

**EAST BRIDGFORD PARISH COUNCIL
MINUTES OF THE MEETING HELD ON MONDAY 2 FEBRUARY 2015 AT 7.30 PM IN THE
METHODIST CHAPEL**

Present:	Chaired by Chairman Cllr P Clarke Cllrs, D. Atkins, D Meylan, T Hartfield, P Bancroft, J Turner, N Hall, N Lawrence, T Norman, T Strutt,
Also present:	Mrs J Barlow (Clerk) EMF Temple (Deputy Clerk) County Cllr K Cutts Mr C Allen-Clay of Trent Barton Buses 4 local residents
1.	<u>To make Declarations of Interest in any matter on the agenda</u> Cllr Atkins on the Community Plan
2.	<u>To receive apologies for absence</u> Cllr Hunt
3.	<u>To consider the minutes of the meeting held on 2 January 2015 and when approved to sign them as a true record</u> It was proposed by Cllr Bancroft and seconded by Cllr Turner that the minutes be approved. Agreed unanimously.
9.	This item was brought forward. <u>To discuss the village bus service with a representative of Trent Barton.</u> Recorded under item 5 below.
4.	<u>To receive reports on matters arising from the minutes (not dealt with elsewhere on the agenda) and to answer questions from Councillors</u>
4.1	<u>Loan to the Pre-School Group</u> The Pre-School Committee has not yet met.
4.5	<u>Damaged tiles on the bus shelter roof on Main Street opposite the Royal Oak</u> These have been repaired.
4.6	<u>Footpath 3, Browns Lane to Butt Close</u> Jane Baines of Notts CC Footpaths who has spoken with the residents and it may be that the gravel surface will be changed to something else, by a resident.
4.7	<u>Gravel extraction at Shelford</u> Cllr Cutts believed that there were something approaching 4,000 objections. It will be discussed by Notts CC at a meeting in late February.
4.8	<u>Speed limits round the village</u> The Clerk has responded to the Notts CC consultation on changes to the speed limits around the village, advising that we had been led to believe the 30mph sign on Butt Lane would be placed closer to the flyover than currently shown.
4.9	<u>Donations Policy</u> This concept was discussed in January and met with general approval in principle. Action. Clerk will prepare a draft for discussion at the next meeting of the Executive Committee.
4.10	<u>Millennium Sign outside the Post Office</u> , which has its back plate coming off. Cllr Clarke reported that the back plate has some small areas where the paint has

<p>5.</p>	<p>eroded and rust has begun. Paint has been purchased and the areas will be re-painted when the weather is suitable. But not yet.</p> <p><u>To receive public comment (the meeting was adjourned for the duration of this item)</u></p> <p>Mr Christian Allen-Clay, team leader at Trent Barton Buses, attended the Council meeting to answer questions from Cllrs and the 4 members of the public present about the cancellation of the late evening bus service between Nottingham and East Bridgford.</p> <p>Mr Allen-Clay said that presently the Bingham / Nottingham bus service runs on a 40 minute cycle, if the service is amended to include the villages, it will need to be on a 60 minute cycle.</p> <p>Buying a new bus costs about £200,000 and it costs about £94,000 pa to keep a bus in service. This includes a monthly MoT.</p> <p>Mr Allen-Clay said that reduction of the bus service is because of reduction in funding support from the local authority. There are no plans to reduce the daytime service. The evening service does not pay its way without funding support, now withdrawn.</p> <p>Various suggestions were put to Mr Allen-Clay about rerouting the last bus from Bingham back to Nottingham via East Bridgford, but he said that there is no chance of an improved bus service without extra funding. But he did say that he had heard this evening the complaints about lack of information given to bus users, and promised to report this complaint back to the management. He also said that he would keep the comments made in mind should an opportunity arise to re-consider the existing routes.</p> <p>The Chairman thanked him for attending and explaining.</p>
<p>6.</p>	<p><u>To receive the Chairman's Report</u></p> <p>The Chairman's Report had been circulated prior to the meeting and is attached as an Appendix to these minutes. It was commented that it might be useful to install a new grit box near Holloway Close. Cllr Cutts said that if the Parish Council could keep it filled, she would apply some of her portfolio funding to the purchase of a new one.</p>
<p>7.</p> <p>7.1</p>	<p><u>To consider and make recommendations on planning applications and receive RBC decisions</u></p> <p>PLANNING APPLICATIONS RECEIVED January 2015</p> <p>15/ 00014/FUL Mrs Anne Currie 34 Main Street NG13 8NH Ground floor alterations and pitched roof.</p> <p>No objection.</p> <p>14/02482/FUL <u>Mr Andy Hunt</u> Site of demolished property at <u>34 Cross Lane</u> now <u>Bramley Close</u>. Objection has been filed about the automatic security gates.</p>

<p>7.2</p>	<p>PLANNING APPLICATIONS GRANTED OR REFUSED during January 2015</p> <p>14/02142/FUL Chris Price Topfield Farm, 115 Kneeton Road NG13 8LP General purpose/grain agricultural building Permission granted</p> <p>14/02355/FUL Mr and Mrs R Perkins 8 Farm Close NG13 8LN Two storey and single storey extension. Permission granted.</p> <p>14 / 02480/ FUL. Ms G. Fearn 14 Kirk Hill NG13 8PE Extend existing pavement crossing. Permission granted</p> <p>14/02501/FUL Mr and Mrs R. Hand 17 Browns Lane Two storey house with parking and detached garage. Permission granted</p>
<p>7.3</p>	<p>Decisions yet to be made by Rushcliffe BC on the following;</p> <p>14/02536/FUL Dr Benedict Sherwood 26 Kneeton Road NG13 8PH Ground floor and first floor extensions and new roof over existing garage.</p> <p>14/02554/FUL. Ms E Robens East Bridgford Hill, Kirk Hill Majority change of use of ground floor and grounds for the use of specialised celebratory events.</p> <p>14 /02655/ FUL Ms Rachel Christensen, 56 Main Street, single storey extension, + 3 roof lights to existing roof slope.</p> <p>Notts CC Road Traffic Order for 2015 , consultation ref 2038/01 Changes to speed limits in Butt Lane, near the Medical Centre, and in Kneeton Road / Lamma Lane.</p>
<p>7.4</p>	<p>The planning application process</p> <p>The 21 day notice period seems in Rushcliffe BC's view to start from the date of the letter sent by the RBC Planning Officer by way of notice to the Parish Council by second class mail. It was considered that the 21 day notice period should start</p>

	<p>from the day the Parish Council actually receives notice of the application and should be 21 clear days.</p> <p>Closer liaison between the Rushcliffe BC Planning Officer and the Parish Council could improve the timing and handling of applications, particularly if the Rushcliffe BC Planning Officer is unwilling to give extensions of time to enable the full Parish Council to consider it. The Council is willing to give early stage comments to applicants.</p> <p>The Chairman said that he had asked Cllrs in January to look back at existing policies/practices and consider whether they are explicit enough or in need of clarification and/or review. A particular issue is what happens if notice of a planning application is received but the deadline for filing notice of an objection is before the next Parish Council meeting.</p> <p>It was generally agreed but without a formal resolution, that when notice of a planning application is received, the Deputy Clerk delivers it to Cllr Meylan' who will consult with Cllr Atkins. As soon as possible, it was hoped that they would report back with a recommendation to the Deputy Clerk that there be an objection or no objection. The Deputy Clerk would notify Cllrs by email of the application and of the interim recommendation.</p> <p>If there is no objection and this is supported by email votes of Cllrs, then the Deputy Clerk would do absolutely nothing on this until the next Council meeting. No notice would be filed at Rushcliffe BC.</p> <p>If there is a recommended objection, and the matter is thought to require serious discussion in full Council, then the Deputy Clerk would ask the planners for an extension of time to reply. Agreed unanimously, apart from Cllrs Lawrence and Cutts who abstained.</p> <p>Cllr Meylan made certain personal observations on the planning application process.</p> <ol style="list-style-type: none"> 1. The Parish Council receives too many applications that are inadequate. I.e. they are short on vital data, despite having been viewed by the Rushcliffe BC Planning Officer in charge of the project. This results in the Parish Council needing to spend time obtaining necessary information. 2. Too many schemes fail to show the overall setting of a project i.e. how it fits into the location and how it affects the public view. This results in the Parish Council needing to spend time obtaining necessary information. 3. Design and Access Statements can be very useful but rarely appear now. This results in the Parish Council needing to spend time obtaining necessary information. 4. The Parish Plan Guide is rarely referred to by applicants or by the Rushcliffe BC Planning Officer. A Design Guide is needed. 5. Schemes are frequently submitted without consulting the Rushcliffe BC Planning Officer or the Parish Council who are willing to help. <p>Cllr Meylan's comments were noted.</p> <p>Cllr Meylan added that he proposed to make representations to the planners at Rushcliffe BC about issues relating to removal of planning conditions.</p> <p>7.5 The Deputy Clerk was asked to publish notices of recent planning permissions and refusals in the Village Magazine.</p>

8.	<u>Finance</u>
8.1	<u>To receive the Statement of Account to 29 January 2015 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 29 January 2015 and the Schedule of Payments for February 2015 Proposed by Cllr Bancroft, seconded by Cllr Turner and all in favour</p>
8.2	<p><u>To receive the RFO's Report</u></p> <p>The RFO passed a copy of the January 2015 bank statement to the Vice-Chairman for checking and signing off.</p> <p>Resolved that the Council draw a cheque for £2,640 in favour of All Courts as a payment on account (final payment re tennis courts) and to hold back £960 until the issue of the repairs is resolved.</p> <p>Proposed by Cllr Turner, seconded by Cllr Bancroft. and passed unanimously, apart from Cllrs Lawrence and Cutts who abstained.</p> <p>The RFO reported that Alan Hopwood has done the last quarter's audit. There were no matters arising. The Audit Report was countersigned by the Chairman..</p>
9.	<p><u>To discuss the village bus service with a representative from Trent Barton Buses.</u> See item 5 above.</p>
10.	<p><u>To receive an update regarding ownership of Springdale (Millennium) Wood</u> The Chairman reported that a meeting had taken place with the Woodland Trust and discussions were continuing.</p>
11.	<p><u>To receive an update on the Butt Close Improvement Project</u> The tender has been accepted for the access drive, work to be done in March.</p> <p>Cllr Atkins reported on the Trim Trail a.k.a the Fitness Trail. Plastic sheeting was removed by a Working Party at 10.00am on 17 January, a risk assessment was completed before work started, but is yet to be passed to the Deputy Clerk.</p> <p>Resolved that Cllrs Atkins, Turner and Bancroft meet to recommend to the Council their preferred location of the Fitness Trail and details of the items recommended to be purchased. It was noted that £10,000 had been set aside for purchase of the equipment and that costs are slightly higher than expected after installation costs are factored in. It was hoped that they would be able to return to the Council in March with a fixed price (including installation) of no more than £11,000, agreed with a recommended supplier and installer.</p>
12	<u>To consider matters arising from the review of Parish Documents</u>
12.1	<u>Bus Shelter</u>

	Fraser Brown is dealing with the land registration. Ongoing.
12.2	<p><u>Wharf registration</u> Fraser Brown is dealing with the land registration. Ongoing.</p>
12.3	<p><u>Wharf Lease</u> Nothing to report on this until the land registrations have been completed.</p>
12.4	<p><u>Mowing of Butt Close</u> Cllr Turner reminded the Council of the lease wording:-The lease (25 years from 2009) to the Parish Council from Nottinghamshire County Council reads:- Landlord's Covenants The Landlord (Notts County Council) covenants with the Tenant (EBPC)</p> <p><i>4.2 To be responsible for mowing the playing fields which form part of the Property (with the exception of the cricket square) and to remedy any damage occasioned by the Landlord Notts CC its agents servants or employees at its own cost to the reasonable satisfaction of the Tenant (EBPC)</i></p> <p><i>4.3 To be responsible for the maintenance of all hedges and fences and to remedy any damage occasioned by the Landlord (Notts CC), its agents servants or employees at its own cost to the reasonable satisfaction of the Tenant (EBPC)</i></p> <p>The Council agreed that it is Nottinghamshire County Council's clear responsibility for mowing the playing field. Agreed that the Parish Council should not take on the clear liability of Nottinghamshire County Council and that the field needed to be mowed.</p> <p>Action:-Clerk is still trying to set up a meeting with the Academy and the County Council. Cllr Strutt advised that the representative of the Academy at the proposed meeting would probably be Mr P Golightly.</p>
12.5	<p><u>Lease of Butt Close to Sports Club</u></p> <p><u>Payments at the Sports Club.</u></p> <p>The Deputy Clerk reported after general discussion, that the present proposals are on the following lines:-</p> <p>The Tenant shall comply at its own expense with all laws relating to the Property and the occupation and use of the Property by the Tenant, including for the avoidance of doubt all planning laws and laws relating to the requirement for a risk assessment at the Property, Portable Appliance Testing (PAT testing), and health and safety checks / compliance..</p> <p>The Tenant will be responsible for arranging for regular testing as required by law or by any regulatory authority for regular testing, repair and maintenance of the electrical and drainage installations in or under the Property, of the pressure vessel attached to the cylinder, of the fire fighting equipment, of the CCTV coverage, of the sewage disposal service, and against legionella and other water-borne diseases. The Tenant will regularly notify the Landlord of its proposals for such arrangements. The Landlord will enter into the contract with the supplier and will pay for the costs of each such testing, repair and maintenance <u>provided that</u> the Tenant has obtained the prior written approval of the Landlord to entering into the contract with that supplier on its terms including price.</p>

	<p>The Tenant will promptly and regularly in each year in the month of June, provide the Landlord with a copy of the risk assessment and all maintenance checks that have taken place in the previous 12 months and of its timing for proposals for the next 12 months.</p> <p>This concept was generally approved and the Deputy Clerk was asked to speak to the Sports Club with these propositions and agreed that this may not be the final precise wording. To come back to the next Council meeting in March with a report.</p> <p><u>Sports Club Pavilion</u></p> <p>Slipping roof tiles on the Pavilion due to balls being kicked onto the roof. Cllr Turner reported again that the Club is still looking into the possibility of retiling the front elevation with tiles to be nailed on. The new draft lease to the Sports Club on repair liability reads:-</p> <p><i>Pavilion The Sports Club shall maintain at its own expense the Pavilion to the standard of repair and condition shown in the attached Schedule of Condition and the Sports Club shall maintain at its own expense good and sufficient CCTV coverage in respect of the Pavilion and in particular the Sports Club shall at all times during the lease put and keep the Pavilion in a clean and tidy condition with its windows cleaned regularly.</i></p> <p>Ongoing.</p> <p><u>To receive an update regarding nominations of Assets of Community Value</u></p> <p>13. Cllr Lawrence said that he had nothing to report at this stage.</p> <p><u>To discuss a response to the consultation on the proposed parking/no parking arrangements outside the Academy</u></p> <p>14. Reference was made to the proposal about yellow lines outside the entrance to the Academy on Kneeton Road. It was considered that the effect of these would be much the same as the present markings but that adequate enforcement might be an issue.</p> <p><u>To consider the request for funding of £45 received from the East Bridgford Community Plan Steering Group</u></p> <p>15. Proposed that a payment of £45 be made to the Methodist Chapel for the hire charges of the Chapel for the cost of room hire for three public meetings, organised by the Parish Council, for open consultation on the Community-led plan. Proposed by Cllr Hall seconded by Cllr Bancroft and all in favour, other than Cllr Atkins who abstained.</p>
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<p>16.</p>	<p><u>Monthly list of outstanding issues</u></p> <p>Double yellow lines around the village –ongoing Sports Club Lease – being negotiated with Sports Club via Fraser Brown Overgrown hedges – ongoing Butt Lane outside Medical Centre 15m of guardrail + marker post. Notts CC to carry out work. Old A46 Fosseway junction, signing improvements 30mph sign on Butt Lane - ongoing Replace tree at 52 Kneeton Road Notice Board for Allotments. This is in Cllr Hall’s garage ready for installation in better weather. Welcome packs for newcomers to the village Flooding, blocked/overgrown gullies & ditches on Kneeton Rd – work has been done on this. Seats to be re-varnished around the village Kicking goal on Butt Close. Wharf lease, see 12.2 and 12.3 above</p>
<p>17.</p>	<p><u>To consider whether there are any consultation issues arising from the agenda</u></p> <p>To be deferred to the Council meeting in March, the time of opening of the village tennis courts. A request has been received for earlier opening than 8.00am. In any event, it is also likely to need planning permission.</p>
<p>18.</p>	<p><u>To consider whether there are any insurance issues arising from the agenda</u></p> <p>18.1 The possible acquisition of Springdale Wood by the Parish Council, relying on Friends of Springdale Wood to maintain it. Insurance cover needs to be in place.</p> <p>18.2 The Bridgford Street track, look again at the Wharf Drive at the Marina.</p> <p>18.3 Cllr Turner reminded the meeting that the head lease to the Parish Council put an obligation on Notts County Council as follows:-</p> <p><i>[Notts CC must] Ensure that the Pupils of the School are properly and adequately supervised during the time when the Pupils use the Property and to indemnify the Tenant from and against all action proceedings expenses costs damages claims and demands whatsoever in respect of all damage and injury of every description which may be caused to or suffered by any pupil teacher servant agent or employee of the School or any third party arising out of the use of the Property by the Pupils of the School.</i></p> <p><u>18.4 draft Sports Club lease</u></p> <p>Cllr Turner said that this stated at 6.1 <i>“Subject to clause 6.2, <u>the Landlord EBPC shall keep the Property (other than the playing surface of the bowls green on the Bowls Club Property) insured against loss or damage by fire and such other risks as the Landlord at its absolute discretion deem appropriate together with insurance cover against demolition and site clearance and against professional fees and expenses arising on reinstatement (“the Insured Risks”) for such sum which the Landlord considers to be the full reinstatement cost (taking inflation of building costs into account). The Landlord shall not be obliged to insure any part of the Property installed by the Tenant.</u></i></p>

	<p>Action. Deputy Clerk to check if this insurance covers EBPC’s public liability and third party risks</p> <p><i>Clause 10.1 Subject to clause 10.2, the Tenant Sports Club shall at all times during the lease at its own expense put and keep the Property including Landlord’s Fixtures (other than the bench seats fixed to the Property, and the Trim Trail fixed to the Property) in good and complete repair and condition and in a clean and tidy condition damage by any of the insured risks excepted unless the said insurance policy has been vitiated or payment of the policy money refused in whole or in part due to any act or default of the Tenant or of any of its member clubs (including the Bowls Club and the Tennis Club).</i></p> <p>So the Sports Club is intended to be responsible for ensuring that any muddy or waterlogged areas to the side of e.g. the football pitch are able to be walked on safely.</p> <p>Action, Deputy Clerk to check insurances and to write to Came & Co on this along with other insurance issues that are outstanding.</p> <p>The Deputy Clerk reported on the provisions of the Crime and Disorder Act 1998</p> <p>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.</p> <p>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.</p> <p>19 <u>To receive reports from Committees</u></p> <p>The Allotments Committee is to meet on 18 February at 10.30am.</p> <p>20. <u>To receive and consider reports from the Clerk</u> <u>Village website</u> It was considered in general terms that the village website should be made more of by the village. Those in charge of the website have been invited to come to the March meeting to discuss improvements. Clerk to consider what parameters have been imposed in the past and to recommend whether these need reviewing now.</p> <p>It was reported that a list of 2014 planning applications and refusals had been sent to the village website for inclusion. Regular updates for 2015 will also be filed on the website as well as applications being advertised on the village notice boards.</p> <p>21. <u>To receive matters for report</u> Cllr Turner reported overflowing sewage in Main Street near the Royal Oak. He has spoken to Severn Trent Water and hopefully its action will begin the process of really solving the drain blockages.</p> <p>Cllr Clarke reported that there were paving slabs missing from under the Butt Lane overbridge. He has reported this to Notts CC highways.</p> <p>Cllr Clarke reported that he had received a request from Mrs Alison Powell about possibly something in the village to commemorate the late Cllr Garth Powell and his contribution to the village. To be discussed at the March Council meeting.</p>
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22.	<p>Cllr Bancroft reported 3 matters:-</p> <p>a) The bin purchased for the Pavilion is in the garage of Cllr Hall waiting to be installed.</p> <p>b) There are overhanging branches in Browns Lane down to Kneeton Road. He will report this on the Notts CC website for the attention of Jane Baines.</p> <p>c) There is a broken fence in Browns Lane near the Butt Close tennis courts. Cllr Hall to speak to Bill Marshall about this.</p> <p>Correspondence for information only.</p> <p>A list of correspondence had been circulated</p> <p>Closure</p> <p>The meeting closed at 9.38pm</p> <p>Chairman..... Date</p>
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Chairman’s report February 2015

First, a number of positive things to report.

The damaged bollards on Main Street pavement, west of the pillar box, were repaired rapidly, following the use of the on-line facility at Notts Highways.

A similar speedy repair was done to some unfinished drain covers on Crossways Drive when they were reported the same way by a resident, even though the original work was by a water utility contractor.

At the time of writing, the patiently-awaited (no pun intended) work has started on installing guard rails outside the Medical Centre.

Finally on utilities and roads, some yellow writing on the ground at various points from Brickyard to Millgate suggests work is planned by Severn Trent, hopefully to address the drainage/sewage problems.

Good news also on Broadband. The first fibre optic-enabled cabinet to go live is number 2 at the junction of Brown’s Lane and College Street, serving 226 properties. Several people have contacted me to say that they can now order superfast broadband from an ISP (not all ISPs are getting involved, and the general wisdom seems to be to shop around). It remains to be seen how far, and how fast, the roll-out goes but this is an encouraging start.

Butt Close and Kick in Goals. It appears that the cost of moving the fence to re-align the goal is too high, and so it is back to the drawing board for the kick in goals.

The new grass needs rolling when conditions improve but two depressing and unwelcome things returned on the new grass when the fence was taken down – motor cycle wheel ruts and several large piles of dog excrement.

Both are not conducive to the good health of cricket players, school children and junior football players when they come to use the field again and we can only urge people to be more considerate (or be otherwise dissuaded by the law if they can be caught in the act).

Planning.

After agreeing a new system in meetings to streamline discussion to contentious applications, the changes at Rushcliffe have, at least initially, made it more difficult to access the website in advance, especially as this coincided with the Christmas period and a sudden surge in applications.

In January, we had to revert to looking at all plans, and at the same time contend with a very fluid situation with respect to controversial amendments to a significant development in the village. This situation has rumbled on for most of January, with events on the ground also taking place.

It seems that we might be faced with a greater likelihood of the 3-week consultation period falling in between our meeting cycle, and a lesser likelihood of getting a time extension when it does.

We need to review this again, and discuss whether we can filter applications, probably by greater delegation, and only ask for extensions for important, difficult or controversial ones.

Finally, I will be out of the country from 12th – 28th February, and only occasionally able to read e-mails (even less likely to be able to answer them, superfast or not!).

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