

East Bridgford Parish Council**Minutes of the Meeting held on Monday 26 March 2018 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,
Michele Sharratt (Clerk), Euan Temple (Deputy Clerk), Jess Molineaux (Minuting Secretary)
Residents: Mr D Sutherland, Mrs A Powell

2018/080	To make Declarations of Interest in any matter on the agenda. (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 Stevens on matters relating to the bank above the Marina; Cllr Strutt on matters relating to the Village Show and the Horticultural Society. Cllr Meylan declared an interest in matters relating to the weir.
2018/081	Apologies for Absence
	County Cllr F Purdue-Horan – unwell.
	The Chair brought forward Item 2018/084 – Public Comment
2018/084	To receive Public Comment
2018/084.1	Mr Sutherland noted the revised planning application under consideration by RBC for additional industrial units on Kneeton Road. He wished to voice continuing concern about increased traffic that may result. He had already noticed significant increase in traffic including articulated vehicles, and is concerned for residents' safety. He also felt that the units would bring limited value to the village in terms of work opportunities.
2018/084.2	Mrs Powell voiced concern over the ongoing parking/congestion issues in the village, especially in relation to the school, and asked whether the old tennis court could be used as a permanent car park, as it is during the Village Show. This would benefit activities at the church and the school. She also had a suggestion for the installation of a mirror at the Kirk Hill junction, to assist drivers exiting Trent Lane.
	The Chair brought forward Item 2018/086 Planning
2018/086	Planning
	To consider and make recommendations on planning applications and receive RBC decisions See Appendix for full report 18/00539/FUL Mr Andrew Brough EB Business Park, Kneeton Road NG13 8PJ Construction of building to comprise 4 storage/distribution units and associated 2 storey office accommodation with associated access, parking, soft landscaping and means of enclosure. This is a replacement application for the approved 16/03015/FUL granted in March 2017. The building is of similar size and proportion. The application states that extra traffic will be restricted in size. The Parish Council DOES NOT OBJECT however comments were submitted around issues such as additional tree planting, measures to ensure security lighting is not a nuisance to residential units. 18/00627/FUL Mr Luke Nottage 1 Blenheim Gardens NG13 8NX Two storey extension to front elevation and internal alterations The Parish Council DOES NOT OBJECT 18/00605/FUL Mr Graham Pennick 32 Brown's Lane. Ground floor garage and porch extension and first floor roof and window alteration. This is a re-submission with improved roof design. The Parish Council DOES NOT OBJECT.
	The Chair brought forward Item 2018/096 Off-Street Parking Strategy
2018/096	To consider a response to the Rushcliffe draft off-street parking strategy
	The Parish Council has no comment to make on the draft off-street parking strategy. It was noted that the new car park charging arrangements on the two car parks on Needham Street are causing confusion. With regard to the proposal from Mrs Powell, Cllr Clarke confirmed that this piece of land is not owned by the PC, and that it is leased to another village organisation, however that this suggestion could be discussed at a later meeting.

2018/082	To consider the Minutes of the Monthly Meeting held on 5 March 2018 and when approved to sign them as a correct record
	It was proposed that the Minutes be approved and signed, seconded, and all in favour.
2018/083	To receive reports on matters arising from the minutes and answer questions from Councillors
2018/083.1	Re: 2018/072 – The Springdale Wood Management Plan is now signed.
2018/085	To receive the Chairman’s Report
	The Chairman had circulated his report (see Appendix). With regard to the pizza van trading out of the village car park, it was agreed for the Clerk to write to the pizza company to inform them that they are trading out of a private car park, and to enquire about their insurance arrangements. Action: Clerk Best Kept Village Competition – members of the gardening group are meeting to discuss their plans. It was suggested that additional displays could also tie in with plans for the Armistice Day centenary celebrations. The Chairman had circulated a draft annual report, which was approved by Councillors.
2018/087	Finance
2018/087.1	To receive the Statement of Account to 19 March 2018.
2018/087.2	To approve and sign the Schedule of Payments: It was proposed that the Schedule of Payments be approved and signed, seconded and all in favour. There is a payment outstanding to the solicitors due to the invoice going astray – this is in hand.
2018/087.3	To sign cheques for invoices due for payment.
2018/087.4	The RFOs report was received.
2018/087.4	To consider and approve an EBPC expenses policy The Chairman had circulated a draft policy. It was proposed that this was approved, the majority in favour with 3 against.
2018/087.4	To consider and approve the use of online banking to make authorised payments The Clerk outlined how this would work, and the efficiencies it would bring. Payments would still need to be approved. Two councillors would have access to the account to check activities. It was agreed to put this formally on the agenda in order to amend the Standing Orders. Action: Clerk
2018/088	To discuss matters relating to the Playing Field
	Cllr Turner reported that the Heads of Terms are almost agreed for the purchase of the Playing Field.
2018/089	To discuss any matters arising with regard to the Pavilion and the extension
	It was reported that, subject to formal confirmation of grant monies, the contractor is available to start the work on 14 May. It was noted again that the contracts will need to be signed by the Parish Council, and payments made through the PC account.
2018/090	To receive a report on the play area and consider quotations for any remedial work required
	Cllrs Hall, Hunt and Turner were thanked for the work they have done to replace the ropes on the clatter bridge, this has saved the Parish Council over £200. Cllr Bancroft reported that the bark that has been purchased will need to be laid before the ROSPA inspection in May, but drier weather is required before this can take place.
2018/091	To discuss action to be taken regarding remedial work required to play area timbers
	As agreed at the previous meeting, Cllr Bancroft has approached Playdale regarding supplying replacement non-wood timbers, but they are not able to do this, nor can Streetwise. Continued negotiations for recompense from the original supplier will therefore need to proceed.
2018/092	To discuss East Bridgford’s commemoration of the centenary of Armistice Day
	Cllr Atkins reported that the PCC is yet to meet to discuss plans for the commemoration due to Father Learmont leaving. Initial plans include a lighting of the beacon and bell ringing. It was suggested that the new Garden Centre is asked to sponsor a planter/display – Action: Cllr Clarke to make contact.
2018/093	To receive an update on the data protection issues in advance of the GDPR coming into force in May 2018
	The Deputy Clerk is still working on a report and recommendations for the Parish Council - to bring to the next meeting. Action: Deputy Clerk.

2018/094	To receive an update re the proposal install a small hydro plant next to the Trent and an easement over the access road from Trent Lane to the Weir.
	An update was received and next steps identified and agreed. To ensure that the Council meets its obligations to obtain best value, it was agreed to appoint qualified surveyors to advise and negotiate on its behalf.
2018/095	To consider and approve plans for Bonfire Night
	It was proposed that the Parish Council agrees to allow St Peters Academy to hold a Bonfire and Fireworks night on Thursday 1 November subject to (1) the Academy obtaining all necessary consents and licences, (2) the Academy showing the Parish Council details of its insurances and (3) the Academy signing a licence in the usual form. Seconded and all in favour. Action: Clerk / Deputy Clerk
2018/097	To consider allotment issues including whether to divide plot 10 into two
	Cllr Norman reported that the recently vacated plot is a double plot, and that there are several people on the waiting list. It was proposed that Plot 10 be divided into two separate plots, seconded and all in favour. Action: Cllr Turner and Hall to divide plot.
2018/098	To receive a report on matters on the monthly list of outstanding issues
	As circulated
2018/099	To consider whether there are any consultation issues arising from the agenda
	Consultation with village groups with regard to Armistice Celebrations
2018/100	To consider whether there are any insurance/risk assessment issues arising from the agenda
	Insurance issues with regard to the Bonfire and Fireworks night. Insurance concerns with regard to the Pizza van operating out of the car park.
2018/101	To receive reports from committees
	None
2018/102	To receive and consider reports from the Clerk
	None
2018/103	To receive matters for report
2018/103.1	Cllr Norman announced her resignation from the Parish Council. On behalf of the Parish Council and the village as a whole, the Chairman thanked Cllr Norman for her contribution as a Councillor and an Officer over the years.
2018/103.2	Cllr Meylan drew Councillors' attention to the fact that the latest plots of land being put forward for consideration are likely to be endorsed at the next full Rushcliffe Borough Council meeting.
2018/103.3	Cllr Hunt enquired as to the proposed 1-way system trial on Trent Lane. Action: Clerk to enquire with Kendra Hourd.
2018/103.4	Cllr Strutt noted that some clearance work had been done by Streetwise on the byway under the A46 bridge.
2018/103.5	Cllr Hall reported that the bus shelter has been repaired
2018/103.6	Cllr Hall requested that one of the allotments was left in a poor state and the deposit should not be returned to the resident. Action: Clerk
2018/103.7	Cllr Hall suggested that the small triangle of land (currently mud) on the junction of Lammas Lane with Kneeton Road is made into a feature, like the one at the other end of Lammas Lane.
2018/103.8	Cllr Verner reported that he and Cllr Turner had attended a meeting with Western Power, and the Kirk Hill closure is now planned for Sunday 22 April, which will be less disruptive than a weekday. Action: Clerk to write to Diocese to ask whether they might want to approach the same contractor to get their hedge trimming done at the same time.
2018/103.9	Cllr Norman confirmed that John Fox has agreed to speak at the Annual Public Meeting on 19 April at 7pm, along with the Community Plan group, and Cllr Lawrence.
2018/103.10	Cllr Meylan is concerned at the loss of trees in the village and requested a special tree survey to monitor this.
2018/103.11	Cllr Clarke has had correspondence with a resident concerned about the disabled parking bay on Kneeton Road. IT raised an issue around confidentiality which will be brought up again when GDPR is discussed.
2018/104	Correspondence for information only
	An email had been received from Gary Youngs, the Chair of the Village Hall Committee, reporting that the group urgently need new committee members, and more specifically a new Chair. There is a risk that remaining committee members may step back and the village facility closing. Action: Councillors all to consider who might be interested

	The Notts Footpath Preservation Society AGM will take place on 15/5/18 in East Bridgford if any Councillors wish to attend.
	A proposal had been put forward to name the roadway leading to the new houses behind the former Reindeer pub "Reindeer Close", - the Parish Council were asked for their views. It was agreed to make a preferred suggestion of "Old Reindeer Yard". Action: Clerk to respond.
	There being no further business the meeting closed at 9.45pm

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Chairman

Date:

East Bridgford Parish Council

Appendix to the Minutes held on Monday 26 March at 7.30pm in the Methodist Chapel

Item 2018/085 - Chairman's report, March/April 2018

Chairman's report, April 2018

Trading in the Car Park

On Wednesday 21st March, a pizza van was trading in the car park on Main Street from mid-afternoon to evening. This was at least the second time this has occurred since Cllr. Turner had approached them when they were doing the same on a previous occasion. A flyer was distributed in advance this time, identifying it as L'Arte della Pizza with a website, e-mail address and mobile phone number but no postal address. The Council will need to decide how to respond to this.

Best Kept Village

Details of this year's competition and how to apply have arrived. The number of people from the Garden Club interested in helping prepare for this has increased and they will be getting together to discuss ways forward at the end of the GC monthly meeting which is on the Tuesday evening the day after the PC meeting.

Item 2018/086- Planning

EAST BRIDGFORD PARISH COUNCIL 23 March 2018
Where it states "permission granted" it may be approved subject to conditions.
PLANNING APPLICATIONS RECEIVED in March 2018

18/00627/FUL
Mr Luke Nottage
1 Blenheim Gardens NG13 8NX
Two storey extension to front elevation and internal alterations

18/00539/FUL
Mr Andrew Brough
EB Business Park, Kneeton Road NG13 8PJ
Construction of building to comprise 4 storage/distribution units and associated 2 storey office accommodation with associated access, parking, soft landscaping and means of enclosure.

This is a new replacement application for the approval 16/03015/FUL granted in March 2017. The building is of similar size and proportion and Cllrs Meylan and Atkins propose that the Council does NOT OBJECT
Comments before in January 2017 were:-

There is no objection to the building of Unit 4 across the end of the existing courtyard. The 5 additional units have 29 extra parking spaces which should be adequate. The extra traffic is likely to be small. The cladding is the same as existing units.

It is considered that additional tree planting is required on the SE boundary facing Kneeton Road.

There is also concurrence with the neighbour's observations and it is requested that transport and delivery vehicles be restricted between the hours of 0800 and 2000. Also that security lights be shielded for adjoining residential properties.

a) restrictions on delivery vehicle size and times from the west (before 0800 or after 0915 to 1500 and after 1600)
This to reduce congestion at Kirk Hill/Trent Lane junction and along Kneeton Road.

b) Surface water not to discharge to sewers which causes severe flooding at Cuttle Hill.

c) Landscaping to include planting on the road boundary

d) Waste storage and collection areas to be provided

e) Claimed 'benefit to the local economy' has not been experienced.

f) External security lighting not to be a nuisance to local residential units.

18/00605/FUL
Mr Graham Pennick
32 Brown's Lane.
Ground floor garage and porch extension and first floor roof and window alteration.

This is a re-submission with improved roof design and Cllrs Meylan and Atkins propose that the council does NOT OBJECT. The neighbours are claimed to be in favour of the alterations.

Decisions to be made by Rushcliffe BC
17/02983/FUL

Bridgford Garden Centre
Fosse Way NG13 8LA

Demolition of existing Garden Centre Building and dwelling, erection of replacement buildings for retail use and associated car parking works.

No objection as such but many observations made for planning dept.

18/00335/LBC

Mr and Mrs D Gunn

The Old Rectory, 2 Kirk Hill, NG13 8PE

Internal alterations, insulation, and repairs to roof structure, installation of conservation roof lights, damp and wood treatment, improvement of electrics, central heating and plumbing, and refurbishment of kitchen, cloakroom and bathrooms.

No objection as such but an observation made for planning dept.

18/00444/FUL

Mr Brumfitt

Old Reindeer Inn

Single storey rear extension to form covered storage area and conversion of barn to form 2 bedroom annex to existing dwelling

No objection as such but an observation made for planning dept.

17/02997/FUL re 17/00920/FUL

Mr N Dexter

2 Hackers Close NG13 8PU

Variation of conditions 2 and 12 of planning permission 17/00920/FUL to change and substitute house types.

Five detached houses to revised design and variation to road access.

17/02949/LBC

Ms K Bannoche

20 Cherryholt Lane NG13 8LJ

Conversion of Grade 2 listed outbuildings to provide extension to 20 Cherryholt Lane and new build garage and conversion of grade 2 listed outbuildings into new house including extension and new garage, and new build garage for 18 Cherryholt Lane.

17/03000/FUL

Mr and Mrs R Hand

17 Browns Lane NG13 8PL

New two storey dwelling with parking in garden of existing dwelling.

17/03020/FUL

Mr Guy Phoenix

Land North West of Kneeton Road (down by the river), Old Hill Lane .

New dwelling with ancillary garage incorporating sustainable building systems and renewable technologies. This also incorporates a notice that this affects a public right of way. .

17/02975/FUL

Mr Brumfitt

"Sunnyside Cottage", 77 Kneeton Road NG13 8PH

Partial conversion of garage, first floor side extension, front porch and replacement windows.

Decisions made by Rushcliffe BC

Item 2018/098 Outstanding issues

Date	Issue
October 08	Double yellow lines around the village - being reviewed
	Sports club Lease
August 15	Cuttle Hill project –Deferred
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

Item 2018/087 – Finance

MEETING OF EAST BRIDGFORD PARISH COUNCIL TO BE HELD ON 26 MARCH 2018			
CLERK'S FINANCIAL REPORT			
Statement of account	at	19/03/2018	
Balances :			
Bank of Scotland current account			42961.97
O/S cheques: 011559 £29.70 Proweb; 0115573 £1037.66 NCC, 011574 Allotment deposit return £25, 011575 Allotment deposit return £5 = total unpresented is £1097.36			
* 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	
transfers in / out	27/09/2017	500.00 re 2017/18	
c/f	19/03/2018	2000.00	
Summary of receipts and payments			
Receipts			
27/02/2018-19/03/2018			
Accounts heading	Description		£
Sports Clubs rent/ins	Tennis Club yearly rent		5.00
Allotment rent & land deposits	Yearly invoice time - rents due		175.00
			180.00
Payments authorised since 5th March			
27/02/2018-19/03/2018			
Accounts heading	Description		£
N/A	N/A		0.00
Payments - April 2018			
Accounts heading	Description		£
Playing Field	Gravelmaster		890.00
Management expenses	BT bill - last charge from when J C Barlow had the E B number		38.24
Open spaces	Parish paths leaflets		275.00
Staff costs	Net salaries (March hours + 2017.18 holiday pay)		1164.72
Management expenses	Room hire - W I hut for 19th April 2018		48.00
Casual Labour/Litter	Casual labour and litter picking		350.00
Management expenses	Work from Home for 2017.18 council year		20.00
Management expenses	Work from Home for 2017.18 council year		20.00
Management expenses	Work from Home for 2017.18 council year from start date		30.00
Management expenses	Office Expenses - phone, broad-band, stamps, stationery		49.88
Staff costs	Tax and NI		519.28
Rent, rates, mortgage	RBC car park rates		390.29
Rent, rates, mortgage	Playing Field Rent due to NCC for 01.03.18-31.05.18		87.50
Playing Field	Suspension ropes - reimburse J Turner		106.87
Signed	Chairman EBPC		Dated
Signed	Clerk & RFO		Dated