

East Bridgford Parish Council**Minutes of the Meeting held on Tuesday 1 May 2018 at 7.30 pm in the Methodist Chapel**

Present: Cllrs P Clarke (Chairman), D Atkins, P Bancroft, N Hall, D Meylan, G Stevens, T Strutt (from Item 8), J Turner

Also present: Borough Cllr N Lawrence,
Michele Sharratt (Clerk), Euan Temple (Deputy Clerk), Jess Molineaux (Minuting Secretary)

2018/105	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.
2018/106	Apologies for Absence
	County Cllr F Purdue-Horan, Borough Cllr N Lawrence Cllrs Verner, Hunt
2018/107	To consider the Minutes of the Monthly Meeting held on 26 March 2018 and when approved to sign them as a correct record
	It was proposed that subject to one minor correction, the Minutes be approved and signed, seconded, and all in favour.
2018/108	To receive reports on matters arising from the minutes and answer questions from Councillors
2018/108.1	Re: 2018/084.1 re the planning application for industrial units on Kneeton Road – Cllr Meylan to review the RBC website as to which planning conditions were applied.
2018/108.2	Re: 2018/085 Pizza Van – there has been no contact since the letter from the PC was sent.
2018/108.3	Re: 2018/103.7 – proposals to protect triangle of ground at junction of Kneeton / Lammas – Cllr Meylan noted that a protective kerb, like the one used near the post office, might be suitable.
2018/108.4	Re: 2018/103.8 – the road closure happened as scheduled and the Western Power works completed, however the Diocese were unable to arrange for their hedge works to be done at the same time due to the start of the nesting season.
2018/109	To receive Public Comment
	None
2018/110	To receive the Chairman's Report
	The Chairman had circulated his report (see Appendix). It was noted that WB Wire had reported that the proposals for additional housing had been passed at the RBC council meeting, and that there will now be a six-month period of formal consultation.
2018/111	Planning
	See Appendix for full report <u>18/00602/FUL</u> Jones and Forester, 24 College Street NG13 8LE Loft conversion with dormer to south elevation The Parish Council wishes to Object – proposals are inappropriate to the Conservation Area. If granted, roof lights in the slate roof should be conservation type. <u>18/00628/FUL</u> Mrs A Smith, 23A Main Street NG13 8PA Conversion of agricultural barn including alterations and extension to create residential dwelling. The Parish Council Does Not Object. <u>18/00719/FUL</u> Mrs Joanne Crossland, 40 Straws Lane NG13 8NF Erection directly on to current grassland of single span poly-tunnel for use as a lambing shelter on land North-West of the Chestnuts Equestrian Centre, Butt Lane. (9.14m x 36.58m x 3.0m) The Parish Council Does Not Object.

	<p><u>18/00824/FUL</u> Works Holding Ltd Re J Higgs Lowdham Ltd's building at 10 Kirk Hill NG13 8PE Refurbishment and extension of existing building (B1) and new boundary fence 1.5m high The Parish Council wishes to Object – inappropriate to the Conservation Area. If granted, the following points to be considered: Noise The amount of noise from MoT testing and panel beating and tyre changing can be considerable. With an adverse effect on nearby dwellings who do not appear to have been approached. If permission is granted then there should be no work before 8.30am or after 18.00pm Appearance The appearance is unsuited to the Conservation Area, the development is over intensive, and car parking is inadequate. Large delivery vehicles may have to reverse out on to a sharp blind bend. No room on site to turn round. The vertical boarded site fence should have its posts and rail facing <u>into</u> the site and be treated with an approved colour. Roller shutter colour & signage to be approved. Rainwater A check on rainwater disposal is important as this area is much troubled by that issue. Trees The trees at the front are not in the applicant's ownership but their root systems will be affected. The noise from the proposed activity might well adversely affect existing trees. Piled foundations may not compensate for root area loss and subsequent tree failure. Public footpath to be maintained in accordance with its registration.</p>
2018/112	Finance
2018/112.1	To receive the Statement of Account to 24 April 2018.
2018/112.2	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.
2018/112.3	To sign cheques for invoices due for payment.
2018/112.4	The RFOs report was received.
2018/112.5	To consider use of online banking to make pre-authorised payments. This item was deferred to the June meeting. Action: Clerk for agenda
2018/113	To discuss matters relating to the Playing Field
	It was reported that the Heads of Terms between NCC and the Parish Council for the sale of Butt Close have been agreed in principle. It was proposed that these are approved as they are now written and that the Chairman will sign them in due course. Seconded and all in favour. The Deputy Clerk and Cllr Turner were thanked for their efforts on this matter.
2018/114	To discuss any matters arising with regard to the Pavilion and the extension
	The start date for the extension project has been delayed as some final paperwork and payment arrangements have still to be made, including some documentation for the PC to sign. It was proposed that the Chairman or Clerk is able to sign off relevant documentation to release the funds. Seconded and all in favour. Cllr Turner is still supporting the Sports Club on this project but not in a formal PC capacity. The Deputy Clerk suggested it may be prudent for all funds relating to the project, (including non-grant funds) to come into a PC bank account. It was agreed that a meeting should take place with Dot Crawford to take forward this transfer of funds.
2018/115	To receive a report on the play area and consider quotations for any remedial work required
	Cllr Bancroft reported. Streetwise have done their quarterly inspection and reported on faded signs, a hole in the ball shoot net, the need to spray and jetwash the area, and defective zip wire wooden posts – it was recommended to close off this area until these are replaced. In addition the big basket swing with a rubber surround, has some gaps in it – a quote to repair it came to £827, against buying new at £1063. In addition, the zip wire pendulum is starting to wear – this could cost a further £200 to repair. A ROSPA report is due this month. It was agreed: To not close the zip wire, pending ROSPA report To bring to the next meeting estimates for the replacement of all the retaining posts at the zip wire with plastic / new wooden posts Action: Clerk to request estimates, Cllr Turner to approach Killingley to see what they could offer. There have been a couple of complaints about dog mess on the field. Action: Clerk to write to Mr Golightly for an update on the community initiative agreed earlier in the year.

2018/116	To discuss action to be taken regarding remedial work required to play area timbers
	As above
2018/117	To discuss East Bridgford's commemoration of the centenary of Armistice Day
	Cllr Atkins reported that the PCC want to work with the Parish Council and other groups and suggest a small committee is set up to arrange an additional evening event on Armistice Day. Cllrs Clarke and Atkins volunteered to be involved.
2018/118	To receive an update on the data protection issues in advance of the GDPR coming into force in May 2018
	The Deputy Clerk has prepared a Privacy Statement which can go on the website. It was proposed to accept the Data Protection Privacy Policy, seconded and all in favour. He noted that there is more to do on the Council's computer records. A lockable filing cabinet is being obtained, which may be able to be stored in the Pavilion. Action: Cllr Clarke and the Clerk to explore this option. The Deputy Clerk was thanked for his efforts in this matter.
2018/119	To receive an update re the proposal to 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.
2018/120	To consider recommendations from the group looking at preparations for the BKV competition
	Cllr Clarke had circulated a report, identifying key areas of interest, and these have been raised in the village magazine article. A village clear-up event will take place on 2 June at 8.30am, and at 2pm, linking with the Methodist Church coffee morning. To be advertised in the village magazine. Action: Cllr Clarke to contact RBC re black bags, and refuse collection. Deputy Clerk to update the risk assessment. It was proposed to make a £500 budget available to purchase village floral displays, seconded and all in favour. Cllr Stevens agreed to contact Timmermans to see what they could offer – Action: Cllr Stevens
2018/121	To consider and approve the holding of floral/best kept allotment competitions in 2018
	It had already been agreed to hold these competitions in 2018. It was now agreed to ask Tricia Norman to judge, and to have the same prizes as last year. Action Clerk to contact Tricia.
2018/122	To consider whether St Peter's School could hold a key for Butts Field Gate on College Street
	The Academy is entitled to hold a key for use in an emergency. Action: Cllr Clarke to get key cut. It was agreed that when the PC has the full freehold, this will be an opportunity to review keyholder and access arrangements. Action: Deputy Clerk to consider
2018/123	To agree a response to a government consultation on unauthorized caravan sites
	No response required, but Cllr Meylan happy to consider the consultation. Action Cllr Meylan to consider further.
2018/124	To receive a report on matters on the monthly list of outstanding issues
	As circulated Cllr Stevens reported that an Officer of NCC had carried out an inspection, requested by a local resident, of the drains with reference to the water discharge from the bank above the Marina.
2018/125	To consider whether there are any consultation issues arising from the agenda
	None
2018/126	To consider whether there are any insurance/risk assessment issues arising from the agenda
	Risk assessment for the village clean-up event – in hand Risk assessment for breaches of data protection regulations – in hand Risk assessment for the provision of planters for the Best Kept Village preparations – in hand
2018/127	To receive reports from committees
	The minutes from the Sports Club committee meeting had been circulated. The group is considering the laying of a slab path to provide wheelchair access once extension complete.

	<p>Cllr Atkins reported from the Community Plan group – that a resident had emailed the group regarding the housing proposal, and that the CP group are preparing a response. A meeting is taking place this week with an RBC officer to discuss potential benefits to the proposed scheme.</p> <p>Cllr Strutt declared an interest in matters relating to the housing proposal. She reported that several residents had said that they were unhappy with the proposal and that it had not been formally consulted upon.</p> <p>Cllr Clarke reported that a letter had been sent to RBC from the Council voicing concern about the lack of formal consultation on these particular proposals, a response is awaited. He pointed out that the Parish Council have never made proposals about individual sites, but have made comments on existing proposals. It was agreed to put on June PC agenda for discussion. Action: Clerk for June agenda.</p>
2018/128	To receive and consider reports from the Clerk
	None
2018/129	To receive matters for report
2018/129.1	Cllr Strutt reported the poor condition of the footpath on Kirk Hill beside the East Bridgford Hill wall. She agreed to use the online reporting system to flag it up. Action: Cllr Strutt.
2018/130	Correspondence for information only
	As circulated
	There being no further business the meeting closed at 10.15pm

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Chairman

Date:

East Bridgford Parish Council

Appendix to the Minutes held on Tuesday 1st May at 7.30pm in the Methodist Chapel

Item 2018/110 - Chairman's report, May 2018

Chairman's report, May 2018

Annual Parish Meeting

On a warm night, there was a good attendance to hear a wide range of interesting reports. The Council, is grateful to all the speakers, and to the WI for hosting the event and providing refreshments.

Local Plan 2 – development in the green belt

At the Annual Parish Meeting, Borough Councillor Lawrence informed the meeting that a document was due to be discussed at a full Rushcliffe Borough Council meeting on Thursday 26th April. This document is published on the RBC website and has now been circulated to Parish Councillors. The concern is that the latest proposals for East Bridgford as set out in the document, with significant changes from the previously published ones, have not been put out for further public consultation, including formal consideration by the Parish Council. This concern is expressed by a number of residents (see recent correspondence).

Trading in the Car Park

At the time of writing, no response has been received from the trader operating the pizza van, despite an oral reminder. However, the van did not trade last Wednesday, and it may have moved on (recommendation: to be kept under review).

Best Kept Village

The entry form has been sent, and acknowledgement received that the village is entered into the competition. Following the working group meeting, some initiatives are suggested which are detailed separately. It is requested that the Council provides a modest budget to facilitate the initiatives.

Kirk Hill hedge

Western Power completed the tree trimming as scheduled (the disruption of the closure was minimised by moving it to the Sunday, thanks to the intervention of the PC). Unfortunately, the diocese reported that it could not coordinate trimming of the rest of the hedge at the same time since it was in the bird-nesting season. In addition, where the power lines diverge from the line of the hedge, a section of trees still remains. Nevertheless, it is a big improvement and the diocese should be encouraged to complete the job in the autumn all the way round towards the traffic lights.

Item 2018/111- Planning

PLANNING APPLICATIONS RECEIVED in April 2018

18/00602/FUL

Jones and Forester, 24 College Street NG13 8LE
Loft conversion with dormer to south elevation

18/00628/FUL

Mrs A Smith, 23A Main Street NG13 8PA
Conversion of agricultural barn including alterations and extension to create residential dwelling.

18/00719/FUL

Mrs Joanne Crossland, 40 Straws Lane NG13 8NF

Erection directly on to current grassland of single span poly-tunnel for use as a lambing shelter on land North-West of the Chestnuts Equestrian Centre, Butt Lane. (9.14m x 36.58m x3.0m)

18/00824/FUL

Works Holding Ltd Re J Higgs Lowdham Ltd's building at 10 Kirk Hill NG13 8PE

Refurbishment and extension of existing building (B1) and new boundary fence 1.5m high

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.

18/00627/FUL

Mr Luke Nottage, 1 Blenheim Gardens NG13 8NX

Two storey extension to front elevation and internal alteration

18/00605/FUL

Mr Graham Pennick, 32 Brown's Lane.

Ground floor garage and porch extension and first floor roof and window alteration.

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.

17/03020/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.

Decisions made by Rushcliffe BC

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.

Permission granted

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.

Permission granted

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. Permission granted

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.

Permission granted.

17/03000/FUL

Mr and Mrs R Hand, 17 Browns Lane NG13 8PL

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

Permission granted.

Item 2018/112 – Finance

MEETING OF EAST BRIDGFORD PARISH COUNCIL TO BE HELD ON 15th MAY 2018			
CLERK'S FINANCIAL REPORT			
Statement of acct	at	24/04/2018	
Balances :			
Bank of Scotland current account			43148.06
Unpresented cheque: 011574 Allotment deposit return £25.00			
* 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	24/04/2018	2000.00	
Summary of receipts and payments			
Receipts			
20/03/2018-24/04/2018			
Accounts heading	Description		£
Wharf rent	Rent covering 1.4.18-30.6.18 plus deposit		2550.00
Allotment rent & land deposits	Wayleave agreement		13.63
Allotment rent & land deposits	Yearly invoice time - rents due		30.00
VAT refund	Year up to end of Feb 2018		2654.60
		Total	5248.23
Payments authorised since 26.3.18			
27/02/2018-19/03/2018			
Accounts heading	Description		£
N/A	N/A		0.00
Payments - May 2018			
Accounts heading	Description		£
Legal & prof exps	Re transfer of Butt Field from NCC to EBPC		262.80
Playing Field	Streetwise Feb playground inspection completed in March		66.00
S 137	Best Kept Village Competition - entry fee & postage for it		7.77
Management expenses	Office - phone/internet, stamps/envelopes for JB/MS, postage		63.36
Open spaces	Grass cutting/bales - Brunts Lane, Meadow St		188.40
Staff costs	Net salaries (April hours)		763.40
Casual Labour/Litter	Casual labour and litter picking		350.00
		Total	1,701.73
Signed	Chairman EBPC	Dated	
Signed	Clerk & RFO	Dated	

Item 2018/124 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