

East Bridgford Parish Council

Minutes of the Meeting held on Monday 6th February 2017 at 7.30 pm in the Methodist Chapel

Present: Cllr P Clarke (Chairman), Cllrs D Atkins, P Bancroft, N Hall, R Hunt, D Meylan, T Norman, T Strutt, J Turner, M Verner

Also present: Mrs J Barlow (Clerk); County Cllr K Cutts, Borough Cllr N Lawrence; Mr E Temple (Deputy Clerk), Mrs J Molineaux (Minute Secretary)

Mr Douglas Sutherland, Mr Jackson-Peatling

2017/25	To make Declarations of Interest
	Cllr Atkins on matters relating to the Community Plan & Springdale Wood; Cllr Clarke as an Officer of the Bowls Club; Cllr Hunt on matters relating to the Wharf and the Marina; Cllr Norman on matters relating to Fraser Brown Solicitors; Cllr Strutt on matters relating to the Academy
2017/026	Apologies for Absence
	None
	The Chairman adjourned the meeting and brought forward Public Comment.
2017/029	To receive Public Comment
2017/029.1	Mr Sutherland lives on Kneeton Rd, and is concerned about the Planning Application (16/03015/FUL by Mr A Bouch) to allow 5 additional units on the Industrial Estate, in relation to volume, type and speed of additional traffic. This application had been reviewed by the Parish Council and comments had been passed to RBC with regard to privacy, hours of traffic movement and security lighting, but no objection. It was proposed not to revisit this application – majority (7) in favour, 2 abstained.
2017/029.2	Mr Jackson-Peatling asked the Parish Council to consider the quotation he had provided for remedial drainage work to resolve the problem of water flowing onto his land from the higher ground above. He has a proposal for remedial drainage work which will require pipework on Parish owned land.
	The Chairman reconvened the meeting and brought forward Agenda Item 2017/036.
2017/036	To consider the Proposal and Quotation received for works to improve drainage near the Marina
	After discussion, it was proposed that Mr Jackson Peatling or his contractors be allowed access to the Parish owned track, on the terms of an easement to be prepared, and subject to him/them consulting with NCC Highways and with the affected tenant, for the purpose of carrying out remedial drainage work at his expense. The track should be reinstated to the satisfaction of the Parish Council. Proposal seconded and majority in favour (4 in favour, 3 against, 2 abstentions) The Parish Council made it clear that it should have no long term maintenance or financial responsibility in relation to this work.
2017/027	To consider the Minutes of the meeting held on 9 January 2017 and when approved to sign them as a correct record
	It was noted that under Item 201712.1, the minute should read "Therefore Fraser Brown has drawn up an interim lease for the section of PC owned land covered by the Pavilion and Bowls/Tennis Clubs." It was proposed that, subject to these changes, the Minutes be approved and signed and all in favour.
2017/028	To receive reports on matters arising from the minutes and answer questions from Councillors.
2017/028.1	Resignation of Cllr Sharma – RBC has been informed and a notice issued. (2017/002)
2017/028.2	The Clerk has not yet received a contribution from the Horticultural Society in relation to the Playing Field repairs. (2017/005.3) Action: Add to outstanding list.
2017/028.3	Installation of gates at the foot of the Butt Close flyover – the Clerk has heard from Jane Baines and there will be a delay due to legal issues. (2017/004.2)
2017/028.4	Trent Lane /A6097 junction – Highways England are doing their own traffic survey in March, and will consider the outcome. The police have no objections to the proposal to make the road one-way and NCC are in consultation with the landowners.
2017/028.5	Staff appraisals – will take place towards the end of March / early April. (2017/009.2)
2017/028.6	Hedges at 107 and 109 Main Street – the Clerk and Cllr Atkins are reviewing this issue, so have not yet written to the residents. (2017/018)

2017/028.7	Replacement tree at 52 Kneeton Road – the Clerk has written to Tom Pettit and is awaiting a response. (2017/018)
2017/028.8	Parish Council website – Deputy Clerk to review the wording of the disclaimer on the website. (2017/022.1)
2017/028.9	Pavements/overhanging trees on Kirkhill – Clerk has written to the resident regarding tree maintenance. (2017/23.4)
2017/028.10	Licence for Chalets – Clerk has not written to RBC as in fact there are only 15 chalets as per the licence. (2017/23.6)
2017/028.11	White goods left at 34 Straws Lane – Clerk clarified house number and will write to resident. (2017/23.9)
2017/028.12	Streetwise emptying Dog Bins – Cllr Bancroft contacted Streetwise and Bins are now being emptied twice a week. (2017/23.3)
2017/030	To receive the Chairman’s Report
	The Chairman had circulated his report (see Appendix).
	The Chairman brought forward agenda item 2017/040
2017/040	To Agree tree works required and approve quotation for costs
	A new quote for £495 has been received to conduct the tree survey. It was proposed to accept this quote, seconded and all in favour. Action Cllr Clarke to instruct consultants.
2017/031.1	To consider and make recommendations on planning applications and receive RBC decisions See Appendix
2017/031.2	Cllr Meylan wishes to send a letter to RBC to request written notification of any conditions attached to planning approvals so the Parish Council can monitor whether these have been met. Cllr Lawrence advised that this letter be addressed to David Mitchell, Executive Manager.
2017/032	Finance
2017/032.1	To receive the Statement of Account to 31 st January 2017
2017/032.2	To approve and sign the Schedule of Payments: It was proposed that the Schedule of Payments be approved and signed and all in favour.
2017/032.3	To sign cheques for invoices due for payment.
2017/032.4	To receive the RFO’s report: Streetwise – Cllr Bancroft asked Clerk to continue to hold the payment for the tangle logs work until all the work is completed. Donation to Dare project – cheque has not been cashed. Action: Cllr Strutt to notify school. The Internal Audit has been completed, and was countersigned by the Chairman at the meeting. A vote of thanks to the Clerk was proposed, and all in favour. See Appendix for Clerk’s Financial Report.
	The Chairman brought forward Agenda Item 2017/035
2017/035.1	To receive a report on the play area and consider quotations for any remedial work required
2017/035.2	Cllr Hall asked that Streetwise avoid taking vehicles onto Butt Field unless necessary and especially in wet weather. Action Cllr Bancroft to discuss with Streetwise
2017/035.3	Cllr Bancroft reported on the play area. £2,100 worth of repairs still to complete. It was proposed that Cllr Bancroft authorises a spend of £525 on log repairs during February. Seconded and all in favour.
2017/035.4	The Clerk has asked Streetwise for a quote for routine maintenance of the site
2017/035.5	The Clerk has written to Cracknell seeking recompense for the urgent safety repairs already completed and for other defects to be made good.
2017/035.6	Cllr Atkins commented on the bamboo which has failed to develop into a tunnel for children to play in.
2017/033	To discuss matters relating to the Playing Field
	Cllr Turner and the Deputy Clerk had a useful meeting with Luke Smith from NCC who hopes that a General Consent Order can be used to enable Notts CC to transfer the playing field to the PC under s77 of the School Standards and Framework Act 1998, rather than going the longest way round, NCC is pursuing the statutory consultees. A vote of thanks was proposed to the Deputy Clerk for his assistance – all in favour.
2017/034	To discuss matters arising with regard to the Pavilion

	Cllr Turner noted the work in relation to the NIC / EIC testing. There is one small outstanding item to be checked – awaiting result. A list of outstanding defects has been sent to the Project Manager. A further two showers have today been reported as not working. It was reported that the leases to the Bowls Club, to the Tennis Club and to the Sports Club had been completed and dated 19 January. The tenants are arranging for land registration.
2017/037	To consider the request from Friends of St Peter’s to hold a firework display on Butt Field in November 2017
	It was proposed that permission be granted to the Friends of St Peters to hold the display on Thursday 2 November 2017, subject to the same conditions as last year. Seconded and all in favour. The Deputy Clerk will liaise with the group again on the requirements regarding risk assessments, permissions, licences.
2017/038	To consider matters arising from the review of parish documents to including mowing of the field, the Wharf registration (confidential item) and insurance items
	Confidential item
2017/039	To consider matters relating to the water discharge from the bank above the Marina access track (confidential item)
	Nothing to report / see Item 2017/036
2017/041	To receive a report on matters on the monthly list of outstanding issues
	See Appendix for list of outstanding items.
2017/041.1	The Speedwatch equipment has been booked for 14 February. Cllrs Clarke and Strutt to conduct Speedwatch operation during morning rush hour.
2017/041.2	Cllr Turner reported that the wooden benches are due to be re-varnished during the summer.
2017/042	To consider whether there are any consultation issues arising from the agenda
	1. Consultation with the sports club about the exact area of the sports field to be leased after the PC purchases the freehold. 2. Consultation with the Friends of St Peter’s about possible improvements to the fireworks arrangements proposed for 02.11.17. 3. Consultation with the sports club about taking on risk assessments etc after the lease was completed on 19 January. 4. Consultation with St Peter’s about Notts CC’s own consultation on application of S 77 School Standards and Finance Act 1998.
2017/043	To consider whether there are any insurance/risk assessment issues arising from the agenda
	Regarding the proposed Fireworks Display on 2 November – the Deputy Clerk is liaising with the Academy and Academy Friends on Insurance and Risk Assessment issues to see if there are any possible improvements in procedure from November 2016. If the Parish Council has purchased the freehold by then, there will be no need to apply to Notts CC as freeholder for permission, but police, fire and the licensing authority will need to be informed by the Academy. Public Liability Insurance is in place for Butt Close. Regarding the Pavilion – the Parish Council as owner is currently responsible for insuring the structure, but now the lease of the pavilion has been executed and dated 19 January, the Sports Club is to set up health and safety risk assessments for all activities in the Pavilion and on the Tennis Club Property and on the Bowls Club Property, including sports related injuries. Action: Deputy Clerk to report back in March on progress.
2017/044	To receive reports from committees
	None
2017/045	To receive and consider reports from the Clerk
	The Housing Needs Survey had shown a need for 19 new affordable homes. Action: to be put on agenda for March 2017.
	RBC had discovered a painting of Kirkhill corner and offered it to the Parish Council, the Clerk will accept.
2017/046	To receive matters for report
2017/046.1	Cllr Meylan reported that he was forced to reverse out of Trent Lane onto the A6097 by Gunthorpe Bridge because a public bus was obstructing his side of the road.
2017/046.2	Cllr Meylan enquired about traffic speed notices limiting speed around the school. Cllr Cutts confirmed that these are advisory and only during school hours.
2017/046.3	Cllr Atkins reported two blocked gullies on College Street – he was advised to report these using the online reporting system.
2017/046.4	Cllr Atkins requested that the presentation of the Welcome Pack is improved.

2017/046.5	Cllr Verner reported a large amount of rubbish at the bottom of Trent Lane near the Bridge – he was advised to report this as flytipping using the online system.
2017/046.6	Cllr Verner reported that the pavement on Kirk Hill is still slippery due to the build-up of fallen leaves from overhanging trees. Borough Cllr Lawrence will take this matter up.
2017/046.7	Cllr Hunt asked for clarification on when the Wharf rent is due for review. Review becomes due in September. Action: to include in the Agenda for March 2017
2017/046.8	Cllr Hunt reported that the track up to the Marina is still in a very poor state. Action: Cllr Hunt to put forward proposal for the remedial work.
2017/046.9	Cllr Cutts reported that her Divisional Fund for local projects is now spent for this year.
2017/046.10	Cllr Turner reported a Camper Van parked up in the car park. It was noted that this has been discussed with the owner.
2017/046.11	Cllr Hall reported that a complaint was made via the Clerk from an allotment holder regarding pieces of metal left on the track. This has been resolved.
2017/046.12	Cllr Lawrence noted that Mrs Pat Hill will be applying for permission to install a bench in memory of her husband.
2017/046.13	Cllr Lawrence was pleased to observe a young man with his dog clearing litter on Springdale Close.
2017/046.14	Cllr Strutt to take photos of Parish Council and staff for the Welcome Pack.
2017/047	Correspondence for information only
	Only as circulated to Cllrs prior to the meeting.
	There being no further business the meeting closed at 9.29 pm.

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Date:

Chairman

East Bridgford Parish Council

Appendix to the Minutes held on Monday 6 February 2017 at 7.30pm in the Methodist Chapel

Item 2017/030 Chairman's Report

Defibrillator

I attended the PPG meeting on 25th January and referred to the factors which the PC believe make the outer wall of the Medical Centre a good site for a public access defibrillator. However, the PPG decided that it continued to recommend the Village Hall as a more suitable site. In the meantime, things have developed through the First Responder group and its newly recruited volunteers in East Bridgford. Although still to be confirmed, it appears that this group will initiate a survey of the village to ascertain what the optimum coverage should be. They may also seek the funding required to extend the coverage to meet the identified need, so it is recommended that this process is allowed to develop and we ask the First Responder group to keep us informed of progress.

Village Hall

Councillors Turner, Hall and myself attended the public meeting about the Management of the Village Hall on Thursday 26th January. During that meeting, details of a proposal to change the status of the management of the Hall from a Trust to a Community Incorporated Organisation (CIO) were explained. This is a relatively new category and the constitution of the new status is a standard one approved by the Charity Commission dated May 2016. The main benefits of this move were said to be to avoid onerous charges at the Land Registry every time a trustee is changed, and to give limited liability protection to the managing group. A resolution to authorise the change was proposed and passed by the people present (all three Councillors abstained from the vote).

Tree Survey

Councillors will recall that a quotation was requested last September from the consultants who carried out the previous comprehensive tree survey. We have now received an (unsolicited) offer from the same consultants at a much reduced price to carry out this work and Councillors may wish to consider this at the meeting.

Item 2017/031 - Planning

PLANNING APPLICATIONS RECEIVED in January 2017

17/00144/FUL

Mr and Mrs Perkins of Aslockton NG13 9AZ dated 21 December
Reindeer Inn building NG13 8PH
Demolition of existing outbuildings

17/02981/FUL

Mr and Mrs Perkins of Aslockton NG13 9AZ dated 21 December
Reindeer Inn building NG13 8PH
Change of use of public house to residential dwelling, proposed external alterations, and demolition of existing outbuildings.

The Parish Council is pleased that this historic site is to be brought into sympathetic use and its history preserved. It is suggested that an explanatory, clearly visible, notice be affixed to the building for the public to understand and appreciate the long history of the building.

East Bridgford is not a “town” and it has no trams as the report suggests.

The Parish Council has no objection to these applications but wishes to make 3 observations:-

- 1.The supporting posts for the 1.8m wooden fence to be on the garden side, and its colour and treatment, should be prior agreed with Development Control.
- 2.The stone coping material to the new flat roof perimeter should be prior agreed with Development Control.
- 3.There is insufficient car parking space for the amount of accommodation.

Item 2017/032 – Financial Report

MEETING OF EAST BRIDGFORD PARISH COUNCIL TO BE HELD ON 6 FEBRUARY 2017				
CLERK'S FINANCIAL REPORT				
Statement of account				
		at	31/01/2017	
Balances :				£
Bank of Scotland current ac				43958.94
				43958.94
* Note:				
Of total funds, reserve for maintenance of village heritage assets:				
			£	
b/f	25/09/2014	500.00	re 2014/15	
transfers in / out	30/09/2015	500.00	re 2015/16	
transfers in / out	29/09/2016	500.00	re 2016/17	
c/f	31/01/2017	1500.00		
Summary of receipts and payments				
Receipts	01/01/2017	to	31/01/2017	
<u>Accounts heading</u>			<u>Description</u>	£
Allotment rent			Allotment rent	150.00
Sports Club			Rent	5.00
Wharf rent			Rent for quarter	1125.00
				1280.00
Supplementary Payments - Jan 17				
<u>Accounts heading</u>			<u>Description</u>	£
None				0.00
Payments - February 2017				
<u>Accounts heading</u>			<u>Description</u>	£
Subscriptions			NALC	288.83
Management Expenses			Stamps	6.60
Management Expenses			Phone bill	62.97
Allotments			Return of deposit	25.00
Allotments			Return of deposit	50.00
Management Expenses			Stationary	4.89
Playing fields and pavilion			Repairs to cable runway	811.62
Staff Costs			Salaries Jan 2017	1009.55
Casual Labour Contract			Labour/litter collection Jan17	350.00
				2609.46

Item 2017/041 Monthly List of Outstanding Issues

Date	Issue	Discussion February 2017
October 08	Double yellow lines around the village - being reviewed	
	Sports club Lease - being signed	
August 14	52 Kneeton Road Replace Tree - 14/00875TPO	Clerk has written to Tom Pettit (RBC)
October 14	Seats to be Re-varnished around Village	To take place in Summer 2017
August 15	Cuttle Hill project -Deferred	
December 15	Improved footpath around Butt Close	
July 16	Water discharge from bank above Marina	
October 16	Community Speedwatch Exercise	Scheduled for 14/2/17