

East Bridgford Parish Council**Minutes of the Meeting held on Monday 13 May 2019 at 7.30 pm in the Methodist Chapel****Present:** Cllrs P Clarke (Chairman), P Bancroft, J Dawson, J Riddle, T Strutt, G Stevens, M Verner**Also present:** County Cllr F Purdue-Horan
Euan Temple, Deputy Clerk
Jess Molineaux, Minuting Secretary**Residents:** Three residents attended for Public Comment

	Before the meeting commenced, a warm welcome was extended to the new Parish Councillor, Cllr Julz Dawson
2019/110	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 Clarke as an Officer of the Bowls Club; Cllr Riddle on matters relating to the Horticultural Society; Cllr Stevens on matters relating to the bank above the Marina, Bridgford Court, the Horticultural Society and the Community Plan; Cllr Strutt on matters relating to the Horticultural Society and as an employee of St Peters Academy.
2019/111	Apologies for Absence None
2019/112	To consider the Minutes of the Parish Council Meeting held on 1 April 2019 and when approved to sign them as a correct record
	Subject to a correction of a typing error, it was proposed that the Minutes be approved and signed, seconded, and all in favour.
2019/113	To receive reports on matters arising from the minutes and answer questions from Councillors
	None
2019/114	To receive Public Comment
2019/114.1	A resident attended on behalf of the planning working party of the Community Plan group. He had produced a report regarding the current outline planning permission for a development next to the Medical Centre – this was shared with Councillors under the planning item.
2019/114.2	A resident attended from the Community Plan group to thank the Parish Council for the support of the Trent Lane Experimental Closure. He also requested that consideration be given to a potential initiative through a Section 106 contribution in relation to the planned development near the Medical Centre, which would provide a crossing point to the Medical Centre and a single lane chicane entrance to the village. Traffic calming remains a high priority for residents as highlighted in the Community Plan.
2019/114.3	The Chair of the Community Plan group attended. She drew Councillors' attention to the summarized information circulated explaining the next steps for implementation, and identifying the PC as leading action in some areas. It was agreed to include this as an agenda item for June 2019. Action: Clerk for agenda.
2019/115	To receive the Chairman's Report
	The Chairman had circulated his report (see Appendix).
2019/116	Planning See Appendix for full report. <u>19/00784/OUT</u> Mr Harvey Pickford - Land South of Butt Lane East Bridgford Outline application (all matters reserved except for access) for the development of the site for residential use, the formation of an access onto Butt Lane, the provision of car parking associated with the Medical Centre together with the landscaping of the site and associated infrastructure works. Cllr Strutt declared an interest and took no part in the discussion. A resident was invited to join the meeting, given his expertise and knowledge of the application. The views of the resident, the Community Plan group and the Biodiversity Group were discussed. It was proposed to object to the application on the following grounds, seconded and all in favour with one abstention. The site is still currently in the greenbelt, the access point is too close to the Medical Centre entrance and the Cross Lane junction, the concerns for wildlife identified by the Biodiversity group, the increase in size of the plot, and the increase in number of houses planned, and concerns about the increase in traffic.

	<p><u>19/00989/FUL</u> Tom Parry of Carlin Construction Ltd - East Bridgford Business Park, Kneeton Road Construction of two-storey office building with associated access, parking, soft landscaping and means of enclosure.</p> <p>No objection – it was agreed to request restrictions given on previous applications at this site, regarding loading outside of commuting / school times.</p>
2019/117	Finance
2019/117.1	To approve and sign the bank reconciliations. The bank reconciliations were approved and signed.
2019/117.2	To approve and sign the Schedule of Payments. The Schedule of Payments was approved and signed.
2019/117.3	To sign cheques for invoices due for payment. Cheques were signed as appropriate.
2019/117.4	The RFOs report was received.
2019/118	To discuss matters relating to the Playing Field and Pavilion
	The Deputy Clerk had circulated an update on the transfer of Butt Field to the Parish Council. The Lease of the Playing Field to the Sports Club is under discussion – a future meeting will need to consider full proposals including quotes before a decision can be made on mowing and maintenance responsibilities.
2019/119	To receive a report on the play area and consider quotations for any remedial work required
	Cllr Bancroft gave an update. The log wall around the cable runway has now been completed and is fully operational. Cllr Bancroft was thanked for his work on this. The ROSPA report is due to be carried out in May. A quote has been received for £337 to repair the basketball hoop – this quote was approved. Action: Cllr Bancroft to arrange repair. A quote has received for £68 for grasscutting in the play area – this was also approved. Action: Cllr Bancroft to arrange grasscutting.
2019/120	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
	The Deputy Clerk gave an update. Action: Cllr Clarke to respond to recent correspondence.
2019/121	To receive an update on other traffic, highways or footpath issues
	The closure of Trent Lane has been implemented – impact on surrounding roads will be monitored by Via as part of the experimental scheme. It was noted that there are overhanging branches obstructing the footpath next to the Medical Centre.
2019/122	To discuss suitable signage for the Queen’s Glade (Queen’s Commonwealth Canopy Project).
	Following correspondence with the Friends of Springdale Wood, it was agreed that further signage was unnecessary.
2019/123	To receive an update regarding the professional mapping service
	It was agreed to subscribe to a mapping service as part of working with the Community Plan group.
2019/124	To consider a request for a bike rack on Butt Field
	A request had been sent in by the Academy for a bike rack near the WI hut on Butt Field. It was agreed to support this in principle, and to pay up to 50% of costs, subject to costs being prepared and brought to the Council at the June agenda. Depending on timescales, NCC may need to give permission, and the Council will seek reassurance that the Academy promotes safety with no cycling on the footpaths up to the bike rack. Action: Cllr Strutt to contact the Head of the Academy. Action: Clerk to add to agenda for June 2019.
2019/125	To consider a grant request for the East Bridgford Open Gardens
	EB Open Gardens takes place on 23 June. The committee have requested a grant of £50 for start-up costs, although it is expected to be self-funding longer term. It was proposed to support this request for £50, seconded and all in favour. Action: Clerk
2019/126	To consider a grant request from Age UK

	Age UK had contacted the PC to request a contribution to the running of their advice and information service to cover a funding shortfall. As there was no specific link to East Bridgford residents, it was proposed <u>not</u> to support this. Seconded and all in favour.
2019/127	To consider entering CPRE's Best Kept Village Competition 2019
	It was agreed to enter the competition again for 2019. Cllr Clarke has had a meeting with a group of volunteers who are helping the village to prepare for the initial judging which will take place mid-June. Village clean-up sessions will take place on 1 June and 8 June at 8.30am and 2pm. A risk assessment is being carried out for these. Cllr Clarke may have a few minor expenses relating to the event.
2019/128	To receive a report on matters on the monthly list of outstanding issues
	As circulated. It was noted that the recurrence of the leak onto Trent Lane from the bank has now stopped, due to intervention from Severn Trent. There is no liability for Bridgford Court tenants.
2019/129	To consider whether there are any consultation issues arising from the agenda; To consider a consultation on the vehicle operator licensing system
	The NALC Department of Transport consultation was discussed, and it was agreed not to participate.
2019/130	To consider whether there are any insurance/risk assessment issues arising from the agenda
	The Deputy Clerk gave an update: The Pavilion has been revalued, and has a lower replacement cost than previously calculated, therefore there will be a refund on the insurance. The Cricket Club shed and the Horticultural Society shed will soon become the property of the PC, they will both need replacement valuations completing. It was agreed that the Deputy Clerk proceed with this. It was agreed to permit the Tennis Club to arrange the insurance for the tennis court through the LTA, provided that the PC is given the relevant documentation for its records. The insurance for June's Village Show is in hand.
2019/131	To consider any issues arising from GDPR
	It was noted that Cllr Dawson needs to create a dedicated PC email address. It was also noted that outgoing councillors should delete their PC email addresses and remove their access to One Drive.
2019/132	To receive reports from committees
	The Deputy Clerk had attended the Sports Club committee. A Company Limited by Guarantee is being set up in order to be able to take on a long-term lease of Butt Field from the PC
2019/133	To receive and consider reports from the Clerk
	The Clerk has been working on the Financial Risk Assessment relating to the Pavilion extension project, and the Councillors were asked to note the developments. It was proposed that the Financial Risk Assessment was accepted by the Parish Council, and further reviews will be considered prior to its adoption at the June PC meeting. Action: Clerk for the agenda.
2019/134	To receive matters for report
2019/134.1	Cllr Riddle agreed to contact NALC for dates for new councillor training.
2019/134.2	Cllr Riddle noted an overgrown hedge at the village end of College Street – it was agreed for Cllr Clarke to make general request via his Village Magazine update.
2019/134.3	Cllr Verner noted that the Vicarage is still empty and becoming unkempt
2019/134.4	The Deputy Clerk noted that the discussions about installing a gate on the Butt Lane Byway under the flyover are still ongoing.
2019/135	Correspondence for information only
	As circulated. The launch of the tree warden scheme has been reinstated. Action: Clerk to add to agenda for June meeting It was noted that the Outlaw event takes place on 19 May and there are temporary road closures on the approach roads to the village. There is also a cycling event on 23 June.
	It was recommended that under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the last two items of business on the

	grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1 of Part 1 of Schedule 12(A) of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information. The press, public and officers of the Parish Council left the meeting.
2019/136	To consider recommended salary increases for all staff
	The Council resolved to implement the new national pay scales for its staff with assimilation at the appropriate point.
2019/137	To consider staffing issues including the Clerk vacancy
	Following discussion, the Council resolved to continue the Clerk's employment, subject to her agreement, so that essential functions may continue to be fulfilled, and to seek HR advice from NALC.
	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 13 May 2019 7.30pm in the Methodist Chapel

Item 2019/115 - Chairman's report, May 2019

Parish Council elections

As a result of the above process, seven people who were nominated were elected uncontested, leaving four vacancies. The Council welcomes Julz Dawson to his first meeting and will want to wish him well in this new role. In respect of the vacancies, the Council may co-opt people to fill them provided this is done by a date in June and hence a brief article explain this process has been placed on the village website. This issue will be dealt with as per the agenda at the Annual Meeting. To date, two people have expressed an interest.

Annual Parish Meeting

The meeting went well, and the Council should record its thanks to the speakers and to the WI for hosting the event.

Trent Lane

The closure is now in place with a slight delay in the provision of a gate near the old bridge entrance lay-by to complete the works. After a period of settling down, VIA has promised to re-survey the roads to assess the impact of the scheme.

Best Kept Village (BKV 2019)

A group of volunteers has been formed to take this forward and an oral report will be given to the meeting.

Open Gardens event

The organisers have applied to the Council for a grant of £50 towards expenses in setting up the event. This is the first one, at least for a long time, and the organisers are taking on significant costs in advance. Although they believe that the event will generate money for various causes, they are asking for support in this initial phase.

Bike Rack on Butt Close

The Headteacher at St. Peter's has written to request permission for a bike rack on Butt Close next to the WI hut, with details of the structure etc provided. The Sports Club has been consulted and it is recommended that permission is granted. It may be wise to request a notice reminding people that there should be no cycling on the footpaths leading to Butt Close.

Queen's Glade, Springdale Wood

A communication has been received from the biodiversity group explaining that they have put a small sign at the Glade and marked it by planting willows around the perimeter. They have invited the Council to consider if it wishes to provide further signage.

Item 2019/116- Planning

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

PLANNING APPLICATIONS RECEIVED in April 2019

19/00784/OUT

Mr Harvey Pickford - Land South of Butt Lane East Bridgford
Outline application (all matters reserved except for access) for the development of the site for residential use, the formation of an access onto Butt Lane, the provision of car parking associated with the Medical Centre together with the landscaping of the site and associated infrastructure works.

The Parish Council OBJECTS

19/00989/FUL

Tom Parry of Carlin Construction Ltd - East Bridgford Business Park, Kneeton Road
Construction of two-storey office building with associated access, parking, soft landscaping and means of enclosure.

The Parish Council DOES NOT OBJECT

Decisions yet to be made by Rushcliffe BC

17/03020/FUL

Mr Guy Phoenix (resubmission of design plans) - 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.

19/00020/FUL

Ann Griffiths and Chris Walker - The Dell, 64 Kneeton Road, NG213 8PJ

Demolition of existing sunroom and conservatory, alteration of existing front entrance porch and reconfiguring of roof, construction of new entrance canopy, alterations to windows, installation of insulation, render to all external walls, widening and resurfacing of driveway, and erection of summerhouse.

19/00456/FUL

Chris Broad - Grass Roots, 54 Kneeton Road NG13 8PJ

Construction of single storey rear extension

Decisions 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

Permission refused

Item 2019/128 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
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 2019/117- Finance

MEETING OF EAST BRIDGFORD PARISH COUNCIL TO BE HELD		HELD ON 13th MAY 2019	
FINANCIAL REPORT			
Statement of Account		at	29/04/2019
Balances:			
Bank of Scotland current account			£112,119.00
* Notes			
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	PCC church clock
c/f		£1,500.00	
Summary of Receipts and Payments			
Receipts		28/03/19 - 29/04/19	
Accounts heading		Description	
Tennis Club		Various equipment	£380.46
Western Power		Wayleave	£13.63
Sports Club		Pavilion	£3,833.68
Mr Key		Allotment Rent	£15.00
Mr Clayton		Allotment Rent	£10.00
Rushcliffe BC		Precept	£19,817.00
			£24,069.77
Payments May 2019			
Accounts Heading			
M Sharratt		Telephone Contract *	£469.80
Notts. CC		Grounds Maintenance	£230.27
Allan Joyce Architects		Pavilion Extension	£4,600.42
Jon Walker		Playground contract	£3,264.00
Streetwise Environmental		Playground contract	£720.00
Staff Costs		Wages)	
Staff Costs		Wages Total	£953.85
Staff Costs		Wages)	
Staff Costs		Expenses (Office & mileage)	£56.75
EB Methodist Church		Room Hire	£93.00
Rushcliffe BC		Business Rates - car park	£417.35
Jon Walker		Playground contract	£9,266.40
			£20,071.84
Signed	Chairman EBPC	Dated
Signed	Clerk & RFO	Dated