

EAST BRIDGFORD PARISH COUNCIL

MINUTES OF THE MEETING HELD ON MONDAY, 7 April 2014 AT 7.30 PM IN THE METHODIST CHAPEL

Present:	Chairman – Cllr P Clarke; Vice-Chairman Cllr T Strutt Cllrs D Atkins, P Bancroft, N Hall, R Hunt, N Lawrence, D Meylan and J Turner	
Also present:	Mrs J Barlow (Clerk), Mr EMF Temple (Deputy Clerk) Mrs D Dwyer and Ms L Beardsley from Rushcliffe BC D Dunnington re Scouts F Meylan re Scouts C Price re Broadband J Rushden village resident	
1.	<u>To make Declarations of Interest in any matter on the agenda</u>	
	Cllr Hall re the planning application of Mrs Bragg	
2.	<u>To receive apologies for absence</u>	
	Cllr T Hartfield	
3.	<u>To consider the minutes of the meeting held on 3 March 2014 and when approved to sign them as a true record</u>	
	The following amendment was made:- Item 14.2 the seconder was Cllr Atkins. <i>It was proposed by Cllr Hunt that the minutes with the above amendment be approved and signed, seconded by Cllr Turner and all in favour.</i>	
4.	<u>To receive reports on matters arising from the minutes and answer questions from Councillors</u>	
4.1	<u>Temporary speed sign</u>	The Clerk reported that a temporary interactive speed sign on the Butt Lane entrance to the village should hopefully be erected by the end of April. This will stay in place until the 30mph limit is redefined, at which point a permanent one will be erected approximately opposite the Medical Centre, probably in 2015.
4.2	<u>Item 28.4 of March minutes</u>	The Clerk had received a telephone call from the owner of 53 Main Street advising that the fence between 55 and 57 Main Street needs repairing and also asking whether the Parish Council would be prepared to sell part of its land by the shed. It was reported that (1) the Clerk has advised the resident that the Parish Council has no desire to sell any land; (2) Cllrs Hall and Turner have inspected the

		broken fence but have seen no evidence of ownership,
4.3	<u>Footpaths leaflet</u>	Footpath leaflets have now been redesigned following the A46 changes, and are at the printers, so should be available in the near future.
4.4	<u>Health & Safety Risk Assessment</u>	<p>It had previously been resolved to locate a Health and Safety Professional who can advise on what checks are needed for a risk assessment, how often and by whom. Two names had been recommended and the following resolutions were recommended to the Council by the Executive Committee</p> <p>Recommendations</p> <p>4.4.1 The Clerk and Deputy Clerk to prepare an outline brief of Parish activities and assets, to ascertain the breadth of the likely requirements, for approval by Cllr Bancroft</p> <p>4.4.2 On completion of this outline brief to send it out to the two recommended firms with an invitation to tender (to advise on likely risks and to advise on necessary assessments)</p> <p>Proposed by Cllr.Hall , seconded by Cllr Lawrence and all in favour.</p>
4.5	<u>Insurances</u>	<p>The Clerk reported that the Surveyor had confirmed that the £425,000 insurance cover on the Sports Pavilion does include VAT.</p> <p>The Clerk reported that it may be necessary to increase the total unspecified assets insurance cover on renewal to include the new play equipment, and the speed sign, but the Council does not insure seating benches. The toll bridge sign and the telephone kiosk are insured as specified assets for £1000 and £2000 respectively.</p>
4.6	<u>Item 16.2 Flood issues</u>	Severn Trent has carried out further investigations and seems to be close to identifying what work is needed to improve the system which at the moment is causing continuing problems with sewage outflow at the Brickyard Lane/Main Street junction. To assist with communication, Cllr. Turner has agreed to be the local contact who will forward issues to the right department. Further investigations are ongoing.
4.7	<u>Item 29.6 Hedge at the Old Vicarage needs trimming.</u>	No action yet.

5.	<u>To receive public comment (the meeting was adjourned for the duration of this item)</u>
	Chris Price spoke regarding Broadband Issues and D Dunnington regarding the Scouts Expedition to Japan. See under items 11 and 15 respectively
6.	<u>To receive the Chairman's Report</u>
	The Chairman's Report had been circulated prior to the meeting and is attached as an Appendix to these minutes.
7.	<u>To consider and make recommendations on planning applications and receive RBC decisions</u>
7.1	Planning Application(s) See attached Clerk's report
7.2	RBC Planning Decision(s) See attached Clerk's report
7.3	Tree Preservation Orders
	22c Main Street. The Chairman reported that three trees are to be pollarded and one is to be felled but no reasons have been given for the works. Clerk has written to the RBC Tree Officer about this but has had no reply. . Action. Clerk to chase.
8.	<u>Finance</u>
8.1	<u>To receive the Statement of Account to 31 March 2014 and approve and sign the Schedule of Payments</u>
	The Statement of Account and Schedule of Payments is attached as an Appendix to these minutes and had been circulated to Councillors prior to the meeting. RESOLVED: To accept the Supplementary Schedule of Payments for and the Schedule of Payments for March 2014 . Proposed by Cllr Turner , seconded by Cllr Lawrence and all in favour. Cheques were drawn and signed accordingly.
8.2	<u>To receive the RFO's Report</u>
	8.2.1 The annual accounts and payroll are due to be audited. 8.2.2 Staff salaries , an annual increase in spinal points. Resolved that this be approved. Proposed by Cllr Lawrence seconded by Cllr Atkins and all in favour. 8.2.3 Resolved that a donation of £400 be made to the Village Magazine. Proposed by Cllr Lawrence, seconded by Cllr Atkins and all in favour. 8.2.4 Resolved that on behalf of the Parish Council, the Clerk should seek professional advice on VAT issues, the adviser's fee not to exceed £750 + VAT. Proposed by Cllr Turner, seconded by Cllr Atkins and all in favour. Also insurance issues discussed and resolved that Clerk to arrange for toll bridge sign and telephone kiosk to be insured for £1000 and £2000 respectively. Additional play equipment is covered by the current total for this category and speed sign to be added to policy on fitting of permanent sign.
9.	<u>To discuss matters relating to Village Housing with representatives of Rushcliffe Borough Council</u>
	A presentation was received from Mrs D. Dwyer who manages affordable housing issues on behalf of Rushcliffe Borough Council (RBC) . She outlined the

	<p>issues arising when a shared-ownership dwelling which is on a rural exception site such as Foster's Close is being resold. This site was the first in Rushcliffe, and later sites' conditions were amended to improve them in the light of experience. All the sites, however, have some difficulty with availability of mortgages for this type of ownership.</p> <p>Nevertheless, there is a procedure for determining the level of need and priority should be given to those with a local connection. The Parish Council is concerned that information about eligibility and the marketing of such properties should receive more emphasis in the immediate area. RBC is to provide further information.</p> <p>Mrs Dwyer was asked to let the Parish Council know (in the same way as notification is given of planning applications) if a shared ownership dwelling in the village is being marketed for sale.</p> <p>Mrs Dwyer explained that for the purpose of local needs housing, a local connection is defined as the following:</p> <ul style="list-style-type: none"> *Have lived in the village for a minimum of 6 months. *Have previously lived in the village for 6 out of the last 12 months, or 3 out of 5 years. *Have close family currently residing in the village and for at least 5 years* * Has full or part time work (not voluntary, seasonal or casual) in the village and has been employed for at least 6 months. <p>To satisfy the local connection criteria, an applicant only has to meet one of the above points, although many may have more than this.</p> <p>Mrs Dwyer explained that the Parish Council has an important part to play in the following ways:</p> <ul style="list-style-type: none"> *Evaluating whether local housing needs is required in the village and supporting the Rural Housing Enabler to carry out a Rural Housing Needs Survey. *Identifying suitable sites for affordable housing in the village. *Encouraging local people to register an interest for the affordable housing. <p>Mrs Dwyer said that she was satisfied that the sale advertising and marketing of the property at Foster's Close met RBC's requirements.</p>
10.	To receive a report and discuss the proposed Cuttle Hill Improvement Programme
	Mrs A Waring of Catfoot Garden Design gave a presentation on the proposed Cuttle Hill Improvement Programme which would be subject to County Council's agreement, health and safety issues,(especially for children) and grant funding. She was asked to draw up and present an amended design to the Annual Parish Meeting on 17 April. for wider consultation. The extent of the scheme is likely to depend upon sourcing additional finance.
11.	To discuss broadband provision in the village
	Mr C Price of Cromwell Court, Kneeton Road, gave a short presentation on the difficulties of Broadband reception in the village, particularly at the North end

	<p>He considered it was vital that the Parish Council supported access to high-speed broadband.</p> <p>It emerged that our local exchange is listed for future upgrade but there is no timescale and the overall scheme seems to be suffering some delay. Although the village has its own exchange, houses and businesses at the North end of the village will still have the problem of being at the end of the 'copper' network which lowers speeds.</p> <p>Cllr. Lawrence said there is an argument to be made that a high-speed link to a cabinet in that area could be part of the rural initiative by Notts County Council, and urged that representations be made to that effect.</p> <p>Noted</p>
12.	To receive an update on the Butt Field Improvement Project
	<p>Cllr Atkins reported that an application for grant funding for assistance in improving the playing surfaces on Butt Close had been filed with WREN. It was believed that the application would go to the WREN evaluation panel in mid June and if approved at that stage to go to the WREN directors in late July for consideration. Work is scheduled to begin in September on the junior football pitches.</p>
13.	To discuss the implications of the repeal of the two signatory rule for payments
	<p>The Clerk reported that this was being looked into further by the National Association of Local Councils (NALC). Resolved that this be deferred till the next meeting. All in favour.</p>
14.	To consider holding a village floral and best kept allotments competition and, if approved, decide on prizes (Local Government Act 1972 s137).
	<p>Resolved that there be two competitions, one Floral and one Best Kept, with prizes donated by the Parish Council for each at £40, £30, and £20. Proposed by Cllr Turner, seconded by Cllr Hunt and all in favour. Clerk to invite Di Townsend to judge floral competition and Ken Greason and Cllr Lawrence, the allotment competition</p>
15.	To discuss assisting local scouts with funding for Explore Japan 2014 expedition
	<p>D Dunnington gave a presentation on behalf of Rushcliffe Scout Network. Resolved: to donate £600 to First Shelford and East Bridgford Scout Group (Local Government Act 1972 s137) Proposed by Cllr Hall , seconded by Cllr Strutt and all in favour.</p>
16.	To consider nomination of Assets of Community Value Deferred till next meeting.

	<p>Action Cllr Turner to obtain forms from Rushcliffe BC Recommendation that the Parish Council should consult with owners before nominating.</p>	
17	<p><u>To finalise arrangements for the Annual Parish Meeting</u></p> <p>This is due to take place on 17 April in the WI Hut. Deputy Clerk to copy last year's minutes and this year's agenda for use by those attending, and to record a list of those attending. Mrs Kirkwood of R.C.A.N will give a presentation on Community Plans. Mrs Waring will give a presentation on the proposed Cuttle Hill improvement. Cllr Cutts and Cllr Lawrence will also speak.</p>	
18	<p>To discuss improvement works required at Brooks Close</p> <p>Action Cllr Hall to prepare a proposal for consideration.</p>	
19.	<p><u>To receive a report on matters on the monthly list of outstanding items</u></p>	
19.1	Double yellow lines	This is being reviewed.
19.2	Sports Club Licence	Awaiting draft from Fraser Brown Solicitors.
19.3	New footpath leaflets	NCC are dealing with this. See item 4.3 above
19.4	Rental value of Brian Crossland's allotment land	Revaluation due every six years - due in November 2014
19.5	Overhanging branches on footpath by Old Post Office	To be cut back in April ready for Village Show in June.
19.6	15m of guard rail and marker post outside Medical Centre	NCC to carry out works.
19.7	Improved signage at old A46/Butt Lane junction	NCC to action
20.	<p><u>To consider whether there are any consultation issues arising from the agenda</u></p>	
	<p>Only as discussed during the course of the meeting.</p>	
21.	<p><u>To consider whether there are any insurance issues arising from the agenda</u></p>	
	<p>Only as discussed during the course of the meeting.</p>	
22.	<p><u>To receive reports from committees</u></p>	

	<p><u>To discuss contracts for Casual Labour and Litter Collection and Play Area maintenance.</u></p> <p>Proposed that the various tenders remain confidential for reasons of commercial confidentiality. Proposed by Cllr Lawrence, seconded by Cllr Hall, and all in favour.</p>
23.	<p><u>To receive and consider reports from the Clerk</u></p> <p>Allotment holders had reported that a pig had escaped from the stables onto the allotments. Action : Cllr Strutt to speak to the stable owners and clerk to send a letter also. The Clerk reported on comments received from a resident regarding the village notice-boards. Action: Clerk to reply</p> <p>Also ROSPA inspection to be conducted in May</p> <p>Maintenance of the land at the Farm Close junction with College Street, which was replanted last year by Streetwise to coincide with the Ashes series, is now included in the Parish Council's casual labour contract. The Council sends its gratitude to the neighbour who has been tending the area, and will pass on her suggestions for improvement to the proposed contractor, including funding bark chippings to help keep down the brambles & other weeds</p> <p><u>Councillor vacancy.</u> Rushcliffe BC has written in that it has not received any request for an election to fill the vacancy and that pursuant to the Local Elections (Parishes and Communities) Rules 1996, the Parish Council should, as soon as practicable, co-opt a person to fill the vacancy. To be considered further.</p> <p>See attached report by the Clerk</p>
24.	<p><u>To receive matters for report</u></p>
24.1	Church Clock Tower. To be deferred until the May Meeting
24.2	The Tennis Club had asked for financial assistance with a Bat Survey and floodlights for the Tennis Courts. The floodlights, if purchased (assuming planning consent) will be the property of the Tennis Club.
24.3	<p>The situation with the Tennis Court surfaces is different as they become indistinguishable from the land surface to which they attach (and which is owned by the Parish Council). This is also stipulated in the Tennis Club agreement - ie the courts become the property of the Parish Council and cannot be removed by the Tennis Club at the end of the agreement..</p> <p><i>Resolved that the Council was unable to support this request for assistance. Proposed by Cllr Atkins seconded by Cllr Strutt and all in favour.</i></p>
24.4	Cllr Strutt reported that the new Pre-School in the village has been registered by Office for Standards in Education, Children's Services and Skills. (Ofsted

24.5	Cllr Atkins reported on the Community Plan . A stand has been booked in the marquee at the Village Flower Show,
24.6	<p>Resolved that election of officers for the Community Plan Committee should be deferred until after the June 2014 Village Flower Show, and that in the meantime the Community Plan Steering Group should operate on the basis of a temporary subcommittee of the Parish Council. Proposed by Cllr Atkins, seconded by Cllr Lawrence and all in favour.</p> <p>Mrs Kirkwood of R.C.A.N will give a presentation on Community Plans and Cllr Lawrence will also speak on the same subject at the Annual Parish Meeting.</p> <p>The meeting closed at 11.20pm The date of the next meeting is 12 May 2014</p> <p>Chairman Date:</p>

Chairman's report April 2014

Drainage and flooding continue to cause concern. Despite the works at the Millgate/Main Street junction, which resulted in some disruption from the impact of the traffic lights interacting with parked vehicles, there was another incident where sewage was washed out onto Brickyard Lane at its junction with Main Street after heavy rain during the night of Friday 21st March. Cllr. Turner has maintained the pressure on Severn Trent.

In response, they said they had intended installing a manhole during the Millgate works but since that proved impossible, they did at least commission a detailed CCTV survey, the results of which are awaited. Cllr. Turner will be able to update the council at the meeting.

Cllr. Lawrence and myself met Mr Graham Smith from Notts County Council as had been requested and which the Parish Council sanctioned at the March meeting. The good news is that, following the dramatic flooding of last July, the County Council intends to set up a thorough study of drainage in the Parish together with other parties, particularly Severn Trent.

The less good news is that this will be after at least two other higher priority areas have been done, Southwell and Thurgarton being the two mentioned.

We ensured that Mr Graham Smith knew of the issues involved, and Cllr. Lawrence gave him a map he had prepared showing the major flows of water on that particular day.

He was also informed of the continuing problems of blocked ditches and the entrance to the culvert on Kneeton Road and the knock-on effects further down the system as a result.

Recently, capacity was increased in the telephone box, which is used by a number of people to borrow books, but this seems to have encouraged residents to donate even more, as the new shelves have been filled and the floor has been covered again with books. Our terms and conditions for the donated books do allow us to deal with this, so, with the help of Cllr. Turner, we will doing some weeding-out. The Council continues to be grateful to neighbour Tony Beresford, who tidies and cleans the box and pavement area from time to time.

The mulch mats and strimmer guards finally arrived from the Greenwood Partnership and have been installed on the two trees recently planted on Cuttle Hill. Over the next few weeks, a visual inspection needs to take place of the trees on Parish Council land as part of an annual review of the results of the Tree Survey.

After quite a wild winter, it might be expected that some damage has occurred but the first part completed, on Butt Close since the opportunity presented itself to do it, has revealed no visible defects.

Finally, many thanks to everyone who planted more daffodils last autumn and who maintain some of the verges where they grow. The display this year has been fantastic, and, as they were a favourite of Garth Powell's, this seems particularly appropriate.