

EAST BRIDGFORD PARISH COUNCIL

MINUTES OF THE MEETING HELD ON MONDAY 1 FEBRUARY 2016 AT 7.30 PM IN THE METHODIST CHAPEL

Present:

Chaired by Chairman Cllr P Clarke

Cllrs T Strutt, D Atkins, P Bancroft, N Hall, R Hunt, D Meylan, T Norman, S Sharma,

J Turner

Also present:

Mrs J Barlow (Clerk)

Borough Cllr N Lawrence

County Cllr K Cutts

1. To make Declarations of Interest in any matter on the agenda

Cllr Clarke as an officer of the Bowls Club.

Cllr Atkins on the Community Plan and Springdale Wood.

Cllr Strutt on matters relating to the Academy and the Pre-School Group.

Cllr Hunt on matters relating to the Wharf and the Marina.

Cllr Norman on matters relating to Fraser Brown solicitors.

Cllr Hartfield on matters relating to the Horticultural Society committee (and the flower show committee is part of the Horticultural Society).

Cllr Bancroft on matters relating to the email domain name eastbridgford.net

Cllr Sharma declared an interest in matters relating to the Horticultural Society committee as she is now on the committee.

2. To receive apologies for absence

Cllr T Hartfield

3. To consider the minutes of the meeting held on 11 January 2016 and when approved to sign them as a true record

Resolved:-THAT the minutes be approved subject to amendments at 4.4, 14.2 (point 2) and 20.2 (point 2)

Proposed by Cllr Bancroft, seconded by Cllr Meylan and all in favour.

4. To receive reports on matters arising from the minutes (not dealt with elsewhere on the agenda) and to answer questions from Councillors

4.1 Gravel extraction at Shelford

Shelford has been included in the Local Minerals Plan for gravel extraction and objections are being filed. NCC Cllr Kay Cutts reported that more up-to-date statistics are being put forward, particularly in respect of future aggregate use which is expected to decrease and the increased traffic flows on the A6097. She confirmed that any objections which had previously been made should be resubmitted.

4.2 The village website

The Deputy Clerk is to look into regulating the position on contracts with VTL and updating previous guidance about what goes on the website. To wait until the new system is in place and then take it further.

The Clerk reported that she is looking at providing financial information for the website in more detail before any further action can be considered.

4.3 Replacement of the signpost at the Trent Lane/Kneeton Road junction

Cllr Sharma reported that she had not been able to make any further progress. NCC Cllr Kay Cutts reported that she had followed this up and confirmed that the quote for £375 + VAT was indeed for a signpost with concrete post and that the new sign at Shelford Hill had been replaced as part of the Local Community Improvement Fund. It was agreed that a new signpost could perhaps be included within the proposed future Cuttle Hill improvement project.

4.4 Welcome Packs

Cllr Strutt reported that she is meeting with Mr Chris Henwood to discuss and the Village Magazine distributors are happy to deliver these to new residents. Cllr Atkins confirmed that he has copies of the Footpaths Leaflet.

4.5 Grit Bin on Haycroft Way

It was agreed that neighbouring residents should be consulted as to the siting of the grit bin and that whilst residents are to be responsible for scattering the grit the Parish Council will be responsible for purchasing and providing the grit. Proposed by Cllr Strutt, seconded by Cllr Sharma and all in favour.

4.6 Whites Recycling at Kneeton Road

Information about this matter had been circulated to Councillors following the January meeting and Cllr Meylan reported that he had been in contact with Whites Recycling and was satisfied that the necessary licences had been in place. Action: Cllr Meylan will contact Whites Recycling about reinstatement of the grass verges which have been damaged by the tankers.

5. **To receive public comment (the meeting was adjourned for the duration of this item)**

No members of the public were present.

6. **To receive the Chairman's Report**

The Chairman's Report had been circulated prior to the meeting and is attached as an Appendix to these minutes.

In addition, the Chairman reported that there will be a formal unveiling of the Memorial Notice Board in the Car Park on 5th April by the History Group and Alison Powell prior to the History Group meeting. The plaque still has to be fitted to the board.

The Chairman also reported that the junior football pitch areas will need to be rolled when conditions are suitable. It was also discussed that whilst the football clubs can be prevented from playing on the pitches if the ground is unsuitable for play, the Academy is using the playing field sometimes when the ground is too wet. Cllr Turner reported that the Sports Club will be liaising with the Academy on this matter.

The Chairman reported that changes have been made to the Community Speedwatch initiative with new equipment being used and volunteers would need to undergo new training. Borough Councillor Nigel Lawrence said that speeding through the village is still perceived as a problem by many residents and it was agreed that the Parish Council will look into carrying out another Speedwatch exercise.

It was noted that NCC had just put up the new 20 mph School signs in the village.

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

PLANNING APPLICATIONS RECEIVED in January 2015

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

15/03080/FUL

David Maddison

St Peter's Church of England Primary School, Kneeton Road NG13 8PG

Replacement of existing timber windows with powder coated aluminium framed double glazed windows.

Cllr Meylan reported that the application was found to be defective by the planners and the Parish Council and the planners have advised that the project is under review and a corrected and revised submission will be made.

15/02963/FUL

Mr and Mrs Paul Verner

Manor Farm, 8 Kirk Hill NG13 8PE

Single story side extension

No objection.

Proposed removal of walnut tree on Bramley Close development

An email from Tom Pettit at RBC had been circulated to Councillors. Cllrs Norman and Turner reported that they had responded directly to Tom Pettit objecting to the proposed removal of this healthy tree and Cllr Norman reported that several residents on Brooks Close had made their objections known to her. It was proposed by Cllr Hall that the Parish Council object to the removal of the tree, seconded by Cllr Bancroft and all in favour. Action: Clerk to forward objection to Tom Pettit and also mention reinstatement of hedges on the site.

Borough Cllr Nigel Lawrence reported on the Rushcliffe Local Plan Consultation – Green Belt Review Consultation and said that Fosters Close may be taken out of the green belt and the line of the green belt behind the Reindeer on Kneeton Road is to be slightly re-aligned. He suggested that if the

Medical Centre is also taken out of the green belt it would mean that the village would no longer have any rural exception sites which might help future rural exception site development if required.

8. **Finance**

(a) –(b) To receive the Statement of Account to 28 January 2016 and approve and sign the Schedule of Payments for February.

RESOLVED: To accept the Statement of Account to 28 January 2016 and the Schedule of Payments for February 2016

Proposed by Cllr Bancroft, seconded by Cllr Hunt and all in favour

(c) Cheques were drawn and signed accordingly.

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.

(d) To receive the RFO's Report

The RFO passed a copy of the January 2016 bank statement to Cllr Strutt for checking and if agreed, signing off.

RESOLVED (after checking):- that this be approved.

Proposed by Cllr Strutt, seconded by Cllr Bancroft and all in favour.

The RFO reported that the new notice board in the Car Park is to be added to the insurance schedule.

She also reported that the Auto Enrolment Pension Declaration had been submitted.

The internal audit for the last Quarter had been carried out and there were no issues.

The portaloo bills are now being paid direct by Leawoods.

The allotment invoices are being sent out. As regards allotment 17b, the RFO has heard nothing from the tenant and she has therefore advised the tenant that as no agreed terms are in place the tenancy is void.

A replacement printer/scanner/photocopier for the Clerk was discussed, which Cllr Bancroft had looked into. It was proposed by Cllr Atkins that a new HP Laserjet printer be purchased at a cost not exceeding £300 including VAT, seconded by Cllr Bancroft and all in favour. Action: The Clerk to liaise with Cllr Bancroft and order a suitable printer.

9. **To discuss matters relating to the reinstatement of the Sports Pavilion and to consider recommendations from the Pavilion Fire Committee**

Cllr Turner reported that electrical and plumbing works are now underway and the Pavilion Fire Committee is to have an onsite meeting to look at progress and discuss specifications for internal refurbishment, which Cllr Sharma will also attend.

10. **To receive a report on the play area and consider quotations for any remedial work required**

Cllr Bancroft reported that he had received three quotations to top up the tree bark surfacing and had placed an order. He is monitoring the condition of the basketball backboard and the slat on one of the seats.

11. **To receive an update on the proposed Springdale (Millennium) Wood lease**

An email had been received from the Wildlife and Biodiversity Group about their intention to become a Community Interest Company (CIC) and the meeting they will be holding on 9th February at 8.00 pm to discuss this. They would like to appoint Cllr Atkins as a Director of the CIC to assist with liaising between the CIC and the Parish Council.

The Clerk reported that Fraser Brown had now received the draft Lease from the Woodland Trust's solicitors and the anticipated legal fee for dealing with the Lease is between £500 - £750 plus VAT. It was proposed by Cllr Atkins that this estimate be accepted, seconded by Cllr Bancroft and the majority in favour (Cllr Norman abstained). It was also agreed that pre-contract searches will not be carried out.

12. **To consider matters arising from the review of Parish Documents**

12.1 Sports Club new lease. Nothing further to report at this stage.

12.2 Registration of The Wharf. The registration process at the Land Registry is not yet completed.

13. **To discuss the water discharge onto the bank above the Marina access track**

Confidential item.

14. **To discuss issues relating to the boundary of the Marina and installation of fencing**

Confidential item.

15. **To discuss and adopt a Donations Policy**

A draft Donations Policy had been circulated to Councillors prior to the meeting. It was proposed by Cllr Strutt that the Donations Policy be adopted, seconded by Cllr Bancroft and all in favour.

16. **To consider the terms of the loan to the Pre-School Group**

Cllr Strutt reported that the Pre-School Group Committee will be meeting on 8th February. Action: Defer to March meeting.

17. **To consider celebrations for the Queen's 90th Birthday**

Cllr Atkins reported that the Scouts wanted to be involved in the national "Clean for the Queen" operation over the weekend of Saturday 5th March. A risk assessment is already in place for this and Cllr Atkins will see if the WI want to join this village clean-up day, as they had also indicated that they would like to be help clean up the village. The Scouts would also be able to help with raking new gravel in the car park, which could be done on the same day. It was proposed by Cllr Atkins that 5 bags of crushed stone be ordered to top up the car park surface, up to a maximum value of £400, seconded by Cllr Turner and all in favour.

Cllr Atkins said that beacons are going to be lit around the country on 21st April in celebration of the Queen's birthday and reported that Emma Robens had offered the use of the grounds of East Bridgford Hill for a celebratory event. However, it was noted that this is a weekday so a lot of

residents would not be able to attend a daytime event. An advertisement asking for volunteers to assist with a celebratory event had been put in the Village Magazine but the Clerk reported that nobody had contacted her about this yet.

It was also noted that 21st April is the date of the Annual Parish Meeting and as speakers have already been notified of the date it was agreed that it would be difficult to rearrange this. It was proposed by Cllr Turner that the Parish Council purchase a gas beacon and arrange for this to be lit following the Annual Parish Meeting to celebrate the Queen's 90th birthday, seconded by Cllr Atkins and all in favour. Action: Cllr Atkins to order a beacon.

18. To discuss whether to request an update to the Housing Needs Assessment

It was discussed that it was five years since the last Housing Needs Assessment in the village had been carried out and the Parish Council had been approached to see if they would like a further survey. It was agreed that Miles King should be asked to attend the March meeting to give a presentation to the Council about this.

19. To receive a report on the monthly list of outstanding issues

October 08 Double yellow lines around the village, under review.

Wharf lease. Fraser Brown is dealing with the application to register the Lease with the Land Registry.

August 14. 52 Kneeton Road, replace tree. The Deputy Clerk was asked to write to Rushcliffe BC to ask if they can enforce the replacement. Ref 14/00875/TPO.

Sept 14 Welcome pack for newcomers to the village. See update under para 4.3.

Nov 14 Kicking goal on Butt Close. This is to be removed from the list.

Feb 15 Waste bin to fit outside Sports Pavilion. Deferred pending completion of Pavilion works.

Aug 15 Trim Trail/Fitness Trail. Deferred pending completion of Pavilion works.

Aug 15 Cuttle Hill project including new signpost at the cross roads. Deferred to 2016.

Aug 15 Hawthorn hedges at 107-109 Main Street. Action. The Deputy Clerk was asked to take this up again with the planners.

20. To consider whether there are any consultation issues arising from the agenda

20.1 The reinstatement of the Pavilion. Consulting with Sports Club.

20.2 Siting of grit bin on Haycroft Way

21. To consider whether there are any insurance/risk assessment issues arising from the agenda

Insurances

21.1 Wharf roadway

Review insurances.

21.2 Lease to Sports Club

Action. Insurances and liability position to be checked out when the lease to the Sports Club is in final form. The Parish Council has included the issue of potential squatters in its own legal expenses insurances.

21.3 Request by the tennis club to arrange its own insurance.

Either the tennis club can insure and pay the premiums direct. What would happen if the tennis club fails to insure, which the Parish Council would not be aware of and if damage occurred and the tennis club had insufficient funds to restore?

Or the Parish Council insures the tennis courts via the insurer that the tennis club recommends, pays the premium through Came & Co insurance brokers to that insurer, and recharges the tennis club. The Parish Council would know that the insurance is in place and would know if the tennis club fails to reimburse the premium.

No change to the existing insurance arrangements can be made yet because the new lease has not been signed and the tennis club needs an 'insurable interest' to be able to insure, if the second alternative above is decided on.

The relevant clauses in the Lease can be worded appropriately whichever option is agreed. Referred to Executive Committee for further consideration.

21.4 Clean for the Queen Day – a Risk Assessment is already in place for this.

21.5 Queen's 90th Birthday beacon lighting event. Referred to March meeting

22. To receive reports from Committees

Nothing further to be reported.

23. To receive and consider reports from the Clerk

23.1 The Clerk reported that the Royal Oak pub has been listed as an Asset of Community Value.

23.2 The Clerk asked that the training for Councillors to use One Drive be continued so that this can be put into operation.

23.3 Proposals from the users of the eastbridgford.net domain names is awaited and no further action is required at the moment.

24. Matters for report

24.1 A bollard outside the Post Office has been hit again and the blocked paving around it has lifted. Action: Bill Marshall to be asked to repair.

24.2 Cllr Hunt reported that the NCC contractor had replaced the tree which had been damaged near to the Wharf.

24.3 Cllr Hunt asked if the Clerk knew when the tree works on Trent Lane are to be carried out and she replied that NCC should be letting her know and she would advise Councillors when she hears further.

25. Correspondence for information only

Police and Crime Commissioners - Rural Policy

The meeting closed at 10.10 pm.

Chairman's Report, February 2016**Garth Powell Memorial Notice Board**

Councillors will be aware of the new notice board at the entrance of the Car Park. This will be a memorial for Garth Powell, and used by the History Group to display posters and store leaflets about East Bridgford for visitors to the village, especially walkers. The idea came from Alison Powell, Garth's widow, who will meet the cost of it. It was designed by John Black, and erected by Bill Marshall with the assistance of Russell Hunt. A plaque remains to be added to the notice board so that there can be an official 'unveiling'. The projected date for this is now planned to coincide with the History Group meeting on Tuesday 5th April, early evening, exact time to be confirmed, and Councillors will wish to add this to their diaries.

Pavilion & Butt Close

The refurbishment is continuing ahead of schedule and communications with our surveyor and the contractors remain good. Paths etc, where work has churned up the ground soaked by heavy rain for some weeks, have to some extent been covered by mats. Contractors have limited movement to the areas agreed in advance.

The condition of some playing areas on Butt Close is also causing concern, mainly the newly seeded areas which have become rutted due to games played on them. While the ground is soft, this is not a problem but there will be a need for rolling and spiking if and when the usual drier window of opportunity arises in late February or early March. Last year, this took place a little late for optimum results so this year we need to find a contractor who can carry out the work at short notice.

Shelford Sand and Gravel

Councillors will be aware that the County Council voted to include this scheme in the Local Minerals Plan, despite strong local objections. The next stage is for 6 weeks formal consultation, starting in February. It is suggested we submit our objections again, and alert parishioners. No planning application has been made as yet.

Community Speedwatch

Apparently, new equipment is available for which training is needed. It is some time since Councillors monitored speed, mainly because the speed signs have been in place. However, it may be advisable to find out whether the signs are effective in reducing the incidence of speeding, particularly vehicles entering the village along Butt Lane in the morning.

RBC Civic Dinner

I will be representing the Parish Council at the above event on Friday February 5th.