 'case' up to operating status in a cabinet would cost between £1000- £1500 depending upon the installation cost. Recent publicity about a sports related death has led to a campaign for legislation to ensure public facilities such as changing rooms have a defibrillator. If the Responders agree, and the Sports Club was willing, this might be housed in the pavilion, in which case the cost of battery plus pads would be in the order of £300.

Village magazine – Rod Prior

I regret to inform you of the very sad news that Rod Prior, husband of Penny and who recently took over the editor's post of the magazine from Penny, has passed away. Our thoughts are with Penny at this very difficult time.

Item 2018/215 Planning

PLANNING APPLICATIONS RECEIVED in August 2018

18/01765/TPO

Mr Andrew Watson - 5 Cherryholt Lane NG13 8PN
Fell one yew and crown-lift another yew
No objection

18/01799/FUL and 18/01680/FUL

Karen Bannoche - 18-20 Cherryholt Lane NG13 8LJ
Conversion of outbuildings to provide extension to 20 Cherryholt Lane and 3 new build garages (revised scheme).
A landscape scheme should be submitted and that a requirement should be made for access via wheelchair satisfactory paths. Otherwise no objection.

18/01769/FUL

Kevin Frost of 'The Old Stables' in Lammas Lane - 6 College Street NG13 8LE
Construction of new dwelling
The planning statement mentions "landscaping" but this is not shown. It is noted that the two boundary hedges are to be removed. They contribute to the country appearance and are in need of careful maintenance. They should be retained and a landscape scheme submitted. Proper clay tiles should be used and the ability if the existing drainage system capacity should be checked. The increase in size is unacceptable - there is an existing approval from last year which was agreed by RBC and which represents the biggest development possible. The distance between nos 6 & 8 is too short, and will cause serious overshadowing of 8 and the proposal is too high at the front in relation to nos 2 & 8. The proposal is too far forward on the plot, and in conjunction with the height will dominate that part of College St, and may even impact on the listed building opposite. The owner of the neighbouring property at 8 College Street has filed a detailed letter of objection to the planners with which the Parish Council broadly concurs.

18/01773/FUL

Mr David Leach - 17 Brickyard Lane NG13 8NJ
Front and rear extensions to upper ground floor, rear extension to lower ground floor, new glass balustrade, and privacy wall to existing balcony
Matching materials to be stipulated , otherwise no objection

18/01787/FUL

Mr M Dushaj - 18 Holloway Close, NG13 8NG
Two storey rear extension
No objection

18/01841/FUL

Mr E Campbell-Lendrum of H2O Power - Gunthorpe Weir, Trent Lane
Hydroelectric generation plant comprising Archimedes screw turbines, an adjustable weir crest. A new multi-species fish pass, a turbine house building, hydraulic channels, trash screening, access improvements, and electrical substation and underground cabling.
Request extension of time for response.

18/01876/LBC

Mr and Mrs Davis - The Croft, Straws Lane NG13 8NF
Extensive (but largely internal) alterations to a Listed Building
No objection

18/01913/FUL

Paul Bottomley - 22 Browns Lane NG13 8PL
Single storey rear extension
No objection

Decisions to be made by Rushcliffe BC

18/01423/FUL

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

18/01516/FUL

Mr Daniel Boulton - 19 Moss Close NG13 8LG
Erection of porch to front

18/01636/FUL

Mr McMillan - The Old Police House 73 Kneeton Road NG13 8PH
First floor side extension with Juliet balcony to rear extension

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

18/00163/FUL

Mr Kerry - Land North-west of Lammas Farm, Kneeton Road
Erection of a temporary rural workers dwelling and agricultural building
Permission granted

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
Permission granted

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.
Permission granted

18/01412/FUL

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

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.

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 2018/216– Finance

MEETING OF EAST BRIDGFORD PARISH COUNCIL TO BE HELD ON 3rd SEPT 2018			
CLERK'S FINANCIAL REPORT			
Statement of acct		at	27/08/2018
Balances :			
Bank of Scotland current account			83179.33
* 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	27/08/2018	2000.00	
Summary of receipts and payments			
Receipts		24/07/2018-27/08/2018	
<u>Accounts heading</u>		<u>Description</u>	£
Grant		ESC Lottery Fund	9233.00
		Total	9233.00
Payments authorised since the last meeting			
<u>Accounts heading</u>		<u>Description</u>	£
Playing Field		Pavilion extension work	11080.01
Payments - Sept 2018			
<u>Accounts heading</u>		<u>Description</u>	£
Playing Field		Repairs to large swing in play area	95.00
Open spaces		Play area repairs, repaint of shed: materials & labour	627.00
Staff costs		Net salaries	716.25
Management expenses		Office - phone/internet, stamps/postage	37.14
Casual Labour/Litter		Casual labour and litter picking	350.00
		Total	1,825.39
Signed		Chairman EBPC	Dated
Signed		Clerk & RFO	Dated