

EAST BRIDGFORD PARISH COUNCIL

MINUTES OF THE MEETING HELD ON MONDAY 6 June 2016 AT 7.30 PM IN THE METHODIST CHAPEL

Present:

Chaired by Chairman Cllr P Clarke

Cllrs T Strutt, D Atkins, D Meylan, P Bancroft, N Hall, J Turner, M Verner.

Also present:

Mrs J Barlow (Clerk)

Mr E Temple (Deputy Clerk)

County Cllr K Cutts

P Cross, Mrs D Crawford from the tennis club

Mrs T Taylor chair of Academy PTA

C Turner

Ms K Ashton

The Chairman welcomed Mr M Verner as a new councillor after the recent election, and he signed his declaration of office.

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 Sharma on matters relating to the Horticultural Society committee and the Community Plan committee.

2. To receive apologies for absence

Cllrs Sharma, Norman, Hunt and Borough Cllr Lawrence

3. To consider the minutes of the meetings held on 4 April and 9 May 2016 and when approved to sign them as a true record.

Resolved:-THAT the minutes of 4 April be corrected by changing the recorded initials of Mr FD Meylan,, and at 5.1 the Road Ahead Closed signs cost £192 + VAT in total, and at item 10 remove the words “and to Notts CC as freeholder” at 22.2 the revaluation is to take place in 2016, item 24.7 “Cllr Hall acted on but did not make the complaint” and otherwise approved.

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

Resolved:- THAT the minutes of 9 May at 7.30 be corrected in that although Cllr Atkins had attended the Annual Meeting of the Parish Council, he had to leave the full normal council meeting before it started, and otherwise approved.

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

Nothing further to report

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

No further progress was reported.

4.4 Car sales in Kneeton Road

Planning control issues were raised and the Deputy Clerk has enquired further of RBC Development Control but no response yet.

4.5 Trees on Trent Lane

Trees on Trent Lane have been savagely cut back by Highways Dept and without consultation with the Parish Council as to the extent of the works. Comment was made that while some were diseased, examination of the cut stumps indicates that some were butchered. There may also be bat colonies in the area. The Deputy Clerk has made a complaint to Highways and the response is below.

26.05.16

Further to your recent correspondence with Kendra Hourd, Rushcliffe District Manager.

The tree works carried out along Trent Lane, East Bridgford between the 14th to 18th of March 2016 were for highway safety reasons.

Due to the high volume of fallen trees reported and cleared by our Emergency Response Team. Our Forestry Officer then visually inspected all of the trees along Trent Lane and raised a works order to make safe a number of the trees.

We ensured that consultation with nearby landowners, parish clerk and businesses was carried out prior to the works and no comment was raised.

Below is a summary of what works carried out:-

- Remove one standing dead mature ash.
- Remove all other marked trees. The trees young / early mature dead / dying elm, sycamore and ash trees which are less than 300mm in diameter.
- Sever ivy at the base of the mature ash trees.
- Crown lift all trees to 5.2 metres only for all retained trees.

The aim of the works was to make the highway trees safe whilst retaining the original mature ash trees and green corridor.

Please do not hesitate to contact me if you require any information regarding the above maintenance works.

Kelly Douglas, Temporary Senior Environmental Liaison Officer, Highway Operations

4.7 Hedges on 107-109 Main Street

The Deputy Clerk has made renewed enquiry of Development Control and waits a response.

4.7 Community Plan Group

Progressing well and questionnaires have been prepared and circulated in final form.

4.8 The Road Closed signs have been purchased and are presently stored.

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

5.1 The late Mr Derek Chamberlain

Mr Chamberlain has now been buried.

5.2 Sports Club pavilion extension

Discussed here but recorded at item 11.

5.3 Wider use of the pavilion, Mr C Turner's comments.

Discussed here but recorded at item 14

5.4 Academy PTA fund raising event

Discussed here but recorded at item 18.

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

This had been circulated prior to the meeting and is attached as an Appendix to these minutes. Cllr Hall asked that the Council record its thanks to the Chairman, the Clerk, the Pavilion Fire team and others for all their hard work in getting the Pavilion refurbished so quickly and so well. This was unanimously supported by all cllrs. The Chairman also reported that building work had started at the Medical Centre which has had a knock-on effect on on-street parking. The Chairman was asked to call at the Medical Centre and ask them to place No Parking cones in the main road with the intention of avoiding accidents.

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

REPORT on planning applications as at 31 May 2016

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

PLANNING APPLICATIONS RECEIVED in May 2016

16/01088/FUL

St Peter's Church of England Academy

Kneeton Road NG13 8PG

Proposed modular classroom building

The Council had no objection but considered disappointment at the sudden reversion to a temporary building and suggested that a better linked and architecturally sympathetic structure to the existing use be planned for the expiry of the permission as may be granted by planning. It suggested that a three year temporary use be granted

16/01129/FUL

Mrs Caroline Phillips

35 College Street NG13 8LF

Single storey side extension; pitched roof to existing garage, alterations to existing porch and front elevation.

The council had no objection

Decisions yet to be made by RBC on the following

16/00766/CLUPRD

Mr Jonathan Kerry,

Land NW of Lammas Farm, Kneeton Road

Application for Certificate of Lawfulness for proposed siting of caravan for purposes ancillary to the agricultural use of land

PLANNING APPLICATIONS GRANTED OR REFUSED during May 2016

15/02251/FUL

Mr Edward Tarbatt

East Bridgford Garden Centre NG13 8LA

Demolition of part of existing buildings and erection of replacement garden centre

With new vehicular access, car park and access road for garden centre, retail and associated and ancillary activities

Along with demolition of existing dwelling and erection of veterinary centre (amendments to outline planning approval ref 08/01274/OUT and reserved matters 14/02162/REM) No objection.

Observations that the car parking for 533 cars could be much improved if nicely patterned and subdivided. Lighting should be confined to the site boundaries

Permission granted

16/01015/FUL

Mr Kevin Bailey

23 Brickyard Lane NG13 8NJ

Single storey side extension to form garage, variation to existing application

Permission granted

16/00630/FUL

Reindeer Developments Ltd

Reindeer Inn NG13 8PH

Residential development for 3 houses in the rear car park. (Planning permission has already been granted ref 15/02912/FUL for the change of use of the pub building to residential use) .

Permission granted

8. **Finance**

(a) –(b) To receive the Statement of Account to 31 May 2016 and approve and sign the Schedule of Payments for June.

RESOLVED: To accept the Statement of Account to 31 May 2016 and the Schedule of Payments for June 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 May 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.

Mr Hayward of Cunningham Lindsey has prepared a revaluation of the Pavilion. The Clerk reported that this was an opportune moment to revalue all the land and buildings for accounts and insurance purposes, with revaluations every 5 years.

Resolved :- That the revaluations of all land and buildings take place in 2016 and again at five yearly intervals.

Proposed by Cllr Atkins, seconded by Cllr Turner and all agreed.

The Sports Club has submitted its annual accounts for 2015/16 to the Clerk and these show that it has a balance sheet surplus of approximately £4000 and in the separate maintenance fund approximately £6400.

The draft lease to the Sports Club reads:-

9.8 The Tenant shall open and maintain in the name of the Tenant a bank account with a clearing bank registered in the UK and registered with the Financial Conduct Authority (“the Bank Account”) and the Tenant shall in the January of every year pay in advance into the Bank Account a sum of not less than £1,000 (“the Annual Payment”) for the purpose of providing a sinking fund for the maintenance repair and/or decoration of all or any part of the Property and the Tenant shall not spend money out of the Bank Account save with the prior consent of the Landlord, such consent shall not be unreasonably withheld or delayed and such money may be spent only on the maintenance, repair, and / or decoration of all or any part of the Property.

A letter had been received from the Treasurer of the Sports Club asking if the Council would agree to waive for 2015/16 the £1000 Annual Payment. It was **Resolved** by majority vote that in all the circumstances, the £1000 Annual Payment should be made as usual.

9. To discuss matters relating to the fire at the Pavilion and consider recommendations from the Pavilion Fire Committee

Practical Completion and handover was on 13 May. Some outstanding electrical work still needs to be done and the buildings are already on insurance cover through Came and Company based on the recent revaluation report. The Parish Council has not insured the contents as these do not belong to the Parish Council.

Cllr Turner has already issued four sets of keys to the Pavilion to the four member clubs and the Council has retained five master keys, held by the Chairman, the Clerk, Cllr Turner, Cllr Hall and the cleaner. It was agreed that the Chairman for the time being of the Sports Club (presently Mr Whitt) also be given a master key. Each sporting club will hold a key register.

10 To make arrangements for the official opening of the pavilion.

Turning to a formal opening ceremony, it was suggested the day of the cricket club President’s Match, 27 June at 5.45pm or so, (the Monday after the village show) to be opened by County Cllr Cutts who has been so helpful in speeding up the refurbishment of the Pavilion. This should ensure a good attendance, but is to be put up to the Sports Club for consideration.

Cllr Hunt is to be asked to create fliers for this ceremony, to be published in the newsagents, the post office, the village notice boards and of course at the Village Show.

11. To consider proposals from the Sports Club regarding the proposal to extend the Sports Pavilion

Mrs D Crawford representing the tennis club as agent for the Sports Club presented a more detailed proposal for the proposed extension for a replacement viewing lodge. This had been discussed by the Pavilion Fire Committee before the meeting and was recommended to be adopted by the full Council.

Resolved:-“THAT any planning application required for the proposed Pavilion extension for a replacement viewing lodge be made in the name of the Parish Council or that the Sports Club will

submit a Planning Application for this , subject to the Parish Council not objecting to detailed plans, to be prepared before the Planning Application is submitted”

Proposed by Cllr Atkins and seconded by Cllr Turner and all agreed.

Cllr Atkins advised that in his view the proposed extension did not come within the exemptions for Permitted Development and that in addition, as the Pavilion is in a Conservation Area, he believed that planning permission would almost certainly be needed.

It was previously agreed that it would be useful to have a larger rubbish bin to replace or supplement the one near the cricket scoreboard. This has already been purchased and is to be installed near the existing bin, but not too close to the Pavilion.

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

Cllr Bancroft said that a ROSPA report had been received which recommended urgent repairs in the interests of health and safety. This has been done at a cost of £560.

Resolved That further repairs costing £893.86 including VAT for items scheduled at the meeting, be approved.

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

13. To receive an update regarding Springdale (Millenium) Wood lease

Cllr Atkins reported on the progress of negotiations and in particular asked whether there should be a break clause in the 999 year lease, exercisable by either side. Woodland Trust did not wish this.

Resolved:- That there be no break clause requested.

Proposed by Cllr Atkins, seconded by Cllr Bancroft and carried by a majority.

Sports Club lease. Nothing further to report except that it is likely to be discussed at the forthcoming Sports Club AGM.

Mr Turner spoke about the need to extend use of the pavilion for village benefit, within the restrictions laid down in the lease to the Parish Council, restrictive covenants on the freehold title, possible objections by neighbours who have the benefit of restrictive covenants, planning permissions and drinks licences requirements. His comments were noted. He asserted that there was no representation at the Sports Club from the Academy (*the Academy sends a representative to the Sports Club management committee and is a member of the sports club, using the field for sports facilities for pupils*). He thanked the Chairman for pointing out the copy original arrangements documents on the village website, which he had examined. He still considered that the Parish Council could, and should, do more about controlling the management of the field and pavilion by the Sports Club.

Mr Turner then said that he wished to organise a beach volleyball tournament on the field in the autumn, and he was invited to contact the Sports Club secretary, Mr Nicholson, to make necessary arrangements. Mr Turner was informed that all users of the field for events and sporting activities (if allowed to use the Property for a permitted event), give to the sports club , prior written confirmation that there are adequate insurances in place for risks connected with the required proposed activity. This applies equally to the four sports clubs and to the Academy.

Mowing the field. This continues at County Council expense in accordance with the lease. The playing field is being mowed in the usual way.

Insurance items. Nothing to report.

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

Deferred to next meeting

17) **To consider whether to pursue the request for yellow lines in the vicinity of the school**

Parking and traffic at the Church crossroads

Resolved :- That the Council continue to pursue the request to County Highways.

Proposed by Cllr Atkins, seconded by Cllr Bancroft and carried by majority vote.

18. **To consider November Fireworks Display for East Bridgford Academy PTA**

Mrs Tiffany Taylor, as chair of the Academy PTA asked if the proposed bonfire-fireworks event now proposed for Thursday 3 November would be sanctioned by the Parish Council. She would like the PTA to be involved with such a fund raising Community Event in the village. The PTA has a sponsor available. It was pointed out that the PTA needed to produce further plans and details of how this would be proposed to work. Would it for example be a Parish Council organised event, where any collections made would go to the PTA, or a PTA organised event? She was informed that all users of the field for events and sporting activities (if allowed to use the Property for a permitted event), give to the sports club, prior written confirmation that there are adequate insurances in place for risks connected with the required proposed activity.

The County Council contact for a fireworks licence is Luke Smith luke.smith@nottsc.gov.uk, the police (Nottinghamshire Police Authority, Force Headquarters, Sherwood Lodge, Arnold, Nottinghamshire, NG5 8PP force.control@nottinghamshire.pnn.police.uk and fire authority (Fire Control, Notts Fire Authority, Bestwood Lodge Drive, Arnold, Nottingham, NG5 8PD control@notts-fire.gov.uk) must be notified in good time, and a risk assessment and method statement prepared in support of the fireworks licence application.

19. **To discuss arrangements for formal liaison with Nottinghamshire Police, following a recent reorganisation**

Cllr Bancroft reported that there will be no Police Officers looking after this area, only Police Community Support Officers (PCSOs). They are even questioning whether the Priority Setting Meeting will still be continued. He considered that this situation is intolerable, as the village has now no Police Officers to report incidents to, just the 101 number. We must encourage residents affected by crime to report incidents, or resources will be allocated elsewhere. Crime has not dropped off, in the village, monthly figures for 2016 to end May are comparable to 2015 to end May.

Resolved:- That Cllr Bancroft draw up a draft letter with all outstanding unanswered enquiries for the Clerk to despatch on Parish Council notepaper to the police.

20) **To consider arrangements for Community Speedwatch**

Resolved:- That there be training for Community Speedwatch on Saturday 16 July in East Bridgford at 10.00am. meeting at the Methodist Church.

This will not involve a fee payable by the Parish Council. To be advertised to get as many trained as possible.

21) **To receive a report on matters on the monthly list of outstanding issues**

Outstanding Issues June 2016

Date	Issue
October 08	Double yellow lines around the village ~ being reviewed. See item 17 above. Sports club Lease – being negotiated with sports club via Fraser Brown
Wharf Lease	solicitors dealing with the Land Registry application re the Wharf Lease
August 14	52 Kneeton Road Replace Tree - 14/00875TPO
September 14	Welcome Pack for newcomers to the village
October 14	Seats to be Re-varnished around Village
February 15	Waste bin to fit outside pavilion
August 15	Trim Trail – Fitness equipment – Deferred pending completion of pavilion works
August 15	Cuttle Hill project –Deferred to later in 2016
August 15	Hedges at 107 – 109 Main Street- Deputy Clerk to take up with planners
December 15	Improved footpath around Butt Close – review as part of trim trail
February 16	Boundary to the Marina – installation of fencing

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

22.1 The reinstatement of the Pavilion, lease and the formal opening ceremony. Consulting with Sports Club.

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

Insurances

23.1 Wharf roadway

Review insurances.

23.2 Lease to Sports Club. Nothing further to report as yet.

Action. Insurances and liability position to be checked out when the lease to the Sports Club and the sublease to the tennis club is in final form. Bob Hayward of Cunningham Lindsey has revalued the Sports Pavilion reinstatement costs, for insurance purposes to £520,000. The tennis courts will have a separate valuation The fire alarm will need weekly testing. The main insurances on the building itself were renewed on Practical Completion and handover.

A Fire Risk assessment for the use of the Pavilion need to be completed, The Chairman has the forms and will complete these with the assistance of Cllr Turner. The Fire Officer has

visited the Pavilion to give a final inspection. The fire extinguishers are in the bowls store and the fire blanket is in the kitchen.

A Health and Safety risk assessment needs to be completed. The Deputy Clerk was asked to progress this.

After the lease is in place, responsibility for these will be passed to the Sports Club who will need to regularly update them as needed.

The draft sports club lease at 9.9 reads:-

The Tenant will set up fire, and health & safety risk assessments for all activities on the Playing Field and in the Pavilion, including sports related injuries. This is not something that the Parish Council as Landlord should, or could reasonably, be involved in.

23.3 Use of playing field by Academy for Sports Day. 29 June.

The Council has seen a copy of the Academy's Public Liability Certificate.

23.4 Use of playing field by the Horticultural Society for the Village Show.

All users of the field for events and sporting activities (if allowed to use the Property for a permitted event), must in future give to the Sports Club, prior written confirmation that there are adequate insurances in place for risks connected with the required proposed activity. The Horticultural Society has also been asked for a risk assessment and confirmation of insurance. Pending the lease being in place, these details are being sent to the Parish Council.

23.3 A Risk Assessment is needed for parish assets, and a schedule created of when the routine inspections should take place. The Deputy Clerk was asked to progress this.

23.4 Lease of Millenium Wood.

Review insurances.

24. **To receive reports from Committees**

Cllr Atkins reported that the Community Plan questionnaire will be publicised in the June Parish Magazine, and on a stand in the marquee at the Flower Show which it was generally agreed will be paid for by the Parish Council.

Cllr Turner reported on the recommendations made by the Pavilion Fire Committee to the Council, which are referred to in these minutes and all adopted by the Council. That committee has now come to an end, now that there has been Practical Completion, and there will be a new committee, the Pavilion and Playing Field Committee. Members of the Committee were agreed as Cllrs Verner, Bancroft, Turner, Hall and Atkins.

25. **To receive and consider reports from the Clerk**

25.1 Village show.

The risk assessment, method statement and safety management plan are being sent to the Clerk by the Horticultural Society. These will be passed to the Deputy Clerk who is to contact Came and Company to check there is no residual liability on the Council. The "Road Closed" signs are presently in store.

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

25.4. Mrs Pickford has asked Rushcliffe BC for a dog bin in Springdale Lane. The Borough Council have declined and said that cost of installation of a dog bin would be £300 + VAT plus £4 fee + VAT per empty. To be considered further.

25.5 A PAT Test for parish council equipment at the Clerk's office has been ordered.

25.6 Trent Barton buses have withdrawn the evening bus service on commercial grounds with effect from 31 July. This involves the services running through the villages after Radcliffe, Cotgrave and Bingham.

26. **Matters for report**

26.1 Cllr Hall reported that scrap metal needed to be removed from the foot of the allotments, but that there was more non-recyclable plastic than recyclable metal. To be considered further.

26.2 The condition of Springdale Lane was not good. This lane is unadopted and there is no owner registered at the Land Registry. To be considered further along with potential costs of repair and by whom.

26.3 The twitchell off Cherryholt Lane is often blocked and impassable for wheel chairs. To be considered further.

26.4 The dropped kerbs on pavements on Main Street which upset the pavement configuration for wheelchairs has been reported to County Highways. A letter had been received by the Deputy Clerk asking for further details which was passed to Cllr Meylan to action.

26.5 There is likely to be tree pruning in 2016 of some of the trees at the Academy. This may result in a footpath temporary closure order.

26.9 The overgrown Rectory-hedge was discussed and Cllr Strutt was asked to have a word with Mr P Golightly, Secretary to the Parochial Church Council.

26.10 The gate on Brunts Lane is in need of repair and Cllr Hall was asked to investigate.

26.11 It may be that more history walk leaflets are required. To be considered further.

26.12 Cllr Strutt reported that the grass verges on the highway near Butt Lane had had rubble thrown into them and made it messy and difficult to mow.

26.13 Cllr Atkins reported that Mr Rech's hedge at the corner of College Street and Main Street needs hard cutting back. He will have a quiet word with Mr Rech to try to overcome this problem. Mr Bancroft added that it had been usual in the past for people to help to smarten up the village before the Village Show by trimming hedges to make the village tidy.

27. **Correspondence for information only**

None

28. **Crime and Disorder Act 1998**

The Deputy Clerk reported on the provisions of the Crime and Disorder Act 1998

S.17 Duty to consider crime and disorder implications.

(1) Without prejudice to any other obligation imposed on it, it shall be the duty of each authority to which this section applies to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area.

The Deputy Clerk reported that in his view there was nothing that was decided at this meeting that would be likely to have an adverse effect on prevention of crime and disorder in the Parish

The meeting closed at 9.52 pm.

CLlr P Clarke

Date

Chairman's report, May 2016

Pavilion

The hand-over took place as scheduled at 10.00am on Friday 13th May. A number of Sports Club volunteers worked tirelessly during that day and subsequent days to add the contents and fittings such as curtains, tables & chairs, etc which are needed for normal use. As a result, the pavilion was used for tennis virtually straight away, cricket the following day and a County Association bowls tournament on the Sunday. Junior football continues. There have been some teething problems as might be expected with such a large project but these have been dealt with quickly. The temporary portacabin will be removed when a lorry can access the field without damaging it.

The Pavilion Fire Committee will meet immediately before the PC meeting to consider a Fire Risk Assessment recommended by the Fire Service, and how best to arrange a formal ceremony to celebrate the re-opening of the pavilion for which County Cllr. Kay Cutts has agreed to attend. It will also consider the initial plans for replacement of the tennis club viewing lodge.

One separate matter has been mentioned. It would be useful to have a larger rubbish bin to replace or supplement the one near the cricket scoreboard.

Broadband

Some residents have received e-mails from BT informing them that the Exchange on Springdale Lane has been upgraded. As a consequence, some ordinary broadband speeds have increased significantly. A small survey carried out this week shows that this effect declines rapidly with distance from the exchange. However, take-up of superfast packages, such as Infinity, is increasing, with users getting download speeds in excess of 35mbs. The programme has been rolled out further than predicted which is probably as a result of commercial decisions based on take-up and local pressure.

Medical Centre

The building work, which has been flagged for some time, has begun. Almost immediately, the predictable problems with parking have occurred. The junction with Cross Lane is always hazardous and is markedly worse when vehicles park close to it. Perhaps some police 'No Parking' cones could be deployed for the duration of the work?

Election

At the time of writing, the result has not been declared, but it is heartening that two candidates put themselves forward to serve on the Parish Council. There can only be one person elected, but the Council is grateful for this willingness to serve the community.