

EAST BRIDGFORD PARISH COUNCIL

MINUTES OF THE MEETING HELD ON MONDAY 9 May 2016 AT 7.30 PM IN THE METHODIST CHAPEL

Present:

Chaired by Chairman Cllr P Clarke

Cllrs T Strutt, D Meylan, P Bancroft, T Norman, R Hunt, N Hall, J Turner,

Also present:

Mrs J Barlow (Clerk)

Mr E Temple (Deputy Clerk)

County Cllr K Cutts

P Cross, Mrs R Watkins and Mrs A Kelly from the tennis club

Mrs T Taylor chair of Academy PTA

C Turner

And other members of the public

1. To make Declarations of Interest in any matter on the agenda

Cllr Clarke as an officer of the Bowls Club.

Cllr Atkins on the Community Plan and Springdale Wood.

Cllr Strutt on matters relating to the Academy and the Pre-School Group.

Cllr Hunt on matters relating to the Wharf and the Marina.

Cllr Norman on matters relating to Fraser Brown solicitors.

Cllr Sharma on matters relating to the Horticultural Society committee and the Community Plan committee.

2. To receive apologies for absence

Cllr Sharma and Cllr Atkins

3. To consider the minutes of the meeting held on 4 April 2016 and when approved to sign them as a true record

Resolved:-THAT the minutes be corrected and submitted for approval at the following meeting

Proposed by Cllr Bancroft, seconded by Cllr Meylan and all in favour.

4. To receive reports on matters arising from the minutes (not dealt with elsewhere on the agenda) and to answer questions from Councillors

4.1 Gravel extraction at Shelford

Nothing further to report except that the figures may have become out of date. Shelford Parish Council is mounting an active campaign against the proposals.

4.2 The village website

The Deputy Clerk is to look into regulating the position on contracts with VTL and updating previous guidance about what goes on the website. To wait until the new system is in place and then take it further.

The Clerk reported that she is looking at providing financial information for the website in more detail before any further action can be considered.

4.3 Replacement of the signpost at the Trent Lane/Kneeton Road junction

No further progress was reported.

4.4 Car sales in Kneeton Road

Planning control issues were raised and the Deputy Clerk has enquired further of RBC Development Control but no response yet.

4.5 Trees on Trent Lane

Trees on Trent Lane have been savagely cut back by Highways Dept and without consultation with the Parish Council as to the extent of the works. Comment was made that while some were diseased, examination of the cut stumps indicates that some were butchered. There may also be bat colonies in the area. The Deputy Clerk has made a complaint to Highways and waits a response.

4.6 Election for a Parish Cllr to replace Mrs Hartfield

This is now in the hands of Rushcliffe BC. Election date 26 May.

4.7 Hedges on 107-109 Main Street

The Deputy Clerk has made renewed enquiry of Development Control and waits a response.

4.7 Community Plan Group

Progressing well and questionnaires are being prepared in final form.

5. To receive public comment (the meeting was adjourned for the duration of this item)

5.1 The late Mr Derek Chamberlain

Mr Chamberlain has died and there are issues as to his burial, Cllr Norman reported that she had tracked down a will and notified the executors.

5.2 Mr Cross explained that he is asked to act as fund raiser and organiser for the proposed extension of the Sports Club pavilion for the benefit of the village. A committee is being formed at the Sports Club to take this forward on behalf of the Sports Club (not just the tennis club) and Cllrs Turner and Hall are members of that committee. His comments were noted. The "new" pavilion has exactly the same "footprint" as the old, so the recent rebuilding is not a new building requiring new planning permission though it did need to comply with modern building regs.

What is proposed is an extension to the building where new planning permission will be required unless the extension is so small that it is within Permitted Development limits. If

approved, any permission is likely to have a planning condition attached limiting it to use only in connection with sporting activities. That should not be a problem for the Sports Club.

Any planning application should be made by the PC as freeholder (it is proposed to be on Parish Council land). and the PC pays only 50% of the usual application fee. Noted.

5.3 Mr Turner spoke about the need to extend use of the pavilion for village benefit, within the restrictions laid down in the lease to the Parish Council, restrictive covenants on the freehold title, planning permissions and drinks licences requirements. His comments were noted. He asserted that there was no youth tennis coaching and no youth football coaching in the village, which if correct would be deplorable. (*their websites say that they do have youth coaching and youth teams*). He asserted that the original agreements were not posted on the parish council website as promised last December, but the Chairman said that they had been (*confirmed on checking the next day*).

5.4 Mrs Tiffany Taylor introduced herself as new chair of the Academy PTA. She would like the PTA to be involved with a fund raising Community Event in the village such as fireworks on bonfire night, This was agreed in principle, and it was noted that the Scouts might want to participate. They will need to check on insurances and fireworks licences.

5.4 It was reported that Mrs Alison Powell had sent in a note of thanks for the Garth Powell Memorial in the village car park.

6. To receive the Chairman's Report

This had been circulated prior to the meeting and is attached as an Appendix to these minutes. The Chairman also publicly acknowledged and thanked Cllr Atkins for his immense hard work on the firework display celebrating the Queen's birthday.

7. **To consider and make recommendations on planning applications and receive RBC decisions**

REPORT on planning applications as at 30 April 2016

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

PLANNING APPLICATIONS RECEIVED in April 2016

16/00630/FUL

Reindeer Developments Ltd

Reindeer Inn NG13 8PH

Residential development for 3 houses in the rear car park. (Planning permission has already been granted ref 15/02912/FUL for the change of use of the pub building to residential use) .

16/00766/CLUPRD

Mr Jonathan Kerry,

Land NW of Lammas Farm, Kneeton Road

Application for Certificate of Lawfulness for proposed siting of caravan for purposes ancillary to the agricultural use of land

Object.

16/00916/FUL

St Peter's Church of England Academy

Kneeton Road NG13 8PG

Replacement of 3 existing timber doors to the old school building with two new composite doors and one aluminium.

16/01015/FUL

Mr Kevin Bailey

23 Brickyard Lane NG13 8NJ

Single storey side extension to form garage

No objection

Decisions yet to be made by RBC on the following

15/02251/FUL

Mr Edward Tarbatt

East Bridgford Garden Centre NG13 8LA

Demolition of part of existing buildings and erection of replacement garden centre

With new vehicular access, car park and access road for garden centre, retail and associated and ancillary activities

Along with demolition of existing dwelling and erection of veterinary centre (amendments to outline planning approval ref 08/01274/OUT and reserved matters 14/02162/REM) No objection. Observations that the car parking for 533 cars could be much improved if nicely patterned and subdivided. Lighting should be confined to the site boundaries

PLANNING APPLICATIONS GRANTED OR REFUSED during April 2016

14/02554/FUL

Ms E Robens,

4 Kirk Hill, NG13 8PE

majority change of use of the ground floor and grounds for the holding of specialised celebratory events and functions, including the restricted siting of marquees. An amendment to the previous application.

Permission granted

15/03091/FUL

5 Lammas Lane,

Mr and Mrs Ellis,

demolition of existing bungalow and to be replaced by a 3 storey dwelling.

Application withdrawn

15/02103/FUL

Parish Council dated 28 .10.15

Portakabins at Butt Close

There are conditions attaching to the portakabins' permission for Butt Close

8. Finance

(a) –(b) To receive the Statement of Account to 30 April 2016 and approve and sign the Schedule of Payments for May.

RESOLVED: To accept the Statement of Account to 30 April 2016 and the Schedule of Payments for May 2016

Proposed by Cllr Bancroft, seconded by Cllr Hunt and all in favour

(c) Cheques were drawn and signed accordingly.

The Statement of Account and Schedule of Payments is attached as an Appendix to these minutes and had been circulated to Councillors prior to the meeting.

(d) To receive the RFO's Report

The RFO passed a copy of the April 2016 bank statement to Cllr Strutt for checking and if agreed, signing off.

Resolved (after checking):- that this be approved.

Proposed by Cllr Strutt, seconded by Cllr Bancroft and all in favour.

(e) To receive, approve and sign the Annual Governance Statement and review the systems of internal controls to ensure they are effective

Resolved: that the systems of internal controls having been reviewed, be approved as effective.

Proposed by Cllr Hall, seconded by Cllr Meylan and all agreed.

Resolved: that the Annual Governance Statement be approved and signed. Proposed by Cllr Turner, seconded by Cllr Atkins and all agreed.

(f) To receive, approve and sign the Financial Statement of Account for the year ended 31 March 2016, also to complete and sign the Accounting Statements on the Annual Return

Resolved : that the Financial Statement of Account for the year ended 31 March 2016 be approved and that the Chairman be authorised to complete and sign the Accounting Statements on the Annual Return Proposed by Cllr Strutt, seconded by Cllr Bancroft and all agreed.

A three year financial summary had been prepared and circulated by the clerk. It was approved for inclusion in the Village Magazine and website post-completion of the external audit.

9. To discuss matters relating to the fire at the pavilion and consider recommendations from the Pavilion Fire Committee

Still on target schedule for Practical Completion by 13 May. An official opening is being planned, but not at the Flower Show on 25 June.

10. To receive a report on the play area and consider quotations for any remedial work required

Streetwise have been asked for quotations for some repairs, and Cllr Sharma has offered to assist in the weekly inspections.

11. To receive an update regarding Springdale (Millenium) Wood lease

A draft lease has been received and Fraser Brown are still negotiating this with the solicitors for the Woodland Trust. It is believed that good progress is being made.

12. To consider matters arising from the review of parish documents to include queries on the Sports Club lease, mowing of the field, the Wharf registration and insurance items

12.1 Sports Club new lease. Nothing further to report at this stage.

12.2 Registration of the Wharf. The registration process at the Land Registry is not yet completed.

12.3 The playing field is being mowed in the usual way.

13. To discuss the water discharge onto the bank above the Marina access track

Confidential item.

14. To consider the terms of the loan to the Pre-School Group

Not yet completed

15. To consider approve purchase of road closed signage for use by the village organisations

Resolved that the Council purchase of six "Road Ahead Closed" signs at £192 + VAT , to be owned by the Council for use by the village.

Proposed by Cllr Bancroft seconded by Cllr Turner and all agreed,.

16. To agree a contribution to the costs of the village magazine

Resolved:- that the Council make a contribution of £400 to the annual costs of the village magazine. Proposed by Cllr Bancroft , seconded by Cllr Strutt and all agreed.

17. To receive a report on the monthly list of outstanding issues

October 08 Double yellow lines around the village, under review.

Wharf lease. Fraser Brown is dealing with the application to register the Lease with the Land Registry.

August 14. 52 Kneeton Road, replace tree. The Deputy Clerk was asked to write to Rushcliffe BC to ask if they can enforce the replacement. Ref 14/00875/TPO.

Sept 14 Welcome pack for newcomers to the village. Feb 15 Waste bin to fit outside Sports Pavilion. Deferred pending completion of Pavilion works.

Aug 15 Trim Trail/Fitness Trail. Deferred pending completion of Pavilion works.

Aug 15 Cuttle Hill project including new signpost at the cross roads. Deferred to 2016. Funding may or may not come. Deferred to June meeting

Aug 15 Hawthorn hedges at 107-109 Main Street. Action. The Deputy Clerk was asked to take this up again with the planners. The response from RBC on the hedge at 107-109 Main Street was regarded as inadequate and the hedges are in the Conservation Area.

18. To consider whether there are any consultation issues arising from the agenda

18.1 The reinstatement of the Pavilion and lease. Consulting with Sports Club.

19. To consider whether there are any insurance/risk assessment issues arising from the agenda

Insurances

19.1 Wharf roadway

Review insurances.

19.2 Lease to Sports Club. Nothing further to report as yet.

Action. Insurances and liability position to be checked out when the lease to the Sports Club and the sublease to the tennis club is in final form. Bob Hayward of Cunningham Lindsey will revalue the Sports Pavilion reinstatement costs, for insurance purposes. The fire alarm will need weekly testing. The main insurances on the building itself will need to be renewed at Practical Completion and handover. Cllr Turner to arrange with Came and Company for going "on insurance cover". A Health and Safety risk assessment for the use of the pavilion needs to be completed. The Deputy Clerk was asked to progress this. The Fire Officer is visiting the Pavilion shortly to give a final inspection before handover and general use. The fire extinguishers are in the bowls store and the fire blanket is in the kitchen.

19.3 A risk assessment is needed for parish assets and a schedule created of when the routine inspections should take place. The Deputy Clerk was asked to progress this.

20. To receive reports from Committees

Cllr Atkins reported that the Community Plan questionnaire will be publicised in the June Parish Magazine, and on a stand in the marquee at the Flower Show which it was generally agreed will be paid for by the Parish Council.

21. To receive and consider reports from the Clerk

21.1 At the Annual Parish Meeting the Clerk had requested reports from 26 village clubs, received 15, and 11 failed to reply. To the enquiry whether they wished to continue displaying reports at the Annual Parish Meeting, most failed to comment so it was agreed that this be stopped for next year.

21.3 Proposals from the users of the eastbridgford.net domain names is awaited and no further action is required at the moment.

22. Matters for report

- 22.1 Cllr Hall reported that scrap metal needed to be removed from the foot of the allotments, but that there was more non-recyclable plastic than recyclable metal. To be considered further.
- 22.2 The condition of Springdale Lane was not good. This lane is unadopted and there is no owner registered at the Land Registry. To be considered further along with potential costs of repair and by whom.
- 22.3 The twitchell off Cherryholt Lane is often blocked and impassable for wheel chairs. To be considered further.
- 22.4 The dropped kerbs on pavements on Main Street which upset the pavement configuration for wheelchairs has been reported to County Highways. A letter had been received by the Deputy Clerk asking for further details which was passed to Cllr Meylan to action.
- 22.5 There is likely to be tree pruning in May 2016 of some of the trees at the Academy. This may result in a footpath temporary closure order.
- 22.6 Parking and traffic at the Church crossroads. This is a continuing nightmare. Agenda item for June.
- 22.7 There will be temporary road closures and restrictions for the Outlaw half triathlon event on Sunday 29 May.
- 22.8 Cllr Bancroft reported that he had attended the Priority setting meeting and the Police situation does not look good for East Bridgford.

There will be no Police Officers looking after this area, only Police Community Support Officers (PCSOs). They are even questioning whether the Priority Setting Meeting will still be continued. He considered that this situation is intolerable, as the village has now no Police Officers to report incidents to, just the 101 number. We must encourage residents affected by crime to report incidents, or resources will be allocated elsewhere.

- 22.9 The overgrown Rectory-hedge was discussed and Cllr Strutt was asked to have a word with Mr P Golightly, Secretary to the Parochial Church Council.
- 22.10 The gate on Brunts Lane is in need of repair and Cllr Hall was asked to investigate.
- 22.11 It may be that more history walk leaflets are required. To be considered further.

23. Correspondence for information only

None

24. Crime and Disorder Act 1998

The Deputy Clerk reported on the provisions of the Crime and Disorder Act 1998

S.17 Duty to consider crime and disorder implications.

(1) Without prejudice to any other obligation imposed on it, it shall be the duty of each authority to which this section applies to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area.

The Deputy Clerk reported that in his view there was nothing that was decided at this meeting that would be likely to have an adverse effect on prevention of crime and disorder in the Parish

The meeting closed at 9.52 pm.

Cllr P Clarke

Date

Chairman's Report, April 2016

APM and Queen's 90th Birthday Celebration

The APM was well attended, almost certainly related to the Celebration to follow, and particular thanks are due to the WI for their enhanced hospitality on the evening. The hard work of Cllr. Atkins in sourcing the beacon and the sponsorship of local businesses paid off spectacularly. The firework display far exceeded everyone's expectations and has been talked about avidly ever since. Thanks are also due to Cllr. Meylan for lighting (eventually!) the beacon, the team which set up the viewing area and beacon beforehand, the Scouts for the flagpole, and, of course, our Deputy Clerk who worked through the increasingly onerous task of devising & checking risk assessments, licence arrangements, insurance etc. etc. Overall, a very good night for the Parish Council and the other organisations involved.

Pavilion

A further site meeting was arranged on Friday 29th April to finalise details for the hand-over, which is on schedule for 10.00am on Friday 13th May. Cooperation and communication between all parties has been excellent, ensuring that this major project is coming to its conclusion less than a year after the devastating fire. Particular thanks are due to our Surveyor, Peter Whitehouse of Seragon, Leawoods' (the contractor) project manager, David Heggs, and to Cllr. Turner, who between them have kept a tight focus on the detail and complexities of the project. The Council should also be aware of the significant extra work this has placed on our Clerk, who has dealt with it all with her usual thoroughness and efficiency.

Policies

It might be wise to now begin the process of building a portfolio of policies to deal with rare but potentially disruptive issues. This has been flagged for a while now, so the Council needs to decide how or whether to proceed, for example, via a special sub-committee or referral to the Executive Committee. To set the ball rolling, I am requesting that the Clerk circulate a working example from another Parish Council of a policy relating to dealing with complaints from the public.