

NEWSTEAD PARISH COUNCIL

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

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

Also present Mick Leivers from CAST and 2 residents.

2. **Apologies for absence:** Apologies were noted from Cllr Mr C Bullivant and also Ward Cllrs Mr B Andrews and Mr C Powell.

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

Cllr Scott declared an interest in item 9ii on the agenda as a member of Newstead Events Group. The Clerk also declared a prejudicial interest in item 21 – Clerk’s Pay Review.

4. **Approval of the Minutes**

Council Meeting – 1 July - Subject to the following corrections: that under item 14 to read John Flander’s son, not John Flanders and that the date of the next meeting be amended to 2 September, it was proposed and seconded that the minutes be approved as a true record and this was agreed.

5. **Introduction by M Leivers and Update on Newstead/Annesley Park**

A paper written by Mick Leivers was circulated to members. This included:

- Progress made on the new visitor centre which is now watertight and has been decorated with the help of volunteers from EON.
- Fishing is now established on Lake 1 – There has been lots of complementary feedback.
- £10k spent in terms of restocking lake with 1,500 carp.
- Free workshops for School, Children’s Centre and young people through CAST. CAST also want to extend work to Special Need Schools and also vulnerable adults.
- In terms of funding for the Visitor Centre, more is still required. Previous forecast of the build price was way below that actually required. Funding currently being sourced for completion.
- 6 bailiffs have been appointed.
- Fencing completed around the mid lagoon with the aim of preserving wildlife.
- CAST has also been undertaking work in Newstead Abbey Park including crown lifting of some trees where the young people involved obtained a qualification in Health and Safety. Other work includes initiating a nest box trail and restoration of the waterfall pond and cascade into the Garden Lake.
- Application for the wind turbine will go back for consideration by the Planning Committee.

Mr Leivers also spoke of local children fishing for free in the lake to which historically a blind eye has been turned, but this is now causing some friction with adults who question why they have to pay for fishing. He suggested that someone from the Parish Council may like to write to Newstead Enterprise to see whether they would support a ‘membership scheme’ for local youngsters into which funds would be donated to offset fishing charges which would normally apply.

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

This address did not take place and has been deferred to the October Council meeting.

7. Matters Arising from the Minutes

- 7.1 Highways - Nothing heard re flooding issues. The Council agreed the Clerk should write again to Highways.
- 7.2 Abbey Street/Byron Signs – All new signs have now installed. The Abbey Street/Bryon sign has been re-ordered due to spelling error. A formal request has been put to Highways for new free standing sign for the Webb Street end of Livingstone Street and the Council is waiting to hear back on this.
- 7.3 Police Meeting/Bikes - The message has now got out that bikes taken off owners will be crushed. Posters have been put on all notice boards from new PCSO warning of this.
- 7.4 Grants to Newstead PCC – It was noted that a letter of thanks had been received from the PCC.
- 7.5 Lengthsman's Scheme – The lengthsman in addition to the work specified at the last meeting has also been requested to trim the overgrowth on the narrow pavement along Hucknall Road from Musters Road to A611. Contract for lengthsman's services also signed. Cllr Burnham asked if the lengthsman could also side out the pavement along this part of Hucknall Road. It was acknowledged this was a task too onerous for just one man and it was agreed that the Clerk would write to Highways requesting if this could be carried out.
- 7.6 Skateboard Park – In terms of the drainage, the Parish Council has received a quote of £5200. It was agreed that a grant would be put under the landfill tax credit scheme to fund this work. It was noted that attempts to meet with Toz had not been successful and that the Parish Council may now need to consider other options.
- 7.7 Extension to Cemetery Car Park - The Clerk advised that this work is now underway but there will be an additional cost in respect of stump grinder.
- 7.8 Fun Day/Garden Competition – The Chairman commented on the high standard of the gardens which she judged.
- 7.9 Newstead Enterprise Group - Grant request now withdrawn
- 7.10 Grass Verge along Village Green - Enquiries have revealed this is the responsibility of the Newstead Centre. Attention was drawn to an area of knotweed behind the rear garden of the former caretaker's home on Fraser Street. It was agreed the Council would write to the Trustees to request this is treated.
- 7.11 Hucknall Road – Cllr Phil Burnham has passed on copies of correspondence from Mark Spencer, MP to confirm that Highways will be carrying out a traffic/speed survey of Hucknall Road. No timescale given as to when this will be carried out.
- 7.12 Remembrance Service - Wreaths to be ordered shortly.
- 7.13 Police and Parishes Meeting 9th July – Feedback to Cllrs given from Cllr Burnham who attended meeting
- 7.13 NALC Training Session - Not followed up as notification received course was full
- 7.14 Planning Applications - These have not been determined so outcome remains unknown. Cllr Adams queried whether the Parish Council had been informed of a planning application relating to a property on Abbey Road. Clerk to check with Gelding Borough Council.
- 7.15 Cemetery Issues – Clerk to obtain estimate for fencing part of new site and will also discuss this with Ashfield and Mansfield Groundwork. Further advice to follow once this has been obtained
- 7.16 Extension to Newstead Wildlife Meadow – A response had been received from the landowner concerned confirming they were not interested in either selling or leasing this piece of land.
- 7.17 Community Right to Bid – To be discussed later in meeting.
- Matters Arising from Previous Meetings

- 7.18 Notice Board – A proposed location for the notice board has been agreed, but the Council is waiting to hear from Manager, Rachael Dewsbury, if planning permission is require to re-site the exiting notice board in the spot chosen.
- 7.19 Station Ave – The design and cost of new ‘sign had been emailed out to Cllrs. Whilst Councillors approve the cost of supplying and installing the sign at £103 plus VAT, the Chairman felt the proposed wording could be misleading where the public could access the Abbey in the case of cycling and walking. She suggested the wording should be amended to include the words ‘no public vehicular access’ and this was agreed.

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

Heather Barnett queried whether planning permission had been granted in respect of some derelict land on Fraser Street. It was explained this land had previously been sold at auction. The land itself was divided on a one third/two thirds basis, whereby planning permission has been granted for single detached dwelling on the smaller section of land and lapsed planning permission for apartments on the larger area. Paul Bateman understood that land on which some garages stood next to this site could not be developed where classed as allotment land. The Clerk doubted whether this would now be the case. As both these residents had come specifically to talk about the proposed demolition of the Station Hotel, they asked whether the Council would bring this matter forward as the next agenda item for discussion and this was agreed. Mr Bateman also commented that he would speak to Toz Flanders re the skateboard park.

Meeting re-opened

11. Matters Concerning Newstead Village

Station Hotel - A notice to demolish the public house had been placed on the exterior of the pub on or around 12th August giving the public 21 days to make representations against the proposed demolition. The Clerk advised that the period of consultation had now been extended to the 10th September. A discussion ensued as to why the Public House should be saved including contributions from both Paul Bateman and Heather Barnett. The reasons why demolition should not take place were given as follows:

- Iconic building
- Part of the fabric of village
- Historical connections with Newstead Abbey/Railway
- Free use of building for a number of community groups
- Importance as a public space

Also advice received from CAMRA suggested that the best means of preventing demolition was to have the building registered as an Asset of Community Value (AVC) and a copy of a letter already written by CAMRA was passed to the meeting by Cllr Jude Smith who had been liaising with them to save the public house. Following discussion, it was agreed that the Parish Council would object to the proposed demolition. The Chairman also advised she would asked the manager of Newstead Abbey to forward an objection based on historic links between the public house and the Abbey. It was also agreed by Heather

Barnett that a copy of the objections raised by Future Newstead would be passed to the Council for information.

Cllr Adams asked if the Parish Council would nominate Station Hotel as an AVC, where it was already understood this process was already underway through CAMRA and this was agreed.

Finally, the Clerk drew attention to correspondence received from a consultant who specialized in 'saving' threatened pubs and offered 30 minutes free consultation on the same.

8. Accounts

8.1 Receipts and Payments for August/Sept 2015

Receipts.

£250 Fees for new headstone on Plot 377
 £1400 New interment - 7th August

Cheques to Approved

100214	Newstead Centre	£36.00	Cost of Police Meeting
100215	Newstead PCC	£138.00	Grant towards Summer Fayre as agreed
100216	Newstead Enterprise	£70.00	Cheque not used and subsequently cancelled
100217	Royal British Legion Poppy Appeal	TBA	Wreaths yet to be ordered
100218	Notts ALC	£Nil	Cheque cancelled as notification received training session full.
100219	J A Rhodes	£520.00	Improvement works to Newstead Meadow
100220	J A Rhodes	£120.00	Removal of tree stump from cemetery car park.
100221	Clarke's Cemetery Services	£560.00	Grounds Maintenance Work carried out during July
100222	Clarke's Cemetery Services	£235.00	Burial charges for new interment - 7th August
100223	Mrs P Young	£15.00	Chairman's allowance (July)
100224	Mrs J Johnson	£306.03	Clerks Wages (July)
100225	HMRC	£1.40	Tax and NI on Clerks wages (quarterly payment)
100226	Notts County Council	£65.55	Pension Contributions for Clerk (July)
100227	Mrs J Johnson	£73.43	Clerk's expenses
			Postage/Other 67.13
			Mobile Calls Nil
			Mileage <u>6.30</u>
			TOTAL <u>£73.43</u>
100228	Mrs J Johnson	£6.00	Clerk's broadband charges (NB omitted from above)
100229	P Burnham	£9.90	Mileage to attend Police and Parishes Meeting
100230	Clarke's Cemetery Services	£560.00	Grounds Maintenance Work carried out during August
100231	Mrs P Young	£15.00	Chairman's allowance (Aug)
100232	Notts County Council	£65.55	Pension Contributions for Clerk (Aug)
100233	Mrs J Johnson	£306.23	Clerks Wages (Aug)
100234	Mrs J Johnson	£19.41	Clerk's expenses
			Postage/Other 10.26
			Tel/Broadband 6.00
			Mobile Calls Nil
			Mileage <u>3.15</u>
			TOTAL <u>19.41</u>

The payments were approved as stated.

- ii Grant Request from Newstead Events Group - Details of this request had been circulated with the agenda. Cllr Scott explained that it was hoped to undertake a series of creative workshops led by professional artists and managed by City Arts, culminating in a procession and street performance at the annual community bonfire night on the 7th November. The group has applied to the Arts Council to fund the workshops and is seeking funding for the remainder. Previous criticism of the event was that the quality of fireworks was poor and this time it was hoped to put on a professional firework display, hence request for funding of £400. The Chairman pointed out there had been some concerns relating to previous events relating to possible drug use at the event. Cllr Scott admitted that at the first ever event someone had smoked doped, but last year this was monitored and no problems. Some concern was also expressed that Newstead Enterprise had chosen to charge ground rent of £100. Cllr Scott advised this was usual for large events held, but that the rate charged had been discounted. With no further questions from Councillors, Cllr Scott then left the meeting whilst this item was discussed.

Cllrs queried the amount remaining in the budget in respect of donations and also what was paid towards the event last year, where the Parish Council had agreed to match the donation made by the County Councillor. It was also noted that no approach had been yet been made to Cllr Barnfather for a donation. It was then proposed by the Chairman and seconded by Cllr Burnham that the Parish Council contributes the sum of £250 towards this event, where Newstead Events Group could also approach Cllr Barnfather for match funding and this was agreed.

Cllr Scott returned to the meeting

- iii Pension Deficit Payments – Following the Clerk's admittance to the Local Government Pension Scheme on the 1 January 2013, the Parish Council are now being asked to pay additional pension contributions due under this scheme, in order to cover a pension deficit covering the years from 1 April 2010 until 31st March 2013, which had been identified following a revaluation of the scheme during 2013/14.

Specifically, the Council is being asked to pay an additional lump sum of £160 for 2014/2015, £210 in the current year and £250 in 2016/17. Unfortunately, if the Clerk is to remain a member of this scheme the Council has no choice but to pay this amount.

In addition the Clerk has yet to receive any statements in terms of benefits accrued under the LGPS, where she is also contributing into this scheme

Following discussion by the Council, it was agreed that the Parish Council would pay the deficit payment due to date of £247.50, this being £160 for 2014/2015 and £87.50 due so far this year, with additional payments of £17.50 being made every month thereafter for the remainder of the year. Payments covering the 2016/17 financial year would also be sent with future contributions

It was also further agreed that a letter should be sent to the Notts County Council explaining that this had not been handled well, caused a strain on the parish council's finances and it was unfair no annual benefit statements had yet been received by the Clerk.

9. The Lengthsman Scheme

The use of the lengthsman to paint the children play park was discussed. Initially it was hoped that the remainder of the paint to be used on the skate board park could be used, but as this project had now stalled and with winter fast approaching, the Clerk asked if she could purchase paint for the park. She estimated paint costs should be no greater than £200, and following discussion, it was agreed by the Council to authorize the Clerk to purchase paint up to this amount and also that the lengthsman be asked to do this work.

Cllr C Bicknell also volunteered to help paint the play equipment on the park but only at weekends

- 10. Contribution towards Lighting the MUGA** - The Chairman explained that as a result of a meeting with Debbie Widdowson, she along with the Parish Clerk had identified a number of possible funding sources for the lights. In order to kick start the process, the Council had been asked if it could pledge the sum of £2k towards the lights and this sum had been agreed via email between meetings. The Council were now asked to ratify the amount pledged of £2k and this was agreed. Cllr Burnham noted that when this was originally discussed the Council were told it would not have to contribute towards the lights.
- 11. Matters concerning Newstead Village**
- 11.1 Christmas Tree - The Parish Council agreed that Gedling Borough Council would again be instructed to provide a Christmas tree for the village where assurance had been made that the quality of tree supplied would be better this year. The Clerk advised that the cost of supply was likely to be nearer £230, not £200 as previously advised.
- 11.2 'Slow signs' – It was brought to the Council's attention that some drivers were driving along the service roads to the Terraces far too fast and also using these as a cut through. It was agreed that an approach would be made to Highway for 'slow' signs
- 11.3 Village Newsletter - Details of the progress made on a parish newsletter had been passed to Cllrs. A flyer had been produced which has been delivered to households in the parish. It was hoped that revenue would be generated through advertising. It is hoped editions will be produced quarterly and will include a page for the Parish Council. The first edition should come out in November.
- 11.4 Trees on Burton Court – Cllr Scott advised that East Midland Homes has now cut back some trees on their land which had been the cause of a complaint. She had also been invited to a barbeque to which members of the community had been invited.
- 12. Matters concerning Newstead Abbey Park.**
- 12.1 Station Ave - Cllr Young advised that the resurfacing of Station Ave as previously marked out should be finished by the end of October.
- 13. Agree Gritting Scheme for the Parish**
- Following an email from the Clerk proposing a scheme for refilling grit bins, which were the responsibility of the Council, it was agreed by the Parish Council to instruct the Clerk's window cleaner to refill the bins 'as and when' required. The cost would be £30 per round trip plus the cost of any grit purchased. As this individual already visits Newstead as part of his window cleaning round, he has also agreed to monitor the levels of grit remaining in the blue bins. It was further pointed out by Cllr Burnham that the grit bin currently stationed on Station Ave (opposite West Lodge) was no longer fit for purpose, being exposed at the top and bottom. The Clerk advised that the cost to supply a new bin, including filling the bin with grit was £150 from the Notts. County Council and that permission would also be needed from the Notts. City Council as the landowner concerned to site the new bin. The Parish Council agreed that in the first

instance the Notts City Council should be approached to ascertain whether they would supply a new grit bin to serve residents in the Abbey.

14. Correspondence.

No further items were raised.

15. Planning Applications.

None

16. Reports from External Meetings

Youth Centre – The Chairman advised she had sent copies of the minutes of the last meeting of the Youth centre to the Clerk for distribution.

17. Cemetery Issues

None

18. Any Other items the Chairman considers urgent

19. Date of Next Meeting.

The next meeting of the Parish Council would be held on Wednesday 7th October

For the next items, 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 these items relates to financial and business affairs of persons/organisations.

20. Community Right to Bid

It was agreed that in future the Council would monitor any applications submitted by candidates to stand as a Trustee of the Newstead Centre.

As there was no urgency in registering the Newstead Centre as an Asset of Community Value (AVC), it was agreed not to do so at this stage and this remained an option available to the Council to exercise at any time in the future.

21. Clerk's Pay Rise - The Clerk had written a report outlining details of her current pay and previous pay awards including the cost to the Council of employing a Clerk over the last four years. This included the suggestion that the Council should consider increasing the number of hours employed by the Clerk each week from 9 hours to 10 or as an alternative, should consider the Clerk records separately the time spent on new interments and that these were charged to the Council as a separate item. This would ensure that a minimum time of at least nine hours per week is spent on other Council duties.

The Clerk welcomed further questions from Cllrs but none received

The Clerk then left the meeting prior to discussion of this matter by Cllrs

Following discussion of this item, the following was agreed: -

- A 1% pay award backdated to the 1st July 2015
- A one off payment of the sum of £208 in respect of the additional hours worked between May and August 2015, as outlined in the report.
- Hours to be worked each week increased from 9 to 10 hours with immediate effect.
- To make additional payments for work on new interments where payment will be based on existing rates. The Clerk will be asked to keep details of the time spent on new interments and to claim retrospectively for this work in whichever month they occur.