

EAST BRIDGFORD PARISH COUNCIL

MINUTES OF THE MEETING HELD ON MONDAY 7 December 2015 AT 7.30 PM IN THE METHODIST CHAPEL

Present:

Chaired by Chairman Cllr P Clarke

Cllrs T Strutt, T Norman, P. Bancroft, T.Hartfield, D Meylan , S. Sharma, J Turner,

Also present:

Mrs J Barlow (Clerk)

EMF Temple (Deputy Clerk)

County Cllr K Cutts and at 7.45 Borough Cllr N Lawrence

Members of the public namely Mr Jackson, and Mr C Turner

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

2 To receive apologies for absence

Cllrs D. Atkins, N Hall. Borough Cllr Lawrence arrived at 7.45 having warned he would be a little late.

3. To consider the minutes of the meeting held on 2 November 2015 and when approved to sign them as a true record

Resolved:-THAT the minutes be approved

Proposed by Cllr Bancroft, seconded by Cllr Sharma, and all agreed.

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 Loan to the Pre-School Group

The Pre-School Committee has not yet met.

4.2 Gravel extraction at Shelford

It was discussed by Notts CC at a meeting in late February but we do not yet know the outcome. It might be some time yet before a decision is made.

4.3 Donations Policy

This concept was discussed in January 2015 and met with general approval in principle.

Action. Clerk will prepare a draft for discussion at the next meeting of the Executive Committee.

4.4 The village website.

The Deputy Clerk had been asked to regulate the position on contracts with VTL and an updating of previous guidance for what goes on the website. Nothing to report yet. To wait until the new system is in place and then take it further.

Further consideration should include implications of putting financial information on the website.

4.5 At the last meeting it was RESOLVED :- that the Horticultural Society, well in advance of the scheduled date, must inform the Clerk of how it proposes to use the Pavilion (if at all) at the Flower Show and what insurance cover the Horticultural Society has in place (with the name of the Council endorsed on the policy as superior landlord) in the event of damage to the pavilion and that the Council confer with the Sports Club at the time to ensure full security and co-ordination.

The Clerk reported that the Horticultural Society has agreed with this procedure.

4.6 To consider replacement of the Cuttle Hill signpost at the cross roads.

Prior to the last meeting, Cllr Sharma had obtained a quote for £375 including labour.

RESOLVED at the last meeting:- that the signpost be replaced at a cost of £375 + VAT including labour and that Cllr Sharma liaise with Notts CC Highways to agree details and the text of the wording on the sign.

Cllr Sharma reported that Mr Firth next door to the sign has been consulted and agreed, so this is now ongoing with Highways.

4.7 It was reported that Cllr Hall had consulted with Mrs Woodhead re the car park fencing and that this has now been installed.

4.8 It was reported at the last meeting, that the gates into Butt Close had been locked by Streetwise in a way which bypassed other padlocks (not left unlocked) and Cllr Hall is now in possession of a key to the Streetwise padlock.

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

5.1 the extension of use of the pavilion to non-sporting uses.

Mr Turner made the following points:-

- 1) Mr and Mrs Turner have sent a letter to the Parish Council Chairman with proposals for extending the use of the pavilion to a variety of non-sporting uses. He did not wish to repeat the contents of the letter as he had been told that all Cllrs had seen a copy.
- 2) Mr Turner claimed that restricting the use to sporting activities was discriminatory but did not clarify against whom.
- 3) Mr Turner suggested that the new lease should have been put out to open tender.
- 4) Mr Turner demanded to see a copy of the now expired arrangement with the Sports Club.

- 5) Mr Turner suggested that the Parish Council should spend money on a survey of all the users of Butt Close and Pavilion, (not limited to sportsmen and women), to cover age, ethnicity, gender, and on a comparative survey of the entire village to evaluate how the users of Butt Clos (not limited to sportsmen and women) and the Pavilion reflect the demographics of the residents of the village.

The Chairman responded by saying:-

that the existing planning permission for the Pavilion from Rushcliffe BC was dated 12 May 1987 ref M1/87/0447/P and relates to the construction of the Pavilion in its present location.

Condition 2 reads:-

The building shall not be used for music singing and dancing and shall only be used in connection with sporting activities taking place on the adjoining playing field.

This 1987 planning permission is still in place, because the present work on the Pavilion is a refurbishment, not a new building requiring new planning permission.

There are also restrictions on vehicular access to the Pavilion during the winter months to help preserve the grass surface of the sports field. The new arrangement with the Sports Club is in process of negotiation.

The Chairman said that he had included in his email to Mrs Turner about the Sports Pavilion at Butt Close, that she may wish to contribute her views to the Community Plan process.

Resolved that a copy of the now expired arrangement with the Sports Club be made publicly available on the village website and that a copy be sent to Mrs Turner.

Proposed by Cllr Sharma, seconded by Cllr Hartfield and all in favour.

More information recorded at item 24.1

- 5.2. Planning applications were discussed here but recorded at item 7.
- 5.3 Mr Jackson enquired about the fencing and about the Wharf registration but there was no progress to report.

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.

The Chairman considered that a start be made on the asset policy after the Pavilion refurbishment is complete. The Council already has a tree policy.

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

PLANNING APPLICATIONS RECEIVED in October 2015

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

15./02635/TPO

Mr G McCullum

Mill Hayes, 38 College Street. NG13 8LF

Crown reduce oak tree, remove sycamore, (both trees covered by a TPO) remove two additional ash trees,

The Parish Council objected to the removal of healthy trees and suggested an inspection by a qualified tree expert before any decision is made.

18 Walnut Tree Lane Conservation Area no TPO ref provided

The RBC Tree Officer recently met the owner of 18 Walnut Tree Lane to discuss the proposed felling of a very large Lime tree which is located around 4-5m from the southern edge of the building.

The Parish Council had no objection

115 Main Street NG13 8NH Conservation Area no TPO ref provided

The tree is a mature Horse Chestnut at the rear boundary of 115 Main Street East Bridgford. The work is to just remove the overhang from the neighbour's side of the tree.

The RBC Tree Officer recently wrote:-

Please find attached a conservation area tree notification. I have yet to see the tree, but the proposed work appears to be appropriate management.

The Parish Council had no objection

15/02574/FUL

Mr N Murphy

Pilgrims Return

3 Manor Rise NG13 8PX

Single storey side extension, single storey porch to front elevation, roof lights and window alterations

The Parish Council had no objection.

15/02702/FUL

Mr & Mrs R Taylor.

9 Bridleways NG13 8PT First floor side extension

The Parish Council had no objection.

Decisions yet to be made by RBC on the following

14/02554/FUL

Ms E Robens

East Bridgford Hill, Kirk Hill

Majority change of use of the ground floor of the building and grounds for the holding of specialised celebratory events and functions, including the restricted siting of marquees.
Still no decision

15/01379/FUL

Mr and Mrs B Twomey

Site of former tennis court at the top of Cuttle Hill Gardens.

Erection of 1 new dwelling and garage.

There are two extant planning permissions for this site, both relating to a single dwelling with detached car port/garaging.

15/02070/FUL

Mr Robin Perkins

8 Farm Close NG13 8LN

Two-storey rear extension

Objection filed on grounds very similar to those submitted by The Planning Hub on behalf of Mr and Mrs Levick by letter dated 27 October.

15/02466/FUL

Mr Steven Tooley

Glebe Farm, 104 Kneeton Road, NG13 8LP

Construction of fully functional masonry Tower Mill.

Note. This is not a wind turbine but a traditional windmill. No objection

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

PLANNING APPLICATIONS GRANTED OR REFUSED during November 2015

15/02059/FUL

Mr S Brumfitt

61 Main Street NG13 8PA

Ground_ first floor rear extensions; removal of existing paint from external walls; enlarge front door; replace windows.

Objection on the ground of overlooking neighbouring property.

Permission granted.

8.0 **Finance**

(a) –(b)To receive the Statement of Account to 30.11.15 and approve and sign the Schedule of Payments for November .

RESOLVED: To accept the Statement of Account to 30.11.15 and the Schedule of Payments for December 2015,

Proposed by Cllr Norman, seconded by Cllr Meylan 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 quarterly internal audit has been completed, the VAT reclaim has just come in and there will be new external audit rules with effect from April 2017.

The RFO passed a copy of the November 2015 bank statement to Cllr Strutt for checking and if agreed, signing off.

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

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

9. To discuss matters relating to the fire at the Sports Pavilion and its reinstatement and to consider recommendations from the Pavilion Fire Committee to include approving the quotation for an insurance re-valuation of the refurbished pavilion on completion.

As in Chairman's report attached. Plus that felt is being installed shortly to make the premises wind and watertight.

The Pavilion Fire Committee recommended that the quote from Cunningham Lindsey of £350 + VAT be accepted. This is for a formal revaluation for insurance purposes on completion of the rebuild. This was generally accepted without a formal resolution.

Borough Cllr Lawrence asked that it be recorded how quickly the Pavilion Fire Committee has worked on this and that within 5 months after the fire, the roof is back on and the inside ready to start being fitted out. Their work is much appreciated.

Decisions have to be made on the colour of the Pavilion wall units/cabinets, + colour of seat coverings and the colour of the internal wall paint. It was considered suitable to

recommend that the Council continue to consult the Sports Club on this. Cllr Sharma was asked to liaise with Mrs Watkins and Mrs Kelly of the Sports Club about this.

10. TO discuss Assets of Community Value and the nomination of the Royal Oak by CAMRA.

CAMRA, the Campaign for Real Ale is an independent, voluntary organisation campaigning for real ale, community pubs and consumer rights.

It was reported that CAMRA had applied to Rushcliffe BC for registration of the Royal Oak pub as an asset of Community Value. This was noted.

11. To discuss concerns regarding control of dogs, in particular in the vicinity of Butt Close.

The view was taken that it might be useful to consider erecting signs saying "Dogs must be on leads" but it was noted that the Parish Council has no enforcement powers. The Chairman agreed to mention this issue in the Village magazine. It was generally agreed that this be referred to the Community Plan group to assess the level of concerns.

The Borough Council employs a dog warden to encourage responsible dog ownership and enforce the law in relation to strays, fouling and barking. Its service operates on standard office hours, 5 days per week, but it always has a dog warden on call 0115 981 1143 to deal with stray dogs and other dog related problems.

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

Cllr Bancroft reported that Streetwise has done its quarterly report which is satisfactory and there is nothing to report on any repairs needed.

13 To discuss progress with the Supporting Local Communities Grant application for improvements to Cuttle Hill.

The application for the financial year 2016-17 was complete and was circulated.

Resolved: that it be submitted and should be signed by the Chairman and County Cllr Mrs. K Cutts and then despatched. Further details in the Chairman's report attached.

14.0 To receive an update on the proposed Springdale (Millennium) Wood lease

It was reported that Roythornes solicitors had written to Cllr Atkins as follows:-

I am instructed to act on behalf of the Woodland Trust in connection with a proposed Lease of Springdale Wood, East Bridgford. I understand that it has been agreed that the Woodland Trust will grant East Bridgford Parish Council a Lease of the Wood for 999 years, for a rent of £1 per annum.

I would be grateful if you could please confirm what the contact/postal address is for the Parish Council for inclusion in the Lease and whether the Parish Council are instructing solicitors to act for them in respect of the Lease. If not, once I have prepared the draft Lease I will send it to the Parish Council for approval. If it is not yourself, please confirm who any letters/documents relating to the Lease are to be sent to and an email address for that person please.

Please note the Lease, once granted to the Parish Council, will be compulsorily registrable at the Land Registry, therefore the Parish Council need to prepare and submit this application themselves, or you will have to instruct a solicitor to do this.

It was agreed that the Clerk's address be the contact point for insertion in the lease. It was expected that no Stamp Duty Land Tax would be payable and that Land Registry fees would be about £40.

RESOLVED:- that Fraser Brown solicitors be appointed to advise the Parish Council on the draft Lease. Proposed by Cllr Bancroft, seconded by Cllr Sharma and all in favour other than Cllr Norman who abstained.

15.0 To consider matters arising from the review of Parish Documents

15.1 Mowing of the playing field at Butt Close.

This is being done by Notts CC.

15.2 Sports Club new lease

The Deputy Clerk reported that agreement had been reached with representatives of the Sports Club on the terms of a new lease, subject to approval by the Council and by the Sports Club Committee, (next meetings in January) and when in final form, it would be sent to Fraser Brown, as solicitors to the Council, for advice.

The Deputy Clerk was instructed to write to the planners at RBC asking:-

1. Is the Sports Pavilion registered as a Community Building? If not, what does the Parish Council need to do to effect such a registration?
2. Please also confirm that the area now used by the Tennis Club and the Bowls Club is registered as a Public Open Space and that the playing field is likewise registered.
3. Please advise whether the "adjoining field" in the planning consent relates only to the playing field leased from Notts CC or also to the freehold area now used by the Tennis Club and the Bowls Club.

Confidential items

RESOLVED:- that items 16 and 17 be treated as confidential items and that the Council go into closed session.

Proposed by the Chairman, seconded by the Vice Chairman and all in favour.

16.0 To discuss the water discharge onto the bank above the Marina access track on to Parish Council Land.

Confidential item.

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

Confidential item.

18. To receive recommendations from the Allotments and Open Spaces Committee.

Cllr Strutt reported that a fallen tree to the rear of the Holloway Close flats reported at the Allotments and Open Spaces Committee meeting as impeding the public footpath, is actually on private land.

It was requested that the Parish Council's previous decision to consider making an improved footway round Butt Close be added to the monthly list of outstanding issues. The fire at the Sports Pavilion has delayed this and the installation of the Trim Trail.

19.1 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 dealing with the Land Registry application for the lease.

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, ongoing.

Nov 14 Kicking goal on Butt Close. Deferred pending completion of Pavilion works.

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, Deferred to 2016

Aug 15 Hawthorn hedges at 107-109 Main Street.

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

20.1 The reinstatement of the Pavilion. Consulting with Sports Club. The Clerk has written to the Academy re safety issues and the play equipment.

20.3 Community Plan

Cllr Atkins had reported in an email prior to the Council Meeting that this was progressing well, but nothing particular to report at present.

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

Review insurances.

21.1 Wharf Drive at the Marina,

Review insurances. In the meantime the Clerk has insured the steel plate on the Marina track as part of PC 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 Rebuilding the Pavilion

The Clerk reported that the insurers have been notified of the fact that works have started on Butt Close Pavilion. At present the building is insured in the joint names of the builders and the Parish Council and after Practical Completion, it will be back in the sole name of the Parish Council.

22.0 To receive reports from Committees

Allotments and Open Spaces report Committee report as in para 18 above.

Pavilion Fire Committee report as in para 9 above.

23. To receive and consider reports from the Clerk

Nothing to report.

24. To receive matters for report

24.2 Cllr Strutt reported that hedges at the Rectory were overgrown, and that the fence at the back of the tennis courts are pushing out. Action:- Cllr Strutt to make a site visit and obtain a quotation for works. To report back at the next meeting.

24.3 County Cllr Cutts reported that at the next County Council Election, East Bridgford will form part of Bingham East ward and that consequently, if she is re-elected, there will be a different County Cllr looking after East Bridgford. The Chairman on behalf of the Council thanked County Cllr Cutts for all her hard work for East Bridgford and all were pleased that she would continue as our County Cllr until the next County Council Election.

25 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.

26 Correspondence for information only.

26.1 A resident had proposed installation of a County Council funded grit bin in Haycroft Way. This would cost £150 and the nearby residents would have to re-fill it at their own expense. County Council Highways had said that because of the proposed location at Haycroft Way it did not qualify for County Council funding. It was agreed that this matter be deferred until January and put on the January agenda for consideration by the Parish Council in case a purchase of a grit bin by the Council is decided on.

26.1 A resident had proposed installation of a footpath from the Margidunum roundabout to join up with the footpath near Bingham. County Cllr Cutts said that there may be provisional plans to have in the future a pedestrian overpass from Newton to Bingham but funds were not likely to be available for new footpaths on the road to Bingham.

Closure The meeting closed at 10.05pm.

Cllr P Clarkedate.....

Chairman's report, December 2015

Pavilion

The appointed contractors started as scheduled on the 16th November. As with all projects of this size, a few initial issues have arisen, relating to communication mainly, but these have been raised with our surveyor and work seems to be progressing according to plan. In the past few days, roof trusses have been erected, which should mean the building will soon be weather-proof.

As circulated by e-mail, the Horticultural Society has kindly donated £1500 to the Parish Council and £1000 to the Sports Club to help with the impact of the fire. I have acknowledged this with thanks, but the Council will no doubt wish to record its own appreciation.

Supporting Local Communities Fund (SLC) and the Cuttle Hill scheme

The application for the financial year 2016-17 should be complete by the meeting, ready for counter-signing by our County Councillor Mrs. Cutts. The Cuttle Hill scheme was revised in June this year, just before the pavilion fire, to take account of the pavement widening and a mature tree where its roots were near the line of the original wall. NCC staff surveyed the area, and provided engineering drawings of the wall and steps and all these specifications/amendments increased the original estimated cost. The bid has been amended to take this into account, and, as reported last time, if successful, the Parish Council's contribution rises to £12 000 which would be 31% of the new total cost.

Asset policy

Recent events have shown that there may be a benefit in having an explicit policy relating to the assets owned or leased by the Parish Council. One example has already been circulated, and the Council can decide whether this issue merits further consideration.