

**EAST BRIDGFORD PARISH COUNCIL**

**MINUTES OF THE MEETING HELD ON MONDAY, 3 NOVEMBER 2014 AT 7.30 PM IN THE  
METHODIST CHAPEL**

<b>Present:</b>	Chaired by Chairman Cllr P Clarke Cllrs D Atkins, P Bancroft, N Hall, T Hartfield, R Hunt, N Lawrence, T Norman, T Strutt and J Turner County Cllr K Cutts
<b>Also present:</b>	Mrs J Barlow (Clerk) Two members of the WI
<b>1.</b>	<b><u>To make Declarations of Interest in any matter on the agenda</u></b> Interest in the WI funding request (Agenda item 16) was declared by the Chairman as his wife is Treasurer for the WI and by Cllr Strutt as the Pre-School Group children would benefit from the proposed improvements.
<b>2.</b>	<b><u>To receive apologies for absence</u></b> Cllr D Meylan who had just returned home following an operation. The Chairman and all Councillors wished him a speedy recovery.  Mr EMF Temple, Deputy Clerk who was on holiday.  The Chairman brought forward Public Comment.
<b>5.</b>	<b><u>Brought forward</u></b> <b><u>To receive public comment (the meeting was adjourned for the duration of this item)</u></b> The members of the WI explained the improvements they wish to make to the toilets in the WI Hut, in particular the upgrading of the disabled and ladies toilet facilities, including a low washbasin for children in the ladies. Councillors expressed concern that the quotations obtained might not cover the full extent of the proposed improvements. Cllr Hartfield offered to liaise with the WI to make sure that the proposed works will satisfy current regulations and obtain further quotations if necessary. Agenda item 16 was brought forward & discussed but is recorded in para 16 below.
<b>3.</b>	<b><u>To consider the minutes of the meeting held on 6 October 2014 and when approved to sign them as a true record</u></b> A number of amendments were agreed and it was proposed by Cllr Atkins that the minutes be approved as amended and an amended copy of the minutes should be signed by the Chairman at the next meeting, seconded by Cllr Bancroft and all in favour.
<b>4.</b>	<b><u>To receive reports on matters arising from the minutes (not dealt with elsewhere on the agenda) and to answer questions from Councillors</u></b>  <b><u>Path near WI Hut</u></b> Cllr Strutt reported that the hedge was being cut back today. <b><u>Green backed signs for Butt Close.</u></b> Cllr Hall reported that he will arrange to fit the signs. <b><u>New bin by the Sports Pavilion</u></b> This has been received and will be fitted. <b><u>Fosters Close</u></b> The Clerk reported that information had been provided by Waterloo Housing and

5.	<p>information is being sent to the Help to Buy Register and the Parish Council should be informed when any of the properties are marketed in the future.</p> <p><b><u>Loan to the Pre-School Group</u></b> The Deputy Clerk is to draw up a Loan Agreement.</p> <p><b><u>Key to Butt Field Shed</u></b> Cllr Turner now has a key for the shed.</p> <p><b><u>Footpath No. 3</u></b> Jane Baines at NCC is looking into ownership and responsibility for this.</p> <p><b><u>IT Advice</u></b> The Clerk reported that she is meeting the IT adviser on 17<sup>th</sup> November.</p> <p><b><u>Bags of Road Salt</u></b> Cllr Norman asked if the Village Hall could be provided with a bag if there is any spare. Cllr Hunt will add the Village Hall to his list of recipients.</p> <p><b><u>Gate on the Bridleway off Butt Lane</u></b> A response from Jane Baines at NCC is awaited. Dealt with above.</p>
6.	<p><b><u>To receive the Chairman's Report</u></b> The Chairman's Report had been circulated prior to the meeting and is attached as an Appendix to these minutes.</p>
7.	<p><b><u>To consider and make recommendations on planning applications and receive RBC decisions</u></b> The Deputy Clerk and Cllr Meylan had circulated details of various applications and the response of the Council to each was as follows. Cllr Lawrence abstained from voting.</p> <p>14/02140/FUL Mr &amp; Mrs Taylor, 12 Brunts Lane Demolish existing dwelling and construct replacement dwelling. Council had no objection but recommendation that the application was accepted in principle but materials and design should be in keeping with the adjoining property. Proposed by Cllr Atkins, seconded by Cllr Turner and all in favour.</p> <p>14/02158/TPO Mr A Watson, The Whitehouse, 5 Cherryholt Lane Fell Willow Tree. Council had no objection. Proposed by Cllr Atkins, seconded by Cllr Norman and all in favour.</p> <p>14/02182/FUL Mrs J Barlow/East Bridgford Parish Council Installation of 1.8m high close boarded fence adjacent to highway at Brooks Close Council unable to comment on its own application.</p> <p>14/01752/FUL Mr D Powell, 2 Cherryholt Lane Demolition of an existing bungalow and attached garage and construction of two storey dwelling with attached single storey annexe and detached garage Council had no objection. Proposed by Cllr Atkins, seconded by Cllr Hunt and all in favour.</p>

	<p>14/02162/REM Mr E Tarbatt Approval of reserved matters relating to appearance and landscaping matters in connection with outline planning permission for replacement garden centre with car park and access road, wildlife area and lake (ref 11/01080/EXT) Council had no objection. Proposed by Cllr Atkins, seconded by Cllr Norman and all in favour.</p>
<b>8.</b>	<b><u>Finance</u></b>
<b>8.1</b>	<b><u>To receive the Statement of Account to 30 October 2014 and approve and sign the Schedule of Payments</u></b>
	<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><b>RESOLVED:</b> To accept the Statement of Account to 30 October 2014 and the Supplementary Schedule of Payments for October 2014 and the Schedule of Payments for November 2014 Proposed by Cllr Bancroft, seconded by Cllr Turner and all in favour</p>
<b>8.2</b>	<b><u>To receive the RFO's Report</u></b> <p>The RFO passed a copy of the October 2014 bank statement to the Vice-Chairman for checking and signing.</p> <p>The RFO reported that the internal audit would be done on 13<sup>th</sup> November.</p> <p>The RFO reported that the All-Courts cheque is still being held.</p>
<b>9.</b>	<b><u>To receive an update regarding ownership of Springdale (Millennium) Wood</u></b> <p>Cllr Atkins reported that he had met with a representative from the Woodland Trust and the Woodland Trust can offer the Parish Council a 999 year lease or a 5 year maintenance contract and a 25 year lease. The Woodland Trust would prepare the lease, which would have a peppercorn rent and contain a 3 months notice clause. Ongoing maintenance costs are estimated at approximately £200 per year. It was agreed that Jack Rieley and the Friends of Springdale Wood must be included in any negotiations as they will be responsible for the ongoing maintenance. It was proposed by Cllr Atkins that the Parish Council commence discussions with the Woodland Trust towards the grant of a 999 year lease for Springdale Wood, subject to maintenance being carried out by the Woodland Trust prior to the commencement of the lease including removal of willows and other works to be agreed as recommended by the Friends of Springdale Wood, seconded by Cllr Lawrence and all in favour.</p>
<b>10.</b>	<b><u>To receive an update on the Butt Field Improvement Project</u></b> <p>Cllr Atkins reported that he had received three quotations for constructing the driveway from College Street to the playing field, although he awaited the written confirmation from Bridgford Driveways of their quotation at £4,600. It was proposed by Cllr Atkins that the quotation from Bridgford Driveways be accepted, subject to the written quotation being acceptable, seconded by Cllr Bancroft and all in favour. It is anticipated that the work would be done in March 2015.</p>
<b>11.</b>	<b><u>To consider matters arising from the review of Parish Documents</u></b>  <b><u>Leases and sub-leases</u></b>

	<p>The Clerk reported that an email had been received from Stuart Nicholson about the Sports Club lease. The Deputy Clerk is to review the response and report back to the Parish Council when agreed.</p> <p><b><u>Bus Shelter</u></b> Fraser Brown is dealing with the registration.</p> <p><b><u>Wharf registration</u></b> The Clerk had been sent a copy of a letter from the Land Registry to Fraser Brown raising enquiries about the extent of the land to be registered. It was agreed that Fraser Brown should be instructed to proceed immediately with registration of the extent of land at the Wharf as proposed by the Land Registry, and to urgently contest with the Land Registry about a triangle of land which appears to have been incorrectly registered to another landowner. Cllr Hunt confirmed that this piece of land falls within the boundaries of the Wharf and he has been maintaining it for many years.</p> <p><b><u>Wharf Lease</u></b> The Deputy Clerk is looking at this and he will discuss with Cllr Hunt and report back to the December meeting.</p>
12.	<p><b><u>To receive an update regarding nominations of Assets of Community Value</u></b> Cllr Lawrence reported that he is completing the relevant forms but needs to put the name and position of a person within the organisation who would be notionally purchasing. It was agreed that the Clerk to the Parish Council should be noted as the contact in the documentation.</p>
13.	<p><b><u>To receive an update on the Cuttle Hill Project</u></b> The Chairman had circulated a proposed draft Project Management Agreement for consideration. It was agreed that the Chairman would speak to Amanda Waring and see if she would be prepared to put in an application to the Supporting Local Communities Fund on behalf of the Parish Council and whether she would be interested in taking on the project management and, if so, under what terms.</p>
14.	<p><b><u>To receive an update on the Tree Survey</u></b> The Chairman had circulated a copy of the report from Crown Consultants dated 24<sup>th</sup> October 2014. Cllrs Hall and Turner had looked at the sycamore in the Car Park (T15) with Paul Adcock who had quoted £895.00 + VAT to take the tree down. Cllr Turner had spoken to Tom Pettit at RBC who had advised that the Parish Council could proceed with removal as the tree is in a dangerous condition. It was proposed by Cllr Hunt that Paul Adcock be asked to remove the tree urgently with a replacement tree to be planted (species to be agreed), seconded by Cllr Hall and all in favour.</p> <p>Cllr Turner reported that Paul Adcock had also looked at the oak tree at the bottom of Haycroft Way and it was recommended that the roots be cut back.</p> <p>Cllr Hall will arrange for the hedge in the Car Park to be cut.</p> <p>The Clerk will speak to Cllr Meylan to see about making an application to the Greenwood Trust for a suitable replacement tree.</p>
15.	<p><b><u>To discuss progress with the Risk Assessment</u></b> Deferred to the December meeting when the Deputy Clerk will report on progress.</p>
16.	<p><b><u>To consider the request for funding received from the WI for improved</u></b></p>

	<p><b><u>toilet facilities (S137 Local Government Act 1972)</u></b></p> <p>It was proposed by Cllr Atkins that a grant of 20% of the cost of the improvement works be made provided that the Parish Council is satisfied that the works carried out will fulfil the necessary requirements and comply with regulations, seconded by Cllr Hartfield and all in favour.</p>
17.	<p><b><u>To discuss the consultation on gravel extraction at Shelford</u></b></p> <p>The Chairman had circulated a draft letter to be sent to NCC and it was noted that the response deadline is 10<sup>th</sup> December. The draft letter was approved subject to additional comment being made about the increase in volume of traffic on the A6097 when the housing developments at Newton and Bingham are complete.</p>
18.	<p><b><u>Monthly list of outstanding issues</u></b></p> <p>Double yellow lines around the village –ongoing</p> <p>Sports Club Licence – to be reviewed with Fraser Brown</p> <p>Rent review of Brian Crossland allotments – next due in April 2015. The Clerk asked for this to be removed from the list.</p> <p>Overgrown hedges – ongoing</p> <p>Butt Lane outside Medical Centre 15m of guardrail + marker post - NCC to carry out work</p> <p>Old A46 Fosseyway junction signing improvements</p> <p>Wharf Lease – Fraser Brown dealing with Land Registry application</p> <p>30mph sign on Butt Lane - ongoing</p> <p>Replace tree at 52 Kneeton Road</p> <p>Notice Board for allotments</p> <p>Welcome packs for newcomers to the village</p> <p>Flooding, blocked/overgrown gullies &amp; ditches on Kneeton Rd – letters have been sent to landowners on Kneeton Road</p> <p>Seats to be revarnished around the village</p>
19.	<p><b><u>To consider whether there are any consultation issues arising from the agenda</u></b></p> <p>None other than as discussed.</p>
20.	<p><b><u>To consider whether there are any insurance issues arising from the agenda</u></b></p> <p>The possible acquisition of Springdale Wood.</p>
21.	<p><b><u>To receive reports from Committees</u></b></p> <p>Cllr Turner reported that he had attended the Sports Club meeting and concern has been expressed about the number of slipping roof tiles on the Pavilion due to balls being kicked onto the roof. They will be looking into the possibility of retiling the front elevation with tiles to be nailed on. It had also been asked when and where</p>

	the kick-in goal is to be reinstated. Cllr Turner suggested that the kick-in goal be added to the list of outstanding items.
<b>22.</b>	<b><u>To receive and consider reports from the Clerk.</u></b>
<b>22.1</b>	The Clerk reported that Amanda Wallis, RBC Neighbourhood Officer has asked residents who live near the Car Park to maintain logs about anti-social behaviour and she is liaising with CPSO Sally Charles. Agenda item for the December meeting.
<b>22.2</b>	A letter had been received from a resident complaining about the Savills "To Let" advertising boards at the industrial estate on Kneeton Road which have been there for a considerable time and should no longer be required as the units are fully let. The Clerk will write to Savills to enquire if they could now be removed, with a copy of the letter to RBC planners.
<b>23.</b>	<b><u>To receive matters for report</u></b>
<b>23.1</b>	The Chairman reported that Cllr Meylan is entitled to a Long Service Award and Cllr Hall will be attending the NALC AGM and will collect the award on his behalf.
<b>23.2</b>	Cllr Bancroft reported that BT Broadband engineers had been working on College Street and there is a meeting with an update on the current position to be held on 27 <sup>th</sup> November, which the Chairman said he will be attending.
<b>23.3</b>	Cllr Hunt reported that there were some damaged tiles on the bus shelter roof on Main Street opposite the Royal Oak and it was believed that this had already been reported to NCC.
<b>23.4</b>	Cllr Strutt reported that the hedge at 20 Moss Close/College Street junction is overgrown.
<b>24.</b>	<b><u>Correspondence for information only</u></b> A list of correspondence had been circulated. The letter from NCC about community sandbag stocks was discussed but it was agreed that the Parish Council would not take this further.
	<b><u>Closure</u></b> The meeting closed at 10.10 pm  Chairman ..... Date:

#### **Chairman's Report November 2014**

As expected, the inclusion of a scheme for extraction of sand and gravel from Shelford West in the Notts. Mineral Plan has been put into a formal consultation process. Shelford and Newton Parish Council has requested support in putting forward as many objections as possible. To expedite matters, I will circulate a draft letter of objection from ourselves. Please let me have suggested amendments prior to the meeting and I will try to update and re-circulate it so that we can agree a final version at the meeting. A pressure group, Save Our Valley, has been set up and they have submitted an article to the village

magazine, I believe. They have also requested a link via our website which I believe would be against the editorial policy we agreed at the time of the wind turbine debate but this may depend on interpretation and hence subject to discussion at the meeting. To facilitate the scheme to improve access to Cuttle Hill and also support Notts County Council in improving safety outside St. Peter's Academy, a paper will be circulated suggesting breaking down the various elements into phases for which applications for grant aid can be made to try and keep the council's contribution to the amount currently agreed. Issues such as planning permission will need to be coordinated with the County Council.

The survey of the trees in the Car Park was completed on the 14<sup>th</sup> October, and the report will be made available on settlement of the fee, which at £540 plus VAT was higher than the figure I estimated at the last meeting. However, there were other trees on the site which, on reflection, had review dates within 18 months or so, and I requested that these be included in addition to the two causing concern.

The arrival of normal autumn weather i.e. wet and mild, has finally kick-started the grass seed on the field at Butt Close. Cllr. Atkins will report on a progress meeting with Mark Walton.

The finger post signs to Butts Field (sic) with all the detail about the sports available and the pavilion on them have now also been refurbished and replaced on the lamp posts (the 'S' on Butts has been left green to correct the original error).