

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 2 December 2015

1. **Present:** Cllrs: Mrs P Young (Chairman), Mrs D Adams, Mr C Bicknell, Mrs B Blood, Mr P Burnham, Mr C Bullivant, Mr S Gascoigne, Miss H Scott and Ms J Smith.
2. **Apologies for absence:** Apologies were noted from Cllr Mr B Andrews, Cllr Mr C Powell and County Cllr Mr C Barnfather.
3. **Declaration of Personal and Prejudicial Interests**
None declared.
4. **Approval of the Minutes**
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 **Abbey Street Sign** – An acknowledgment had been received from John Evens of Gedling Borough Council that the revised sign has been sitting in the depot at Gedling and he will now arrange for the wrongly spelt sign to be replaced.
 - 5.2 **Newstead Wildlife Meadow** – The second half of the Biffa grant has now been received. The Clerk was thanked for her work in completing the paperwork to secure this grant.
 - 5.3 **Christmas Tree** – This is now up and decorated. A request was made that the tree was lit for the Christmas Fayre on 5th December. It was agreed contact would be made with the trustees of the Newstead Centre to ask if they could turn on the lights for this event.
 - 5.4 **Gritting Scheme** – As a result of the recent bad weather warnings, the Clerk has arranged for all of the grit bins owned by the Parish Council to be topped up in accordance with the policy agreed. The Parish Council is currently waiting a response from Glasdon for the grit bin for Station Ave.
 - 5.5 **Skate Park** – It was reported that painting was now in progress with some ends of the equipment now being painted. Cllr Smith advised the Chad had been in touch and had expressed an interest in taking a picture of the park once work has been completed. The Chairman reminded Cllrs that any press releases on behalf of the Council should be via the Clerk.
 - 5.6 **Old Cemetery** - This work has been completed but the Parish Council has received a complaint on the amount of arisings left on site which are close to an existing grave. The Clerk has e-mailed the Probation Trust to see if they can re-site the arisings back towards the far left hand corner of site. They have since confirmed they will come back to move the arisings away from the affected grave. It was noted that the Probation Team has not only strimmed the Old Cemetery, but has also tidied up many of the old graves, including the removal of a number of bushes growing out of these and the removal of moss from headstones. Cllr Burnham confirmed the Probation Team had done an excellent job, but because of the more substantial nature of some of the cuttings, these were unlikely to rot down. It was agreed that a working party was required to move these cuttings into a corner of the Newstead Meadow. At the same time bales of grass left on the meadow could be unrolled and spread about so these would also compost down over time. The second or third weekend in January was proposed for this work, subject to weather conditions at that time.
 - 5.7 **Newstead PCC** – Cllr Burnham advised that the Christmas Fayre had raised a total of £480.
 - 5.8 **Community Speedwatch** – Confirmation had been received that the Ravenshead Community Speedwatch team were not prepared to undertake speed watch in Newstead. It was agreed to write to Cllr C Powell to see whether he could facilitate something.
 - 5.9 **Pedestrian Refuge** – This was reported to Highways and the beacon has now been replaced.
 - 5.10 **Pothole on Musters Road** – Cllr Bicknell advised that a pot hole on Musters Road had not been filled in. The Clerk apologised as although mentioned during the meeting, this had been missed.

- 5.11 Camera on Robin Hood Line – This was reported directly to Network Rail by one of their operatives, who happened to be working on the line when the Clerk was passing. He confirmed to the Clerk, he would phone in and report the problem.
- 5.12 CCTV on Tilford Road – Delays in installing CCTV on Tilford Road have been caused by a combination of staff shortages and the need to secure planning permission before work can go ahead. Funds have been granted for the CCTV, and the relevant equipment purchased. Kevin Nealon, Community Protection Manager at Gedling Borough Council, is presently in the process of completing the planning application form, which will be sent to the Parish Council for comment in the usual way
- 5.12 Wind Turbine – The Clerk will write to R.C.AN as suggested at the meeting held at Gedling Borough Council offices. Cllr Scott confirmed she had spoken to Robb Crowder who had advised that the ‘Friends Group’ referred to in the planning application was actually ‘the Friends of Newstead and Annesley Country Park’, which was established some time ago but had since met infrequently.
- 5.13 Newsletter - Cllr Bicknell advised that for the next edition of the newsletter he had written an article about the Council and felt it was a good idea to include photos of all Cllrs in the newsletter, so that parishioners were aware of their representatives. He asked Cllrs how they felt about this and all were supportive. A request was made for passport style photos to be sent to Cllr Bicknell for inclusion in the next edition. The Chairman also reminded the Council that previously it was agreed to provide identity badges for all Cllrs. Cllr Gascoigne agreed he would bring his camera to take pictures of the new Cllrs.

6. Accounts

6.1 Receipts and Payments for December 2015

Receipts.

£1505.00 – 2nd instalment of Biffa Grant on Newstead Meadow

£100.00 – Fees for the erection of new memorial headstone (Plot 289)

Cheques to Approved

100261	Newstead PCC	£100.00	Donation towards Christmas Fayre.
100262	The Newstead Centre	£100.00	Donation towards Christmas Party held by the Newstead Centre as agreed between meetings.
100263	Mrs J Johnson	£53.92	Reimbursement to Clerk for payment made to S Pearson to restock grit bins plus cost of 8 bags of salt purchased.
100264	Mrs P Young	£15.00	Chairman's allowance (Nov)
100265	Mrs J Johnson	£335.98	Clerks wages for November
100266	Notts County Council	£91.03	Pension Contributions for Clerk (Oct) and deficit pension payment due this month of £17.50.
100267	Mrs J Johnson	£40.30	Clerk's expenses inc. Argos Gift voucher as raffle prize
			Postage/Other 37.15
			Tel/Broadband 6.00
			Mobile Calls Nil
			Mileage <u>3.15</u>
			TOTAL <u>46.30</u>
100268	Mr P Burnham	£9.00	Mileage claim for travel to Gedling Borough Council.
100269	Mrs J Johnson	£6.00	Telephone and Broad charges omitted from 100267

These accounts were agreed as stated

- 6.2 Any Other Matters Relating to Finance - A document had been circulated to Cllrs regarding new audit arrangements for parish councils with incomes over £25K. For these councils, a new sector-led body will be procuring audit services on their behalf. Below this amount, it was noted that Councils can choose to opt out

of the requirement of carrying out an external audit. As the income for the Parish Council had been just under £25k in 2013/2014, but over in 2014/15, and forecast to be over again this year, it was agreed that the Council should remain in the new audit arrangements to be procured over the next five years.

- 6.3 Grant Request from Newstead Centre – A request had been received from the Newstead Centre for £100 towards a Christmas Party event to be held at the Newstead Centre on 12th December. Subject to this event being advertised in the village and open for any resident to attend, this request was agreed.

7. Matters concerning Newstead Village

- 7.1 MUGA Lights – Cllr Bicknell enquired what was happening in relation to the MUGA lights. It was confirmed that so far a total of £3k had been pledged towards the lights including £2k from the parish council.
- 7.2 War Memorial – Cllr Burnham advised that it had been strongly intimated by Neil Bettison, Community Development Officer, Notts County Council, that the Parish Council should look to put in a grant for the propose of enhancing the existing war memorial. At present, this fund was very much undersubscribed. Following discussion, it was agreed attention should be given to tidying up and removing some of the self seeded bushes around the memorial and also a deep clean of the memorial itself. It was agreed the Council would look to investigate what could be done.
- 7.3 Vicarage Corner – It was confirmed that the flytipping recently reported by Cllr Smith had been removed.
- 7.4 Passing Place on Station Ave – Cllr Gascoigne had noted that a car was parked in the passing place on Station Ave and asked whether a sign ‘no parking in the passing place’ could be installed.
- 7.5 Meeting with Gedling Borough Council – The Chairman noted that the meeting held with John Robinson, Chief Executive of Gedling Borough Council had been ‘a good two way conversation’ and it was noted the Parish Council had been the only council which had set out an agenda for these meetings. A draft letter to John Robinson regarding the appointment of Trustees to the centre was passed to Cllrs for scrutiny, with any comments to be fed back to the Clerk on the same.

8 Matters concerning Newstead Abbey Park.

- 8.1 Station Ave – Cllr Gascoigne asked whether it was possible to have overhanging bushes/trees strimmed back on Station Ave from barrier denoting the entrance to Newstead Abbey Park up to Vicarage Corner.
- 8.2 Flytipping – Another incident of flytipping had been reported at Vicarage Corner. It was noted this had since been removed.
- 8.3 Fairfield Drive – Cllr Blood reported that a light was out on Fairfield Drive, which was lamp column no 2.

9. Correspondence.

The following item was specifically discussed:

- 9.1 Gedling Borough Council Consultation document re ‘Impact of Possible Development Sites on Heritage Assets in Gedling Borough Council’ - This document had been circulated to members of the Parish Council. Two sites in Newstead had been identified as possible development sites, these being: - a) The land behind the Station Hotel and b) A 10 hectare site running parallel to the Robin Hood Line and south of Abbey Drive. As neither of these sites were expected to impact on any heritage sites within the parish i.e. namely Newstead Abbey Park and grounds, it was felt no response to this document was required.

10. Planning Applications.

No planning applications had been received since the last meeting

11. Reports from External Meetings

- 11.1 Youth Club AGM - The Chairman advised that she had stood down as the treasurer to the Youth Club with Cllr Bicknell now assuming this role
- 11.2 Future Newstead AGM - It was reported that there have been no volunteers to stand as Chairman. The post of Chair will be assumed by Emma Astill, Youth Worker, as and when she is able to meetings. The Chairman of the Parish Council had also volunteered to write the minutes of this meeting. Cllr Bicknell confirmed one of the topics discussed had been the newsletter. Feedback from the community had been extremely good and where the

graphics and quality of the newsletter was thought to be excellent. A 'Secret Kitchen' event had been held at the Newstead Centre, which had proved very successful. It was explained this involves surplus food acquired from supermarkets and subsequently used to make hot meals. Adults pay around £3 per meal and children less. A further event is being held, possibly on Burn's night.

A dragon made in workshops for bonfire night is going on a mini tour and may eventually be permanently located at the Newstead Centre. A discussion was also held on the topic of cyber bullying, which whilst initially focused on young people was also felt to be an issue affecting all age groups.

12. Cemetery Issues

None other than mentioned earlier

13. Any Other items the Chairman considers urgent

None

14. Date of Next Meeting.

The next meeting of the Parish Council would be held on Wednesday 6 January 2016 followed by the precept meeting on the 20th January