

## NEWSTEAD PARISH COUNCIL

### Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 7 October 2015

1. **Present:** Cllrs: Mrs P Young (Chairman), Mr C Bicknell, Mrs B Blood, Mr P Burnham, Mr S Gascoigne, Miss H Scott and Ms J Smith.

Also present Ward Cllrs Mr B Andrews and Mr C Powell and also Mrs P Andrews and 2 residents.

2. **Apologies for absence:** Apologies were noted from Cllr Mrs D Adams and County Cllr C Barnfather.

3. **Declaration of Personal and Prejudicial Interests**

Cllr Scott declared a personal interest in planning application 20015/1119, where she hoped to store a mobile caravan on this site.

4. **Approval of the Minutes**

Council Meeting – 2 September 2015 - Subject to the following corrections: that under item 11.3 to read newsletter to be delivered in village only and not parish wide, it was proposed and seconded that the minutes be approved as a true record and this was agreed.

5. **Discussion by Lorraine Bean on Micro Pub Scheme**

Lorraine explained that she had been a resident in the village for over 12 years, although left the village four years ago to pursue other work interests. When she returned the Station Hotel was up for sale with an asking price of £275k. This combined with the work needed to update the Public House meant this was not a viable business option. She then started to look at other options and came across the micro pub model. This involved a licensed premise selling traditional cask ale in a convivial social atmosphere. She felt her proposals complimented existing strategic plans for the village such as the Parish Plan and Newstead Locality Plan. She subsequently carried out a full option appraisal of all community buildings in Newstead village and the only premises identified as suitable to host a micro pub was the Sports Pavilion owned by Gedling Borough Council. She subsequently approached Gedling Borough Council with a view to obtaining a three year lease of the building. This department then consulted the planning department, where the initial planning advice obtained suggested that the building was not well lit and poorly located to village. She also felt this building was underutilised. In support of her application she had undertaken a survey of village residents. The results of which confirmed that 95% of the residents who responded were in support of a micro pub from a total of 71 responses received. As to the current position she now felt that a response was required to the concerns raised by the planning department. Originally Nomads Cricket club had supported the idea but this support was later withdrawn. She was now looking for the support of the Parish Council for both the micro pub and this venue. In response to questions raised during the meeting, Lorraine confirmed that she had ruled out the bar at the Newstead Centre. It had also been suggested by Planning that she meet with the Brewery to discuss Station Hotel as a possible venue but this had been discounted as she did not have the funds to purchase the pub.

As an item of information, Ward Cllr C Powell advised Lorraine that there was no reason why she could not submit a planning application direct for the change of use required at the pavilion. Ultimately she was advised that Gedling BC as owners of the building would have say on whether this was a use they would support. The Chairman advised that before the Parish Council made a decision on this matter she

felt more detailed proposals should be circulated to members of the Council on this venture and it was agreed these would be passed to the Parish Clerk to circulate.

## **6. Matters Arising from the Minutes**

- 6.1 Highways - A letter has been sent to Dave Walker, Highways Manager for Highways re flooding and siding out of pavement on Hucknall Road. Nothing heard as yet.
- 6.2 Abbey Street/Bryon Street – Gedling Borough Council has now confirmed that an additional nameplate sign for Livingstone Street at the junction with Webb Street will be included in the next order for signs.
- 6.3 Police Meeting/Bikes – Cllr Burnham confirmed that problems with bikers escalated over the weekend and he will raise this at the next Police and Parishes meeting.
- 6.4 Lengthsman – Paint for the park has been purchased by the Clerk and a job sheet sent to the lengthsman along with photos of park. The paint has now been collected by the lengthsman.
- 6.5 Grass Verge on Village Green – Japanese knotweed now treated
- 6.6 Remembrance Service – Wreaths received and given to delegates who attend services on behalf of the Council. Cllr Burnham confirmed there were two services - one on the village green at the war memorial which took place at 9.45am, followed by a church service at 6pm. Cllr Burnham agreed to lay the wreath on the memorial and hoped to see other Councillors at this event. The Chairman would attend the evening service.
- 6.7 Cemetery Issues – Quote not yet obtained due to other priorities.
- 6.8 Newstead Wildlife Meadow – Cllr Burnham advised that the Council had received a grant from Biffa for improvements to the meadow, and this was based on costs which had been agreed in advance by the contractor who was to carry out the work. Whilst away he had received a telephone call from the contractor who advised that due to unforeseen circumstances the cost of cutting back the grass on the meadow had doubled from the original cost of £450 quoted. At the time of the call he told the contractor to proceed with the work but subsequently rang the Clerk who met with the contractor to explain that it was unlikely that the Parish Council could recoup these additional costs and that she could not guarantee full payment of his costs, but would need to agree this with the Parish Council. It was explained that costs had escalated as the contractor now had to pay for hire of equipment used, whereas previously it was free. Following discussion it was agreed that the Parish Council would pay the sum of £700 towards the total costs incurred. The Clerk also advised that should the Council be able to reclaim the full costs incurred from Biffa then any excess would also be passed to the contractor. Cllr Scott enquired what had happened to the baled cuttings and felt that the Council may be able to sell these as the arising could have commercial value. This suggestion would be taken on board in future.
- 6.9 Notice Board – Nothing further yet heard from Rachael Dewsbury and a reminder has been sent
- 6.10 New Highway Sign for Station Ave – Confirmation given for Gedling to order sign but with amended wording
- 6.11 Pension Deficit Payment – Letter sent to Notts CC as directed along with pension contributions due to date
- 6.12 Christmas Tree – This has now been ordered from Gedling Borough Council
- 6.13 Slow Signs - The Clerk read a response from Laura Trussler. Highways, who are not prepared to install slow signs on the Terraces as does not fit the criteria for such signs.
- 6.14 Village Newsletter - Underway with the first edition to be out in November. It was agreed that Cllr Bicknell would be responsible for drawing up articles on behalf of the parish council.
- 6.15 Gritting Scheme – Window cleaner now informed scheme accepted.

6.16 Community Right to Bid – Cllr Scott explained some further trustees have yet to be identified.

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

Local resident Pat Harvey brought up a missing sign in the small play park off Tilford Road.

*Meeting re-opened*

## 7. Accounts

### Receipts.

£100 – Fees for erection of new memorial headstone

£1.84 – Interest on deposit account up to 5 July

£1.91 – Interest on deposit account up to 5 Aug

£1.91 – Interest on deposit account up to 5 Sept

### Cheques to be approved

100217	RBL Poppy Appeal	£34.00	Cost of two wreaths
100235	Newstead Events Group	£250.00	Donation towards illuminate Newstead event.
100236	Mrs J Johnson	£208.00	Overtime worked during May to August as agreed. (NB there is an adjustment in October wages for income tax and NI due on this amount).
100237	Notts County Council	£247.50	Additional amount representing deficit payment due on local government pension scheme from 1 April 2014 to 31 <sup>st</sup> August 2015.
100238	Grant Thornton UK LLP	£240.00	External Audit Fees
100239	Clarke's Cemetery Services	£560.00	Grounds Maintenance Work carried out during Sept.
100240	Mrs J Johnson	£141.24	Paint for repainting Play Equipment in Newstead Park.
100241	DJB Contracts Ltd	£9,300.00	Extension to Cemetery Car Park
100242	Mrs P Young	£15.00	Chairman's allowance (Sept)
100243	Mrs J Johnson	£299.08	Clerks wages for September less deduction for tax due on overtime earnings and includes backdated pay increase of 1% (see Cheque no 100236)
100244	Notts County Council	£92.29	Pension Contributions for Clerk (Sept) including small adjustment for backdated pay increase of 1% and deficit pension payment due this month of £17.50.
100245	HMRC	£51.80	Income tax payable in 2 <sup>nd</sup> quarter including overtime
100246	Mrs J Johnson		Clerk's expenses
			Postage/Other 10.26
			Tel/Broadband 6.00
			Mobile Calls Nil
			Mileage <u>3.15</u>
			TOTAL <u>19.41</u>
100247	J A Rhodes	£700	Hay Cut and Bale grass from Wildlife Meadow

The Clerk advised that in respect of cheque 100241, costs had come in approximately £600 higher than estimated

originally. Part of the increase was due to additional costs the Council had already agreed to meet such as the cost of hiring a stump grinder and adhesive for lining the car park. The Clerk had queried the size of additional costs involved with the contractor who advised that the substantial root structure remaining in the ground had resulted

in an additional two day's labour. As advised he had absorbed one day's labour but could not absorb both days and these costs had been passed to the Council. The Clerk advised the contractor had also agreed to mark out the car park, which was not part of the original job specification and which would otherwise have resulted in a considerable additional expense. Following discussion it was agreed the additional costs would be paid.

The remaining payments were approved as stated.

- 7ii Request for Raffle Prize for Christmas Fayre – A request had been received from Deborah Widdowson (Locality Co-ordinator for Newstead) for a raffle prize for the Christmas Fayre – The Council agreed to purchase the same prize as last year which was believed to be a Argos Gift Voucher to the value of £25.
- 7iii Future Newstead - A request had been received from Deborah Widdowson on behalf of this group to ask whether the Council would re-consider its decision not to pay room hire charges incurred by this group and to meet these for the remainder of this year and next. The Chairman felt that the Council should not pay for room costs, as these were not paid for any other group in the village and any decision to pay could create a precedent. Cllr Scott advised that Future Newstead were not the same as other groups and was in fact the umbrella group for a number of other groups. It was explained that whilst Future Newstead did undertake work on the Parish Plan, most of these goals had now been realized. It was also the case that membership of both these groups appeared to comprise the same individuals and perhaps some consideration be given to whether the Parish Council and Future Newstead should merge in future.
- 7iv Report on External Audit - The Clerk was pleased to advise that an unqualified report had been received from the auditor on the 2014/2015 accounts of the Parish Council.

## 8. The Lengthsman Scheme

Paint had now been collected by the Lengthsman and it was hoped work would start shortly. The Clerk explained that due to the extent of the work required this will take up the lengthsman's time for several months. As such, if allocated to other work in the village, this will reduce the amount of time spent painting the park. Cllr were asked to note this information

## 9. Matters concerning Newstead Village

- a) Demolition of Station Hotel - CAMRA's request to have the Station Hotel registered as an Asset of Community Value (AVC) was successful, where this would now be considered by Gedling Borough Council for possible listing as an AVC. A response had been made by the Parish Council to the proposed demolition but was time barred from making a request that it be registered as an AVC. Cllr Smith felt as all Councillors had been apprised of the situation it was now a waiting game and no further discussion at this time was required.
- b) Skateboard Park Drainage Scheme – The Clerk explained that due to technical problems it had not been possible to lodge an application to WREN before the close of window for this round of bids. It was

agreed that the Council would support an application to WREN on the terms suggested i.e. 10% matched funding plus handling costs. The Clerk advised that a grant application would still be made but the closure date for the next round of applications was not until the end of January. Cllr Bicknell suggested the Clerk speak to Cheryl Raynor on this matter as she may be able to provide advice. Following a meeting with Toz Flanders attended by the Clerk and the Chairman some ideas had been discussed. An email had since been received from Toz confirming that his labour charge to paint the Skate Park equipment would be £200 plus the cost of paint at £180. A further graffiti artist had also been approached who had agreed to meet with the Chair and Clerk. It was then put to the Council as to whether they were happy to allow Toz to carry out the work at the cost stated, or seek an alternative quote. As the labour cost in this case would work out at approx £8 per hour, this was felt by members to be very reasonable and it was preferred that the work be given to a local person. As such it was agreed that Toz would be asked to undertake the painting of the skate board as per terms stated. The Parish Council would also be responsible for purchasing the paint direct.

c) Newstead Wildlife Meadow - The Chairman also advised the Council of her idea to keep honey bees on the meadow and whether there was support in principle for this idea. She explained this scheme would be undertaken by a professional bee keeper at his own expense and was looking to site the bees at the bottom right hand corner of the field i.e. the southern end of the meadow. Mrs Pat Harvey of Hopping Hill Farm explained that she also kept bees and it was recognized that hives should be kept a good distance apart so bees are not confused. The Chairman took on board this information and advised that if okay the beekeeper concerned would fence off the hives. The Clerk also suggested that the Council make enquiries with its own insurers. However, subject to the outcome of these enquiries, the Parish Council had no objections in principle to the proposed scheme.

d) Flag Pole – The Clerk advised that the village flagpole had been damaged where it had been snapped off at the base. She explained the flagpole itself was not damaged but the base which supported the flagpole was. Parishioners were already asking whether the flag would be raised for the Remembrance Service. It was agreed that the Clerk should obtain quotes for the repair and proceed as soon as possible. A volunteer was also sought to raise the flag for this service and Cllrs Bullivant and Bicknell volunteered for this task. It was not known where the original flag was kept. The Clerk to speak to Mick Leivers.

## **10. Matters concerning Newstead Abbey Park.**

- 10.1 Station Ave - Cllr Young advised that the resurfacing of Station Ave between West Lodge and Abbeyfield Farm will take place on the 14<sup>th</sup> and 15<sup>th</sup> October. Cllr Smith asked whether it was possible to get a card for the gate as she understood from previous minutes that all Cllrs were entitled to a gate card to the Abbey. Cllr Young felt this was limited to Cllrs representing Abbey Ward only. Clerk to check.

## **11. Correspondence.**

The following items were specifically discussed:

- 11.1 N.A.L.C AGM 18<sup>th</sup> November – No Cllrs wished to attend
- 11.2 Ashfield Revised Draft Statement of Community Involvement – This had been circulated prior to the meeting. It was explained that this document was useful as it explained the need for up front consultation with the community in the event of a major planning application.

## **12. Planning Applications.**

Several Cllrs had attended a public exhibition on a proposed Solar Farm in Annesley. Details of the routing to be used by lorries accessing the site was passed to Cllrs. Overall, there were no concerns raised by the Council, although Cllr Burnham had heard rumours there was also to be a proposed wind turbine on the same site and he would discuss this with the applicants.

Following discussion there were no objections to the following applications:

**2015/1055 – 20 High Leys Road, Ravenshead** (rear and side ground floor, single storey extensions) -  
**2015/1119 – Caravan Park, Hayes Farm, Hucknall Road, Newstead** (Proposed Extension to Existing Caravan Storage Area)

It was also noted that the planning application submitted in respect of the wind turbine on Newstead and Annesley Country Park would be brought back to the Planning Committee for determination on the 14<sup>th</sup> October.

**13. Reports from External Meetings**

Youth Centre – The AGM of the Youth Club Committee will be held on the 19<sup>th</sup> November at 5pm. As the minutes from the last meeting had been circulated there was no need for further discussion

**14. Cemetery Issues**

The following matters affecting the cemeteries were brought to the attention of the Council

- 14.1 New pump to be installed in new Cemetery – Since the last meeting of the Council, the water pump in the cemetery had failed. An estimate for a new pump of £312 had been received from Mick Kimpton of Hopping Hill Farm. This had been approved by Cllrs and a new pump now obtained. Since giving the instruction to replace the pump, temporary repairs had been carried out by Mick Kimpton and the pump was now back in working order. Mr Kimpton felt this repair would probably hold for the next few months and as and when this fails will replace the pump with the replacement purchased.
- 14.2 Cost of strimming the Old Cemetery by Probation Trust – The Clerk confirmed she had met with representatives from the Probation Trust re strimming back the grass in the Old Cemetery. She was pleased to report that the Probation Team would be willing able to undertake the work but subject to the following conditions:
- a) Their expenses for undertaking this work was agreed at £100 (mainly fuel and garden waste bags)
  - b) A branch which is presently hanging down in the cemetery is removed
  - c) Toilet provision (NB Already agreed that they can use the facilities at the Newstead Centre)
  - d) A risk assessment form is completed and signed by the Council.
- The Clerk explained that should this work be put out to tender on the open market, the cost would be far greater than the amount quoted above. It was therefore agreed by councillors to proceed with this work.
- 14.3 Fallen Branch in Old Cemetery – An estimate had been obtained for the cost of £90 to remove and dispose of a large branch which had partially collapsed and was a potential hazard to any visitors to the cemetery, Cllrs agreed this work should proceed.

**15. Any Other items the Chairman considers urgent**

- 15.1 Signage at the Country Park – The Chairman advised she had been stopped by two bird watchers who were searching for Newstead and Annesley Country Park. This brought the realisation that whilst there were signs for Glen Almond Park, there was no signage in respect of Newstead and Annesley Park. She had emailed Rob Crowder at RCAN to request additional signage for the park, but had yet to receive a reply. Cllr Scott suggested that Liam Russell also be copied into this request.

**16. Date of Next Meeting.**

The next meeting of the Parish Council would be held on Wednesday 11<sup>th</sup> November

