

East Bridgford Parish Council

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

Present: Cllr P Clarke (Chairman), Cllrs 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)

Mrs Crawford; Mrs McCabe, Mrs Taylor;

2017/48	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. It was agreed to revisit this issue item 2017/064.
2017/049	Apologies for Absence
	Cllr D Atkins
	The Chairman brought forward Item 2017/059
2017/059	Formal presentation of a painting of East Bridgford
	Borough Cllr Lawrence presented a painting of East Bridgford, by Hazel Hartstone, which had previously been part of Rushcliffe Borough Council's art collection. Cllr Clarke, on behalf of the Parish Council, noted his grateful thanks for the painting. It was proposed that the Lord Mayor's Charity, Maggies, receive a donation of £100 from the Parish Council in thanks for the gift – seconded and all in favour.
	The Chairman adjourned the meeting and brought forward Public Comment.
2017/052	To receive Public Comment
2017/052.1	Mrs Dot Crawford attended on behalf of the tennis club to present draft plans for provisional approval by the PC relating to the proposed extension to the pavilion to replace the existing viewing lodge .
	The Chairman brought forward Item 2017/057
2017/057	To discuss any matters arising with regard to the Pavilion
	It was proposed that the Parish Council has no objection in principle and that the Sports Club can move on to the next stage of planning and commit to full architectural plans for the extension. Seconded and all in favour. It was noted that planning permission needed to be applied for and that probably this should be in the name of the PC. Mrs Crawford said that there is a working party set up to co-ordinate the project . Cllr Turner was nominated and accepted to join. Mrs Crawford said that the grant funding is intended to pay for everything apart from the VAT and the Clerk agreed to apply to HMRC for tax clearance- Mrs Crawford said that the grant funders require that three quotes be obtained and shown to them before any decision is made. The Clerk said that three quotes was the same requirement for the PC
	Cllr Turner reported that NICEIC has certified that the electrical installation is now fit for purpose. What is installed is now adequate for certification purposes. Cllr Hall reported that two of the showers are due to be replaced through the contractors.
2017/052.2	Mrs McCabe and Mrs Taylor attended from the Friends of St Peters. They would like the Parish Council's approval to hold two fundraising events on Butt Field: <u>7 May 2017</u> – Zorb football, BBQ and bar, raising funds for Children with Short Lives. All insurances, licences to be obtained by the Academy, with public liability insurance through the Zorb company. Permission granted. It was noted that the Parish Council would need sight of insurances, risk assessments in advance of the meeting. <u>7 November 2017</u> Fireworks display – Permission has been granted in principle, again noting insurance and risk assessment requirements.
2017/050	To consider the Minutes of the meeting held on 6 February 2017 and when approved to sign them as a correct record
	It was noted that the date on the minutes should read 6 February 2017 It was proposed that, subject to these changes, the Minutes be approved and signed and all in favour.
2017/051	To receive reports on matters arising from the minutes and answer questions from Councillors.

2017/051.1	028.2 The Clerk has not yet received a contribution from the Horticultural Society in relation to the Playing Field repairs. (2017/005.3) - Clerk to contact Horticultural Society
2017/051.2	028.4 Trent Lane /A6097 junction -NCC still in consultation with landowners and now also the bus companies.
2017/051.3	028.6 Hedges at 107 and 109 Main Street – Cllr Atkins requests support of Cllrs to visit the residents in person – agreed.
2017/051.4	028.7 Replacement tree at 52 Kneeton Road – Tom Pettit is contacting the Enforcement Officer to ensure owner replaces tree
2017/051.5	028.11 White goods left on Straws Lane – Letter was sent and white goods have now been removed.
2017/051.6	040 Tree Survey has been done and identified concern requiring urgent attention regarding tree on Brunts Lane. Clerk consulting with Jane Baines to clarify responsibility.
2017/051.7	035.2 Cllr Bancroft has requested that Streetwise avoid bringing vehicles onto Butt Field.
2017/051.8	039 Bank beside access track to marina. Clerk is liaising with NCC
2017/053	To receive the Chairman’s Report
	The Chairman had circulated his report (see Appendix).
2017/054	To consider and make recommendations on planning applications and receive RBC decisions See Appendix for full report <u>17/00251/FUL</u> Mr William Dudill, 18 Main Street NG13 8PA. First floor and single storey rear extensions. No objection but some observations to be made to Development Control <u>APP/P3040/W/17/3169170</u> Mr Robert Shaw The Old Hall, Kneeton Road, NG13 Proposed new dwelling within the grounds of the Old Hall following removal of swimming pool. Appeal filed against refusal of planning permission. Noted <u>17/00489/FUL and 17/00165/FUL</u> Mr Malcolm Armstrong 4 Trent Lane NG13 8PF Demolition/removal of boundary wall. Add two five bar gates and one pedestrian gate, dropped kerb to facilitate wider access. No objection but some observations to be made to Development Control <u>17/00137/FUL</u> Rev O Learmont St Peter’s Church, Kirk Hill, NG13 8PE New glass doors to the South Porch. No objection but some observations to be made to Development Control
2017/055	Finance
2017/055.1	To receive the Statement of Account to 28 February 2017
2017/055.2	To approve and sign the Schedule of Payments: It was proposed that the Schedule of Payments be approved and signed and all in favour.
2017/055.3	To sign cheques for invoices due for payment.
2017/055.4	To receive the RFO’s report: Donation to Dare project – cheque has not been cashed. Action: Cllr Strutt to follow up with school Streetwise – Cllr Bancroft asked Clerk to continue to hold the payment for the tangle logs work until all the work is completed.
2017/056	To discuss matters relating to the Playing Field
	<u>Business rates</u> – the Deputy Clerk reported that the Sports Club had explained to HMRC’s District Valuer that the pavilion was out of use for much of the two years’ assessed period because it had been so damaged by the fire. It has also requested that HMRC’s District Valuer makes a site visit to see the position on the ground with a view to reassessment. <u>Large scale plan of Butt Close</u> – Permission has been sought from the company that prepared the 2011 large scale plan as it is under its copyright. Copies are needed for the lease to the Sports Club of the whole area excluding the play areas (to be identified precisely on the large scale plan), after the field’s freehold has been purchased. No reply yet but the Deputy Clerk is chasing. <u>Purchase of freehold of playing field</u> – Notts CC has not yet received a letter from the Academy confirming that it has adequate facilities for use of the field after the PC purchases it. The Deputy Clerk has sent a reminder to the Academy.

2017/058	To receive a report on the play area and consider quotations for any remedial work required
2017/058.1	It was reported that certain timbers at the play area had rotted and needed replacing. The contractor was NT Killingley and the Parish Council's consultant landscape architects were Cracknells. It was proposed a) that the original contracts with NT Killingley and Cracknells are located, and b) that the matter is then referred to Fraser Brown Solicitors for advice on recovery of repair costs. Seconded and all in favour.
2017/058.2	It was proposed to extend the Streetwise contract for routine maintenance of the play area, with clear communications of the Parish Council's requirements. Seconded and all in favour.
2017/060	To consider the pre-application consultation for a proposed CTIL base station at Springdale Farm.
	It was proposed that the Parish Council raises no objection, given the likelihood of improved mobile phone signal for residents. Seconded, one against and majority in favour.
2017/061	To discuss the rent review due for the Marina in September 2017
	Cllr Hunt declared an interest and left the room for this item It was proposed that the Clerk approach Saviles to obtain some independent guidance on setting the rent when the 5 year rent review takes place in September. Seconded and all in favour.
2017/062	To consider and approve the repair work required to the Marina track
	Cllr Hunt submitted a proposal for works to repair the track. It was proposed that the Parish Council approve a £500 contribution to this work. Seconded and majority in favour (Cllr Hunt abstained).
2017/064 2017/063	To consider the Rushcliffe Borough Council consultation on the Local Plan Part II To consider the findings of the Housing Needs Survey
	The public meeting takes place on 17 March. The Clerk outlined guidance she had received from RBC and NALC regarding declaration of interest on this item. Declarations of interest on this item were noted from Cllr Verner EAS7 / EBR1&2, Cllr Turner EAS7 / EBR1 and Cllr Strutt (EAS5 / EBR8).
	Cllr Clarke suggested a small working group to work up a Parish Council response – group to include Cllr Clarke, Cllr Meylan and Cllr Atkins. Additional Parish Council meeting to take place on Monday 27 March at 7.30pm at the Methodist Church to agree the final response.
	Response to be based on principles agreed as follows – should reflect the findings of the recent community appraisal, should acknowledge the findings of the Housing Needs survey which identifies the need for 19 affordable homes, should reflect a concern over infrastructure issues such as drainage, school capacity, shops and other facilities.
	It was noted that the development of a Neighbourhood Plan may merit consideration. A Neighbourhood Planning meeting is taking place on 28 March 2017 in Bingham, contact is Jenny Kirkwood at Rural Community Action Nottinghamshire.
	Cllr Lawrence requested that the response is submitted via the official consultation form, and emphasized that all Councillors can respond in a personal capacity and all residents should be encouraged to respond.
2017/065	To discuss the arrangements and agree on speakers to invite to the Annual Parish Meeting on Thursday 20 April 2017
	Cllrs Lawrence and Cutts plan to attend. It was agreed that the Community Plan group be invited as guest speakers. Cllr Hunt agreed to produce posters.
2017/066	To consider matters arising from the review of parish documents to include mowing of the field, the Wharf Registration and insurance items
	The Clerk is progressing matters associated with the registration. It was proposed that the Clerk proceeds as advised by solicitors. Seconded and all in favour.
2017/067	To consider matters relating to the water discharge from the bank above the Marina access track
	Nothing to report
2017/068	To receive a report on matters on the monthly list of outstanding issues
	See Appendix for list of outstanding items
2017/069	To consider whether there are any consultation issues arising from the agenda
	Nothing to report

2017/070	To consider whether there are any insurance/risk assessment issues arising from the agenda
	The Deputy Clerk is supporting the Academy and Friends of St Peters in relation to two fundraising events planned for this year on Butt Field.
2017/071	To receive reports from committees
	None
2017/072	To receive and consider reports from the Clerk
	The Footpaths leaflets have run out – the Clerk will arrange a reprint
	The Clerk is to contact RBC regarding the vacancy on the Parish Council.
2017/073	To receive matters for report
2017/073.1	Cllr Bancroft reported a broken “No Motorbikes” sign at the Browns Lane entrance. Cllr Hall to check if he has a replacement.
2017/073.2	Cllr Verner enquired whether the dog waste situation on Butt Field had improved. It was reported that bins are now emptied regularly and there has been an improvement.
2017/073.3	Cllr Turner reported that Gill Blagg would like to hold a Christmas Tree Festival in the Church this year and would like the Parish Council to participate, alongside other groups and clubs in the village.
2017/073.4	Cllr Turner reported a red car parked up long term in the car park. Cllr Clarke to issue the usual notice on the windscreen.
2017/073.5	A tree on parish owned land lost some branches in the recent storm and these fell onto a neighboring property. Cllr Hall is arranging remedial work
2017/073.6	Cllr Hall has cleared a number of drains around the village after a problem was reported at the last meeting
2017/073.7	Cllr Strutt gave her apologies for the next meeting.
2017/074	Correspondence for information only
	As circulated to Cllrs prior to the meeting.
	After discussion regarding the communication between the Clerk and a resident, it was proposed that in future any communication should be forwarded to the full Parish Council for discussion at the next meeting. Seconded and all in favour.
	There being no further business the meeting closed at 10.10pm.

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Date:

Chairman

East Bridgford Parish Council

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

Item 2017/053 Chairman's Report

Tree Survey

The consultant appointed carried out the survey on the 21st February, and it is hoped that the report will be with us before the March meeting. However, one tree surveyed near Bridgford Street was reported immediately since it posed a hazard to Brunts Lane and the public footpath across Bridgford Street. It is not clear whether the tree is sited on parish-leased land or on the highway verge, so an urgent site visit with Notts CC Highways/Footpaths has been requested.

Community Road Safety (CRS scheme)

Unfortunately, a problem with a cable on the speedwatch equipment meant that the planned check on Main Street could not take place. Another date will be arranged in due course, but in the meantime I have requested that the police might do their own check(s) on Main Street and Kneeton Road at times when issues have been identified.

RBC Local Plan Consultation – Green Belt

You should now be aware that RBC Planning Department is carrying out consultation about the next stage of the Local Plan, which identifies the need for 2000 more homes in Rushcliffe. Consequently, it is looking at several sites in the green belt around some rural settlements, and this includes a number around East Bridgford. There will be a public meeting on Friday 17th in the Village Hall between 5-8pm and comments need to be returned to RBC before the 31st March on the published timetable. This meeting has been advertised in the parish magazine and we understand that letters are to be delivered to all residents alerting them to this meeting. We will need to agree how to respond as a Council at our meeting on 6th March. There are probable 'declaration of interest' matters in this area for some Councillors. The Clerk will issue some guidance in advance which Councillors will be able to consider and if necessary discuss at the meeting prior to debating this item.

Sports Club Pavilion Extension and other matters

The issue of Business Rates on the pavilion has become urgent with the arrival of a demand for two years' rates totalling in excess of £9000. Under the lease, this is a matter for the Sports Club which is taking urgent action to try and obtain the rate relief which other clubs with pavilions in the borough receive. It also comes at a critical time where the SC is seeking grant aid to extend the pavilion, and hence increase the 'offer' to the community. Some Councillors and Officers are continuing to offer assistance in these matters.

Friends of St Peter's Academy event

The Academy is now a member of the Sports Club, and the PTA wants to hold a family event on Butt Close which involves a form of football called Zorb football, together with a BBQ and bar. The date they have in mind is Sunday 7th May from mid-day to around 5pm. They wish to use the pavilion for changing etc which is now a matter for the Sports Club under the lease arrangements. Since the lease over the field has been delayed by the transfer of ownership process, they need the permission of the PC to use the field. Advice has been given about the requirements for evidence of insurance etc. Representatives of the PTA will attend on Monday to answer any questions. The Council will need to decide whether and under what conditions, if any, consent will be given.

Great British Spring Clean

Shortly after our February meeting, an e-mail from Streetwise arrived advertising the above event on the weekend of 4th March. Last year, we got involved with the Scouts and WI members who did litter-picking on various lanes around the village and so I circulated the e mail to them again. However, it has not been possible to arrange it this time around. Weather permitting, I will do the annual clean of the phone box and millennium sign on Saturday morning prior to the monthly coffee morning to show willing! (Hi-vis jacket and risk assessment will be in evidence).

Item 2017/054 - Planning

PLANNING APPLICATIONS RECEIVED in February

17/00251/FUL

Mr William Dudill,
18 Main Street NG13 8PA.

First floor and single storey rear extensions.

APP/P3040/W/17/3169170

Mr Robert Shaw

The Old Hall, Kneeton Road, NG13

Proposed new dwelling within the grounds of the Old Hall following removal of swimming pool.

Appeal filed against refusal of planning permission.

17/00489/FUL and 17/00165/FUL

Mr Malcolm Armstrong

4 Trent Lane NG13 8PF

Demolition/removal of boundary wall. Add two five bar gates and one pedestrian gate, dropped kerb to facilitate wider access.

17/00137/FUL

Rev O Learmont

St Peter's Church, Kirk Hill, NG13 8PE

New glass doors to the South Porch.

Decisions yet to be made by RBC on the following

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.

16/03015/FUL

Mr A Bouch

East Bridgford Business Park, Kneeton Road NG13 8PJ

Construction of a two storey building to comprise 5 storage/distribution units and 5 office units with associated access, parking, soft landscaping and means of enclosure. The area proposed is at the public highway/ side of the Park.

16/02405/FUL

Mr Brian Crossland

Mill Heyes Farm, Closes Side Lane, NG13 8NA

Retention of mobile home/ chalet for occupation by an agricultural worker. To extend current permission 13/00068/FUL.

Decisions made by RBC on the following

16/03044/FUL

Mr and Mrs P Lawson

4 Lammas Lane NG13 8LL

Two single storey side extensions and entrance porch

Permission granted

16/02782/FUL

Mr and Mrs Ellis

5 Lammas Lane NG13 8LL

Proposed demolition of existing bungalow and construct new detached dwelling

Permission granted

16/02648/TPO

Alan Hopwood

1 Cuttle Hill Gardens NG13 8 PW

Works to oak tree, crown-lift and thin.

Permission granted

16/02543/COU

Ms C Oglesby

Unit 1 Hackers Close NG13 8PU

Change of use to D2 (assembly and Leisure).

Permission granted

16/02878/FUL

Sean Cook

21 Farm Close NG13 8LN

Single and two storey rear extension

Permission refused

16/02773/LBC

Mr and Mrs Geoffrey Reed

18 Walnut Tree Lane NG13 8NN

Erection of canopy porch to east doorway

Permission granted

16/02895/FUL

Mr and Mrs Middleton

10 College Street NG13 8LE

Single storey rear extension, conversion of existing garage to kitchen/utility, replacement of external store door, internal alterations, new sliding vehicle entrance gates.

Permission granted

16/02926/FUL

Mr and Mrs John Fox

2 College Street NG13 8LE

Single storey side extension

Permission granted

Item 2017/055 – Financial Report

MEETING OF EAST BRIDGFORD PARISH COUNCIL TO BE HELD ON 6 MARCH 2017				
CLERK'S FINANCIAL REPORT				
Statement of account				
		at	28/02/2017	
Balances :				£
Bank of Scotland current ac				39471.48
				<u>39471.48</u>
* 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	28/02/2017	1500.00		
Summary of receipts and payments				
Receipts	01/02/2017	to	28/02/2017	
Accounts heading			Description	£
Allotment rent			Allotment rent	255.00
				<u>255.00</u>
Supplementary Payments - Feb17				
Accounts heading			Description	£
Legal professional Fees			Legal fees re leases	2133.00
Payments - March 2017				
Accounts heading			Description	£
Staff Costs			Salaries Feb 17	729.93
Casual Labour Contract			Labour/litter collection Feb 17	350.00
				<u>1079.93</u>
Signed		Chairman EBPC		Dated
Signed		Clerk & RFO		Dated

Item 2017/068 Monthly List of Outstanding Issues

Date	Issue	Discussion March 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	Tom Pettit (RBC in contact with Enforcement Officer
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	To be rescheduled
February 17	Horticultural Society contribution to costs - £400	Clerk to contact Society