

**NEWSTEAD PARISH COUNCIL.**

**Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 11<sup>th</sup> May 2011.**

1. **Present:** Cllrs: P.A. Wise (Chairman), D. Adams (Vice-Chairman), B. Blood, J. Booth, W. Evans, S. Gascoigne, T. Sabin and P. Young.  
Borough Councillor P. Andrews, Darren Gilder and six members of the public were also in attendance.
2. **Apologies for absence:** Cllr. P. Burnham and County Cllr. Barnfather.
3. **Declarations of interest:** There were no declarations of interests.
4. **Approval of the Minutes of the Parish Council meeting held on Wednesday 6<sup>th</sup> April 2011.** The Minutes of the meeting were approved and signed by the Chairman.
5. **Matters arising from the Minutes.**
  - 5.1 GBC has agreed to paint the decorative panels in the village free of charge when drier weather arrives. **Clerk to check with GBC.**
  - 5.2 GBC would be asked to provide a safety surface on the existing path in the children's play area. **Clerk to check with GBC.**
  - 5.3 GBC would be informed that repair to the joint between the concrete and tarmac surfaces on Station Avenue is unacceptable. **Clerk to action.**
  - 5.4 Cllr Barnfather would be asked to meet with Cllrs Burnham and Gascoigne re. flashing speed signs and drainage problems on Hucknall Road. **Clerk to arrange**
  - 5.5 The Council was informed that deliveries of various forms of information were not reaching Foundry Terrace. **No action as not Parish Council responsibility**
  - 5.6 The article for the Newstead Newsletter had not been received by Mrs Harvey. **Chairman would re-write**
  - 5.7 There was a discussion re. access to Newstead Abbey Park. Councillors should have ready access. Concerns were raised over the access for emergency vehicles. Gillian Crawley and Jerry Warnes have now left the Abbey. **Clerk would contact City Council.**
  - 5.8 An administration document for the conduct of funerals would be created so that councillors are aware of the procedures. **Clerk to action**
  - 5.9 A bouquet of flowers would be sent to Mrs V. Leivers-Millership. **Chairman to action**

The Council agreed to adjourn the meeting so that parishioners could discuss parish matters with councillors. It was reported that there was mole activity in the cemetery. **Clerk to order mole bulbs from Sutton Seeds**  
The tap is broken on the water butt in the cemetery. **Clerk would ask Anthony Clarke to repair.**

6. **Accounts for April 2011.**

**Receipts.**

HMRC	462.25 VAT repayment
Gedling BC	12670.00 Annual Precept
Gedling BC	7030.00 Revenue Grant
Graham Ward Funeral Service	<u>1200.00</u> Funeral and Deed of Burial
	<u>21362.25</u>

**Payments.**

000837 J.A. Chisholm	286.48 Clerk's salary (April)
000838 HMRC	71.40 Tax on Clerk's salary (April)
000839 Mrs P.A. Wise	25.00 Chairman's expenses (April)

000840 Notts County Council	650.00 Grit bins and salt	
000807 Mrs W. Evans	20.00 Cheque signed March 2011.	
000841 HMRC	400.00 Adjustment of tax	
000842 Nelsons Solicitors	1629.00 Legal costs	
000843 NALC	15.50 Local Council Review x 4 copies	
000844 Newstead Centre	36.00 Room hire	
000845 Clarke's Cemetery Services	670.00 Monthly maintenance contract	
000846 J.A. Chisholm	84.77 Printer ink	
000847 Clarke's Cemetery Services	220.00 Double grave	
000848 J.A. Chisholm	65.77 Clerk's expenses	
	Postage	26.00
	Telephone rental	5.50
	Telephone calls	10.23
	Mileage	<u>24.04</u>
		<u>65.77</u>
	<u>4163.92</u>	

6.1 The accounts were approved and passed for payment.

**7. Matters concerning Newstead Village.**

7.1 Cemetery charges to Councillors. **Clerk to action**

7.2 Pavement outside the cemetery car park in need of repair. **Clerk to inform Highways**

7.3 Pot holes on Hucknall Road at the entrance to Hayes Farm. **Clerk to inform Highways**

**8. Matters concerning Newstead Abbey Park.**

8.1 The white chevrons on the speed humps have worn off. **Clerk would contact Highways**

8.2 Are residents aware of the departure of Gillian Crawley and Jerry Warnes? Have the essential services been informed?

**9. Correspondence.**

9.1 Most correspondence had been dealt with at the appropriate part of the agenda.

9.2 Email from Gaynor Jenkins – **Clerk would set up meeting to discuss old cemetery management**

9.3 Letter from Rev. Liz Turner re. recent funeral

9.4 Two emails from Gedling BC re. acceptance of office and Register of Interests.

9.5 Letter from NALC re. Best Kept Village competition. **Resolved not to enter**

9.6 Letter from NALC re. Future Standards of Conduct of Members of Local Authorities in England. **Resolved to accept.**

9.7 Invitation from Notts County Council re. Civic Service 2011. **Resolved that no-one would attend.**

9.8 Timetable for the Mobile Library service.

9.9 Letter from Newstead School re. donation to DARE project. **Resolved to donate £200**

**10. Planning Applications.**

10.1 2011/0393 42 Webb Street

Convert integral garage to living space. **Resolved no objections**

10.2 2011/0406 8 Fairfields Drive, Priory Wood

Extension to existing porch. **Resolved no objections.**

**11. Reports from External meetings.**

11.1 There were no reports from any external meetings

**12. Cemetery issues.**

12.1 The Clerk would produce an Action Plan for the cemetery extension. This is on-going.

- 12.2 It was reported that the cemetery did not look as good as it should. Christmas wreaths, artificial flowers and vases had been blown around. The grass was longer than usual and the paths needed to be swept. Councillors would like the contractor to follow the contract terms more closely. A quote for cutting out around gravestones would be sought. **Clerk would action**
- 12.3 A meeting with Anthony Clarke would be set up. **Clerk to action**
- 12.4 It was suggested that the area of the cemetery where trees had been removed should be grass seeded. **Clerk to action.**
- 12.5 Councillors to meet Gaynor Jenkins re. management of the old cemetery. **Clerk to action**
- 12.6 Acorn Trees would be contacted after this meeting re. the denseness of the trees in the old cemetery.
- 12.7 Quotes would be sought re. repairs (ridge tiles and roof tiles) to the mortuary chapel. **Clerk to action**
- 12.8 There would have to be a transfer of funds to meet the costs of these repairs from the funds set aside for the cemetery extension.

**13. Items that the Chairman considered urgent.**

- 13.1 Councillor details list would be sent to each councillor. **Clerk to action.**
- 13.2 The siting of 6 benches was discussed. Two would remain at Newstead Centre and other positions suggested were at the bus stop on the triangle, Foundry Terrace and a replacement in the cemetery.
- 13.3 Anthony Clarke would be asked to quote for maintenance work on the benches. **Clerk to action**

At this point of the meeting a resolution was passed unanimously to exclude the public and press as it was deemed that the items to follow were confidential.

An explanation of the present situation over the cemetery was given by the Chairman.

- 14. Closure and date of next meeting.** The Chairman closed the meeting at 9.05pm. The next meeting of the Parish Council will be held on Wednesday 1<sup>st</sup> June 2011 commencing at 7.30pm.