

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 2nd July 2014

1. **Present:** Cllrs: Mrs. P A Wise (Chairman), Mrs D Adams, Mrs B Blood, Mr S Gascoigne and Cllr Mrs P Young. Also present was Ward Cllr Mrs P Andrews.
2. **Apologies for absence:** Apologies were sent from Cllrs Miss A Halliwell, Mr P Burnham, Ms H Crouch, Mrs Mrs J Booth and also County Cllr Mr C Barnfather
3. **Declarations of Personal & Prejudicial Interest:** The Clerk declared a pecuniary interest in item 17 and would leave the meeting whilst this item was being discussed.
4. **Approval of the Minutes of June Council Meeting**
Subject to the correction to item 13.1 which should read 'Codes to the rear *and front gates* would shortly be changing as from the 1st July, *with the rear gates to be used for emergencies only*', it was proposed and seconded that the minutes be approved as a true record and this was agreed.
- 5 **Matters Arising from the Minutes**
 - 5.1 **Highways** - No further progress had been made with regards to a meeting with Ashfield Manager. Confirmation has now been received from the Electrical Operation Manager at Notts County Council who advised they will be willing to provide a quote for the repair of these lights if requested and paid for by the Parish Council.
 - 5.2 **Kite Man** - Following a plan provided by Notts County Council it was noted that Station Ave was not part of the adopted highway but is essentially a private road.
 - 5.3 **Proposed Wind Turbine** - No member of the Council was able to attend the public meeting on the 16th June. It was agreed feedback from the meeting would be sought from R.C.A.N.
 - 5.4 **Nomads Cricket Club** - Ward Cllr Mrs Andrews confirmed she had spoken with both Melvin Cryer at Gedling and Nomads Cricket Club. Essentially the Club are happy to park at Pocket Park but they reserve the right to review the situation if their cars are subsequently broken into. The Clerk confirmed club members had been advised by local residents that Pocket Park was a 'Hot Spot' for theft from vehicles. This was disputed by members of the Council. Mrs Andrews agreed to seek figures on incidents involving theft from/of cars on Pocket Park. The situation would continue be monitored.
 - 5.5 **Garden Competition/Best Kept Village** - The Clerk advised that a litter pick was carried out on the 5th June when a list of items which would need attention was drawn up. Comments had been received back from the judges in respect of the Best Kept Village competition and these were read out. Unfortunately the village had not got through to the final round. Praise was given by the judges in respect of seats, war memorial, flowers/planters and school crossing figures and also the well maintained sports field. Less positive had been weeds in the pavements and some untidy front gardens and also weeds in the planters on Station Road. Cllrs felt that overall a positive start had been made and this could be built on in subsequent years. Also discussed was the garden competition where Cllr Andrews confirmed that a total of 23 entries had been received in the various categories. Cllr D Adams advised she had submitted an entry for the garden competition via the reception desk at the Newstead Centre but had heard nothing further. Cllr Andrews confirmed that she was not aware of Dawn's entry and was not amongst the gardens she had been asked to judge. It was agreed that she would take the matter up with Deborah Widdowson to find out what had happened to her entry.
 - 5.6 **Room Hire and Refreshment Charges** - Following discussion by Cllrs, it was agreed to maintain the status quo.
 - 5.7 **Flooding Issues** - No further information yet available.
 - 5.8 **Village Nameplate Signs** - The Clerk confirmed a letter of thanks had been sent to Malcolm Lane
 - 5.9 **To Review and Update the Council's Risk Assessment** -The Clerk advised she had requested an insurance valuation of the new village nameplates from Malcolm Lane as this information would be required prior to obtaining a quote from the Insurers.

- 5.10 Lamp on Bryon Street - The Chairman reported this had now been repaired.
- 5.11 Teddy Bears Picnic - It was understood by Cllr Andrews that this event had been well attended.
- 5.12 Police - The Clerk advised that she had not yet been able to write to the Police Commissioner and would do so shortly.
- 5.13 Newstead Abbey Partnership - Cllr Young advised that the inaugural meeting of the Partnership had been well attended. A number of persons had been appointed including a Chair, 2 Vice Chairs, Treasurer and Secretary. Governance would be through an executive committee and Cllr Young had been appointed as one of the members of the executive committee. It will cost £5 per annum to join and the partnership hopes eventually to become registered as a charity. The first half of the meeting was for the general public followed by a meeting of the officers. During a presentation to the Partnership it was confirmed that at present Newstead Abbey was cost neutral i.e. revenue covered cost of running. Various plans were discussed to attract further funding including the possibility of the gardener's cottage as a holiday home, the sale of the lodge at the top of the main drive and attracting visitors for geo-caching within the grounds.
- 5.14 2014/0560 - Unit 22, Hazleford Way, Newstead (Change of Use from B Class to Plant Hire Yard) - Further information had been received on this application which outlined the reasons for extended opening hours (i.e. to supply equipment for emergency use) and also that during these hours business activity will be limited to an area in front of the building marked as an hatched area in a plan circulated to Cllrs. A letter of objection had been written by the Clerk and approved by Cllrs and which requested restrictions on business hours to between 0700 and 1800 hrs except for emergencies and that no activity should take place on Sunday or during Bank Holidays. Any plant travelling from the site should also be restricted to a right turn only from Hazleford Way so that access through to the A611 is via Annesley cutting and not Hucknall Road.
- 5.15 Old Cemetery - It was noted by Cllr Young that paths had been cut to the graves at the end of the churchyard as previously agreed.

The meeting closed to allow members of the public to bring up the next matters

Cllr Andrews confirmed that she had seen a number of gardens including two scarecrows under one of the categories. Prizes would be presented at the forthcoming fun day to held on Sunday 13th July. Deborah Widdowson had organised a workshops to create hanging baskets on 5th and 7th June which were now installed in various locations in the village and looked very nice. Cllr Andrews then spoke on the Youth Club where a number of unsubstantiated allegations were made by a councillor to the effect that youths at the centre were standing around smoking weed during sessions at the Youth Centre. Having spoken to the Police and Youth Workers, she advised there had been no such reported incidents. The advice received from the Police was that in future should any member of the public witness such events they talk to the Police at the time of the incident and not bring it up later at a public meeting.

Meeting reopened

6. Finance Receipts and Payments for June 2014

Receipts.

| | |
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| £1360.00 | New interment in Newstead Cemetery NB Originally funeral directors sent cheque based on 2013 charges. Full amount now received |
| £1385.00 | New interment in burial section in Newstead Cemetery |
| £230.00 | Charges to erect new memorial headstone |

Cheques for approval at this meeting

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| 100094 | Naturescape | £ TBA | Plants for the Old Cemetery |
| 100095 | Newstead Centre | £ 45.00 | Room hire charges for June meeting |
| 100096 | Newstead Centre | £ 27.00 | Room hire charges for Future Newstead May meeting. |
| 100097 | Clarke's Cemetery Services | £670.00 | Maintenance of village greens and cemetery |
| 100098 | Clarke's Cemetery Services | £220.00 | Charges for preparing new double grave |
| 100099 | Mrs P Wise | £ 15.00 | Chairman's allowance |
| 100100 | Mrs J Johnson | £294.64 | Clerks Wages (June) |

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| 100101 | Notts County Council | £ 63.02 Pension Contributions - (June) | |
| 100102 | Mrs J Johnson | £ 90.28 Clerk's expenses (June) | |
| | | Postage/Other | 72.04 |
| | | Tel/Broadband | 6.00 |
| | | Mobile Calls | 6.84 |
| | | Mileage | <u>5.40</u> |
| | | Total | <u>£90.28</u> |

The Council approved accounts for payment as presented.

ii) Transfer to Deposit Account - The Clerk advised that a paying in book had now been received in respect of the new deposit account. The Parish Council agreed with the recommendation from the Responsible Financial Officer that the sum of £40,000 be transferred from the current account to the deposit account with HSBC.

Clerk to action

iii) Grants to Other Bodies - A request had been received from Newstead PTA for the Council's support at the to the first summer fair with a view to raising money towards the school funds and a stall had been offered to the Council at the event free of charge. Cllrs agreed to make a financial contribution to support fundraising efforts and a donation of £25 was agreed.

7. **The Lengthman's Scheme** - A schedule had been attached with the agenda providing details of work identified that could be undertaken by the lengthsmen or others as named in the schedule. She advised that some work

had already been carried out such as the removal of weeds from the pavement along Tilford Road and adjacent to the Post Office. In commenting on the list of work proposed Cllr Young confirmed that grass under the picnic

benches had been carried out. She also felt that the lack of signage to the Newstead Wildlife Meadow should

be addressed with Cllr Adams suggesting a 'brown tourist' sign to draw attention this facility. Wording on the notice to read 'Newstead Meadow & Picnic Area' with any sign post mounted such that this could be seen easily from Hucknall Road.

Cllrs agreed that the items suggested for the lengthsmen be agreed and that work to weed the planters

on Station Road and cutting the hedge adjacent to the Children's play park be given priority. Cllr Gascoigne also suggested the lengthsmen be asked to wash the Musters Road sign. The Clerk advised that the list was not exhaustive and that if Cllrs had further suggestions for work which could be undertaken by the

lengthsmen to pass these on. **Clerk to action work as per schedule**

8. **Matters concerning Newstead Village**

8.1 Hucknall Road - Cllr Adams asked whether a large branch had now been removed from the side of Hucknall Road close to the bus top opposite Musters Road. **Clerk to chase**

9. **Matters concerning Newstead Abbey Park.**

None

10. **Correspondence**

Correspondence had been noted as per the attached list circulated with the agenda. These were discussed under relevant agenda items.

11. **Planning Applications**

Notification had been received that the following applications had been granted planning permission

f/3100- Newstead Primary School, Hucknall Road, Newstead (Demolition of brick boundary wall and store, erection of new single storey foundation unit extension and associated external works including extended tarmac car park and new 2400mm high fencing).

2014/0270 - Met-Clad Contracts Ltd, 20 Newstead Industrial Park, Hazleford Way, Newstead (Construct extension for storage)

12. Reports From External Meetings

12.1 Youth Centre - Cllr Young reported back to the Council as the representative for the Youth and Community Centre on developments which had occurred at the Youth Centre. This involved an arrangement put forward by the Trustees of the Newstead Miners Welfare which members of the Youth Centre felt would be detrimental to their interests. The Management Committee of the Youth Centre wanted to meet to discuss these proposals as they had a number of concerns but were advised that the Trustees would not meet with them directly. They were however prepared to meet with Andrea Ward from Notts County Council who is currently in the process of setting up a meeting between both parties.

Cllr Adams sought further details on the proposed changes which Cllr Young advised related to use of the Youth Centre building for other purposes

The Chairman denied reports that the Trustees were not prepared to meet with the Youth Centre and that she would be happy to respond to the concerns put forward on behalf of the Youth Centre. Cllr Young advised at this stage she would be happy to wait a response from the Trustees and will prepare a report back to the Council on the outcome for the next meeting.

13. Cemetery Issues

Following the meeting held with members of the cemetery committee, Cllr Young had emailed a list of observations to the Chairman and Clerk in which she felt certain graves contravened the current regulations. These included graves which had more than one flower container or a separate single vase and also several graves which were adorned by a variety of different ornaments included potted shrubs, solar lights, multiple pots of artificial flowers and plants, and in the case of children's graves teddy bears and balloons.

Additionally, regulations specify the need to include plot numbers on the rear of each headstone, however it was noted that many headstones were not numbered especially more recent graves. The Clerk spoke against this requirement which she felt may be unnecessary especially if plots ever had to be renumbered in the future where plots on the ground did not necessarily match up with those numbers shown on the plan.

Other discussions centred on whether existing crosses marking graves should be removed especially as some had been in situ for many years.

Cllr Young felt a way forward would be to tackle some of the more excessive practises such as requiring removal of solar lights and the provision of a reclining angel on one of the graves was touched upon.

Following discussion it was noted that some variation to the present regulations was considered acceptable, such as more than one flower container in the headstone provided these were on retained on the plinth. As not all members of the Council were in receipt of the regulations and therefore not able to discuss proposed changes it was agreed the Clerk would email out an electronic version of these to all members of the Council.

The Clerk confirmed she had received a recent request for a memorial headstone with a container at each end of the plinth and sought confirmation from the Council that this was acceptable, despite not adhering strictly to the regulations. A picture was then shown of the proposed design and Cllrs felt this was acceptable and granted permission for this headstone.

Cllr Adams felt the cost of a headstone was expensive and that some people may not be able to afford them and would disagree with any proposal to refuse to allow crosses.

In summary it was agreed that the observations made by Cllr Young was a good starting point and that the regulations would be reviewed at the next meeting of the Council once circulated to members. Once these were agreed the Council could then take a view on what would or would not be permitted. **Clerk to circulate regulations**

14. **Items the Chairman considers urgent**

None

15. **Date of Next Meeting.**

The next meeting of the Parish Council would be held on Wednesday 3rd September at 7.30pm.

For the next 2 items, the Council resolves to exclude the public and press for discussion of these matters, which involves the disclosure of exempt information as defined in the Local Government Act 1972, schedule 12a, Part One, Para. 3 and 4, where item 16 relates to the affairs of an individual and item 17 relates to an employee

16. **Request relating to Recent Exhumation**

A request had been received from the father of a child recently exhumed from Newstead cemetery. As one of the conditions for allowing this exhumation to take place, it was agreed by the Council that the plot concerned was relinquished by the plot holder in exchange for permission to proceed. Instead the plot holder had asked if the family be allowed to retain the plot previously occupied by his late daughter in exchange for another plot which the family also owned.

Following discussion of this item it was agreed that the family should be allowed to retain the original plot as per the request in exchange for the surrender of a further plot owned by the same family.

The Clerk left the meeting prior to discussion of the next item.

17. **Annual Review of the Clerk's Salary**

Following discussion of the above an increase of 4% was agreed to the current rate effective from the 1st July 2014. It was noted that the increase was above the general rate of inflation to acknowledge the work

carried out by the Clerk over and above that specified in the employment contract.