

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 12th November 2014

1. **Present:** Cllrs: Mrs. P A Wise (Chairman), Mrs D Adams, Ms H Crouch, Mr P Burnham, Mrs J Booth, Mr S Gascoigne and Mrs P Young. Also present was Cllr Bruce Andrews (arrived during meeting).
2. **Apologies for absence:** Apologies had been received from Cllrs Mrs B Blood and Miss A Halliwell. Also Ward Cllr Mrs P Andrews. and County Cllr Mr C Barnfather.
3. **Declarations of Personal & Prejudicial Interest:** Cllr P Young declared a personal interest in agenda item 6(iii) in respect of a grant application submitted on behalf of Newstead Youth Club - as a member of that committee. No other declarations were received.
4. **Approval of the Minutes**
 - 15th September**

It was proposed and seconded that the minutes be approved as a true record and this was agreed.
 - 1st October**

It was proposed and seconded that the minutes be approved as a true record subject to the following corrections. That under item 6.2b, it be noted that Cllr Burnham was only the messenger who handed in the application and that under 7.6, it was Cllr Burnham who had requested the meeting with Gedling Homes and not the other way around. With these corrections noted the minutes were approved and then signed by the Chair.
5. **Matters Arising from the Minutes**
 - 5.1 **Highways** - The Clerk advised that a response had been sent to Mr Walker as previously agreed but no reply had yet been received. Cllrs agreed that the Clerk should chase up this matter
 - 5.2 **Flooding Issues** - The Clerk read an email received from Cllr Barnfather in which a meeting scheduled to be held regarding the flooding on Hucknall Road had been cancelled at the behest of Cllr Burnham, where he had responded ' since the gullies were jetted the problems appears to be resolved and that he considers a meeting is no longer necessary'. Cllr Booth and Cllr Wise both stated that following the heavy rain on the previous Saturday, flooding again stretched across this part of Hucknall Road. It was agreed this situation needs to be looked at again.
 - 5.3 **Police** - Following a reminder sent by the Council a response had been sent from David Wilkes, Chief Inspector of Notts Police in which he apologised for the poor response time to a 999 call made by a Newstead resident and which had failed to meet their own policy to attend such calls within 20 minutes.

This response had been noted and no further action was deemed necessary.
 - 5.4 **Newstead Abbey Partnership** - A planning application had now been received by the Parish Council in respect of the 6 glamping cabins proposed and would be discussed later in the meeting.
 - 5.5 **Old Cemetery** - This work has now been completed. Cllr Burnham asked for a letter of thanks to be sent to the Probation Trust. The Chairman is to find out and pass on the contact address for the Probation Trust.
 - 5.6 **Station Hotel** - It was noted that part of the wood used to board the windows is bowing outwards and there was some discussion as to whether the boarding used was wood or just thick cardboard. It was agreed that the Clerk would write to the Brewery to alert them to this potential problem
 - 5.7 **Future Newstead (Update of the Parish Plan and future remit of Future Newstead)** - The minutes of the meeting held on the 15th September had been circulated as requested. Cllrs were offered two dates for the proposed public meeting of the 25th November or 2nd December with the 25th November being the preferred option. It was noted no further meetings of Future Newstead had taken place since Paul Bateman had stood down as Chair, so a revised role for Future Newstead had yet to be agreed. Cllrs asked whether the Parish Council would have a continued obligation to fund meeting of Future Newstead, where the remit had now changed. The Clerk advised that it remained the prerogative of the Council as to whether they chose to continue to pay for the meetings once the remit of their new role was known.

- 5.8 2014/0845 - 11 Fairfield Drive, Ravenshead (Conversion of existing garage and erection of detached double garage) - It was noted that permission for this application had been granted despite a number of objections. Copies of the decision notice had been circulated to members.
- 5.9 Abbey Street/Byron Street Sign - Cllrs confirmed the sign had still not been replaced. The Clerk advised she had sent reminders to Gedling Borough Council on this matter but no response had been received.
- 5.10 Future Newstead Bonfire Event - A programme for the event had been circulated to members of the Council. The weather on the day had been atrocious. No Cllrs had attended the event and were not aware at this stage of any feedback from this event.
- 5.11 Land adjacent 38 Fraser Street - The Clerk explained that only one third of this entire site had been subject to a planning application for a new detached dwelling on site and whilst the identity of the owner of this part of the site could be ascertained from that application, it had been necessary to put forward a data protection request to Gedling Borough Council for details of the owners of the remainder of the site. These details had now been received and a letter would be sent shortly.
- 5.12 22 Livingstone Street - A polite request to the householder to cut back the brambles had had no effect. Cllrs agreed the matter should now be reported to Highways.
- 5.13 Turton Court - The Clerk reported she had spoken to East Midlands Housing Association on this matter. The Chairman noted the offending branches had now been cut back.
- 5.14 Police and Parishes Meeting - Cllr Burnham advised he and the Chairman attended this meeting and a report would be given later in the meeting.
- 5.15 20mph outside Schools - A planning application had been received for signage outside Newstead Primary School in relation to the new advisory speed limit of 20mph and no objections raised.
- 5.16 West Lodge - Cllr Young advised that she had spoken to Bev Pearson, Planning Officer, Gedling Borough Council, who had been out to view the outbuilding and although was surprised at the size of the outbuilding nevertheless advised this was in keeping within the terms of the planning permission granted.
- 5.17 NCC - Proposed Closure of Tilford Road on 8th December - Cllr Burnham advised he would be putting a notice through the door of homes on Tilford Road notifying residents of the impending closure of Tilford Road.

As there were no members of the public at the meeting at this point, this item was waived.

6. Finance Receipts.

£710.00 New interment in burial section

Cheques for approval at this meeting

100123	RBL Poppy Appeal	£32.00	Wreaths for Remembrance Service
100130	Newstead Centre	£117.00	Room hire fees for Council meetings 3/9 & 15/9 and also Future Newstead meeting 16/9
100131	Newstead Events Group	£250.00	Donation as agreed to bonfire event
100132	Newstead PCC	£150.00	Donation to Christmas Fayre
100133	Biffa Waste Services Ltd	£166.00	Match funding agreed in respect of grant obtained for improvements to Newstead Community Meadow
100134	Newstead Centre	£45.00	Room hire for October Council meeting
100135	Safe and Sound	£444.00	Install new panel in MUGA
100136	Clarke's Cemetery Services	£670.00	Maintenance of village greens and cemetery
100137	Clarke's Cemetery Services	£210.00	Fees for digging out new grave
100138	Mrs P Wise	£15.00	Chairman's allowance (Oct)
100139	Mrs J Johnson	£304.43	Clerks Wages (Oct)
100140	Notts County Council	£65.55	Pension Contributions - (Oct)
100141	Mrs J Johnson	£48.14	Clerk's expenses (Oct)
			Postage/Other 39.44
			Tel/Broadband 6.00
			Mobile Calls Nil

Mileage	<u>2.70</u>
Total	<u>48.14</u>

The Clerk advised that in relation to the wreaths, only one had been ordered and a donation of £15 made towards the Poppy Appeal. The Chairman advised that two would be required next year as a wreath stored at the Newstead Centre had now been used.

Otherwise, the accounts as presented were agreed by the Council.

6.2 Report on the Half Year Accounts - The report from the Responsible Financial Officer of the Council had been circulated by email to all Cllrs. In summary, the results at half year were better than anticipated when the budget was set due to increased income from the cemetery and reduced expenditure in terms of the cemeteries and parish maintenance. Questions on the accounts were then invited with none being received. The report on the half year results and revised forecast was noted by the Council.

6.3 Grants to Other Bodies

Newstead Youth Club - An application had been received from the Youth Club for a donation of £250 towards an Art project to be undertaken by the Youth Club. Cllr Young explained that the new project in conjunction with City Arts will engage young people in photography around the village focusing on positive images of young people. The total cost of the whole project will be £500 with the remainder of the funding to be found by the Youth Club. During discussion of this item, it was noted that an award of £250 would represent a substantial proportion of the remaining funds in S137/Donations budget. It was proposed by Cllr Adams and seconded by Cllr Gascoigne that £150 be offered instead and this was agreed by other members of the Council. Feedback from the project was requested, where it was suggested that some of the final photographs be included as an item on the village website. Cllr Wise also confirmed she would be happy to put something on show at the Newstead Centre.

Christmas Fayre at the Newstead Centre - Deborah Widdowson had written to the Council requesting a prize for the raffle to be held at the Christmas Fayre. Councillors agreed to the purchase of a gift voucher from Argos for the sum of £25.

7 Cemetery Issues

7.1 Review of Current Regulations and Enforcement of the Regs

These were discussed with a number of changes both the family regulations and longer regs agreed.

7.2 Enforcement of the Regs

The Clerk read through a number of observations noted by Cllr Young when she had previously inspected the cemetery. It was agreed that the Clerk should write to the families identified as flouting the regulations but that prior to letters being sent the graves are checked again in case the situation has changed. In view of the sensitive nature of the task, Cllr Adams also felt it would be better to defer sending letters to families until February and this was agreed.

7.3 Cemetery Car Park

Cllr Burnham spoke of a previous plan to extend the existing car park by removing the shrubs from in front of the existing wall and transplanting elsewhere and then tarmacking the space occupied by this shrubbery. The Clerk was asked to obtain estimates for extending the existing tarmac with the names of two local traders being passed on by Cllrs. The Clerk advised it would be necessary to first write a specification for the work and would seek advice from Gedling Borough Council in drawing up this.

8. The Lengthsman's Scheme

The Lengthsman had completed the trimming back of the hedge and other bushes in the cemetery car park and it was noted what an excellent job he had made of this. No further suggestions for work the lengthsman could undertake were passed on.

9. Grant Application under the SLC Fund

The Clerk advised she had explored two options in connection with this bid and which were as follows: -

a) New Play Equipment - Enquiries with Jane Richardson, Parks Officer at Gedling Borough Council confirmed that whilst the park off Tilford Road was maintained by Gedling Borough Council, it was on land owned by the Notts County Council. She had therefore made the following suggestions:-

i) That the Parish Council write to Gedling BC to establish if there is any preference as to the type of equipment it would wish to see installed and that if the Parish Council did replace some of the apparatus whether Gedling Borough Council would continue to both maintain and insure the new equipment and continue to undertake all the safety checks required such as a weekly inspection

ii) The Parish Council would also need to approach the Estates Department of the Notts County Council for permission to install the equipment of the land. Once a response to these questions had then been received, the Council could then work with appropriate suppliers of play equipment to put together a bid for funding.

b) CCTV - The second option she had explored was a possibility of installing CCTV in the area around the MUGA.

The Clerk confirmed she had spoken with Andy Callingham, Public Protection Officer at Gedling Borough Council who had advised that Gedling Borough Council had themselves submitted a bid for funding to install a CCTV camera on the junction of Tilford Road and Fraser Street to monitor the area around the Post Office and Takeaway. Whilst this element was fully funded (assuming bid successful), there was a possibility that a further CCTV could then be installed by the Parish Council in the area around the MUGA, which would effectively 'piggy back' on the system to be installed by Gedling Borough Council. A rough cost for this additional CCTV was given as £11k. The Clerk explained that she had now written to Andy Callingham asking for more details and was currently awaiting a response. She asked permission from the Parish Council to submit a claim under SLC for CCTV, but stressed this could only go ahead if Gedling BC were themselves

successful in their bid.

Cllrs were happy to endorse a decision to apply for funding under the SLC Fund for the CCTV as proposed, where it was recognised that any bid for play equipment would not be completed within the deadline. In respect of new play equipment for the park, it was further agreed that the Council should write as suggested and that subject to the response received, a working group should then be formed to take this project forward and to look at different funders such as WREN.

10. Matters concerning Newstead Village

10.1 War Memorial - Cllr Young asked it to be noted by the Council that young people from the Newstead Youth Club along with Emma Astill, Notts CC Youth Worker had tidied up the War Memorial in lieu of the service to commemorate Remembrance Sunday.

10.2 Parking on Triangle- It was noted that a car had been parked in the middle of the grassed triangle at the junction of Hucknall Road/Tilford Road. Cllrs asked whether this was a regular occurrence. It was agreed that if the same car was seen parked again, the reg number would be passed to the Clerk.

10.3 Winter Services - Cllr P Young suggested that the Parish Council need to assess whether there was sufficient grit available to restock existing grit bins in the village. The Clerk advised that some unused grit remained at the Newstead Centre which was the property of the Parish Council. The Chairman referred to a recent break in at the Centre and that checks should be made to ensure this grit was still available. Cllrs agreed the Parish Council should take advantage of bags offered free by the Notts County Council and that if it became necessary to restock the existing grit bins, it was agreed that the Clerk could order any necessary supplies and also pay for help to refill existing grit bins.

11. Matters concerning Newstead Abbey Park.

None

12. Correspondence

Correspondence had been noted as per the list circulated with the agenda. The following items were specifically discussed:

- 12.1 R.C.A.N - Request for Letter of support for the Proposed Wind Turbine on Newstead and Annesley Country Park - Although aware of some details Cllrs did not wish to consider such a request until the planning application itself had been received and full details of the application known.
- 12.2 The Local Government Boundary Commission - A letter had been received from the Boundary Commission seeking views from the public in terms of electoral arrangements for the County Council. Cllrs were also asked to consider if the area covered by their present County Cllr was one they identified with or would they prefer to be aligned elsewhere i.e. with Hucknall or Kirkby. At present the Commission was minded to appoint 67 Councillors to the County Council i.e. the same as now. As it was noted that the consultation did not finish until 19 January 2015, it was agreed to bring this topic back to the January meeting of the Council once Cllrs had had a further opportunity to consider this issue

13. Planning Applications

- 13.1 The following planning application had been circulated with the agenda and no objections raised: -
H/TRO7171/01 - Newstead Primary and Nursery School, Tilford Road, Newstead (School Keep Clear Markings and No Waiting Time Restrictions)

The following planning application had been circulated and objections raised.

2014/1065 - 4 High Leys Drive, Newstead (removal of Sycamore Trees to allow for creation of a private play area in garden) - Objections had been submitted to the removal of a perfectly healthy trees for the creation of a play area, although these objections would be rescinded if trees were found to be diseased, provided replacement trees were planted elsewhere in the garden to replace those removed.

The following application had been brought to the meeting for Cllrs to view.

2014/1109 - Land Adjacent Newstead Abbey, Newstead Abbey Park (6 Glamping cabins plus associated infrastructure) - No objections were raised where it was recognised the importance of enhancing the tourist potential of Newstead Abbey to ensure the long term financial sustainability of the Abbey outweighed any possible harm caused by this application.

Conditional planning permission had been granted on the following applications: -

2014/0963 - Jewel Sapphire Products Ltd, Unit 22 Hazleford Way, Newstead (Fascia sign)

2014/0839 - Land Adj 38 Fraser Street, Newstead (Erect single dwelling)

14. Reports From External Meetings

14.1 Report from Newstead Youth Club on the Meeting with Trustees from Newstead Youth Club

An email from Cllr Young in which she outlined her interpretation of the meeting held with the Trustees of Newstead Centre had been distributed to Cllrs. Cllr Burnham objected to the matter being discussed at the meeting, whereby the organisation that Cllr Young had been elected onto by the Council was no longer in existence. Cllr Young did not pursue the matter further.

14.2 Meeting with Gedling Homes

Cllr Burnham advised that he and Chairman met with Jackie Beecroft to discuss 'problem' families in the village. Follow up meetings are to be arranged and invitations to future meetings extended to East Midlands Housing Association who also own homes in the village. He felt it was important to continue to meet and that it was good to know what was happening in the village.

15. Items the Chairman considers urgent

None

16. Date of Next Meeting.

The next meeting of the Parish Council would be Wednesday 3rd December, where it was agreed to hold the usual fuddle and to invite individuals and officials previously invited.

With no further business to discuss the meeting finished at 9.45pm.