

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 13 May 2015

1. Welcome to the New Council and Introductions

Cllr D Adams as the retiring Vice Chair welcomed the new members of the Parish Council and introductions were made around the table. She also thanked Emma Astill and the youth centre members who had baked a cake in honour of the new Council.

2. Present: Cllrs: Mrs D Adams, Mr C Bicknell, Mrs P Blood, Mr C Bullivant, Mr P Burnham, Mr S Gascoigne, Miss H Scott, Ms J Smith and Mrs P Young.

Also present were Emma Astill, Youth Worker, Notts County Council and 2 members from the Youth Centre, three parishioners and Cllr Bruce Andrews and Mrs P Andrews.

3. Apologies for absence: Apologies were noted from County Cllr Mr C Barnfather

4. Election of the Chair

The Vice Chairman of the Council sought nominations from Councillors for the position of Chair. Councillor Young was proposed by Cllr Adams and seconded by Cllr Gascoigne. Cllr Bicknell was proposed by Cllr Smith and seconded by Helen Scott. The Clerk advised that if more than one nomination for Chair were received, the Council had previously agreed to resolve this issue by means of a secret written ballot. Slips of paper were then handed to Councillors in which they had to write the name of their favoured candidate. These were collected by the Clerk and the number of votes to each candidate were counted in the presence of a member of the audience. Cllr Pam Young received the highest number of votes and was duly elected as the Chairman of the Council for the ensuing year. The Declaration of Office was then signed by the new Chairman in the presence of the Proper Officer of the Council.

5. Election of the Vice Chair

Councillor Bicknell was proposed by Cllr Scott and seconded by Cllr Smith. Cllr Bullivant proposed Cllr Adams for Vice Chair, seconded by Cllr Blood. Again this matter was resolved by a written ballot with Cllr Adams receiving the highest number of votes and was duly elected as the Vice Chairman of the Council. The Declaration of Office was then signed by the new Vice-Chairman in the presence of the Proper Officer of the Council

6. Declaration of Office

All remaining Cllrs were asked to sign their 'Declaration of Office' in the presence of the Proper Officer of the Council. The Clerk also drew attention to the Register of Interest forms which would need to be completed and returned by all members of the Council to the Monitoring Officer at Gedling Borough Council within 28 days of the election. It was agreed these would be completed at the end of the meeting.

Prior to the next item, the new Chairman of the Council, Mrs P Young, said she would like to pay tribute to the previous Chairman of the Council, Mrs P A Wise, who had served on the Council for many years and had served with the best interest of the village in heart. She also thanked the other outgoing councillors Miss Halliwell, Ms Crouch and Mrs Booth. In addition, she also expressed her thanks to Mrs Patricia Andrews for her 8 years service as the Ward Councillor for Newstead and for her contribution to the many causes throughout this time.

For the benefit of new Cllrs, the Chairman also explained origins and powers of Parish Councils and useful guidance in the form of 'The New Councillors Guide' which could be downloaded from the N.A.L.C website

7. Council Representatives on other bodies.

The following representatives for 2015/2016 were agreed: -

Cemetery Committee – Cllrs Bicknell, Burnham, Scott and Young.

New Future Newstead Committee – Cllrs Smith, Scott, Bicknell, and P Burnham. NB Cllr Scott advised that this organisation would revert back to its former name of Future Newstead.

Newstead Wildlife Meadow – Cllrs Burnham, Smith and Young plus one resident Mr Paul Bini

The Youth Centre - Cllrs Bicknell, Blood, Bullivant and Young.

Newstead Children and Young People's Group - Cllrs Bicknell and Young.

Police and Parish Meetings - It was agreed that any member of the Council would be eligible attend these meetings as and when they were called.

Newstead PTA - Cllr Bicknell.

Newstead Abbey Partnership - Cllr P Young would act as the Council's representative on this partnership.

Lengthsmans Scheme – The Clerk was pleased to report that this scheme would continue to operate for a further year and it was agreed that the Chairman and Clerk could represent the Council on any meetings in connection with this scheme.

It was previously resolved that all members attending external meetings on behalf of the Council should report back to the Council on that meeting and any minutes taken should be circulated to all Councillors for information.

8 To Agree Dates of Future Meetings

These were agreed as per the list circulated with the agenda with the exception of November when the meeting would be moved forward by one week to avoid bonfire night.

9. To Agree an Allowance for the Chairman

It was explained by the Clerk that it was custom for the Chairman to be awarded a small sum to offset the increased cost of holding this office in respect of phone charges and expenses. A discussion ensued on whether the existing allowance of £15 per month was necessary in view of new broadband contracts in which telephone calls were all inclusive. Cllr Young confirmed that the amount of telephone calls were considerable and were not reflected in her Broadband package. It was proposed by Cllr Adams and seconded by Cllr Burnham that the allowance for the Chairman should continue at the same rate as last year i.e. £15 per month and this was agreed by other Cllrs present.

10 Declarations of Personal & Prejudicial Interest: There were no declarations of interest.

11. Approval of the Minutes

Annual Parish Minutes - It was proposed and seconded that the minutes be approved as a true record and this was agreed.

Council Meeting - 1st April - Subject to the following corrections; that under agenda item 7 - the minutes to read 'The lengthsmen had now cut the shrubs back on Station Ave - not Station Road as shown' and that under item 10.2 to read 'the speed hump signs had been turned some 180 degrees by vandals' - it was proposed and seconded that the minutes be approved as a true record and this was agreed.

12. Matters Arising from the Minutes

Annual Parish Meeting - 1 April

There were no matters arising

Council Meeting - 2nd April

12.1 Highways/Flooding Issues - It was stressed that the Council had been advised that photographs of the flooding on Hucknall Road were required by Highways before further action could be taken.

12.2 Abbey Street/Bryon Street Signs - These had now been ordered and should be fitted shortly.

12.3 Potholes on Station Ave - The Chairman reported that a further section of Abbey Drive/Station Ave will be resurfaced on the 21st May and will be the section of road from Poets Corner to 100 yards past West Lodge., Work is expected to take approximately one day.

12.3 Bus Stop/Shelter opposite Musters Road - The hole in the pavement under this shelter has now been repaired.

- 12.4 Public Speaking Time - No response had yet been received from Gedling Homes in regard to 23 Tilford Road. Cllr Burnham advised the person to whom the matter was referred had been off on sick leave but had now returned and this matter would be raised at the next Gedling Homes meeting.
- 12.5 Station Hotel - Cllr Young advised that following on from the information given in relation to the lease agreement, she had been informed this may no longer be valid as it was taken out by the former Miners Welfare. Cllr Adams understood that the site could only be developed if access issues resolved. The Clerk advised that whilst the Parish Council is not in a position to obtain details of what was a confidential and private transaction between two parties, the Council could at least write to CISWO advising they were much against any decision to terminate the existing lease for the car park. It was agreed a similar letter could also be sent by Future Newstead, although Cllr Bicknell stated he would be against the development without infrastructure improvements. The Clerk reminded the Council that developers should now hold up front consultation on any major applications before submission of a planning application for a site. A discussion ensued as to what was happening to the existing public house, where it was understood the cost of renovation was likely to be prohibitive. It was also understood that Oakwell Brewery had now disposed of all pubs within its control and the identity of the new owner was unknown. The following was agreed
- a) The Clerk to establish from enquiries with Land Registry the new owners of the Public house
 - b) A letter to be sent to CISWO stating that the Parish Council did not support any decision by CISWO to terminate the original lease agreement in respect of the car park.
 - c) To ascertain from Gedling Planners whether talks on the development of the site were currently ongoing.
- 12.6 Trees on Abbey Drive - The Chairman confirmed the brash had been removed. CAST has a contract to carry out some work for the Abbey in exchange for fishing rights. Cllr Gascoigne also requested if it was possible for the lengthsman to trim overhanging branches on a tree on the approach to Vicarage Corner coming from the direction of the Abbey
- 12.7 Police Meeting - During campaigning Cllr Burnham advised that activity by off road bikers was the biggest single concern residents reported. It is understand that the Police will be deploying trail bikes to catch offenders. He also spoke of active surveillance carried out by the Police in areas affected by this problem where he had spoken to officers in the cemetery car park who were watching/following a van suspected of dropping off bikers to ride in the woods. It was noted that the gate to Pocket Park had yet to be replaced. Cllr Burnham advised he hoped to arrange a meeting between the Police, Parish Council and Forestry Commission, where it was noted many paths through the woods had been made impassable following churning by bikes. Cllr Burnham confirmed although there were no official 'rights of way' through Forestry Commission land, there were a number of permissive paths through the same. Cllr Scott advised there had been an approach by an individual looking to use part of the country park as an off road bike track and that Newstead Enterprises would always listen to any suggestions regarding the use of the land.

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

Cllr Bruce Andrews had been asked to pass on apologies from Cllr C Barnfather currently attending a meeting of Papplewick Parish Council. He also welcomed new Councillors and felt they had made an excellent start. A new vicar has been appointed and he hoped the council would now make contact with him. He also noted that one of the new councillors was a member of the PTA, so contact would be strengthened with the school. He also made reference that Newstead Centre needs help and support and wished the Council the best over the next four years.

A faulty street lamp No 4 on Tilford Road was reported by a resident.

Paul Bateman noted that if the car park to the Newstead Centre is sold this will undermine attempts to increase use of the centre. He also queried what work the Council had undertaken on the planters on Station Road as he also put in much of his own time to keep the planters looking good. The Clerk confirmed that as from the 1st April the grass verge and planters on Station Road were now included within the Council's grounds maintenance contract.

Cllr Bicknell said he was happy to help cut down the overgrown brambles and weeds in the area of land directly behind the Bowling Green and gardens of homes on Webb Street provided permission could be ascertained from the Bowling Club to get access to this area.

Meeting reopened

13. Accounts

Receipts and Payments for May 2015

Receipts.

£14,652.00	Gedling Borough Council - Annual Precept
£ 3,886.00	Gedling Borough Council - Grant to offset Local Council tax
£515.00	Graham Ward Funeral Services - Burial Charges for interment on 8 May
£264.64	HMRC - Vat reclaimed on all expenses over last financial year.

Cheques for approval at this meeting

100094	Naturescape	£141.60	Cost of wildlife plugs planted in Newstead Wildlife Meadow.
100183	Mrs P Young	£47.70	Mileage charge for two trips to Naturescape to first order and then collect wildlife plugs 106 miles @45p per mile.
100184	Newstead Centre	£45.00	Cost of room hire for April Council meeting
100185	Clarke's Cemetery Services	£215.00	New interment in Newstead Cemetery
100186	Clarke's Cemetery Services	£560.00	Grounds Maintenance Work carried out during April
100187	Mrs P Wise	£15.00	Chairman's allowance (April)
100188	Mrs J Johnson	£304.43	Clerks Wages (April)
100189	Notts County Council	£65.55	Pension Contributions for Clerk (April)
100190	Mrs J Johnson	£26.93	Clerk's expenses (April)
			Postage/Other 17.78
			Tel/Broadband 6.00
			Mobile Calls Nil
			Mileage <u>3.15</u>
			Total <u>26.93</u>
100191	Mr P Newman (lengthsman)	£69.00	Paint/Woodstain and other sundries required for work carried out as agreed.

The Clerk advised that all invoices were brought to Council meetings and were available for Cllrs to view along with the petty cash book. Cllrs then agreed the accounts as presented and cheques signed.

b) To Agree Additional Cheque Signatories - It was explained by the Clerk that under previous banking arrangements agreed by the Council, a total of five councillors were able to sign cheques on behalf of the Council, with any two councillors required to sign each cheque. As a result of the elections, only three signatories now remained and these were Cllr Burnham, Cllr Gascoigne and Cllr Young. Agreement was therefore sought for the appointment of two further signatories and also to ratify continuation of the existing signatories. Cllrs Smith and Bicknell volunteered to be a signatories and this was agreed by the other councillors and it was also agreed that the existing signatories should remain. A bank mandate was subsequently completed by all five signatories.

c) Insurance - The Clerk explained she would like delegated authority from the Council to arrange revised insurance cover for the Parish Council should a more competitive quote be received prior to renewal date of the 1st June. The current renewal quote is for £1,152.86 (which is the same as last year) for a one year contract, or if entering into a new three year agreement will be £1097.25, where a 5% discount is given. This course of action was agreed by the Council.

14 Matters concerning Newstead Village

- 14.1 Japanese Knotweed - A request had been received from resident Sharon Herriot who had drawn attention to several areas in the village now affected by Japanese Knotweed including the playing field, part of the woodland near Vicarage Corner, the house on top of Fraser Street and in woods at the back of her home. In addition Cllr Burnham drew attention to Japanese Knotweed which had taken hold in the Newstead Community Wildlife Meadow having spread from the adjacent field. A quote had been obtained from Jonathon Rhodes at a cost of £90 per treatment to kill the plant by injection. Up to three visits may be required, if treatment was not successful at the outset. Cllrs approved this costs where it was also agreed to write to the adjacent landowner to treat the field at the same time. The Clerk also confirmed she had forwarded the complaint of knotweed on the sports field to Gedling Borough Council to ask them to treat.
- 14.2 Police Response - Cllr Burnham advised that on Election Day, a fight had broken out in the village where there was potential for serious harm. Three Police Officers attended the scene, but according to rumour sweeping the village, nothing had been done. Cllr Burnham felt it was important to state that no action had been taken as none of the parties concerned had or would make an official complaint.

15 Matters concerning Newstead Abbey Park.

- 15.1 High Leys Road - Cllr Blood reported that a number of motorists were parking on the pavement on High Leys Road in the vicinity of the public footpath into the woodlands. This meant that persons with pushchairs were forced onto the road and yellow no parking lines were requested. The discussion turned to whether there was a notice board in the vicinity on which a notice could be posted. Cllr Blood advised residents had previously been asked if they wished a notice board on this road and they did not. One suggestion to increase information available to residents in the Abbey Ward was include information on the existing notice board within Newstead Abbey Park, or if this is not possible move the existing notice board situated at rear gated entrance to the park more towards the centre of the Park. It was agreed that Cllr Young would take up this matter with Abbey staff. The Clerk is also to liaise with authorities responsible for parking.
- 15.2 Station Ave - Cllr Gascoigne asked if it was possible to have a sign installed on the verge just after the level crossing on Station Road to read 'No Vehicle Access to Newstead Abbey' and also reinstate the 'No Parking' signs on this road. It was also suggested that Jonathon Rhodes be approached to quote for the cutting back of brambles on the verge close to Vicarage Corner. New Councillors also sought clarification on access to the Abbey where Cllr Gascoigne thought it was possible to request a pass from the Newstead Abbey staff. The Chairman did not believe this was the case but would seek clarification from the Abbey Staff regarding access to the Abbey from the Newstead village side.

16. Correspondence.

Other than items discussed elsewhere in the meeting, no other items of correspondence was discussed due to time pressures.

17. Training Sessions

Dates of training sessions for new Cllrs by NALC were given verbally at a cost of £25 per Council and this would be open to new or existing members of the Council as a refresher. It was agreed these details would be emailed to all Cllrs following the meeting. The Clerk advised that she would also be prepared to speak on matters relating to the Council and this could be held half an hour prior to the main Council meeting. As a number of Cllrs would not be present for the June meeting it was agreed this would be delayed until the July meeting whereby a training session would begin at 7pm on Wednesday 1st July.

18. Planning Applications.

Details were circulated relating to the following application:

2015/0058 - Newstead Youth Club, Tilford Road, Newstead (To install lights on the Multi Use Games Area)

Following discussions these plans were approved subject to any lights being turned off no later than 9pm.

Also included under this heading, concern had been raised over continued building works at West Lodge, Newstead Abbey Park which appeared designed to link the existing dwelling to the outbuilding and for which no planning permission had been received. Information on the work had been passed to the enforcement officer at Gedling Borough Council (details known), but to date no response had been received.

The Council agreed to write to the Head of Planning on this matter as to what action was being taken.

19. Matters Concerning the Cemetery

None reported

20. Reports from External Meetings

Cllr Scott reported on the recent Future Newstead meeting and read from the minutes of that meeting. Sharon Herriot has been elected as the Chair of Future Newstead. The treasurer explained difficulties in opening a new bank account. Subjects also included; updating of the village map, a village newsletter, the need to support local businesses/tradespersons, and the purpose of Future Newstead.

21. Items the Chairman considers urgent

The Chairman advised it was the custom of the Council to buy a small gift for departing Councillors in recognition of their services to the community over the years served. In respect of Mrs P A Wise who had been the Chairman of the Council for many years a gift voucher for the sum of £50 was agreed. In respect of the other councillors, it was agreed that a banquet of flowers would be presented. A sum of £15 was agreed in respect of each banquet to be ordered from Bunches Florapost.

22. Date of Next Meeting.

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

For the next item, the Council resolved 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. 7, where this item relates to information relating to prevention of crime.

23. Security Measures on Cemetery Car Park

Installation of CCTV was discussed.