

EAST BRIDGFORD PARISH COUNCIL

**MINUTES OF THE MEETING HELD ON MONDAY, 4 August 2014 AT 7.30 PM IN THE
METHODIST CHAPEL**

Present:	Chaired by Vice-Chairman Cllr T Strutt Cllrs D Atkins, P Bancroft, N Hall, R Hunt, N Lawrence, D Meylan, T Norman and J Turner
Also present:	Mrs J Barlow (Clerk), Mr EMF Temple (Deputy Clerk) Miss K Ashton, village resident
1. 1.1	<u>To make Declarations of Interest in any matter on the agenda</u> None.
2.	<u>To receive apologies for absence</u> Cllrs Clarke and Hatfield. Cllr Atkins arrived at 8.40pm, having previously given apologies for expected lateness.
3.	<u>To consider the minutes of the meeting held on 7 July 2014 and when approved to sign them as a true record</u> The following amendments were made:- Item 16 add "and that the works is done at an expense of up to £1000". Item 26.2 amend as follows:-The Clerk reported on the mowing schedule for the area of grassland between the copse and the A6097. The current issue is the overgrowth to either side, rather than the grass itself. Resolved :-that the area of grassland between the copse and the A6097 be added to the mowing schedule insofar as it is not already on it, and that Brian Crossland be asked to clear the path; the East Bridgford Wildlife and Diversity Group to be asked to examine the issue of the overgrowth to either side. Item 26.7 deleted Resolved that these be approved as amended and signed, Proposed by Cllr Bancroft seconded by Cllr Turner and all in favour.
4.	<u>To consider the minutes of the Annual Meeting of the Parish Council held on 12 May 2014 and when approved to sign them as a true record.</u> Deferred to the September meeting
5.	<u>To receive reports on matters arising from the minutes (not dealt with elsewhere on the agenda) and to answer questions from Councillors</u> <u>5.1 VAT review</u> See under RFO's report item 9.3 <u>12.2 Pressure vessels at the Pavilion</u> Cllr Turner reported that an order has been placed <u>12.3 School's use of the playing field</u> The Clerk reported that NCC are questioning who is to pay for mowing of the field following the change in status of the school. See item 12.2 below.

	<p><u>13. Wharf registration</u> Registration of the Council's title, to the middle of the River Trent. Proposed by Cllr Strutt, seconded by Cllr Turner and all in favour except Cllr Hunt who abstained. The Clerk was asked to pass this on to Fraser Brown solicitors for advice.</p> <p><u>16. To discuss improvement works at Brooks Close</u> Cllr Norman reported that she believed from examining Land Registry records, that Taylor Wimpey owns the site in question.</p> <p><u>19. To consider cost of replacing the Allotments notice board</u> The Clerk reported that a notice board had been ordered.</p> <p><u>25.2 Grievance and Disciplinary Policy</u> The Deputy Clerk reported that this had been prepared in draft and was with Cllr Clarke, Chairman, for review.</p> <p><u>25.3 Proposed reduction in bus services to Nottingham</u> The Clerk reported that several evening bus services have been cancelled by Trent-Barton because of cuts in support by Notts County Council. Cllr Norman was asked to investigate further.</p> <p><u>26.3 Play Equipment</u> Cllr Bancroft reported that Streetwise had submitted a report with a price quoted of £86 for repairing the broken slats on the bench seat. Resolved that this quote be accepted. Proposed by Cllr Bancroft and seconded by Cllr Turner and all in favour.</p> <p><u>Pathway near W.I.Hut.</u> This is a pathway not for vehicle access, though it has happened that an ambulance has in the past tried for emergency access. The hedge near the pathway extends 5-6 feet into the pathway near the first house next to the WI Hut. A boundary fence has been erected by the occupier inside that property's garden. Resolved: that the Clerk write to Jane Baines, Footpaths Officer at Notts County Council, to enquire about the status of the pathway and its minimum required width—Subject to the outcome, Cllr Strutt to discuss with the adjacent property owner(s). Proposed by Cllr Hall, seconded by Cllr Hunt and all in favour.</p> <p><u>Affordable Housing</u> The processes in place were now thought to be satisfactory and should ensure the Parish Council is advised of vacancies</p> <p><u>The Toll Bridge sign</u> Ongoing</p> <p><u>Flooding issues</u> Ongoing</p>
6.	<p><u>To receive public comment (the meeting was adjourned for the duration of this item)</u> None</p>
7.	<p><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. Cllr Strutt added that there will be a closing ceremony at Radcliffe on Trent following the Great Walk with 150 walkers expected. The Chairman could not attend as he is on holiday; would any other Cllr wish to attend? There were no takers.</p>

8. To consider and make recommendations on planning applications and receive RBC decisions

The Deputy Clerk had circulated details of various applications and the response of the Council to each was as follows, proposed by Cllr Turner, seconded by Cllr Meylan and all in favour except for Cllr Lawrence who abstained.

14/01293/FUL

Mr J Rushden 5 Lammas Gardens NG13 8LQ

Erect 2 storey dwelling and single storey garage following demolition of existing bungalow. *The Parish Council had no objection to the initial application but had made some suggestions re gutters and rainwater pipers which are still valid.*

14/01148/FUL

Mrs Sarah Morton

69 Main Street

Removal of a section of hedgerow to allow a gate to be erected directly in front of the front door.

No objection, but an observation that the proposed hedge removal and gate need to show how the approach path will overcome the change of level etc, though it is accepted that this is not a "planning issue" as such.

14/ 01465/ LBC.

Mrs Sylvia Bibby

Mulberry Close, 18-20 Cherryholt Lane. NG13 8LJ.

Various internal and external alterations including installation of staircase, new ceilings, re-pointing, and brickwork repairs.

No objection.

14/01178/FUL

Mr C Cook

2 Magdalen Drive. Two storey extension to rear, side and front

The Parish Council object to this application. This would be an over-intensive development destructive of, and not in keeping with, the architectural street scene. The proposed over-extension is considered to have a total disregard for the welfare of neighbours, including serious loss of light and is of concern not only to the Parish Council but also those in the wider vicinity.

14/01243/FUL

Kevin Booth

4 Dovecote Close NG13 8PR

Erect 2m high wall to one boundary of property to replace existing hedge and fence.

The Parish Council object to this application. The replacement of this length of ancient hedge (pre 1614) by a high brick wall will totally change the character of the country end of Dovecote Close. This aspect was singled out as being worthy of protection in the East Bridgford Village Design Statement lodged in 2005. It is also in the Conservation Area."

14/01180/FUL

Mr Parry

East Bridgford Business Park, Kneeton Road.

Construct pair of industrial workshop units and offices together with associated external works and landscaping. Departure from approved development plan.

The Parish Council object to this application. This land is in the Green Belt and the proposed 7.5m high building in that location should be reduced in height, with less visibility at the ridge. The 20 car parking spaces proposed, will increase traffic. An observation that there is no site shown for refuse storage.

9.	<u>Finance</u>
9.1	<u>To receive the Statement of Account to 31 July 2014 and approve and sign the Schedule of Payments</u>
	<p>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.</p> <p>RESOLVED: To accept the Statement of Account to 31 July 2014 and the Schedule of Payments for August 2014. Proposed by Cllr Turner, seconded by Cllr Bancroft and all in favour Cheques were drawn and signed accordingly.</p>
9.2	<u>To receive the RFO's Report</u> The RFO presented a copy of the bank statement as at 31 July 2014 for signature by the Vice-Chairman as part of enhanced internal controls. Cllr Strutt checked and signed this as Vice Chairman
9.3	<u>VAT issues</u>
9.3.1	The Clerk reported that the Chairman and the Clerk had met Julian Rosser at Cooper-Parry about VAT and VAT reclaims. The advice received was that what the Council does on VAT is fine in principle but needs to be kept under review by the Council as VAT rules seem to change frequently.
9.3.2	A minor change was suggested with regard to the treatment of expenditure on the Wharf.
9.4	<u>New Model Financial Regulations and standing orders</u> The Clerk reported that new draft regulations had been received. Resolved: that these be referred back to a meeting of the Executive for review and recommendation.
9.5	<u>Adjustments to past report</u> The Clerk reported that the Deputy Clerk's fees had been paid £8 short for June. Resolved that this be adjusted in the current month by necessary book entries and added to his next salary payment. Proposed by Cllr Turner, seconded by Cllr Lawrence and all in favour.
9.6	<u>Bowls Club requisition.</u> The payment for the bowls club seeder has been approved and Cllr Turner is to bring the related requisition to the September meeting
10.	<u>To receive an update on broadband provision in the village</u> Deferred to the September meeting
11.	<u>To consider taking over ownership of Springdale (Millennium) Wood</u> Cllr Atkins reported that the Woodland Trust wishes to devolve maintenance to the local community. Deferred to the September meeting
12.	<u>Butt Close Playing Field</u>
12.1	<u>Butt Close Improvement Project.</u> Cllr Atkins reported that he had had no response from W.R.E.N.'s Board on the Butt Close Improvement Project, except that its next Board meeting is to be on 11 August. Work cannot be started until the sources of finance are clear.
12.2	<u>Mowing and maintenance</u> Luke Smith at Notts CC would quite like the Parish Council to relieve the County Council of all responsibility for maintaining the Playing Field and for risks of flooding, and accordingly to vary the lease from the County Council.

<p>12.3</p> <p>12.4</p>	<p>School's use of the playing field The Head Lease from the County Council made reference to the then County Council managed primary school being able to use the field. This was set out in the Superior Lease. The School is now an Academy, free of control by Notts CC. The County Council is considering the position of payment for maintenance and whether the Academy would be willing to pay for a proportion of the mowing costs. Resolved that these issues be progressed by Messrs Clarke, Atkins and Turner with the Clerk and Deputy Clerk assisting. Proposed by Cllr Strutt, seconded by Cllr Hall and all in favour.</p> <p>Notice to field users The draft notice, prepared by Cllr Hartfield, was approved.</p> <p>Leases and sub-leases The Clerk reported that the draft lease to the Sports Club had been reviewed and apart from one small outstanding item re insurance issues, the lease is ready to be sent by Fraser Brown solicitors to the Sports Club. The subleases to the Tennis Club and the Bowls Club have been sent to the Clubs concerned.</p>
<p>13.</p>	<p><u>To consider matters arising from the review of Parish Documents</u></p> <p>Cllr Turner has completed his review of the wayleave and bus shelter agreements and these were passed to the Deputy Clerk for consideration. The bus shelter is understood to be owned by NCC</p>
<p>14.</p>	<p><u>To consider nomination of Assets of Community Value</u> Resolved that the Council set in motion nomination as Assets of Community Value, the two pubs in the village and the Village Hall. Proposed by Cllr Lawrence, seconded by Cllr Hall and all in favour. Clerk to action</p>
<p>15</p>	<p><u>To discuss the proposed Cuttle Hill Improvement Programme.</u> In progress. The Clerk reported that this was ongoing and that there would be further discussions on the safety issue for pupils at the Academy opposite. Kay Cutts is in support of improving road safety near the school (offering a small sum of funding to assist) and is to attend a site meeting with the Parish Council to discuss further. Cllrs Clarke and Turner to attend.</p> <p>The question of possible appointment of a Project Manager was deferred to the September Council Meeting.</p>
<p>16.</p>	<p><u>To discuss blocked /overgrown gullies and ditches on Kneeton Road</u></p> <p>Cllr Norman agreed to find out from the Land Registry the names of the registered proprietors on Kneeton Road up to Old Hill Lane and Occupation Lane and to notify the Clerk. The Clerk was asked then to write to the landowners indicating it was their responsibility as riparian owners to clear the blocked /overgrown gullies and ditches, and to keep them cleared.</p>
<p>17.</p>	<p><u>Tree Survey</u> Deferred to the September Council meeting</p>
<p>18</p>	<p><u>To discuss progress on the Health and Safety Risk Assessment</u> Cllrs were reminded that proformas had been sent round for completion and return to the Deputy Clerk for collating. Not all had been returned yet. Action:-Cllrs were asked to do this before the September Council Meeting.</p>

<p>19</p>	<p><u>Monthly list of outstanding issues</u></p> <table border="1"> <tr> <td data-bbox="320 226 560 293"></td> <td data-bbox="560 226 1299 293">Double yellow lines around the village ~ being reviewed</td> </tr> <tr> <td data-bbox="320 293 560 389"></td> <td data-bbox="560 293 1299 389">Rental value of Brian Crossland allotments – Revaluation of assets to the list every six years, next due in November 2014</td> </tr> <tr> <td data-bbox="320 389 560 456">NCC to carry out work</td> <td data-bbox="560 389 1299 456">Butt Lane outside Medical Centre 15m of guardrail + marker post</td> </tr> <tr> <td data-bbox="320 456 560 524">NCC</td> <td data-bbox="560 456 1299 524">Old A46 Fosseyway junction signing improvements Cllr Turner to contact Kendra Hourd</td> </tr> <tr> <td data-bbox="320 524 560 591">Wharf Lease</td> <td data-bbox="560 524 1299 591">Issues with the Enclosure award and the reference to the access to the Wharf/ Weir</td> </tr> <tr> <td data-bbox="320 591 560 786">April 14</td> <td data-bbox="560 591 1299 786">Grass cuttings from Butt Close deposited along No25 hedge – when weather improves level, and put spare turf along hedge. Cllr Hall to make arrangements for this work to be done 30mph sign on Butt Lane, ongoing</td> </tr> </table>		Double yellow lines around the village ~ being reviewed		Rental value of Brian Crossland allotments – Revaluation of assets to the list every six years, next due in November 2014	NCC to carry out work	Butt Lane outside Medical Centre 15m of guardrail + marker post	NCC	Old A46 Fosseyway junction signing improvements Cllr Turner to contact Kendra Hourd	Wharf Lease	Issues with the Enclosure award and the reference to the access to the Wharf/ Weir	April 14	Grass cuttings from Butt Close deposited along No25 hedge – when weather improves level, and put spare turf along hedge. Cllr Hall to make arrangements for this work to be done 30mph sign on Butt Lane, ongoing
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<p>20</p>	<p><u>Consultation issues</u> There has been consultation on the proposed Community Plan, the Sports Field improvements and the proposed Trim Trail.</p>												
<p>21.</p>	<p><u>Insurance issues</u> The only issues discussed were those in para 12.4 relating to the Sports Field.</p>												
<p>22. 22.1</p>	<p><u>Committee Reports</u> <u>Community-led Plan sub-Committee</u> Cllr Atkins reported that the Community-led Plan sub-Committee had had a meeting on 14 July, Mrs Patsy Andrews has been elected Chair, and for the moment Cllr Atkins was elected Treasurer and Mr Temple, Deputy Clerk, as Secretary until full time appointments could be found. The next Committee Meeting is on 20 October when it is hoped that more people will attend and support. Bank account to be opened in the name of the group.</p>												
<p>22.2</p>	<p><u>Sports Club</u> Issues of bins near the Pavilion and a payment of £200 to the Sports Club were deferred to the September meeting.</p>												
<p>22.3</p>	<p><u>Allotments</u> The Clerk reported that Ken Greason and Cllr Lawrence had completed the judging of the best kept allotment competition. Mr Greason had reported back on a large number of allotments which were in poor condition. Resolved: Cllrs Hall and Turner to inspect these allotments with a view to letters being sent to the tenants Proposed by Cllr Hall, seconded by Cllr Turner and all in favour. Cllr Hall reported that there seemed to be several vacant allotments. The Clerk was asked to advertise the vacancies on the Village Notice Boards and to consider whether these vacancies should be published also in the Village Magazine.</p>												
<p>24.</p>	<p><u>Clerk’s report</u> The September meeting is to be on 8 September, not as previously published.</p>												
<p>25.</p>	<p><u>Matters for Report</u></p>												
<p>25.1</p>	<p>On 5 August the new MP, Mr Robert Jenrick, will be meeting constituents outside the Village Hall 2.00-2.20pm.</p>												

25.2	Cllr Meylan nominated the Parish Council for a Community Service Award. No objection.
25.3	New sand and gravel extractions proposed at Shelford. It was considered that there would be minimal traffic implications if all the extracted materials were to be taken by boat to Colwick but that there remained deep concern. Cllr Lawrence to keep a watching brief with County Cllr Cutts . The Clerk reported that Cllr Clarke is to attend a meeting on the matter.
25.4	Cllr Bancroft reported that the police had not helped with the problem of motor bikes on the Butt Close Playing Field and the associated noise. Resolved that there be erected signs at each entrance to the Playing Field setting out the prohibition clearly, especially at the one in College Street. " <i>Riding of motor bikes on the Playing Field is prohibited at any time</i> ". Proposed by Cllr Bancroft, seconded by Cllr Hunt and all in favour. Clerk to obtain sample signs and costings for September meeting
25.5	Cllr Atkins filed with the Clerk a bill for the landscaping work at Cuttle Hill under the Grant to Plant programme.
25.6	Cllr Strutt reported concerns about cars speeding up Butt Lane.
25.7	Cllr Lawrence reported that Di Townsend from the East Bridgford Horticultural Society had been asked to judge the best floral containers, he would chase this up for a response.
26	<u>Closure</u> The meeting closed at 10.20pm Chairman Date:

Chairman's report August 2014

As I have mentioned, I will be in the Lake District at the time of the meeting, and tender my apologies.

The WWI commemoration Great March is going ahead on the 10th August. At the time of writing, there are no details of any road closures as such so it will probably be a 'rolling' process. The itinerary is shown on the website as follows:

<http://www.thegreatmarchnewark.co.uk/itinerary.html> I have received an invitation to the closing ceremony in Radcliffe but cannot attend as I will be coming back from the Lakes that day. However, if anyone wishes to go, I have passed on the details to Jill Barlow.

A very detailed response has been received about the Better Broadband for Notts scheme as it affects East Bridgford. However, it is clear that this is a fluid situation and dependent upon any technical or other problems discovered during the process. The impact of any improvements will be variable across the area and unpredictable at this time. However, we have put down several markers and will need to remain vigilant as the process unfolds.

It has been suggested during the consultation process that the Cuttle Hill project should be considered alongside a 'safe area' review of the road outside the school. A site meeting is being organised with Cllr. Cutts and others to look at this. Accordingly, the next stage of the process will await the outcome. In the meantime, congratulations to the designer of our Cuttle Hill Improvement Project, Amanda Waring of Catfoot Garden Design, who, together with Laura Arison, designed a show garden called Maggie's Forest Garden at the RHS Tatton Show which won a Gold Medal and Best Show Garden.