

**East Bridgford Parish Council**

**Minutes of the Meeting held on Monday 4 March 2019 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 (part), G Stevens, J Turner, M Verner

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

**Residents:** Three residents attended for Public Comment

<b>2019/053</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 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.
<b>2019/054</b>	<b>Apologies for Absence</b> Cllr Strutt, Borough Cllr Lawrence
	<b>The Chairman brought forward Item 2019/057</b>
<b>2019/057</b>	<b>To receive Public Comment</b>
<b>2019/057.1</b>	A resident raised concerns about the proposed hydro plant at the weir. His concerns are about noise levels which do not appear to have been addressed in the planning application, the effect on the bank next to the access track, the trees, the badger sett above the weir, the fish stocks and the effect on boats due to changes at the lock.
	<b>The Chairman brought forward Item 2019/063</b>
<b>2019/063</b>	<b>To receive an update from the Deputy Clerk 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</b>
	The Deputy Clerk had circulated an update prior to the meeting. The developer has stated that the noise concerns have been dealt with through an amendment going through planning. The PC is not aware of any discussion on fish stocks or the badger sett, but have consistently sought assurances that the bank and track would be strengthened. The PC has not been informed of any amendment to the planning application, this may open up a further consultation period. There have been a number of objections made on the planning portal and the Notts Angling Association are currently making representation. This item was raised again later in the meeting.
<b>2019/057.2</b>	A member of the Community Plan attended to give an update. She informed the PC that the document is now complete – she thanked everyone who had been involved. The public meeting had been very well attended, and she was encouraged by attendance from Councillors some of whom signed up for further involvement in a personal capacity. Particular thanks to Cllrs Meylan and Atkins. The steering group will now step back and action groups will move the process forward.
	<b>The Chairman brought forward Item 2019/069</b>
<b>2019/069</b>	<b>To consider the outcomes from the Community Plan public meeting held in February</b>
	Cllr Clarke, on behalf of the Parish Council thanked the Community Plan group for all their hard work over the last few years. <b>It was proposed</b> by Cllr Atkins to arrange the formation of a Parish Liaison Working Party consisting of 3 Councillors, 3 parishioners / action group or civic society members, with power of co-option, for the purpose of receiving and discussing proposals from the community plan action groups for acceptance and implementation by the Parish Council Meetings to be held at the request of either the Parish Council or the Community Plan group. <b>Seconded and majority in favour with one abstention.</b>
<b>2019/057.3</b>	Another resident requested that he has sight of how his remarks in public comment at the February meeting were minuted. As these were still in draft form, it was not felt to be appropriate at this time. Cllr Clarke outlined formal process for requests for the minutes to be amended. The relevant minute was read out to the meeting after the minutes were approved in Item 2019/055. The resident also made a suggestion that the asset register is made public – he had tried to request this from the clerk in the past. He was asked to request this again of the Parish Clerk. The resident had been approached by two charities, Rainbows and World Vision, wanting to hold fundraising /awareness raising events using village facilities – he was advised to contact the Chairman in the first instance so that an agenda item can be considered for the next meeting. The resident felt that the surface of the Bridgford Street bridlepath could be improved.

<b>2019/055</b>	<b>To consider the Minutes of the Monthly Meeting held on 4 February 2019 and when approved to sign them as a correct record</b> <b>It was proposed</b> that the Minutes be approved and signed, <b>seconded, and all in favour.</b>
<b>2019/056</b>	<b>To receive reports on matters arising from the minutes and answer questions from Councillors</b> None
<b>2019/058</b>	<b>To receive the Chairman's Report</b> The Chairman had circulated his report (see Appendix). Cllr Turner had received two quotations for the revaluation of the Pavilion for insurance purposes and these were put before the Council. <b>It was proposed</b> to accept the quote from Richard Watkinson and to instruct Cllr Turner to proceed. <b>Seconded and all in favour.</b>
<b>2019/059</b>	<b>Planning</b> See Appendix for full report.  <u>19/00064/FUL</u> Paul Bottomley 22 Browns Lane NG12 8PL First floor bedroom extension No objection, with recommendation that materials used should match the original
<b>2019/060</b>	<b>Finance</b>
<b>2019/060.1</b>	To receive the Statement of Account to end February 2019.
<b>2019/060.2</b>	To approve and sign the Schedule of Payments. <b>It was proposed</b> that the Schedule of Payments be approved and signed by the Chairman and temporary Responsible Financial Officer. <b>Seconded and all in favour.</b> Supplementary payments to Streetwise and B Crossland were agreed.
<b>2019/060.3</b>	To sign cheques for invoices due for payment. Cheques were signed as appropriate. <b>It was proposed</b> that Cllrs Clarke and Turner can continue to sign cheques for urgent invoices between meetings. <b>Seconded and all in favour.</b>
<b>2019/060.4</b>	The RFOs report was received. It was reported that £16K had been received from a VAT refund. Cllr Turner was thanked for all his input into managing the finances in the Clerk's absence. <b>It was proposed</b> to form a working party to produce end of year figures in conjunction with the RFO and the auditor. Cllrs Strutt, Riddle, Turner and Clarke to be involved. <b>Seconded and all in favour.</b>
<b>2019/061</b>	<b>To discuss matters relating to the Playing Field and Pavilion</b> The transfer of Butt Field to the Parish Council is ongoing – The Deputy Clerk reported on some final discussions.
<b>2019/062</b>	<b>To receive a report on the play area and consider quotations for any remedial work required</b> Cllr Bancroft reported. John Walker of John Walker Timber had commenced the work to the logs, but had uncovered a concrete ring around the existing timbers, which had not been foreseen, making the job more complex and expensive. The site has been taken out of use, and left in a safe state for now. A discounted quote for the cost of the additional work was put before the Council. <b>It was proposed</b> to go ahead to ensure the work was completed. <b>Seconded and all in favour with one abstention.</b>
<b>2019/063</b>	<b>To receive an update from the Deputy Clerk 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</b> The Deputy Clerk had circulated an update prior to the meeting. Given the advice from the PC's surveyors regarding the best offer from H2O <b>it was proposed</b> that the Parish Council rejects the offer. <b>Seconded, majority in favour, with three abstentions. Action: Deputy Clerk</b>
<b>2019/064</b>	<b>To agree a process for the recruitment of a clerk / RFO</b> Cllr Clarke reported that, following the re-advertising of the post, interviews take place this week, with Cllrs Clarke, Riddle and Stevens carrying out the assessment and selection process.
<b>2019/065</b>	<b>To receive an update on the proposed Trent Lane traffic scheme</b> The project is still on target for end April. Cllr Clarke reported that Via have indicated that speed limits on Kirk Hill will not change, but there will be new signage on the approach to the corner to warn against queuing traffic at the lights.

<b>2019/066</b>	<b>To note/comment on responses from Highways regarding creating a walk-way near the garden centre on Fosse Way and traffic calming measures for the village.</b>
	Cllrs Riddle and Meylan reported that they had spoken to the owner of the land at the garden centre, and they understand there are plans to provide pedestrian access via the old garden centre site, to avoid people having to walk in front of the petrol station. In the meantime the petrol station manager has been in touch with the council to reiterate her safety concerns as people walk straight across the petrol station.
<b>2019/067</b>	<b>To discuss GDPR compliance and decide whether to appoint a DPO.</b>
	Item not required
<b>2019/068</b>	<b>To discuss suitable signage for the Queen's Glade (Queen's Commonwealth Canopy Project).</b>
	Item deferred.
<b>2019/070</b>	<b>To discuss subscribing to a professional mapping service</b>
	Item deferred.
<b>2019/071</b>	<b>To consider a request from the Friends of St Peters to hold a fireworks event on Butt Field on Thursday 7 November 2019.</b>
	<b>It was proposed</b> to agree to use of Butt Field for this event, <b>seconded and all in favour.</b> The Deputy Clerk noted that the school insurance policy is re-issued in September, so the agreement is on the condition that evidence of satisfactory insurance is provided in due course.
<b>2019/072</b>	<b>To discuss the Parish Council elections</b>
	The Chairman noted that the Parish Council itself has no involvement in the election process. However, nomination papers, sent to the Clerk, were brought to the meeting for those Councillors who wish to stand again.
<b>2019/073</b>	<b>To receive a report on matters on the monthly list of outstanding issues</b>
	As circulated. The item regarding the hedges near Kirk Hill can be removed. <b>Action: Cllr Bancroft.</b>
<b>2019/074</b>	<b>To consider whether there are any consultation issues arising from the agenda</b>
	None.
<b>2019/075</b>	<b>To consider whether there are any insurance/risk assessment issues arising from the agenda</b>
	The insurance and risk assessment implications of the Fireworks Display have been noted The Pavilion is soon to be re-valued for insurance purposes A proposed inspection process for the footpaths on PC land was discussed It was noted that the Footpaths Officer has visited the footpath between Butt Field and Cherry Holt Lane (via Browns Lane).
<b>2019/076</b>	<b>To receive reports from committees</b>
	Cllr Hall reported that a car had been parked at the allotments for some time, leading the gate to be left unlocked. An allotment holder has requested that invoices should include the PC's bank details for automatic BACs payments. Cllr Hall had received a request from a Newton resident to take over one of the vacant plot – it was agreed to allow this, as there are several plots vacant.
<b>2019/077</b>	<b>To receive and consider reports from the Clerk</b>
	None.
<b>2019/078</b>	<b>To receive matters for report</b>
<b>2019/078.1</b>	Cllr Meylan reported that 15 new trees have been planted at the edge of the A46, and thanked Mr Steemson for the trees and Mr Pickford for planting them.
<b>2019/078.2</b>	Cllr Verner noted an overgrown Beech hedge at the Old Rectory
<b>2019/078.3</b>	Cllr Verner had spoken to the resident who owns the wall being repaired near the corner at Kirk Hill, who has been in discussion with Highways as their drainage pipe is blocked which has led to the wall being damaged
<b>2019/078.4</b>	Cllr Verner had had a request from a resident about how to source a few semi mature trees for his small wood near the A6097 – he was advised to approach the Woodland Trust.
<b>2019/078.5</b>	Cllr Hunt had collected several bags of rubbish during a litter pick on Trent Lane.
<b>2019/078.6</b>	Cllr Hall and Stevens had also noticed an increase in litter in the village – Cllr Clarke to mention in the village magazine article.

<b>2019/079</b>	<b>Correspondence for information only</b>
	As circulated.
	There being no further business the meeting closed at 9.45pm

.....  
Chairman

Date: .....

## **East Bridgford Parish Council**

### **Appendix to the Minutes held on Monday 4 March 2019 7.30pm in the Methodist Chapel**

#### **Item 2019/058 - Chairman's report, March 2019**

##### **Clerk Vacancy**

The vacancy was re-advertised and there was a total of 8 candidates. Four candidates have been invited for interview on Tuesday 5<sup>th</sup> & Wednesday 6<sup>th</sup> March. They were also offered the opportunity to attend the PC meeting on Monday to observe if they were free and at least one will be doing so.

In the meantime, significant work is being done by the other officers, Jess and Euan, and by Cllr. Turner who has been tackling the on-line banking and VAT, assisted by Cllr. Riddle. Without this willingness to help, major difficulties would soon arise.

##### **Community Plan**

The meeting to 'launch' the Community Plan was very well attended. The Parish Council will have a major role to play in working with the action groups on various issues. Progress is being made on roads & traffic, with Trent Lane & some work on Main Street in due course, and sport via the pavilion extension. A big issue will be the strategic vision process and this will be best looked at by the newly-elected Parish Council from May onwards (see below).

##### **Planning application at The Stables, off Brown's Lane.**

Permission was granted with significant conditions attached following comments made by the Council, supported by Cllr. Purdue-Horan.

##### **Parish Council elections**

Nomination papers will be brought to the meeting, by which time the key dates in the process will be known. A number of long-serving Councillors are standing down this time, and Councillors will no doubt want to decide how to mark the occasion. The Parish Council as a body needs to avoid active involvement in the election itself but individual Councillors may wish to encourage people to stand.

##### **Kirk Hill hedge**

This has now been cut back & the agent for Southwell Diocese has reminded the tenant of the land of the need to cut both sides of the hedge during future regular maintenance.

##### **Pavilion extension**

Cllr. Turner has approached professional valuers for quotations to re-value the pavilion for insurance purposes and he will bring those quotations to the meeting so that Councillors can resolve to select one.

While the extension is in effect completed, the process of claiming grant money and VAT repayments continues. For cash flow purposes, the Sports Club deposited additional money with the Council and the project is now in the phase where this can be repaid as and when it becomes available. Councillors are asked to resolve that this can be done between meetings as required, as was the case with the final contractors' & suppliers' payments in January.

##### **Shelford Road temporary closure reminder**

Notices have gone up to alert motorists that this road to Radcliffe and back will be closed from March 4<sup>th</sup> for up to 2 weeks for carriageway repairs. It includes the crossroads at Shelford top in all four directions so the only access to Radcliffe will be along the A52. Trent Barton has not yet notified changes to the bus services.

## **Item 2019/059– Planning**

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

### PLANNING APPLICATIONS RECEIVED in February 2019

#### 19/00064/FUL

Paul Bottomley 22 Browns Lane NG12 8PL  
First floor bedroom extension

#### Decisions yet to be made by Rushcliffe BC

#### 18/00986/FUL Resubmission

Ray Shelton 27-43 Main Street Erection of 1 storey green roof, bio-diverse house with garage and associated access

#### 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, an electrical substation and underground cabling.

#### 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.

#### 18/02890/FUL

Mr Billy Morris - Old Telephone Exchange Butt Lane NG13 8NY  
Change of use of telephone exchange to dwelling, construction of single storey side and rear extension and rendering of existing building

### **Decisions made by Rushcliffe BC**

#### 18/02224/VAR application withdrawn

Edward Tarbatt of Bridgford Garden Centre, NG13 8LA  
Vary condition 6 of planning permission 17/02983/FUL to substitute plan and allow the provision of a mezzanine floor

#### 18/02718/FUL (re-submission)

Mr and Mrs Mason, 1 Haycroft Way NG13 8PB  
Loft conversion with dormers to front and rear

Permission granted

#### 18/02823/FUL

Jonathan and Suzanne Mitchell, 1 Cross Lane NG13 8NE  
Two storey side and single storey rear extensions

Permission granted

## Item 2019/073 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 - damage to track
October 16	Community Speedwatch Exercise - signs from Police? Kendra
May 17	Five year consultation on dualling of A46
September 17	Meet Diocese re Kirk Hill hedge / verge maintenance
October 18	Who owns piece of land adjacent to copse near traffic lights?
October 18	Concern about vehicular access to the byway under A46

## Item 2019/060- Finance

<b>MEETING OF EAST BRIDGFORD PARISH COUNCIL TO BE HELD ON 4TH MAR 2019</b>				
<b>FINANCIAL REPORT</b>				
<b>Statement of Account</b>	<b>at</b>	<b>28/02/2019</b>		
<b>Balances:</b>				
Bank of Scotland current account		<b>£84,131.46</b>		
<b>* Notes</b>				
of total funds, reserve for maintenance of village heritage assets				
b/f	25/09/2014	£500.00	2014/15	
transfers in/out	30/09/2015	£500.00	2015/16	
transfers in/out	29/09/2016	£500.00	2016/17	
transfers in/out	27/09/2017	£500.00	2017/18	
transfers in/out	24/09/2018	£500.00	2018/19	
transfers in/out	07/01/2019	£1,000.00	Paid to PCC church clock	
c/f		<b>£1,500.00</b>		
<b>Summary of Receipts and Payments</b>				
<b>Receipts</b>	<b>01/02/2019-28/02/2019</b>			
<b>Accounts heading</b>	<b>Description</b>			
Playing Field		WREN Payment Pavilion		£2,000.00
Wharf		Rent		£1,275.00
Allotments		Rent Yates (BACS)		£30.00
Playing Field		HMRC Refund Pavilion		£4,892.55
Playing Field		Sports Club Biffa Payment		£10,587.62
Allotments		Rent Stevens	£20.00 )	
Allotments		Rent Harwin	£10.00 )	
Allotments		Rent Challoner	£10.00 )	
Allotments		Rent Tupholme	£10.00 )	
Allotments		Rent Clarke	£10.00 )	
Allotments		Rent Steemson	£15.00 )	
Allotments		Rent Hill	£10.00 )	
Allotments		Rent Whysall	£30.00 )	
Allotments		Rent Youngs	£10.00 )	£400.00
Allotments		Rent Whitehead	£25.00 )	
Allotments		Rent Smith	£95.00 )	
Allotments		Rent Crawford	£30.00 )	
Allotments		Rent Shepherd	£20.00 )	
Allotments		Rent Taylor	£20.00 )	
Allotments		Rent Ashmore	£20.00 )	
Allotments		Rent Dawson	£10.00 )	
Allotments		Rent Malfesi	£10.00 )	
Allotments		Rent Allen	£10.00 )	
Allotments		Rent Perry	£15.00 )	
Allotments		Rent Bailey	£20.00 )	
Allotments		Rent Gerakios (BACS)		£10.00
Playing Field		WREN Payment Pavilion		£7,240.80
Allotments		Rent Howe		£10.00
<b>Payments - Mar 2019</b>				
<b>Accounts Heading</b>				
Management expenses		Office BT contribution		£25.00
Play Area		Streetwise Grass cutting		£78.00
?		PCC Magazine		£400.00
		<b>Total</b>		<b>£503.00</b>
Signed .....		Chairman EBPC		Dated .....
Signed .....		RFO		Dated .....