

## NEWSTEAD PARISH COUNCIL

### Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 4 March 2015

1. **Present:** Cllrs: Mrs. P Wise (Chairman), Mrs J Booth, Mr P Burnham and Mr S Gascoigne. Mr Bruce Andrews plus eight members of the public.
2. **Apologies for absence:** Apologies had been received from Cllrs D Adams, Ms H Crouch and Mrs P Young. Also Ward Cllr Mrs P Andrews and County Cllr Mr C Barnfather. The Clerk advised Cllr B Blood was likely to arrive late.
3. **Declarations of Personal & Prejudicial Interest:**  
No interests were declared
4. **Approval of the Minutes**  
Precept Meeting 28 January 2015  
With a note that it was not usual to record Cllrs names who had voted against an item, these minutes were approved and signed by the Chairman.  
Council Meeting - 4 Feb 2015  
With the omission noted of Cllr J Booth who was present at the meeting and a correction to item 5.16 to read East Lodge instead of North Lodge, the minutes were approved and signed by the Chair.
5. **Matters Arising from the Minutes**
  - 5.1 Highways/Flooding issues - A response had been received from Highways in which it was pointed out that the existing interactive speed sign just south of Musters Road will remain as a 30mph sign where it is just outside the area when the 20mph would apply. The Chairman felt that as it was outside the area by only a matter of yards this did not make sense. It was agreed that Clerk would write to Highways. Also, no action had been taken with regard to faulty lights on the terraces where it was noted that at least 4 lights continued to flash on and off in a random sequence. Clerk to chase.
  - 5.2 Abbey Street/Byron Street Sign - Nothing further has been heard from Gedling in relation to those signs that need to be replaced. Clerk to chase.
  - 5.3 The Local Government Boundary Commission - A reply acknowledging the response from the Council has been received and would be taken into consideration when the recommendations are drawn up for the number of County Councillors to be appointed.
  - 5.4 Bulky Waste Collection - It was noted this initiative had been extended by a further two weeks.
  - 5.5 The Lengthsman's Scheme - No action appears to have been taken with regard to cutting back the shrubs and overgrown bushes encroaching on Station Ave or over the pavement on Hucknall Road from the bus layby opp Musters Road to the end of the trees near Hazleford Way. Clerk to chase
  - 5.6 Newstead Footpath 1 - Details of the current position together with photos passed on by Cllr Young had been passed to Bob Knowles. Rights of Way Officer with the Notts County Council.
  - 5.7 Off Road Biking - The Chairman advised problems with off road bikers in Newstead and Annesley forest had been reported to the Police and would also be raised at a future Police meeting to be attended by the Chairman and Cllr Burnham at Ravenshead Leisure Centre
  - 5.8 Pot Holes on Station Ave - Cllr Gascoigne confirmed the work to resurface part of Station Ave between the waterfall and Poets Corner had now been completed. The Clerk is to request a follow up meeting with Abbey Staff in April.
  - 5.9 Public Speaking - Work had now been undertaken to remove the lower branches of the tree on the adjacent the terraces at the top of Tilford Road. The Clerk advised she had also inspected the area outside of the gate to the play park along with a representative from Gedling BC, but was unable to tell where pooling of water took place as the ground in question sloped either side. Cllrs confirmed the problem stems from the adjacent road drains which are currently not disposing of excess surface water. This then pools over spilling back on the

pavement close to the entrance to the Park. Clerk to contact NCC Highways to request rodding of the drains.

- 5.10 Extension to Cemetery Car Park - Following the last meeting further estimates had been obtained by Cllr Burnham for total removal of the tree and bushes from the area concerned which had been emailed to all Cllrs. Following agreement from Cllrs to proceed with the work in accordance with the lowest estimate received, authorisation had been given by Cllr Burnham for Acorn Services to proceed with the clearance in accordance with the estimate supplied of £460. In addition the Clerk had asked the same company to undertake the removal of the large conifer branch in the Old Cemetery which had partially snapped and was hanging down. This work had now been completed and a final invoice submitted for approval. As a result of this work now being undertaken, authorisation had now been given to Darren Brown to complete the resurfacing of the car park (following agreement by Cllrs). The Clerk confirmed that she had spoken to the contractor and an expected time scale to start the work would be third week in March depending on time taken to finish existing work. The Chairman asked the Clerk to inform the Council if the time scale for the start of the work was likely to be delayed.
- 5.11 Bus Stop opposite Musters Road - No action had yet been taken to resurface the badly worn area. Clerk to chase.
- 5.12 Parking outside the Cemetery - Cllr Booth confirmed a sign had been ordered at no cost to the Council.
- 5.13 Station Road - The Clerk confirmed a request had been made to East Midlands Train who were responsible for clearing litter from the line via a link on their website.
- 5.14 Elections - In connection with the elections the Chairman and Clerk on the 17th March would be attending a training session at Gedling Borough Council to discuss the procedural requirements leading up to the election.

*The meeting then closed to allow members of the public to bring up various matters*

A number of residents from the new estate now built on the former Annesley Colliery site voiced their concerns re the wind turbine proposed for Newstead and Annesley Country Park, particularly the lack of consultation by the Planning Authority. A resident drew attention to ongoing problems caused by empty home at 65 Tilford Road where an accumulation of rubbish had been left (NB Matter to be raised with Gedling Homes), also the untidy state of the allotment adjacent to the play park, the accumulation of assorted items outside no 23 Tilford Road and also the amount of litter on Forestry land immediately behind the bus shelter opp Musters Road.

Mr Jim Spray made a number of observations regarding the revised cemetery regs.

*Meeting re-opened*

## 6. Finance

### Receipts and Payments for March 2015

#### Receipts.

£210 Graham Ward Funeral Director - New interment

#### Cheques for approval at this meeting

100167	Newstead Centre	£45.00	Cost of room hire for February Council meeting
100168	Acorn Tree Services	£510.00	Clear trees and shrubs from cemetery car park, also includes £50 charged for removing fallen branch from tree in the Old Cemetery.
100169	Clarke's Cemetery Services	£215.00	New interment in Newstead Cemetery
100170	Mrs P Wise	£15.00	Chairman's allowance (February)
100171	Mrs J Johnson	£304.43	Clerks Wages (February)
100172	Notts County Council	£65.55	Pension Contributions for Clerk (February)
100173	Mrs J Johnson	£69.09	Clerk's expenses (February) NB includes cost of full set of colour cartridges

Postage/Other 57.69

Tel/Broadband	6.00
Mobile Calls	Nil
Mileage	<u>5.40</u>
Total	<u>£69.09</u>

6.2 Risk Assessment - The changes plus recommendations put forward by the Responsible Financial Officer as circulated with the agenda were approved. It was agreed that as there would be a new Council shortly, one of the first actions of the new Council should be to review existing standing orders and adopt new financial regs.

6.3 Grants Requests Received by the Parish Council

Newstead PCC - A request had been received from Newstead PCC for a donation of £150 towards the Easter Fayre. Cllrs felt they had been generous on the past where the PCC had now been advised it was expected that money raised in previous events should pay towards costs of future events. After discussion, it was agreed to send £100 towards the cost of holding the Fayre.

7. The Lengthsman's Scheme

No further suggestions were passed on regarding work for the lengthsman.

8 Matters concerning Newstead Village

8.1 23 Tilford Road - Cllrs agreed that this matter would be raised with Gedling Homes where the accumulation of personal belonging outside this home was a blight on this community. Agreed letter be sent to Gedling Homes. Cllr Burnham also agreed he would raise this matter at the next meeting with Gedling Homes.

8.2 Road Drains - It was noted that in addition to the road drain on the layby near the park, the drain outside 149 Tilford Road was also failing to drain water from the carriageway and may also require rodding. It was agreed this would also be reported to Highways

8.3 Skate Park - The Chairman reported that water was failing to drain away near the half pipe leading to a large puddle forming at the base of this equipment. It was also agreed this area needs to be updated and to include the skate park on the agenda for the next meeting.

9. Matters concerning Newstead Abbey Park.

None except as mentioned earlier in the meeting

10. Correspondence

The following items of correspondence were specifically discussed by the Council.

10.1 Police Priority Meeting - 10 March - It was agreed that Cllr Wise and Burnham would attend this meeting with the issue of off road bikes being one of the issues to be discussed at this meeting.

10.2 New Future Newstead - It was noted that a re-launch of Future Newstead would be take place on the 17 March 2015. Cllrs queried why the Council was still paying for room hire for this group when they were now following a separate agenda to that of the Council. The Clerk felt any decision to stop paying for room hire for this group should be considered at a future meeting of Council as this was not an item specified on the agenda. Both the Chairman and Cllr Burnham felt the decision should be made now and it was proposed by Cllr Burnham and seconded by Cllr Wise that no further payment should be made in respect of room hire costs incurred by Future Newstead. This was agreed by other Cllrs present.

10.3 Garden Competition - The Chairman reported she had attended this meeting on behalf of the Council. Much of the format that was followed last year will be followed again. There will probably be less categories to be judged overall but will include a new category of 'Best Dressed Child as a Scarecrow'.

10.4 Employers Pension Contributions - It was noted that the contribution rate of the Council as an employer in respect of the Clerk's pension would be retained at the same rate as applied in the current year i.e. 14.7%

11. Planning Applications

There were no planning applications to discuss.

**12. Reports From External Meetings**

The Youth Centre

As Trustees of the Newstead Centre the Chairman advised she and Cllr Burnham had arranged a meeting with the representatives from the Youth Centre but due to a mix up in dates agreed this would need to be re-arranged. The Chairman agreed that the Youth Club was now running successfully agreed but tht there were less young people there than she expected.

**13. Cemetery issues**

None reported

**14. Items the Chairman considers urgent**

a) Faulty Street Lights - The Chairman drew attention to faulty street lights affecting The Quadrangle.

b) Reserve Funds - The Chairman asked if Councillors would given consideration to alternative projects in the village to which money presently allocated in the Council's reserves towards the cemetery extension could be used. As an examples she suggested the skate park requires updating or alternatively, the reserves could be used towards new play equipment on the park. Cllr Gascoigne drew attention to the BMX track on Watnall Road, Hucknall which he felt was a brilliant facility for children and young people.

**15. Date of Next Meeting.**

The next meeting of the Parish Council would be Wednesday 1st April .

*For the next item, 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 where this item relates to information which would be commercially sensitive.*

**16. Grounds Maintenance Contract**

Details of all the costs submitted by the various contractor had been broken down for Cllrs to view and were outlined on a schedule passed to Cllrs at the meeting.

The Clerk explained it had been useful holding site meetings with each of the contractors where a number of useful observations had been made.

In terms of cost, Ulllyetts had worked out as the cheapest and Anthony Clarke the second lowest, although it was recognised the difference between the two tenders (£50) could easily be offset by any increase in grave digging

charges should the present contractor lose the grounds maintenance contract.

The Clerk advised that each contractor had their individual merits but obviously no guarantee could be given regarding the quality of the work of the other contractors until work on the contract was actually underway.

Gedling Borough Council and Acer Grounds Maintenance were ruled out where costs were proportionately higher than those received at the lower end of the scale.

Some Cllrs felt that the present contractor had not performed as well as he could on some parts of the contract, although in general the Clerk advised Mr Clarke had been very reliable with few problems experienced overall. She advised where councillors had noted problems in the past such as extra brushing off of grass on headstones and strimming additional paths to the more recent graves in the Old Cemetery, Mr Clarke had happy to accommodate these requests. The Clerk also stressed that within the hours employed by the Council it was not possible to monitor the grounds maintenance contract which was noted by Cllrs. She also advised that if Cllrs were unhappy about any aspect of the work undertaken by the contractor, they would need to inform the Clerk so she could discuss this with the contractor.

The Clerk also advised there was little evidence to suggest that litter picking had been undertaken in the cemetery car park outside of grass cutting season and it was noted that that moss had not been removed from the main drive to the cemetery for some time. Cllrs also felt the rose bushes surrounding the mosaic were being not pruned properly.

Following discussion and on the basis of 'the better the devil you know', Cllrs agreed that Anthony Clarke should again be awarded the contract subject to the following being drawn to his attention.

- a) Better removal of moss from the main drive of the New Cemetery
- b) More litter picking of the Cemetery Car Park, where the contractor needs to carry out a minimum monthly litter pick at those times of the year when grass cutting seasons ends and the new season begins.
- c) Better pruning of the rose bushes in the mosaic, where these need to be hand pruned rather than trimmed back with a hedge cutter.

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