

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 4th September 2013

1. **Present:** Cllrs: Mrs P A Wise (Chairman), Mrs D Adams, Mrs B Blood, Mr P Burnham, Mr S Gascoigne and Miss A Halliwell. Also present were: D Widdowson, Gedling Borough Council, P Bateman, Future Newstead, P C Westlake and PCSO D Scatchard, Linby Cllr Mr W Lewis plus three residents
2. **Apologies for absence:** Apologies were noted from Cllrs Mrs W Evans and Mrs P Young. Apologies also received from Ward Cllr Mrs P Andrews.
3. **Declaration of Personal and Prejudicial Interests**
No interests were declared by Cllrs.
4. **Approval of the Minutes of the Council Meeting held on Wednesday 3rd July**
With a correction to item 7.7 to state Cllr Burnham would speak to Cllr Booth to speak to Badgemaster, it was proposed and seconded that the minutes be approved as a true record. This was agreed.
5. **Matters arising from the Minutes**
 - 5.1 **Probation Team** – No further update received from M Leivers.
 - 5.2 **Tree Carvings** – Nothing further had been heard from John Flanders. The Chairman agreed to speak to him.
 - 5.3 **Highway Issues** – A email had been received from Ian Wyatt, District Manager at Ashfield confirming that at present he had not heard from the Accident Investigation Unit and that to date he had not been informed of any alterations to the speed limit on this section of Hucknall Road. This response was discussed and it was agreed the Council wished to continue to pursue this matter. Agreed that the Clerk would write directly to the Accident Investigation Unit for their findings.
 - 5.4 **Cemetery** - A Halliwell advised she was not happy with the topping up carried out.
 - 5.5 **Village Nameplates** - Two designs in respect of the village nameplates had been circulated to the Council for comment. The Clerk explained that copies of the original drawings had been passed to the contractor. It was not possible to replicate the original design but instead the contractor had utilised part of the design. She also advised that in other villages, village nameplates did not have to be identical so having got to this stage the Council could give consideration to looking at other designs for the nameplates. The Council agreed that it would consult further on other possible designs. Cllr Burnham proposed that as the Chairman would not be at the next meeting any decisions on this matter be deferred until the November meeting and this was agreed.

Public Session

Mrs Long, Mrs Kirk and Mrs Bentley asked whether the Council would consider extending cutting of the paths in the Old Cemetery to the grave of their parents, the late Mr & Mrs Smith. At present the contractor cuts a path close to the grave but due to infirmity it had become more difficult to access the grave which was tended on a regular basis. There was some confusion as to whether strimming to this particular grave was part of the contract but the Chairman assured three residents attending that in future a path to the grave would be strimmed and that when the grounds maintenance contract is renewed in 2014, it would be included in the specifications for the new contract. The Clerk confirmed she had already spoken to the contractor who in future would strim a path to the grave. They also advised there was nowhere to put dead flowers and requested return of the bin that used to be in the churchyard. It was explained that emptying the bin would incur an additional charge and that bins were available for use in the new cemetery.

Mr P Bateman commented in respect of the village nameplate felt it would be nice to celebrate the heritage of the village and suggested themes of the railway or mining.

Mr W Lewis advised he had come to thank the Council for their past contributions which had been used towards fees incurred by a professional planning consultant who had responded on the Aligned Core Strategy of Gedling, Broxtowe and Nottingham City. The public hearing into this matter would take place during October. Recently the Councils had commented on a planning application for additional homes on Teal Close, and are in contact with a developer regarding development on the former Gedling Colliery site. In addition recent figures obtained from Gedling demonstrated that on average over 200 new homes each year come from windfall development but this is not recognised in their part of the Core Strategy. These additional sites mean less pressure to develop sites around Hucknall. The Planning Consultant would be responding to questions raised by the Inspector who is chairing the Examination in Public and his fees for representation at the public hearing will be £5,000. Currently the Councils have £2,800 towards these costs and will be holding a fundraising event at the Griffins Head on 20th September details of which had been circulated to Cllrs. He stressed the need to sell as many tickets as possible to raise funds. Further work would also be undertaken on traffic assessments in the area as it was felt insufficient consideration had been given on the cumulative effect of traffic on local roads given Ashfield's additional housing requirements.

PC Westlake introduced herself and her colleague. She explained that year on year despite the recent spate of antisocial behaviour crime figures were down by 50%. The main problem is anti social behaviour . They have a reasonable idea who is causing the damage and three children in the village have now been signed up to acceptable behaviour contracts. There is also considerable liaison with Gedling Homes. In terms of reporting crime PC Westlake confirmed that whenever a crime is in progress she would ask to the public to ring 999, no matter the scale of the crime. In addition the Beat Team have spoken to schools and hold police surgeries in the village where crime prevention advice is given, however attendance by local residents is poor

A discussion ensued as to how these policing sessions were advertised which was via the Police web site. The Council asked whether it was possible to have details of when future beat surgeries would be held and this was agreed with details to be passed to the Clerk.

Other problems brought to the attention of the Police included children using the MUGA as a trampoline.

PC Westlake advised that a football team had been set up and regular training sessions held which children enjoyed coming to. They have also been warned that if the antisocial behaviour continues the training will be cancelled.

The Chairman felt the visit by PC Westlake had been helpful.

6. Address by D Widdowson on the Newstead Locality Plan

D Widdowson spoke on the Newstead Locality plan and handed out information for Councillors to consider. In summary the plan builds on statistics collected from ONS (Office for National Statistics) which provide information on such as age, relationships, wealth, employment status, and wellbeing of residents in the village. She felt there was a need for a further plan as the existing Parish Plan had been drafted before the current recession. She had been put into post by Gedling Borough Council where it was recognised that Newstead village itself had separate issues from the remainder of Newstead ward which was fairly affluent. Currently the village comprises 1,000 residents from a total of 2,300 in the ward. It is intended for the new document to build upon the existing parish plan. A facebook page for Newstead has been established. The plan can be used to attract funding to the village and will consist of a number of different themes which include:

Children and Young People, Community Safety, Economic Wellbeing, Environment and Housing, and finally Health and Wellbeing. Papers were circulated to the Council advising of initiatives under each heading. She stressed that these goals were not written in stone and that the document would be going to the Cabinet in December. She asked for input of the Council into this document.

The Chairman advised that many Councillors were aware of the problems facing parishioners and that the Parish Council should have been consulted earlier before outlines of the plan were drawn up. She advised she would need to look at what had been written so far in the information provided.

Ms Widdowson explained that the document was not written in stone and could be amended to incorporate further ideas. She welcomed further input from the Council.

The Chairman thanked Ms Widdowson for attending the meeting.

7 Accounts

7.1 Cheques for Approval

Receipts and Payments for July/August 2013

Receipts.

£5,351.50 Notts County Council – Contribution to MUGA extension

£25 Graham Ward Funeral Services - Strewing of ashes

£1350 AW Lymn - for internment held on 22nd August

The following cheques were approved for payment by Cllrs and cheques signed.

Payments

001098	Newstead Centre	30.00	Room Hire Costs for Lengthsman's meeting	
001099	Newstead Centre	36.00	Room Hire costs for July Council meeting	
001100	Newstead Centre	12.00	Room Hire for Future Newstead meeting 16/7	
001101	Malcolm Lane & Son	78.00	Repair seat on village green	
001102	Mrs P.A. Wise	10.00	Chairman's expenses (July)	
001103	Mrs J Johnson	289.70	Clerk's salary (July)	
001104	Clarke's Cemetery & Churchyard	670.00	Maintenance of village green and cemeteries Services	
001105	Notts County Council	74.88	Pension contributions for Clerk for July	
001106	Mrs J Johnson	32.70	Clerk's expenses	
			Postage/Others	14.50
			Tel/Broadband	6.00
			Mobile calls	Nil
			Mileage	<u>4.95</u>
			Total	<u>25.45</u>
001107	Notts ALC	40.00	Planning Course by NALC	
001108	Clarke's Cemetery & Churchyard Services	375.00	Topping up of graves	
001109	Clarke's Cemetery & Churchyard Services	670.00	Maintenance of village green and cemeteries Services	
001110	Clarke's Cemetery & Churchyard Services	210.00	New double grave	
001111	Mrs P A Wise	10.00	Chairman's expenses (Aug)	
001112	Mrs J Johnson	289.70	Clerk's salary (August)	
001113	Notts County Council	74.88	Pension contributions for the Clerk for August	
001114	Mrs J Johnson	26.85	Clerk's expenses	
			Postage/Others	9.60
			Tel/Broadband	6.00
			Mobile Calls	Nil
			Mileage	<u>11.25</u>
			Total	<u>26.85</u>
001115	P Burnham	40.65	Refreshments for Community Haymaking Day	

7.2 Update on the Council's Accounts

A written report had been circulated to Cllrs on the accounts of the Council and including payments from 1st April 2013 to up to Cheque No 001114. In summary most expenditure was as anticipated however an additional contribution towards the MUGA meant there was scope for further expenditure by the Council over that originally anticipated. No further questions were put to the Clerk and the position on the accounts was noted.

7.3 HSBC - The Clerk advised that she and the Chairman had met with the HSBC's local business advisor on 12th August. The meeting was a breath of fresh air as the branch had previous experience of dealing with parish councils and would be able to send information to the Clerk even though she was not a signatory. Documents had been sent to the Council for signing by signatories and the following resolutions were agreed:

- That a bank account be opened with HSBC
- The bank is authorised to pay all cheques and other instructions for payment by two Cllrs
- That Jane Johnson as the Proper Officer or two signatories can act on behalf of the Council in any other transaction with the Bank

Cllrs who had not already signed the mandate proceeded to complete the paperwork which would be forwarded to the bank by the Clerk. Also completed was a letter of transfer which would be sent to Nat West.

8. Matters Concerning Newstead Village

8.1 Newstead Meadow - Cllr Burnham thanked all the Cllrs who helped out on the community haymaking day held on the 1st September. Volunteers from Leen Valley Conservation had also attended the day and it was agreed that a contribution of £50 be made to this organisation. **Clerk to liaise with Lee Scudder on how this will be paid.**

Cllr Burnham explained that a grants claim will be submitted for continued improvements to the wildlife meadow including the purchase of a strimmer, new boundary fencing and a new name plate denoting Newstead Meadow from the adjacent car park/Hucknall Road. The grant itself will be submitted via Landfill Communities Fund and will be for a total sum of £5,000. He advised that as part of this grant, it will be necessary to put in an element of matched funding representing 5% of the total claimed, in this case £250. It was proposed by the Chairman and seconded by Cllr Gascoigne the Council pledge the sum of £250 as the match funding required and this was agreed.

8.2 Newstead Bonfire Event – A request had been received from Clare James, Community Leisure Manager, GBC working with Future Newstead with a view to holding a bonfire event for the community. The idea was to bring the community together and would involve a series of workshops for creating lanterns, fire-sculpting and face painting. Paul Bateman confirmed the bonfire would be held on Pocket Park and local people will be asked to bring food. Whilst the Council were in support of the event generally, Cllr Halliwell had concerns re taxpayers money being spent on fireworks which she felt were often a nuisance in the run up to bonfire night. It was felt that members would want to support the workshops and liked the idea of a community event but felt there were other priorities in terms of funding and it was agreed not to provide a grant. There were no objections to providing 'in kind' support.

8.3 Faulty Streetlight - A street light was reported to be flashing intermittently on the triangle adjacent the bus stop on the junction of Hucknall Road/Tilford Road. **Clerk to action**

9. Matters Concerning Newstead Abbey Park

9.1 Abbey Drive - Cllr Gascoigne drew attention to vegetation across Abbey Drive particularly in the vicinity of the waterfall where bushes particularly a large rhododendrum bush was encroaching onto the drive. Further bushes encroaching onto Station Ave in the vicinity of Vicarage Corner and under bridge **Clerk to action**

9.2 Parking on Station Ave adjacent Sports Ground - Cllr Gascoigne advised that although improved recently cars were again parking on Road adjacent to the pitch. It was felt this was a new team. Agreed that the Council would write to Melvin Cryer asking him to remind the new team not to park on this road. **Clerk to action**

10. Correspondence.

The list of correspondence circulated with the agenda was noted. Most items had been covered elsewhere in the meeting.

11. Capital Projects for Consideration by the Council

- 11.1 Notice Boards - The Clerk advised that an estimate had been received from Malcolm Lane in respect of replacement notice boards to match those already in situ in Newstead Village. The cost of each notice board was given as £1,605 plus VAT. Cllr Blood commented that as far as Fairfield Drive was concerned, she did not feel a new notice board was worth the cost as it probably would not be looked at. It was agreed that the Clerk would seek alternative quotes for a notice board to be brought back to a future meeting. Cllr W Lewis offered to pass on the name of a person who supplied an oak notice board for Linby Parish Council.
- 11.2 Rhododendron Bushes - It was proposed by Cllr Wise and seconded by P Burnham that Anthony Clarke be asked to cut back bushes in the new cemetery as per his quote of £125 held over from the previous meeting.
Clerk to instruct contractor to proceed with the work.

12. LIS Applications

- 12.1 Application for Gym Equipment by Future Newstead - Details of an LIS claim to be put to the Notts County Council on behalf of Future Newstead for outdoor gym equipment had been circulated to Cllrs by Paul Bateham on behalf of Future Newstead. Paul Bateman explained that ideally the equipment will be available for the 13 plus age group and adults and was based on the Parish Plan ideal of promoting healthy living within the community. The equipment will be located close to the existing kick wall within pocket park and he had already spoken to Newstead Enterprises (owner of this land) for permission to site the equipment. It was felt that lights from Northfield would provide some illumination of the equipment on dark evenings.
Cllr Wise and Adams both supported the idea of equipment but concern was raised by Cllr Halliwell on the proposed location which she felt may draw children across the level crossing. It was explained that equipment was not aimed at young children.
- 12.2 New Applications by the Parish Council - The Clerk explained that the final date for submission of new LIS bids for consideration next May would be the 27th September 2013. Previously in 2012, the Council had submitted an LIS bid for a new pavement on Tilford Road between the level crossing and Newstead Centre which had not been successful. She asked whether the Council would like her to resubmit this bid for consideration next year and this was agreed. **Clerk to Action**

13. Report on the Lengthsman's Progress - The Clerk reported that to date the lengthsman had completed strimming of Hucknall Road and was now in the process of siding this out. As part of this work he had asked if the Council would pay for weedkiller to be used on weeds between pavement and road. This had been agreed following consultation with the Chairman. It was also agreed that the lengthsman be instructed to trim back tree branches around a Children's playground sign on the approach to the village from Annesley.

14. Planning Applications

- 14.1 Unauthorised Development at Abbey Field Farm Cottage.
A response to concerns raised by the Council on this matter had been circulated to Cllrs together with a copy of proposed reply from the Council in which Cllr Young had asked the Council to support a formal complaint to Gedling Borough Council. The Clerk was able to advise that since writing this response, Gedling BC had been in touch with Cllr Young with a view to setting up a meeting as previously requested. As a result of this and the absence of Cllr Young from the meeting, it was agreed not to send in a formal complaint at this stage pending further advice from Cllr Young and outcome of the meeting with Gedling Planners.
- 14.2 Planning Applications/Permissions
The following planning application had been previously circulated to the Council during the August break and no objections raised:

2013/0737 - 15 Fairfields Drive, Ravenshead (Ground floor side extension to create an entrance porch)

The following applications were discussed by the Council and no objections raised:

2013/0883 - 4 Copse Close, Ravenshead (Conversion of existing garage to living accommodation, erection of a garage and creation of a balcony to front)

2013/0669 - West Lodge, Station Ave, Newstead Abbey Park

15. Reports from External Meetings

None

16. Cemetery Issues

- 16.1 Policy for Strewing of Ashes - The Clerk had received a request for the strewing of ashes onto an existing plot in the New Cemetery. Having discussed this with the Chairman it was agreed on this occasion to grant the request and to make a nominal charge of £25 to cover admin fees where the Council would hold the formal paperwork relating to the death. As there was no previous policy on this matter, the Chairman now asked whether the Council could agree a formal policy. Following discussion it was agreed that the amount charged of £25 was an acceptable charge for strewing of ashes should any future requests be received.
- 16.2 Damage to Post and Wire Fence, New Cemetery - Confirmation had been received from the Forestry Commission that they accepted liability and would carry out repairs once logs removed. This was agreed by the Council.
- 16.3 Strimming of Old Cemetery - Cllr Burnham asked whether it was possible for the Clerk to arrange for strimming of the Old Cemetery by the Probation Service as carried out the same time last year. This was agreed by Cllrs. **Clerk to contact Probation Service**

17. Items the Chairman considers urgent

- 17.1 ID Badges - Examples of ID badges proposed were shown to the meeting by Cllr Burnham. The commercial cost of each badge was £6 although it was suggested that a more favourable deal may be reached with Badgemaster. Cllrs approved the design of the badge and the Clerk was given a contact number for this company
- 17.2 Wreaths - Cllr Burnham asked if the Clerk could find out details of when these need to be ordered.
- 17.3 Art Boards - Cllr Burnham confirmed he had been contacted by Martin Curtis of Gedling Homes who wanted to know where to display some painted art boards. Cllr Burnham said he was not aware of any information relating to these boards and asked if any other Cllrs could shed light on this matter. No other Cllrs were aware of this initiative

18. Date of Next Meeting.

The next meeting of the Parish Council would be held on Wednesday 2nd October at 7.30pm.

With no further business to discuss the meeting finished at 10.10pm