

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 3rd February 2016

1. **Present:** Cllrs: Mrs P Young (Chairman), Mrs D Adams, Mr C Bicknell, Mr P Burnham, Miss H Scott and Ms J Smith. Also present was Ward Cllr Mr B Andrews plus one parishioner. Emma Astill (Notts County Council Youth Worker) and four members of Newstead Youth Centre also attended the meeting
2. **Apologies for absence:** Apologies were received from Cllrs B Blood (who may be late), and Mr C Bullivant. Also Ward Cllr Mr C Powell and County Cllr Mr C Barnfather.

Following notification of the death of Cllr Simon Gascoigne during January 2016, a minute's silence was observed by the Parish Council as a mark of respect for Simon. A short eulogy in respect of Simon's life was also read out by the Chairman.

The meeting was then closed to allow Emma Astill and members of Newstead Youth Centre to display a banner which had been produced as part of an art project undertaken with City Arts. This consisted of a freestanding banner approximately 7ft in height with the wording – 'Young people making a positive impact in their community'. This banner will be used in various events in future to promote the youth of the village.

The Chairman then thanked members of the Youth Centre for bringing the banner to show the Council. The young people concerned then left the meeting.

Meeting re-opened

3. **Declaration of Personal and Prejudicial Interests**
Helen Scott declared an interest in agenda item 16 as a Director of Newstead Enterprise.
4. **Approval of the Minutes**
It was proposed and seconded that subject to the following corrections/additions: Under item 5.4 - Skate Park – The Chairman advised she had also visited the skate park, but felt nothing had changed. Also under item 14.2 - it was Cllr Burnham who had donated the arm chair but Cllr Bicknell thought he knew someone who could use this - that the minutes be approved as a true record and this was agreed.
5. **Matters Arising from the Minutes**
 - 5.1 **Gritting Scheme** – The new bin on Station Ave has been filled with grit and installed opposite West Lodge. Cllr Burnham has furnished details to Cllr Barnfather of possible locations on Chapel Terrace and Vicarage Corner for the siting of two new grit bins.
 - 5.2 **Skate Park** – The Chairman advised she had visited the skate board park earlier that day and noted that one end panel had been painted but paint was already coming off. It was advised by Cllr Smith that Toz had explained he needed at least two weeks of dry weather to undertake the work and that once the weather improved, work would start. The Council agreed it would like to see a written plan of action as to when work is likely to commence.

- 5.3 Old Cemetery – Mrs Long (daughter) has been informed that the arising have been moved back from her mother’s grave and she was intending to visit shortly.
- 5.4 Community Speedwatch - Cllr Burnham advised he had spoken to a former Cllr who had attended the same meetings as himself when this initiative was first discussed and who advised that contrary to what was now being said, speed watch teams could operate in villages other than their own. Having said this he did not believe it was worthwhile to pursue this issue further. In terms of requesting mobile speed cameras, it was agreed that the stretch of Hucknall Road/Newstead Road between Newstead village and Annesley village would be the best area in which to carry out speed checks.
- 5.5 The Newstead Centre – The Clerk read out the response from the Centre Co-ordinator which stated ‘The Christmas party went well and the money donated by the Parish Council was used to provide each child with a selection box and was very much appreciated. Please pass on thanks to the Council for supporting this. It was a lovely evening and a good time had by all’. It was also noted that although requested, the number of persons attending the party was not given.
- 5.6 War Memorial – The grant claim has been submitted to Notts CC CVS team. Following this the Parish Council received an email from Deborah Widdowson, Locality Co-ordinator for Newstead who advised that she had been developing an idea to use the Community Commemorative Fund to put on a film show to show what life was like for families where the men had gone off to war. Also, that the war memorial had been cleaned during 2014 and it was unlikely this would be funded again. She also advised that if the Parish Council’s application was successful, it may prejudice any bid put in by her. The Clerk explained that following this email, she had since spoken with Deborah to advise that the majority of the claim related to the cost of gold gilding the names of the fallen during WW1 and not cleaning. It was also felt that as the Council’s application had already been submitted, any future grant claim by Deborah would fall into a different financial year and should not be prejudiced by the claim submitted by the Parish Council. It was agreed that for the present, the Council’s claim should remain and not be withdrawn.
- 5.9 Seat and Notice Board – These have now been repaired and an invoice presented for payment.
- 5.10 Chapel Terrace Yard - Cllr Burnham advised he had received a response from Gedling Homes which stated that ‘87 Chapel Terrace is a void property so all rubbish will be cleared when void works are completed as part of the final clear up process’. Cllrs felt it was unacceptable to have to wait until a further tenant was found before the rubbish would be cleared nor had any steps been taken to prevent the further accumulation of rubbish. It was agreed the Clerk would take up this matter with Gedling Homes on behalf of the Council.
- 5.11 Parking on High Leys Pavement – An email has been sent to PC Dosanjh asking him to investigate the problems caused by parking and to visit the area at weekends.
- 5.12 Entrance to Newstead Abbey – Details still need to be supplied by the Chairman
- 5.13 2015/1278 – land off Fraser Street – Response sent by Clerk as agreed. Revised plans have been submitted to Gedling Borough Council by the applicant showing dormers to the rear aspect of the dwellings and velux windows to the front. Cllrs were pleased that Gedling Borough Council had taken on board the comments of the Parish Council in respect of this application.

- 5.14 Jessie Spence Trust – The Clerk advised she had looked into the possibility of applying to this trust but the Parish Council was not eligible to claim where the applicant has to be a registered local charity.

The meeting then closed to allow the public to discuss any matters affecting the parish.

Cllr Andrews could not understand why the final item on the agenda should be held in confidence when matters connected to the two organisations involved should be open and transparent. The Clerk explained that the Parish Council had been an invited guest to a meeting held by two external bodies and it was at their request that matters remain private and confidential.

Meeting Reopened

6. Accounts

6.1 Receipts and Payments for January 2016

Receipts.

£100 Fees for new memorial headstone in Newstead cemetery
 £465 Fees for new interment on 4th Feb and also to purchase Deed of Grant for plot.

Cheques to Approve

100276	Clarke's Cemetery Services	£230.00	Fees to re-open grave for burial on 12 January
100277	Gedling Borough Council	£1,014.38	Cost of holding May Elections <u>NB</u> Costs shared 3 ways
100278	Malcolm Lane & Son Ltd	£216.00	Replace glass in notice board and re-bed village seat
100279	Notts A L C	£188.56	Annual Subscription to N.A.L.C
100280	Mrs P Young	£15.00	Chairman's allowance (Jan)
100281	Mrs J Johnson	£355.19	Clerks wages for (January) NB Includes 3 hours additional time for dealing with new interments.
100282	Notts County Council	£91.03	Pension contributions for Clerk (January) and deficit pension payment due this month of £17.50.
100283	Mrs J Johnson	£100.40	Clerk's expenses
			Postage/Other £88.10
			Tel/Broadband £6.00
			Mobile Calls Nil
			Mileage <u>£ 6.30</u>
			TOTAL <u>£100.40</u>

100284 Clarke's Cemetery Services £300.00 Fees for new double plot re interment 4 February

These payments were approved as stated.

7. Procedures to Fill Casual Vacancy on the Council

Notes on the procedures to be followed by the Parish Council had been circulated along with the agenda for the meeting. Assuming that there was no demand for a poll, the Clerk suggested that the vacancy be advertised through council notice boards and word of mouth and that written applications of persons interested in this role

be asked to write to the Council. Application will then be considered by the Council and if more than one person applies will be determined in the form of a secret written ballot. A suggested time line was put forward, which was as follows

- Notification of vacancy to Gedling Borough Council - 10 Feb
- Date of notice on notice board – 15 Feb
- End of date to request Poll - 1st March
- Applications to Parish Council – 1st March to 29th March
- Co-option to take place at meeting of 6th April

This was agreed

8. Matters concerning Newstead Village

- 8.1 Planters and Hanging Baskets – An email had been received from Debbie Widdowson, Locality Co-ordinator for Newstead which advised that Gedling Homes would no longer be prepared to meet the charges for watering the hanging baskets in the village. Unless the Parish Council can meet these costs or find an alternative contractor, these will not go ahead. Following this email, the Clerk had approached her window cleaner to sound out whether this was something he could undertake whilst at the same time the Chairman had also spoken to hers. Both contractors confirmed they would be interested in taking on this contract. In total there are 10 hanging baskets which are placed on lamp columns along Tilford Road from mid June until the end of September (a total of 15 weeks). A verbal estimate had been received from one window cleaner based on a cost of £13 per ten baskets watered. If watered just once a week this equates to £195 over the period concerned. Cllrs discussed the frequency of watering required which would depend entirely on the weather. However it was felt that somewhere between 20 to 25 times over this period felt about right, resulting in the total cost of watering to be around £260 to £325. A suggested alternative to the hanging baskets could be banners depicting local artwork. In principle, Councillors felt happy to accept the cost of watering the baskets and it was agreed that a response would be made accordingly. It was also agreed that a further quote for watering the baskets would be obtained from the other window cleaner.
- 8.2 Faulty Speed Sign – Cllr Bicknell advised that the bottom half of the flashing 20 mph speed sign close to the school was faulty. Clerk to report.
- 8.3 Vicarage Corner – Cllr Smith reported that there is an area of land in the vicinity of Vicarage Corner on which rubbish had been dumped and which now requires cleaning . It was not clear who was the responsible for this land i.e Gedling Borough Council or Nottingham City Council as part of the Abbey estate. It was advised that previous discussions had been held between Future Newstead and Dave Waklin of Gedling Borough Council to open up this area for public use but nothing further had been done. Clerk to contact Gedling Borough Council.
- 8.4 Flytipping – Cllr Burnham advised a settee had been dumped on the grass bank area at the top of Chapel Terrace. As this area straddled the borders of the parish, it was not clear whether this would need to be reported to either Ashfield or Gedling Council.
- 8.5 CCTV Camera – Cllr Adams reported that the CCTV camera monitoring the Station car park was still inactive
Clerk to chase matters with Network Rail.

9 Matters concerning Newstead Abbey Park.

- 9.1 Station Ave – Notification had been received from Newstead Abbey staff that further work would shortly be undertaken on Station Ave in the vicinity of the dip in the drive at the Newstead end, just below John Flanders lodge with work to take place on next Wed & Thurs, 10/11th Feb. A trench is being dug on

either side of the gully to lay a membrane and a French drain, which will hopefully help to carry the water away before relaying the tarmac.

- 9.2 West Lodge – The Chairman had noted further works being undertaken in which a path was now being constructed which would appear to impinge on land owned by the Nottingham City Council. This will be raised at the next meeting of Newstead Abbey Partnership.

10. Correspondence.

The following item was specifically discussed:

- 10.1 Provisional Local Government Finance Settlement – A letter had been received from NALC requesting examples of Council Tax Support where the Government wishes to reduce this over the next few years. Cllrs approved the response by the Clerk and also agreed that representations should be made to the local MP, to ensure that sufficient funding is provided to local authorities to enable this support to be retained.

11. Planning Applications

None

12. Reports from External Meetings

Newstead Youth Club – The Chairman provided a quick resume of events affecting Newstead Youth Club. Real Education had now signed a further contract to remain at the Newstead Centre but in future would be based inside the main building rather than in the Youth Centre. This impacts on the finances of the Youth club whereby utility bills for use of this building will no longer be split between the Youth club and Real Education. An AGM was held in November 2015, when the Parish Council Chairman stood down as Treasurer to the Youth Club. This position has now been assumed by Cllr Bicknell.

13. Cemetery Issues

- 13.1 Changes to the Pricing Structure - The Clerk advised that following on from the precept meeting when revised charges had been agreed in respect of cemetery fees, the gravedigger had advised that in respect of the most recent interment additional charges would be levied by him where the burial involved a casket of greater than average size. The Clerk explained that in respect of the gravedigger's charges he reserves the right to charge extra fees in respect of oversize coffins and caskets which take up more than allocated grave spacing and also for 'out of hours' work and this is clearly highlighted on his list of charges to the Parish Council. Having looked at the fees charged by the Parish Council and displayed on the village web site, no such rider presently exists in terms of the Council's fees. Thus in the case of the most recent interment, the gravedigger had increased his usual charge by £65. However following a telephone call between the Clerk and the Chairman of the Council, it was agreed not to pass on these additional charges to the family concerned. Cllrs agreed that in the circumstances the correct decision had been made and ratified the action of the Clerk in not passing on the charges. It was further agreed that in future, the Council's charges would also be updated to include a similar rider to that shown on the gravedigger's charges.
- 13.2 Parking outside the New Cemetery Main Gates - Cllr Adams advised she had noted on her way to work a white Volvo which frequently parks in front of the cemetery gates despite a sign on the entrance stating 'no parking'. This is damaging the verge adjacent to the gate as well as representing an obstruction. The Clerk was asked to obtain an estimate for the cost of installing drop down parking post for this location. Cllr Burnham advised that the Parish Council had previously given permission for someone to park adjacent the gates, where the person concerned was disabled and could not walk from the car park.

However he did not recall the name of the person concerned or whether this could be the owner of the white Volvo.

14. Any Other items the Chairman considers urgent

14.1 The late Simon Gascoigne - The Chairman felt that in view of his service to the community over the past 16

years as a member of the council, the village flag should be raised at half mast on the day of Simon's funeral. It was agreed the Clerk would talk to Mick Leivers to put this in hand.

14.2 Newstead Wildflower Meadow – It was agreed that quotes would be sought to remove remaining brambles right back to the hedge adjacent to the cemetery car park . Both Anthony Clarke and Jonathon Rhodes would be asked for a quote to undertake this work.

15. Date of Next Meeting.

The next meeting of the Parish Council would be held on Wednesday 2nd March.

For the next item, the Council resolves to exclude the public and press for discussion of this matter, 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 financial and business affairs of persons/organisations

16. Newstead Enterprise Group

It was agreed that Newstead Enterprise would look to submit a business plan to R.C.A.N, which would set out how it could meet its obligations to R.C.A.N. Meanwhile R.C.A.N would look to present a new partnership agreement in terms of the Country Park in which the Parish Council could be one of the partners . A further meeting is to be held on the 1st March 2016.