

**East Bridgford Parish Council****Minutes of the Meeting held on Monday 7 August 2017 at 7.30 pm in the Methodist Chapel**

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

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

Residents: Fiona Bacon, Ann Woodhead

<b>2017/182</b>	<b>To make Declarations of Interest</b>
	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.
<b>2017/183</b>	<b>Apologies for Absence</b>
	Cllr P Clarke (Chairman), Cllr Stevens, both away.
	The Chairman adjourned the meeting and brought forward Public Comment.
<b>2017/186</b>	<b>To receive Public Comment</b>
<b>2017/186.1</b>	Ann Woodhead lives to the left of the village car park. She reported on problems she had been experiencing with blocked drains on her property. In the opinion of Severn Trent and Dynorod, the problem is caused by tree roots in the car park which have caused cracks in the pipes. It was agreed to refer to Cllr Clarke on his return and to arrange a site visit. Cllr Verner offered to accompany him. <b>Action: Cllr Clarke / Cllr Verner</b>
<b>2017/186.2</b>	Fiona Bacon is the daughter of Ruth Curtis who lives in the property accessed via the school site. She thanked the Parish Council for supporting the application for an "advisory parking bay" on Kneeton Road to ease access – she is currently awaiting the outcome from the Highways Agency. She asked the Parish Council to consider the use of the Council-owned land opposite the school to create additional parking bays.
<b>2017/184</b>	<b>To consider the Minutes of the Monthly Meeting held on 3 July 2017 and when approved to sign them as a correct record</b>
	Subject to the correction of typographical errors, <b>it was proposed</b> that the Minutes be approved and signed, seconded, and all in favour.
<b>2017/185</b>	<b>To receive reports on matters arising from the minutes and answer questions from Councillors.</b>
<b>2017/185.1</b>	Re: 2017/170 – Diocese has agreed to make contact with the relevant utility company with regard to hedge and tree maintenance. They also agreed to do a further site visit with regard to the ditches. The gatepost along Bridgford Street has been repaired.
<b>2017/185.2</b>	Re 2017/180.6 – removal of plum tree at back of car park – in hand
<b>2017/185.3</b>	Re 2017/180.5 – Resident at Brickyard Lane unhappy with Parish Council's approach but trimming has been completed.
<b>2017/185.4</b>	Re 2017/180.2 – Report from Cllr Hunt on the silting up of the boatyard has been delayed due to personal circumstances – will be brought to the next meeting.
<b>2017/187</b>	<b>To receive the Chairman's Report</b>
	The Chairman had circulated his report (see Appendix). <b>It was proposed</b> to proceed with the ordering of the two plaques (200mm x 250mm) for the Pavilion. Each one is costed at £74.95 for the plaque + £26.50 for the backboard. Seconded and all in favour. <b>Action: Cllr Clarke</b> It was agreed that the Car Park notice should be reviewed at the next meeting. <b>Action: Clerk for September agenda item.</b> Cllr Hall requested that the Sports Club is advised of the current situation with regard to travellers – it was felt that the gates to Butt Field should be closed immediately after vehicular entry by all users. <b>Action: Clerk to write to George Whitt of the Bowls Club.</b>
<b>2017/188</b>	<b>To consider and make recommendations on planning applications and receive RBC decisions</b>
<b>2017/188.1</b>	See Appendix for full report. <u>New applications</u> <u>17/01490/FUL</u>

	<p>Marcus Waldram, 21 Main Street NG13 8PA Detached garage (<i>revised plans submitted</i>) <i>Council had no formal objection but submitted a number of pertinent observations</i> <a href="#">17/01509/PAA</a></p> <p>Craig Taylor, 12 Brunts Lane NG13 8NQ Single storey rear/side extension measuring 7m from the rear of the original dwelling and having a flat roof height of 3m. <i>This notification is not in the normal form It just says that the applicant needs to make a formal application, yet the application number is given. No comment as the council has not seen a formal application</i> <a href="#">17/01590/FUL</a></p> <p>Kevin Booth, 4 Dovecote Close NG13 8PR Replacement fence <i>No objection provided he replaces the hedge in front of the fence at the same time.</i> <a href="#">17/01591/FUL</a></p> <p>East Bridgford Parish Council, Butt Close playing field NG13 8LF Demolition of existing detached wooden tennis viewing lodge. Extension of the existing pavilion to create a new clubroom. <a href="#">17/01603/FUL</a></p> <p>Steve Cooper, 29 College Street NG13 8LE (Remove outbuilding/garage) 2 storey side/rear extension and detached garage. <i>No objection (2 abstentions)</i> <a href="#">17/01718/TPO</a></p> <p>Mrs Amanda Hardy , 3 Cuttle Hill Gardens NG13 8PW Works to oak tree, crown reduce by 50% , crown thin 20% and remove all dead wood. <i>No objection</i> <u>Decisions yet to be made by RBC on:</u> <a href="#">17/00920/FUL</a> renewal of <a href="#">05/00650/FUL</a></p> <p>Mr N Dexter, 2 Hackers Close NG13 Construction of 4 dwellings and access road <i>Council had no objection. This is a renewal of an existing planning permission</i> <a href="#">17/00865/FUL</a></p> <p>Mr &amp; Mrs Perkins, Reindeer Inn NG13 8PH Erection of two dwellings, conversion of barn/store to dwelling. <i>Revised plans submitted. Further objections filed.</i> <a href="#">APP/P3040/W/17/3169170</a></p> <p>Mr Robert Shaw, The Old Hall, Kneeton Road, NG13 8PG Proposed new dwelling within the grounds of the Old Hall following removal of swimming pool. Appeal filed against refusal of planning permission, application <a href="#">16/01817/FUL</a>.</p>
<b>2017/188.2</b>	Cllr Lawrence gave an update on the changes to the Planning Committee procedures, as detailed in the Village Magazine. For applications that get referred to the committee, applicants will be offered the opportunity to speak for three minutes, as will one objector for each application, followed by the ward member for five minutes (Cllr Lawrence).
<b>2017/189</b>	<b>Finance</b>
<b>2017/189.1</b>	To receive the Statement of Account to 31 July 2017. <b>Action: Clerk to write to Sports Club re reimbursement of planning fee</b>
<b>2017/189.2</b>	To approve and sign the Schedule of Payments: <b>It was proposed</b> that the Schedule of Payments be approved and signed, seconded and all in favour.
<b>2017/189.3</b>	To sign cheques for invoices due for payment.
<b>2017/189.4</b>	To receive the RFO's report External Audit has been passed. Quarterly internal audit has been completed. 3-year summary figures have been sent to Cllr Clarke to review for the village magazine.
<b>2017/190</b>	<b>To discuss matters relating to the Playing Field</b>
	The Deputy Clerk reported that the application to the Department for Education re freehold of Butt Field is just being sent off by NCC. Cllr Atkins reported that one of the trim trail footplates has been removed – a replacement is in hand.
<b>2017/191</b>	<b>To consider the request for St Peter's Academy to hold a firework display on Butt Field on Thursday 2 November 2017</b>
	<b>It was proposed</b> to grant this request, seconded and all in favour. The Deputy Clerk is in touch with the organizer and will act as liaison. It was suggested that lighting be provided to access the site. It was noted that there is to be a National Beacon Lighting event in November 2018 to celebrate Armistice Day centenary. <b>Action: Clerk to bring agenda item to February or March 2018 agenda.</b>

<b>2017/192</b>	<b>To consider the request to rent a section of Butt Field for community sport and leisure use</b>
	Parish Council had received a request from Clive Turner (Director of East Bridgford Amateur Sports) to a rent small section of land on Butt Field, and also requested access to the Pavilion, in order to provide a range of different activities for residents. <b>It was proposed</b> to support the principle of allowing access without charge to this piece of land subject to the council's consideration of full documentation of what is planned. Seconded, and majority in favour with one abstention. Access to the pavilion is a matter for discussion between Mr Turner and the Sports Club.
<b>2017/193</b>	<b>To discuss any matters arising with regard to the Pavilion and the extension</b>
	Cllr Turner reported that the Sports Club has submitted a planning application, and is carrying out a tender process for the project. A second bat survey has not shown any activity.
<b>2017/194</b>	<b>To consider the purchase of plaques to be sited at the pavilion</b>
	Discussed under 2017/187
<b>2017/195</b>	<b>To receive a report on the play area and consider quotations for any remedial work required</b>
	Cllr Bancroft reported. The bark has been supplied and will be laid by Streetwise. An inspection of the logs by Cracknell and Killingley will take place on 18 August – Cllrs Verner and Bancroft attending. Cllr Bancroft listed items totaling £600.60 for further remedial work – <b>It was proposed</b> that this work be approved, seconded and all in favour Cllr Hall queried who was responsible for grass cutting in the play area – Cllr Bancroft has raised with Streetwise.
<b>2017/196</b>	<b>To consider matters arising from the review of parish documents to include mowing of the field, the Wharf Registration and insurance items</b>
	It was noted that insurance provision will need to reviewed and amended when the Sports Club begin construction work.
<b>2017/197</b>	<b>To consider matters arising referring to the Policy for dealing with abusive, persistent or vexatious complaints, complainants and correspondence.</b>
	Cllr Turner declared an interest. Cllr Turner then made a statement as a member of the public relating to allegations made by a resident which are being dealt with through the Policy above. In line with The Parish Council's Standing Orders, <b>it was proposed</b> that in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the public be temporarily excluded and they were instructed to withdraw. Seconded and all in favour, with one abstention. Cllr Lawrence was invited to remain. Cllr Turner left the meeting for the remainder of the item. Discussions followed regarding communications received from the resident and their relevance to the Policy. <b>It was proposed</b> that measures to restrict communication set out in section 4.3.1 of the Policy should be applied in this instance. The resident should be asked to refrain from contacting the Council (the Council will not acknowledge any communications) and should be barred from Parish Council meetings. Any contact should be directed to a single person, in this case the Chair, Cllr Clarke. These restrictions are to be in force for a period of six months and are limited to communications on the topics of: Butt Field, the pavilion / extension and the Sports Club lease. Seconded, majority in favour with one abstention. Cllr Turner was absent from the vote. <b>Action: Cllr Clarke to write to the resident</b>
<b>2017/198</b>	<b>To receive a report on matters on the monthly list of outstanding issues</b>
	Re-varnishing of seats in the village - this work is currently out to tender Tree at 52 Kneeton Road – Action: Clerk to follow up with Tom Pettit.
<b>2017/199</b>	<b>To consider whether there are any consultation issues arising from the agenda</b>
	Nothing to report
<b>2017/200</b>	<b>To consider whether there are any insurance/risk assessment issues arising from the agenda</b>
	Fireworks event on Butt Field – Deputy Clerk dealing Pavilion construction works – <b>Clerk to action prior to commencement of construction works</b>

	Clerk to contact insurers regarding potential future legal expenses: <b>Action: Clerk</b>
<b>2017/201</b>	<b>To receive reports from committees to include recommendations from the Allotment and Opens Spaces Committee regarding Springdale Wood Management Agreement Best Kept Village prize</b>
	Cllr Norman listed a number of recommendations regarding the Springdale Wood Management Agreement discussed at the Allotment and Open Spaces Committee: 1) the placement and maintenance of seats should be a matter for the Woodland Trust and the Wildlife and Biodiversity Group; 2) the notice period for any events should remain at 6 months; 3) the Wildlife and Biodiversity Group should provide to the Woodland Trust and the Parish Council a 12-month programme of planned events. <b>It was proposed</b> that these recommendations be agreed, seconded and all in favour. It was agreed that other matters regarding the management agreement be carried forward to the next meeting. <b>Action: Clerk to put on September agenda.</b>  Best Kept Village – It was proposed that the Runners Up prizemoney be spent on a tree for Cuttle Hill. Seconded and all in favour. <b>Action: to progress on receipt of prize money – Clerk to monitor</b>
<b>2017/202</b>	<b>To receive and consider reports from the Clerk</b>
	A request had been received by Cllr Clarke from Robert Jenrick MP to display a card on the Parish Council notice boards. It was agreed that this could be displayed – <b>Action: Deputy Clerk</b> Information had been received regarding the planned Christmas Tree festival – <b>Action: Clerk to circulate and put on September agenda</b>
<b>2017/203</b>	<b>To receive matters for report</b>
<b>2017/204.1</b>	Cllr Strutt reported that trees had been trimmed on the corner of A6097 and Kirk Hill (Gunthorpe Bridge side)
<b>2017/204.2</b>	Cllr Atkins reported that the Community Plan group are planning an event on 6 December and requested that this is held as a Council event. It was agreed that they should enquire with the Village Hall itself which should have its own Public Liability Insurance. <b>Action: Cllr Atkins to report back</b>
<b>2017/204.3</b>	Cllr Bancroft attended the Police Priority Setting meeting and reported the priorities as being Anti-Social Behaviour, Burglaries and Travellers
<b>2017/204.4</b>	Cllr Hunt reported that uneven paving near Post Office has been repaired
<b>2017/204.5</b>	Cllr Lawrence reported that the Strategic Planning group are preparing recommendations which will go out for consultation sometime in September
<b>2017/204.6</b>	Cllr Norman had reported the dumping of some waste material on Brunts Lane
<b>2017/204.7</b>	Cllr Norman had been told of some water leakage on Cuttle Hill – has been investigated and no problems identified.
<b>2017/204</b>	<b>Correspondence for information only</b>
	As circulated to Cllrs prior to the meeting.
	There being no further business the meeting closed at 10.30pm

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Chairman

Date: .....

## **East Bridgford Parish Council**

### **Appendix to the Minutes held on Monday 7 August 2017 at 7.30pm in the Methodist Chapel**

#### **2017/187 - Chairman's report, August 2017**

##### Village car park

At the July meeting, it was reported that a small number of vehicles continue to be parked almost continuously. When the issue of cars for sale was being resolved, it was found that some residents were parking there to avoid congestion at their properties. At the moment, the notice in the Car Park only refers to untaxed vehicles not being left there, and this has been noted by one of the residents concerned. If it is thought that the Car Park should be for short-term parking only, the Council may wish to decide to formally vary the conditions and consider changing the notice accordingly. This will probably require an agenda item at a future meeting.

##### Plaques for the pavilion

At the last meeting, it was suggested that we commission a plaque to commemorate the formal re-opening of the pavilion by County Cllr. Kay Cutts. A separate communication will be sent outlining the options for wording, size, cost etc which can be agreed at the meeting.

Since the last meeting, we have learned of the passing of Jean Hunt, long time benefactor of the village and its Sports Club, and mother of Councillor Russell Hunt. The Council will wish to send its condolences to Russell and all of Jean's family and friends. In addition, Councillors may recall that, prior to the fire, there was a plaque above the bar in the pavilion which commemorated the contribution of Fred Hunt, Jean's husband, a plaque which has not been replaced to date. Councillors may wish to consider taking the opportunity to replace this plaque at the same time as the plaque commemorating the re-opening, and changing the wording on the plaque to include the names of both Fred and Jean Hunt.

##### Complaints and communications

A Parish Council may be thought of as the smallest cog in the engine of democracy, but Councillors are elected to make decisions in the best interests of their community and hence need to be open to challenge and debate. At times, this can be fuelled by emotion and strong convictions as when the issues of the proposed asylum centre and wind turbine were on the agenda, and the level of the debate was such that public meetings were needed to ensure people have the opportunity to let Councillors know their strength of feeling. When a decision is made, there will always be those who believe that the decision is wrong and who may wish to challenge that. This is normal but any challenge must be in proportion and with due respect for the Council and its officers.

#### **2017/188 Planning**

Where it states "permission granted" it may be approved subject to conditions.

##### PLANNING APPLICATIONS RECEIVED in July

###### 17/01490/FUL

Marcus Waldram, 21 Main Street NG13 8PA

Detached garage (*revised plans submitted*)

*Council had no formal objection but submitted a number of pertinent observations*

###### 17/01509/PAA

Craig Taylor, 12 Brunts Lane NG13 8NQ

Single storey rear/side extension measuring 7m from the rear of the original dwelling and having a flat roof height of 3m.

*This notification is not in the normal form It just says that the applicant needs to make a formal application, yet the application number is given. No comment as the council has not seen a formal application*

17/01590/FUL

Kevin Booth, 4 Dovecote Close NG13 8PR

Replacement fence

*No objection provided he replaces the hedge in front of the fence at the same time.*

17/01591/FUL

East Bridgford Parish Council, Butt Close playing field NG13 8LF

Demolition of existing detached wooden tennis viewing lodge. Extension of the existing pavilion to create a new clubroom.

17/01603/FUL

Steve Cooper, 29 College Street NG13 8LE

(Remove outbuilding/garage) 2 storey side/rear extension and detached garage.

*No objection*

17/01718/TPO

Mrs Amanda Hardy , 3 Cuttle Hill Gardens NG13 8PW

Works to oak tree, crown reduce by 50% , crown thin 20% and remove all dead wood.

*No objection*

Decisions yet to be made by RBC on the following

17/00920/FUL renewal of 05/00650/FUL

Mr N Dexter, 2 Hackers Close NG13

Construction of 4 dwellings and access road

*Council had no objection. This is a renewal of an existing planning permission*

17/00865/FUL

Mr & Mrs Perkins, Reindeer Inn NG13 8PH

Erection of two dwellings, conversion of barn/store to dwelling. *Revised plans submitted.*

*Further objections filed.*

APP/P3040/W/17/3169170

Mr Robert Shaw, The Old Hall, Kneeton Road, NG13 8PG

Proposed new dwelling within the grounds of the Old Hall following removal of swimming pool. Appeal filed against refusal of planning permission, application 16/01817/FUL.

**Decisions made by RBC on the following in July**

**17/00713/FUL**

E and A Robens (Planning application), 6 Kirk Hill NG13 8PE

Demolition of single storey rear section of 6 Kirk Hill and construction of two storey rear extension, conversion of stable and garage/workshop to a dwelling and family annexe, construction of car port/store building and boundary wall.

Permission granted.

**17/00714/LBC (Listed Building Consent)**

E and A Robens, 6 Kirk Hill NG13 8PE

Demolition of single storey rear section of 6 Kirk Hill, conversion of stables and garage/workshop to a dwelling and family annexe, construction of boundary wall.

Permission granted.

**17/01150/FUL (Planning application)**

E and A Robens, 6 Kirk Hill NG13 8PE

demolition of single storey rear section of 6 Kirk Hill being an unlisted building in a Conservation Area.

No decision - file to be closed

**17/01230/TPO**

Graham Rodger, 4 Bramley Close NG13 8QR

Crown thin walnut tree by 25% pruning and removal of branches.

Permission granted.

**17/01314/FUL**

Mr and Mrs Stein, The Old Mill, 101 Kneeton Road NG13 8PJ

Conversion of a double garage, within a dwelling attached to the listed windmill tower, to a home-office; including the replacement of two garage doors with new timber windows within the existing openings - with timber side panels and brickwork up to the sills - all to match the existing.

Permission granted.

**2017/198 – Outstanding issues**

Date	Issue
October 08	Double yellow lines around the village ~ being reviewed
	Sports club Lease
August 14	52 Kneeton Road Replace Tree - 14/00875TPO ~ Tom Petitt
October 14	Seats to be Re-varnished around Village -
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
May 17	Five year consultation on dualling of A46

**2017/189 – Finance**

<b>MEETING OF EAST BRIDGFORD PARISH COUNCIL TO BE HELD ON 7 AUGUST 2017</b>				
<b>CLERK'S FINANCIAL REPORT</b>				
<b>Statement of account</b>				
		<b>at</b>	<b>31/07/2017</b>	
Balances :				£
Bank of Scotland current ac				45268.57
				<b>45268.57</b>
<b>* Note:</b>				
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	31/07/2017		1500.00	
<b>Summary of receipts and payments</b>				
<b>Receipts</b>				
	<b>29/06/2017</b>	<b>to</b>	<b>31/07/2017</b>	
<u>Accounts heading</u>			<u>Description</u>	£
None			None	0.00
				<b>0.00</b>
<b>Supplementary Payments - July 17</b>				
<u>Accounts heading</u>			<u>Description</u>	£
Open Spaces			Works to tree in play area	160.00
				<b>160.00</b>
<b>Payments - August 2017</b>				
<u>Accounts heading</u>			<u>Description</u>	£
Open spaces			Gravel for car park	66.99
Management expenses			Printed envelopes for Village Welcome Pack	67.20
Management expenses			Planning Application Fee - Pavilion	192.50
Management expenses			Stamps and envelopes	8.22
Management expenses			Printer ink - black	90.00
Management expenses			Phone Bill for qtr	72.35
Allotments			Parts to repair water tank	4.50
Management expenses			Audit fee	480.00
Staff costs			Net salaries	737.87
Casual Labour/Litter			Casual labour and litter picking	350.00
				<b>2069.63</b>
Signed .....			Chairman EBPC	Dated .....
Signed .....			Clerk & RFO	Dated .....