

**East Bridgford Parish Council****Minutes of the Meeting held on Monday 2 October 2017 at 7.30 pm in the Methodist Chapel**

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

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

Residents: Adam Fisher

<b>2017/232</b>	<b>To make Declarations of Interest in any matter on the agenda.</b> (Where an interest becomes apparent during the course of any discussion, it must be declared at that time.)
	Standing declarations as follows: 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>2017/233</b>	<b>Apologies for Absence</b>
	None
	The Chairman adjourned the meeting and brought forward Public Comment.
<b>2017/236</b>	<b>To receive Public Comment</b>
	None
	The Chairman brought forward Item 2017/248
<b>2017/248</b>	<b>To consider matters raised in relation to the Wharf lease (confidential item)</b>
	Cllr Hunt made a statement in relation to the arrangements for the Wharf Lease and then left the meeting for the duration of this item. <b>It was proposed</b> to defer this item for one month Cllrs Atkins and Meylan declared an interest in this item. <b>Action: Clerk to seek advice.</b>
<b>2017/234</b>	<b>To consider the Minutes of the Monthly Meeting held on 4 September 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>2017/235</b>	<b>To receive reports on matters arising from the minutes and answer questions from Councillors.</b>
<b>2017/235.1</b>	Re 2017/210 – Streetwise advised that the rubbish is on private land so have referred on to Environmental Health.
<b>2017/235.2</b>	Re 2017/211 – Deputy Clerk has asked RBC for clarifications on the planning permission for the pavilion extension, he has had no reply and will chase this up. <b>Action: Deputy Clerk</b>
<b>2017/235.3</b>	Re 2017/222 – There has been no application from Metropolitan for the new housing on Holloway Close
<b>2017/235.4</b>	Re 2017/217 – The Council has been asked to reconsider its decision not to supply a Christmas Tree for the festival at St Peters Church. It was noted that the Council's Standing Orders prohibit it from revisiting a decision within six months.
<b>2017/235.5</b>	Re 2017/221 – Cllr Turner's enquiry to NCC regarding the silting up of the Marina has been referred on to another department.
<b>2017/235.6</b>	Re 2017/231 – The Chairman asked Councillors for other suggestions for a new home for the pictures and book donated by John Chater.
<b>2017/237</b>	<b>To receive the Chairman's Report</b>
	The Chairman had circulated his report (see Appendix). Regarding access by travellers on to the Butt Lane by-way, it was agreed that the Clerk should write to Highways England to confirm transfer of land to NCC Highways at the time of the completion of the A46 project. <b>Action: Clerk</b> Regarding the WI Celebration – <b>Action: Clerk to write to the WI</b> to congratulate them on their 100 <sup>th</sup> anniversary. The Chairman gave an update on developments regarding the implementation of the Policy for dealing with abusive, persistent or vexatious complaints, complainants and correspondence. The wording for the new car park sign was reviewed and agreed, subject to the removal of "off-road" and "spaces" which were felt to be unnecessary. <b>Action: Cllr Clarke to order sign.</b>

<b>2017/238</b>	<b>To consider and make recommendations on planning applications and receive RBC decisions</b>
<b>2017/238.1</b>	See Appendix for full report. <u>17/01761/FUL</u> Graham Pennick, 32 Browns Lane NG13 8PL Two storey rear extension More information needed. Cllr Bancroft declared an interest and abstained from the vote. Objection to be filed.  <u>17/02094/FUL and 17/02016/LBC</u> Plaza Homes Ltd, 18 Cherryholt Lane NG13 8LJ Construction of 2 dwellings with new vehicular access and associated landscaping. Plus Demolition of section of wall (Listed Building Consent). One abstention to the vote. Council had objections  <u>17/01966/FUL</u> Sean Cook, 21 Farm Close NG13 8LN New boundary fence Council had no objection
<b>2017/238.2</b>	Regarding the consultation on the proposed sites for housing developments, it was agreed to form a small group to draw up a response on behalf of the Parish Council. Cllr Strutt declared an interest in this item. <b>Action: Cllrs Atkins, Verner and Meylan to bring proposed response to the next meeting for approval.</b> The Chairman suggested that the Council may want to consider the merits of development a Neighbourhood Plan.
	Cllr Purdue Horan left the meeting
<b>2017/239</b>	<b>Finance</b>
<b>2017/239.1</b>	To receive the Statement of Account to 27 September 2017.
<b>2017/239.2</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>2017/239.3</b>	To sign cheques for invoices due for payment.
<b>2017/239.4</b>	To receive the RFO's report
	The Clerk had been approached by the Tennis Club who wish to review their insurance arrangements. <b>Action: Clerk to investigate.</b>
<b>2017/240</b>	<b>To discuss matters relating to the Playing Field to include approving arrangements relating to the firework display</b>
	The Deputy Clerk had circulated documentation relating to the event, which includes measures to improve lighting. <b>It was proposed</b> that the Licence Agreement and Risk Assessment for the Academy's proposed firework display on 2 November 2017 be approved subject to the Chairman being satisfied that the insurance policy for Big Bang Fireworks is in place. Seconded and all in favour. The Deputy Clerk also noted that as the Field purchase goes through, the lettings policy needs to be discussed. It was agreed to defer this to the next meeting. <b>Action: Clerk to note for November agenda.</b>
<b>2017/241</b>	<b>To discuss any matters arising with regard to the Pavilion and the extension, and provision of an asbestos survey and log</b>
	Cllr Turner reported that a quote for £450+VAT has been provided for a full management survey of the existing building which will include an asbestos survey. <b>It was proposed</b> that this quote be accepted. Seconded and majority and favour. <b>Action: Cllr Turner to progress.</b> The Sports Club is still awaiting news of the outcomes of funding applications.
<b>2017/242</b>	<b>To receive a report on the play area and consider quotations for any remedial work required</b>
	Cllr Bancroft reported. The costs for fencing repairs, agreed at the last meeting, have increased by £141.65, and there are now additional costs for clearing vegetation at the access gates - £75. Therefore, <b>it was proposed</b> to release a further £216.65 to cover the additional costs and a further £43.60 for regular grass cutting. Seconded and all in favour.  It was reported that a letter had been received from Gary Massey from Killingley to the effect that they will not accept liability for the problems with the equipment. The Parish Council has the option of taking the matter to the small claims court. It was proposed to proceed with this option. Seconded and all in favour. <b>Action: Clerk to write to Killingley stating that this option is being considered and giving them a 14-day deadline to respond. If no</b>

	<b>response is received, Clerk to then instruct Fraser Brown to issue a letter before action.</b>
<b>2017/243</b>	<b>To consider whether to progress a Dogs on Leads Policy for Butt Field, subject to consultation</b>
	It was agreed that this issue requires a consultation period and some thought as to how to enforce any policy. It was agreed to put a special article in the Christmas issue of the magazine. It was noted that it would be up to the whole community to enforce any such policy. <b>Action: Cllr Clarke.</b> It was also suggested as a topic for the Community Plan public meeting in December – <b>Action: Cllr Atkins.</b> The issue will be put on the agenda for discussion and decision in January 2018 – <b>Action: Clerk</b>
<b>2017/244</b>	<b>To consider policy/action to be taken in cases of harassment of Councillors/staff</b>
	Two instances of harassment of Councillors have taken place in recent months. Councillors are content to not make any changes to policy or take any action, however all Councillors and Officers are required to report any instances to the Chairman and Clerk.
<b>2017/245</b>	<b>To consider road safety issues in the vicinity of the Academy</b>
	It was reported that the child involved in the accident outside school in September is recovering well. The incident highlights the significant problem of parking outside school. Given the seriousness of this incident, it was agreed that the Clerk should write to NCC to enquire about the status of their investigation, and to establish whether any progress had been made regarding parking restrictions around the crossroads. <b>Action: Clerk.</b>
<b>2017/246</b>	<b>To consider the results of the Best Kept Village Competition and consider actions and improvements</b>
	It was agreed that a small group be formed to address comments and identify improvements. Cllr Clarke to request support from residents in his magazine article – <b>Action: Cllr Clarke.</b> Cllr Lawrence congratulated the village on their 2 <sup>nd</sup> place – a significant achievement given the strong competition.
<b>2017/247</b>	<b>To discuss Parish Council involvement in the Community Plan Group event on 6<sup>th</sup> December</b>
	Discussion to be deferred until November. <b>Action: Clerk to write confirming that the Parish Council will be represented at the event.</b>
<b>2017/249</b>	<b>To consider matters arising from the review of parish documents to include mowing of the field, the Wharf Registration (confidential item) and insurance items</b>
	Nothing additional
<b>2017/250</b>	<b>To receive a report on matters on the monthly list of outstanding issues</b>
	See Appendix
<b>2017/251</b>	<b>To consider whether there are any consultation issues arising from the agenda</b>
	See above item 2017/243
<b>2017/252</b>	<b>To consider whether there are any insurance/risk assessment issues arising from the agenda</b>
	It was noted that the faulty footplate on the double air walker is awaiting repair under warranty and is taped off with hazard tape. See also Item 2017/240 regarding the insurance for the fireworks display.
<b>2017/253</b>	<b>To receive reports from committees</b>
	None
<b>2017/254</b>	<b>To receive and consider reports from the Clerk</b>
<b>2017/254.1</b>	The Council has been offered bags of salt for the winter – Cllr Hunt is happy to store.
<b>2017/254.2</b>	The Clerk had received a letter regarding the overhanging vegetation on Kirk Hill, stating that it is on PC land. Cllr Hunt to approach Harvey Pickford for a quote to cut back – <b>Action: Cllr Hunt.</b> <b>Clerk to respond to NCC and also report problem on the opposite side which makes the narrow pavement hard to access.</b>
<b>2017/254.3</b>	Councillors are invited to the Town and Parish Forum on 9 November – Cllrs Meylan and Stevens wish to attend. <b>Action: Clerk to book places</b>
<b>2017/255</b>	<b>To receive matters for report</b>
<b>2017/255.1</b>	Cllr Strutt noted the installation of reflective markers on the old A46/Butt Lane junction.

<b>2017/255.2</b>	Cllr Stevens wished to declare an interest in matters relating to the bank above the marina. <b>Action: Minute Secretary to add to standing declarations</b>
<b>2017/256</b>	<b>Correspondence for information only</b>
	As circulated to Cllrs prior to the meeting.
	There being no further business the meeting closed at 10.00pm.

.....  
Chairman

Date: .....

## **East Bridgford Parish Council**

### **Appendix to the Minutes held on Monday 2 October 2017 at 7.30pm in the Methodist Chapel**

#### **2017/237 - Chairman's report, September 2017**

##### WI Celebration

The East Bridgford branch of the WI is celebrating its 100<sup>th</sup> year with a special service on Sunday 24<sup>th</sup> September, 6.30pm, followed by a reception at the WI hut. As Chairman, I have been invited and will attend on behalf of the Council, which will no doubt want to send its own best wishes for the next 100 years!

##### Car Park

Following up on this item, the current sign is not in a form which can be easily amended. It is suggested that the sign be replaced with one which reads as follows, subject to Councillors agreement:

This car park provides temporary, short-term off-road parking spaces for the public.

Please do not use it for continuous, long-term parking.

Vehicles parked without a current MOT and/or road tax may be removed.

##### Best kept village competition

A collection of photographs of local floral displays is being assembled so that Councillors can consider whether to adopt any ideas for next year, and/or institute a working group to prepare for the competition.

The judges' comments from the 2017 competition are now available for consideration.

##### Dogs on Butt Close

At the last meeting, it was suggested that the Council should consider making it a requirement for dogs to be kept on leads while on Butt Close, and an item be placed on the October meeting agenda. Since this issue is likely to invoke considerable interest and debate, careful thought will need to be given as to how to consult adequately with the public. Accordingly, it is suggested that the agenda item should be worded as an 'enabling' item such that councillors can decide whether to take the issue forward to consultation, and, if so, how that process of consultation should be managed.

##### Sites for housing development

As Councillors are now aware, RBC has considered recommendations that, following the public consultation about the Local Plan Part 2, four sites, two on Butt Lane and two on Closes Side Lane, should be approved for development, providing up to 100 dwellings. At the same time, Metropolitan Housing is proposing to submit plans for 5 small affordable homes on the site of the garages to the south east of the Holloway Close flats. This issue will also create a lot of public interest, and the Council will want, not only to consider its own responses, but also take suitable soundings to determine how best to proceed.

##### Travellers' encampment on the Butt lane by-way

The travellers have moved on and any rubbish has been cleared by Streetwise. However, in the process Notts CC reports that land down there is registered to a local farmer and in future this is likely to mean, if confirmed, that the onus on eviction is not likely to fall on Notts CC and Streetwise will be looking to recover costs from the landowner. It is suggested that we investigate with the Highways Agency as a matter of urgency what exactly happened when the new by-ways were created and the road over the bridge handed over to Notts CC on completion of the A46 project, to ascertain the status of the by-way. The impact on the suggested project to install

agricultural gates, which had reached the stage of needing a change to the status of the by-way, is not known.

#### Tree works update

The branch of a tree rooted outside of Butt Close but overhanging part of the play area, which was identified as a concern by the recent survey, has been dealt with by the landowner. Access for the tree surgeon was granted on to Butt Close for this specific purpose.

#### Drone incident

Further to the agenda item about harassment, a call was received to ask for someone to go to Butt Close where a man was reported to be flying a drone and would not stop when asked by other people. Although he was not flying the drone at that point, he was argumentative and clearly unrepentant when the PC's policy was explained to him. It will be useful to go through advice for Councillors faced with situations such as these.

#### Traffic accident on Kneeton Road near the academy

Councillors may be aware of the accident in early September where a child was reported to have been knocked down crossing the road. The last report was that the child was making a good recovery, but unsurprisingly there is public concern about safety in the area and I have written to the new Headteacher to say that the PC hopes that the pupil makes a full and rapid recovery and to assure him of our support for any measures which will improve safety in that area. This provides the background to the agenda item concerned.

#### Confidential items

Councillors will be briefed on developments at the meeting.

### **2017/238 Planning**

#### PLANNING APPLICATIONS RECEIVED in September

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

#### 17/02094/FUL and 17/02016/LBC

Plaza Homes Ltd, 18 Cherryholt Lane NG13 8LJ and associated landscaping.  
Plus Demolition of section of wall (Listed Building Consent).  
Construction of 2 dwellings with new vehicular access and associated landscaping.  
Council had objections

#### 17/01966/FUL

Sean Cook, 21 Farm Close NG13 8LN  
New boundary fence  
Council had no objection

#### 17/01761/FUL

Graham Pennick, 32 Browns Lane NG13 8PL  
Two storey rear extension  
More information needed. Cllr Bancroft declared an interest and abstained from the vote.  
Objection to be filed.

#### Decisions yet to be made by RBC on the following

#### 17/00839/FUL

E Bech, Old Telephone Exchange, Butt Lane NG13 8NY  
Conversion into a dwelling  
Council had no objection.

#### 17/01920/FUL

Mr and Mrs J Firth, 2 Trent Lane NG13 8PF  
Substantial demolition of conservatory and reconstruction to form single storey extension  
Council had no objection

17/02022/TPO

PF Smith. 14 Main Street NG13 8PA  
Crown reduce by 10-15% sycamore  
Council had no objection.

17/01603/FUL

Steve Cooper. 29 College Street NG13 8LE  
(Remove outbuilding/garage) 2 storey side/rear extension and detached garage.

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.

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 September

17/01490/FUL

Marcus Waldram, 21 Main Street NG13 8PA  
Detached garage (revised plans submitted)  
Permission granted

**2017/250 – Outstanding issues**

Date	Issue
October 08	Double yellow lines around the village - being reviewed
	Sports club Lease
October 14	Seats to be Re-varnished around Village – in hand
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
September 17	Meet Diocese re Kirk Hill hedge/verge maintenance

**2017/239 – Finance**

<b>MEETING OF EAST BRIDGFORD PARISH COUNCIL TO BE HELD ON 2 OCTOBER 2017</b>				
<b>CLERK'S FINANCIAL REPORT</b>				
<b>Statement of account</b>				
		at	<b>27/09/2017</b>	
Balances :				£
Bank of Scotland current ac				55495.20
				<u>55495.20</u>
<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
transfers in / out	27/09/2017		500.00	re 2017/18
c/f	27/09/2017		2000.00	
<b>Summary of receipts and payments</b>				
<b>Receipts</b>				
	<b>01/09/2017</b>	to	<b>27/09/2017</b>	
<u>Accounts heading</u>			<u>Description</u>	£
Precept			Precept - 2nd instalment 2017/18	18704.50
				<u>18704.50</u>
<b>Supplementary Payments - September 17</b>				
<u>Accounts heading</u>			<u>Description</u>	£
Rent and rates			Field rent -qtr to 30/11/17	87.50
Management expenses			Course fee - data protection	30.00
				<u>117.50</u>
<b>Payments - October 2017</b>				
<u>Accounts heading</u>			<u>Description</u>	£
Playing field and pavilion			Sand rake	19.96
Management expenses			Course fee - new councillor training	25.00
Management expenses			Stamps	6.72
Playing field and pavilion			Repairs to decking	1080.00
Staff costs			Net salaries	670.60
Staff costs			PAYE/NIC q/e 30/9/17	473.56
Casual Labour/Litter			Casual labour and litter picking	350.00
				<u>2625.84</u>
Signed .....			Chairman EBPC	Dated .....
Signed .....			Clerk & RFO	Dated .....