

## **NEWSTEAD PARISH COUNCIL**

### **Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 29 June 2016**

1. **Present:** Cllrs: Mrs P Young (Chairman), Mrs D Adams, Mrs B Blood, Mr P Burnham and Ms J Smith. Also present was County Cllr Mr C Barnfather.
2. **Apologies for absence:** Apologies were received from Cllrs Mr C Bicknell and Mr R Butler. Also Ward Cllrs Mr B Andrews and Mr C Powell. Belated apologies also received from Cllr H Scott.
3. **Declaration of Personal and Prejudicial Interests**  
None
4. **Approval of the Minutes 1 June 2016**  
It was proposed and seconded that subject to the following amendments/additions – Under item 6.3 to read Bevin Boys and not Bevan as shown and under item 11.1 - the Chairman advised the potholes had been filled and also the front entrance to the Abbey now resurfaced - that the minutes be approved as a true record and this was agreed.
5. **Matters Arising from the Minutes**
  - 5.1 **Abbey Ward** - This position is still unfilled. The Clerk has asked Deborah Widdowson to include details of the vacancy in the next edition of the newsletter.
  - 5.2 **Off Road Bikers** - Cllr Burnham confirmed that he had heard bikes in the preceding weekend with a further five off road bikes noted on the Abbey Drive. Cllr Barnfather also spoke of problems at Ravenshead Leisure Centre. It was agreed the Clerk ascertain whether the Police had made any progress in resolving this issue.
  - 5.3 **Newstead Village Ward** - Cllr Butler has now completed his 'register of interests' which will be sent to GBC.
  - 5.4 **Skate Park** – An email has been received from Terry Ball, Operations Manager Street and Parks, Gedling Borough Council advising that the Youth Shelter will be removed by Gedling's maintenance team as and when they are able to pencil in the removal. The Clerk was asked to chase up the position re painting of the skate board park and whether this work has been completed.
  - 5.5 **Vicarage Corner** – The Clerk has now asked the lengthsman to prioritise repairs to the fence.
  - 5.6 **CCTV on Station Road** – Matter reported to East Midlands Trains and acknowledgement received that the matter will be dealt with but could take up to 20 days. An update from Gedling Borough Council regarding the CCTV camera to be installed on Tilford Road is as follows:  
Kevin Nealon has advised that 'planning permission was obtained on the 6<sup>th</sup> April 2016 (although not received by NPC) and order placed for the camera. Also chasing relevant documents and permission from highways to install the post and ground fixings into the highway'.  
He also confirmed the Police were chasing installation of the camera.
  - 5.7 **Parking Outside Cemetery Gates** - Post now reinstalled and Anthony's invoice sent for payment. It was noted that a vehicle was observed parked in front of the gates to the side of the parking bollard. It was suggested that posts be installed either side of the parking bollard with chains from these posts attached to the parking bollard.
  - 5.8 **Risk Assessment** – Request made to Melvin Cryer to appoint their 'in house' topple tester and response awaited.
  - 5.9 **MUGA Lights** – Installation should take place on or around 11<sup>th</sup> July. The contractors will meet with Deborah Widdowson to mark out the position where columns will be installed during the week beginning 4<sup>th</sup> July.
  - 5.10 **Accounts** – Annual return sent to external auditors prior to deadline of the 23 June.
  - 5.11 **23 Tilford Road** – Rubbish continues to be cleared. There has been a notice placed on the door of the Newstead Centre giving the owner 14 days to remove the vehicles currently remaining in the car park or they will be removed and disposed of. A multi agency meeting is taking place today to discuss the issues surrounding this tenant. Cllr Burnham passed on the concerns of the next door neighbour to Gedling Homes.
  - 5.12 **Newstead Meadow** – Cllr Burnham asked the Clerk to arrange for Jonathon Rhodes to undertake the annual cutting of the wildlife meadow with the new haylage to be baled. These will then be utilised by the beekeeper.
  - 5.12 **ID Badges** – Cllr Butler has now sent his photo for his badge. Cllrs Blood and Smith still need to send theirs.
  - 5.13 **Best Kept Village** – The Chairman thanked all persons those who turned up for the recent litter pick although this turned out to be a soggy experience. A letter had been received from C.P.R.E confirming that Newstead Village had not made it through to the next round of the Best Kept Village competition . Cllr Barnfather noted that it was

possible to request comments from the judges and it was agreed to ask for these. Anthony Clarke has completed the work on the trees on the green.

- 5.14 Area around Vicarage Corner/ Wren Grant – Notification has been received from Debbie Widdowson that due to existing work commitments, it was not possible to submit a grant claim for the improvements to this area in the current round of applications to WREN but instead will be deferred to the next round which has an end date of October 2016.
- 5.15 Planning Applications – Planning permission has been granted on 2015/0288 & 2089 - Abbeyfields Farm. Planning officers overrode the concerns of the Parish Council and did not feel the existing listed outbuilding was worth saving (NB neither English Heritage nor Notts Preservation Trust had commented on this application) and the revised plans submitted were approved.
- 5.16 Cemetery Wall – The Clerk had advised the contractor of the decision to replace the wall with hedge as agreed and has asked them to provide the Council with an estimate for removal/disposal of the existing wall including removal of the existing footings to be backfilled with soil plus new post and wire fence. Estimate presently awaited.
- Other Issues from previous 'Matters Arising'
- 5.17 Hanging baskets – These are now installed and the contractor has been instructed to begin watering. A risk assessment has also been prepared by the contractor and is now held in the parish records.
- 5.18 Newsletter - Cllr Bicknell has submitted an article for the newsletter including an update on the cemetery wall.

**6. Accounts**

6.1 **Receipts and Payments for July 2016**

**Receipts**

None

**Cheques for Approval**

100322	Clarke's Cemetery Services	£560.00	Maintenance of village greens and cemeteries.		
100323	Clarke's Cemetery Services	£350.00	Prune low braches from trees on Green (£200), re-install parking post (£85), and to cut long grass around MUGA (£65)		
100324	Newstead Centre	£45.00	Room hire costs for June Council meeting.		
100325	Mrs P Young	£15.00	Chairman's allowance (June)		
100326	Mrs J Johnson	£360.78	Clerks wages for June plus 2 hours overtime		
100327	Notts County Council	£94.36	Pension Contributions for Clerk (May and deficit pension payment due this month of £20.83)		
100328	Mrs J Johnson	£51.79	Clerk's expenses		
			Postage/Other	£39.49	
			Tel/Broadband	£ 6.00	
			Mobile Calls		Nil
			Mileage		<u>£6.30</u>
			TOTAL		<u>£51.79</u>

The accounts were approved as stated.

6.2 **To Consider Grants to Other Bodies**

Friends of St Mary's - A request had been received from Newstead PCC for a contribution of £150 towards gifts for children at the summer fayre to be held on the 23<sup>rd</sup> July. Cllr Adams felt happier for the Parish Council to contribute towards a specific activity at the fayre, whilst Cllr Scott recalled that the Parish Council had already provided funds for children's gifts at Christmas. Whilst it was noted that fundraising supports the diocese, nevertheless it was felt some funds should be retained towards the cost of holding the next event. Cllr Burnham proposed that the Council should donate £50 towards this event and this was agreed by all.

6.3 **Request for Reimbursement of MUGA Lighting Funds**

A request had been received from the Locality Co-ordinator Debbie Widdowson for the return of some of the excess funding on the basis that Gedling Borough Council had donated the largest portion of funding towards the lights at £5,100. The Clerk advised the excess of funding received over that required for the lights, including £2k pledged by the Council, was £808.19. She explained that Debbie has confirmed that any funds returned will be used for the benefit of young persons in the village as the budget where the funding came from can only be used towards activities for young people. The Clerk confirmed it would most likely be used towards the cost of summer camp for members of the Youth Club. The Chairman felt that any monies returned should be allocated strictly on a pro-rata basis to all organizations who contributed to the MUGA. Cllr Barnfather confirmed both

as a Ward Cllr and County Councillor that he did not wish for return of 'his' portion of the funding and also reminded the Council that it was simply holding funds on behalf of others and therefore was not in a position to dictate how they should be used.

Following discussion, it was agreed to return the sum of £500 to Gedling Borough Council based on its share of the total funding received.

## **7. The Lengthsman's Scheme**

It was agreed to ask the lengthsman to carry out the following work: -

- a) To trim the gully between Webb Street and the Newstead Centre
- b) To remove weeds growing between the pavement and kerbstones on High Leys Road

It was also reported there were many weeds in the pavement/kerb on Hucknall Road from the A611 through to the village gateway, which required treatment. Cllr Barnfather commented on the same lack of maintenance in relation to many of the verges in Ravenshead and advised he would raise this particular issue with Highways.

## **8. To Approve Response on the Local Planning Document**

As agreed at the last meeting, a proposed response had been drawn up by the Clerk/Chair and had been circulated to Cllrs for comment. Other than a typing error in the response to be submitted, no further comments had been received. On re-reading the response, the Clerk suggested that any CIL be spent on local areas of open space to be determined at the relevant time, rather than specifically towards a drainage scheme for the skate park, where the timescale for receipt of these funds was unknown. Otherwise the response was approved as stated.

## **9. Matters concerning Newstead Village**

### **9.1 Grassed Area around the MUGA**

Following on from the last Council meeting, it was noted that areas of grass on land currently owned by the Newstead Centre in the vicinity of the Youth Centre and MUGA had not been mowed at all so far this year. Enquiries had revealed that work was previously undertaken by the Probation Trust, where the previous caretaker to the centre had connections to this organisation. On speaking to one of the Trustees, no provision had been put in place to maintain this area, nor was this likely unless the work was undertaken by volunteers. As part of an effort to support the Newstead Centre, the Clerk had obtained an estimate from the Council's contractor to cut these areas, first on a one off basis and then for the remainder of the year, where he was already cutting the grass on the village green and where these areas could be strimmed at the same time.

Cllrs had already approved via email the cost of a one off cut at £65 and this work has now been carried out. It had also been agreed that any decision for the remainder of the year would need to be discussed at the next council meeting.

The Clerk advised that to cut the grass in this area for the remainder of the year would be £200 based on the same frequency of cutting as the village green and £350 over the next full year. The Clerk had suggested the Newstead Centre may like to waive charges for 'refreshments' during Council meetings, but as the cost of cutting the grass had been less than thought, she asked the Council if they would consider cutting the grass with 'no strings' attached.

Cllrs supported the need to keep this public area tidy and agreed that for the remainder of the year, the Parish Council would meet the cost of keeping this area mowed (no strings attached) with the decision to be reviewed early next year, when the financial situation of the Centre may be more secure.

**9.2 Newstead Meadow** – Cllr Burnham advised that he understood that the contract with Anthony Clarke made provision for the area around the picnic tables to be strimmed along with a path from the car park leading to the tables. No strimming had been carried out in this area to date. The Clerk advised she would need to check the contract and liaise with Anthony if this was the case.

**9.3 Junction of Fraser Street/Tilford Road** – It was noted that the white lining at this junction had faded. Also that the white lines at the 'Give Way' on Musters Road still required attention. Cllr Burnham also explained that where Tilford Road meets Station Ave, it is Station Avenue that is the right of way rather than straight on. It was agreed to ask for markings at this location to be refreshed.

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

**Station Ave, adjacent Vicarage Corner** - The Chairman explained that previously the Parish Council had paid

to remove an area of brambles between Station Ave and the Robin Hood Line. Many of the brambles were now growing back and she asked for the Council to arrange for these to be strimmed again before they took hold of the area. This was agreed

11. **Correspondence.**

None except discussed elsewhere in the meeting

12. **Planning Applications**

The following planning application was discussed:

2016/0714 – 26 Abbey Road, Newstead (Rear Extension and Porch to Front) – No objections

13. **Reports from External Meetings**

Newstead Enterprise AGM - The Chairman confirmed she had attended this AGM and felt it was pity that R.C.A.N had not been present at the meeting. She explained that the Council had taken a step back from this issue now that the two parties i.e. Newstead Enterprise and R.C.A.N had come to some agreement how to deal with the country park. At the AGM 3 representatives from CAST and 3 community representatives had been elected. Cllr Scott confirmed that a meeting had been requested with RCAN to resolve some remaining issues around book keeping and support relating to the accounts. In terms of the wind turbine, it was advised that David from Stillwind was coming to a meeting on the 5<sup>th</sup> July, however realistically it was not likely that the wind turbine would be installed until after September this year.

Newstead Centre – An AGM would be held on the 12<sup>th</sup> July 2016 at the Newstead Centre to which the public would be invited.

14. **Cemetery Issues**

Cllr Burnham advised he had been contacted by a local resident who wished to pay for the removal of a tree branch from Newstead Cemetery which was situated close to a relative's grave. He felt that this was an expense that the Council should be prepared to finance where responsibility for the cemetery belonged to the Parish Council. It was agreed by the Council this was a legitimate expense and that further details relating to this request would be passed to the Clerk to identify the scope of the work required.

15. **Items that the Chairman Considers Urgent**

None

16. **Date of Next Meeting.**

This will be held on Wednesday 7<sup>th</sup> September.

*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. 4 where this item relates to an employee*

17. **Clerk's Pay Review**

The Chairman proposed to defer consideration of this item until September until after a staff appraisal had been carried out and this was agreed by the Council.