

EAST BRIDGFORD PARISH COUNCIL

MINUTES OF THE MEETING HELD ON MONDAY 5 JANUARY 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, R Hunt, J Turner, N Hall, N Lawrence, T Norman, T Strutt, Cllr K Cutts
Also present:	Mrs J Barlow (Clerk) EMF Temple Deputy Clerk
1.	<u>To make Declarations of Interest in any matter on the agenda</u> Cllr Atkins declared an interest as Hon Secretary of the Community Plan steering group.
2.	<u>To receive apologies for absence</u> None
3.	<u>To consider the minutes of the meeting held on 2 December 2014 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 with the addition of "it was believed that" at the beginning of 4.4.
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>Hedge at 20 Moss Close/College Street junction</u> Cllr Strutt confirmed it had been cut back. s
4.6	<u>Damaged tiles on the bus shelter roof on Main Street opposite the Royal Oak</u> This has already been reported to Notts CC but no repairs have been done yet. No change from December. Clerk to report at February meeting.
4.7	<u>Footpath 3, Browns Lane to Butt Close</u> The Clerk has written to Jane Baines of Notts CC Footpaths who has asked for a meeting with the residents.
4.8	<u>Gravel extraction at Shelford</u> The Chairman reported that he has had no reply from County Highways. Cllr Cutts believed that there was something approaching 3,000 objections.
4.9	<u>Speed limits round the village</u> The Clerk was asked to respond to the NCC 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.
5.	<u>To receive public comment (the meeting was adjourned for the duration of this item)</u> None
5.5	Cllr Hall reported that Footpath 23 has overhanging greenery from Mr Thomas' garden. Action. The Chairman has spoken to Mr Thomas to request a cut back. and believes it has been cut back

5.6	Concerning the Millennium Sign outside the Post Office, which has its back plate coming off. Cllr Clarke reported that the back plate has some small areas where the paint has eroded and rust has begun. Paint has been purchased and the areas will be re-painted when the weather is suitable.
6.	<p><u>To receive the Chairman's Report</u> The Chairman's Report had been circulated prior to the meeting and is attached as an Appendix to these minutes</p>
7.	<p><u>To consider and make recommendations on planning applications and receive RBC decisions</u></p> <p>See annexed report. It was also agreed that a copy of the list of planning applications made in respect of parish properties during 2014 , with the results of the applications, be placed on the village website. It would be too bulky to be in the village magazine.</p>
8.	<u>Finance</u>
8.1	<p><u>To receive the Statement of Account to 23 December 2014 and approve and sign the Schedule of Payments</u></p> <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 23 December 2014 and the Schedule of Payments for January 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 December 2014 bank statement to the Vice-Chairman for checking and signing off.</p> <p>The RFO reported that the All-Courts cheque for £3,600 (final payment re tennis courts) has not been handed over and will not be, pending resolution of issues on the repairs. If there is an amount agreed and not in dispute, the Clerk was authorised to issue a cheque and for that sum to be signed by the appropriate signatories.</p> <p>A cheque was drawn for Chubb on the fire extinguishers in the Sports Pavilion, it was noted that on 2016, this might well be the responsibility of the Sports Club. There will be ongoing discussions with the Sports Club about the responsibilities for ordering and for payments.</p>
9.1	<p><u>To receive and approve the budget precept for 2015/16</u> Proposed to increase the precept by 2%. This would increase the precept from £40.22 to £41.02 on a band D house and have the effect of asking for £33,660 less £1,190 transitional relief making a net cash receipt by the Parish Council of £32,470. . Proposed by Cllr.Bancroft, seconded by Cllr. Hall and approved by majority vote.</p>
9.2	<p>Capital spending programme. There were existing commitments to spend up to £20,000 on Butt Close/trim trail etc and up to £10,000 on Cuttle Hill . It was in view of this and the projected reductions in cash balances at 31.03.16 that no</p>

<p>9.3</p> <p>10.</p> <p>11.</p>	<p>further large projects were recommended by the Executive Committee. This was agreed unanimously.</p> <p>Donations Policy This concept was discussed and met with general approval in principle. Action. Clerk to prepare a draft.</p> <p>To receive recommendations from the Executive Committee with regard to capital spending and risk assessment</p> <p>a) No new capital spending projects were recommended. b) An initial draft risk assessment has been prepared by the Deputy Clerk and circulated for comment. It was considered that the Council is doing all the right things in practice except <u>recording</u> them centrally, and it is very important to do this. Ongoing . This issue should be on the monthly agenda under “insurance”.</p> <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>
<p>12.</p>	<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. Cllr Atkins will report on the Trim Trail a.k.a the Fitness Trail in February. Plastic sheeting is to be removed by a Working Party at 10.00 on 17 January, risk assessment to be completed before work starts, and to be passed to the Deputy Clerk.</p>
<p>13</p> <p>13.1</p> <p>13.2</p> <p>13.3</p> <p>13.4</p>	<p><u>To consider matters arising from the review of Parish Documents</u></p> <p><u>Bus Shelter</u> Fraser Brown is dealing with the registration. Ongoing.</p> <p><u>Wharf registration</u> Ongoing.</p> <p><u>Wharf Lease</u> Cllr Hunt passed to the Clerk a copy of an underlease of part to Stephen Bull, Action the Deputy Clerk was asked to advise at the next meeting what is needed to regularise these, if anything. Concern was expressed by Cllr Hunt about the erosion on the bank.</p> <p><u>Mowing of Butt Close</u> The Clerk produced a copy of a letter from Notts County Council to the Academy suggesting an early meeting between Notts CC, the Academy and the Parish Council. 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) <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>13.5</p> <p>13.5</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 considered that it is Nottinghamshire County Council's clear responsibility for mowing the playing field. Agreed that EBPC should not take on the clear liability of Nottinghamshire County Council and that the field needed to be mowed.</p> <p>Proposed that the following represent the Council at such a meeting namely Cllrs Turner and Hartfield plus the Deputy Clerk. Proposed by Cllrs Hall and Bancroft. Approved unanimously. Action:-Clerk to try to set up a meeting</p> <p><u>Lease of Butt Close</u></p> <p>The form of the amendments to the leases was agreed and the Clerk was asked to write to Fraser Brown for advice on these and if appropriate, to incorporate them in the leases for submission to the Sports Club but for the Deputy Clerk to liaise with Cllrs Turner and Hall before submitting them.</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><u>Pavilion</u> 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>14.</p>	<p><u>To receive an update regarding nominations of Assets of Community Value</u></p> <p>Cllr Lawrence said that he would provide an update on what he proposes on nominations of Assets of Community Value when at his next Council Meeting.</p>
<p>15.</p> <p>16.</p>	<p><u>To receive an update on the Cuttle Hill Project</u></p> <p>It was believed that this will require an application for planning permission</p> <p><u>To consider proposals to improve car park security and address anti social behaviour</u></p> <p>Cllr Bancroft reported that he had heard from Sally Charles PCSO 9170 that there has been no Anti social behaviour reported during December 2014.</p> <p>Anti social behaviour calls are low for East Bridgford (averaging 1or 2 a month)</p> <p>Following the latest priority setting meeting in December a resident did raise an issue of vehicles in the car park off Main Street late at night. The person suspected people were parking up there and dealing drugs. The area has been patrolled by the beat team and a small number of people have been moved on. There is no evidence that drug dealing is taking place. One person has been issued with a</p>

	<p>cannabis warning as they had an amount of cannabis on them for personal use.</p> <p>Cllr Lawrence added that he had received no reports of drug dealing in the East Bridgford area for over 6 months.</p> <p>PC Steve Matthias is handling car park security issues.</p> <p><u>To consider the request for funding of £500 received from the East Bridgford Community Plan Steering Group</u></p> <p>Proposed that a payment be made to the East Bridgford Community Plan of £500 towards purchase of SurveyMonkey software for the survey questionnaire on the Community Plan. Proposed by Cllr Hall seconded by Cllr Bancroft and all in favour.</p> <p>18. <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. Welcome packs for newcomers to the village Flooding, blocked/overgrown gullies & ditches on Kneeton Rd – letters have been sent to landowners on Kneeton Road Seats to be re-varnished around the village Kicking goal on Butt Close.</p> <p>19. <u>To consider whether there are any consultation issues arising from the agenda</u></p> <p>None other than as discussed</p> <p>20 <u>To consider whether there are any insurance issues arising from the agenda</u></p> <p>20.1The 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>20.2 The Bridgford Street track, look again at the Wharf Drive at the Marina.</p> <p>20.3 Cllr Turner reminded the meeting that the head lease to the Parish Council put an obligation on Notts County Council as follows:-</p> <p>[NCC 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.</p>
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	<p><u>20.4 Sports Club lease</u></p> <p>Cllr Turner said that this stated at 6.1 “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</u> 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.</p> <p>Action. Clerk to check if this covers EBPC’s public liability and third party risks</p> <p>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).</p> <p>So the Sports Club is 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, Clerk to check insurances.</p> <p>20.5 The Chairman reported that he had inspected the defibrillator each week during December. He will now record the date and time of inspection and set up a back up check if he is ill or away.</p>
21.	<p><u>To receive reports from Committees</u></p> <p>Nothing to report</p>

<p>22.</p> <p>22.1</p> <p>22.2</p> <p>22.3</p> <p>22.4</p>	<p><u>To receive and consider reports from the Clerk.</u></p> <p>Allotment invoices are going out soon, three have given up.</p> <p>There is a meeting of the Town and Parish Forum on 11 February at Rushcliffe BC. Proposed that the following represent the Council at such a meeting namely Cllrs Turner and Hall plus the Deputy Clerk Proposed by Cllrs Atkins and Bancroft. Approved unanimously.</p> <p>County Cllr Cutts referred to the bus service being cut back from Nottingham to and from East Bridgford. Following concern from residents both in the Village and in Shelford, and at the request of County Cllr Cutts, it was decided to invite a representative from Trent Barton Buses to a future Parish Council meeting in early 2015 to explore why evening services were cut back at short notice, why there was so little consultation, and why sensible alternatives suggested by individuals have been rejected so far. This is to be a solutions driven discussion.</p> <p>An invitation is to be sent to the Chairmen of the Parish Councils of Shelford and Newton , and of Gunthorpe, together with the Shelford resident who proposed a specific solution.</p> <p>Action:-Cllr Norman to collate a summary of the issues for Clerk to send to Trent Barton Buses.</p> <p><u>Village website</u> <u>It was considered in general terms that the village website should be made more of by the village.</u></p>
<p>23.</p> <p>23.1</p> <p>23.2</p> <p>23.3</p>	<p><u>To receive matters for report</u></p> <p>Cllr Lawrence reported that there had been parking of vehicles on the “wrong” side of Main Street, blocking traffic. If this recurs, and buses cannot get through, the village might lose its bus service.</p> <p>The Chairman 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 February Council meeting.</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. (2)This section applies to a local authority, (3)In this section local authority” means a local authority within the meaning given by section 270(1) of the Local Government Act 1972 see below I.e. “local authority” means a county council, a district council, a London borough council or a parish council Should it be a monthly agenda item? To be discussed in February.</p>
<p>24.</p>	<p><u>Correspondence for information only</u> A list of correspondence had been circulated.</p>
	<p><u>Closure</u> The meeting closed at 9.53 pm</p> <p>Chairman Date:</p>

Chairman's report January 2015

It has been another busy Christmas season in the village, with many activities for residents and visitors. We are reminded yet again that we are fortunate to have such a community spirit in the parish.

Together with Cllr. Atkins, I have attended a further meeting with the Woodland Trust at Springdale Wood, together with representatives of the Friends of Springdale Wood (Patsy Andrews) & the Biodiversity Group (Jack Rieley).

It was something of a surprise after a short delay to find that there were upwards of 20 people who eventually came. They were people from all over the country, including Trust managers from areas such as Norfolk and Northumberland, who had been attending a conference in Holme Pierrepont. Cllr. Atkins will report on the substance of the meeting but for the purpose of this report,

I am pleased to say that they were very impressed with the work in the wood of the Friends of Springdale Wood and the Biodiversity Group, and I believe that the wood has become a model of good practice for local community management.

It is good to see another business locating in a vacant building in the village, with a branch of Home Instead moving into the original medical centre building. I am sure we would all wish them all the best for the future.

Finally, many thanks to Cllr. John Turner who attended the 10th anniversary celebration at The Grange in Radcliffe on Trent in December on my behalf when I had to go to Norfolk at short notice.