

## **NEWSTEAD PARISH COUNCIL**

### **Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 2<sup>nd</sup> March 2016**

1. **Present:** Cllrs: Mrs P Young (Chairman), Mrs D Adams, Mr C Bicknell, Mr P Burnham, Miss H Scott and Ms J Smith.
2. **Apologies for absence:** Apologies were received from Cllrs B Blood (who may be late). Also Ward Cllrs Mr C Powell and Mr B Andrews and also County Cllr Mr C Barnfather .
3. **Declaration of Personal and Prejudicial Interests**  
Helen Scott declared an interest in agenda item 16 as a Director of Newstead Enterprise.

### 3. **Approval of the Minutes**

#### **Minutes of the Council meeting held on 3<sup>rd</sup> February**

It was proposed and seconded that subject to the following addition: Under item 12 – the Chairman also advised that minutes arising from the AGM had not yet been circulated or agreed - that the minutes be approved as a true record and this was agreed.

#### **Minutes of the Precept Meeting**

It was proposed and seconded that subject to a correction on Page 1 – Item 4 to read – To Review Cemetery Charges for 2016/17 and not 2015/2016 as shown - the minutes be approved as a true record and this was agreed.

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

- 5.1 **Gritting Scheme** – Email sent to Cllr Barnfather requesting update on position and whether any further information required.
- 5.2 **Skate Park** – Nothing further heard from Toz. It was agreed that if there was no further action by the end of the next meeting, it was resolved the Clerk would obtain a quote from the graffiti artist who had previously expressed an interest in painting the skate board equipment.
- 5.3 **War Memorial** – The grant for the war memorial has been agreed but subject to some tweaking of scheme.

The Chairman explained that following a meeting with Neil Bettison of the Notts County Council, it was agreed that the scheme originally submitted by the Parish Council would need to be amended. Part of the original scheme included a general cleaning of the stonework through jet washing, however due to some surface deterioration of the stonework itself, it was felt this could be harmful. It was agreed however that the stone tablets on which the names were inscribed could benefit from a polish. Also Mr Bettison felt the gold did not respect the heritage of the war memorial and that the colour chosen should be more in keeping with the original colour used in inscribing the names i.e. white. Sample colours of silver and mid grey were passed to Cllrs to chose, which the Clerk explained had already been approved by Mr Bettison. Cllrs voted to opt for the mid grey following which the Clerk would obtain an estimate for polishing the stone tablets and highlighting names in the colour chosen. The Chairman then spoke on the idea of an additional memorial within the confines of the existing memorial commemorating the role of the Bevin Boys. It was agreed that steps would be taken by way of the local newsletter to ask for

details of persons either killed in action or as a result of service in the mines during the war years. The Royal British Legion and also the army may also be able to supply these details.

5.4 Chapel Terrace yard- The Clerk advised she had written to Mark Vasey at Gedling Homes on behalf of the Parish Council but not heard anything further. Cllr Burnham confirmed that the offending pile of rubbish had now been removed from the yard and this was now secure. It was anticipated that a new tenant would be moving in shortly, if not already in.

5.5 Parking on High Leys Rd – A response had been received from Notts. Police that they intend to visit the road in question and issue notices to any drivers causing an obstruction on the pavement.

5.6 Procedures to Fill Casual Vacancy - The Chairman confirmed relevant notices advertising the vacancy had been put in local notice boards. The Clerk advised that local electors have until the 8 March to request an election to fill the vacancy. After that time, the Council is free to advertise for someone to fill vacancy. It was further agreed that the deadline for applying be extended up to the day before next Council meeting

i.e.  
5<sup>th</sup> April.

5.7 Planters and Hanging Baskets – The Newstead Locality Co-ordinator had been advised that the Parish Council will meet the cost of watering the hanging baskets and planters. A second estimate had now been received from the Chairman's window cleaner at £20 for each time the hanging baskets/planters are watered. The Clerk confirmed that including the three planters, Shaun Pearson has now quoted the sum of £24 per each session of watering. A discussion then ensued on the number of times the plants should be watered. In order to contain costs, it was agreed that the total cost of watering the plants should not exceed the sum of £500, with plants to be watered as and when required. The contractor who supplied the lowest quote to be awarded the contract. The Chairman also confirmed that when previously discussed with Debbie Widdowson, Locality Co-ordinator for Newstead, it was suggested that banners depicting artwork could perhaps be hung from the lamp columns in place of hanging baskets and she asked whether this was something which could be raised at the next Youth Centre meeting as part of the City Arts project. Cllr Scott felt banners would not be durable in the long term and may be prone to vandalism. It was therefore agreed not to pursue the matter with the Youth Club.

5.8 Faulty Speed Sign - This had been reported by the Clerk and an acknowledgement received. Cllr Bicknell to check whether the problem has now been resolved.

5.9 Vicarage Corner – The Chairman advised the Parish Council had originally pursued the improvement scheme for this land and that she and Cllr Burnham would now pursue this with relevant bodies. In addition the Clerk, Chairman and Cllr Burnham had met with the lengthsman who had been asked to quote for repairs to the fence at Vicarage Corner and also trim a swath of overgrowth (approx five foot in width) along the remainder of the fence boundary until the playing field reached. The estimate for this work was given as £440, based on the maximum time it was expected to take of 40 hours, although it could be less. Cllr Adams felt this was a significant amount of funds to be spending on just strimming this area and that there were higher priorities elsewhere on which this money could be spent. It was therefore agreed not to pursue this quote.

5.10 CCTV Camera – No action had been taken by Network Rail on this matter. Cllr Adams reported a metal plate

contained within the column supporting the camera had been removed leaving wiring within the interior of pole

exposed. It was agreed the Clerk would report this as a priority to Network Rail.

5.11 Flytipping – The offending settee had been removed.

5.12 Provisional Local Government Settlement – Petition signed as agreed and circulated to Cllrs to individually sign.

5.13 Parking Outside New Cemetery – Cllr Adams had passed on details to the Clerk which confirmed the cost of

the post will be £66, plus cost of installation where a quote has been received from Anthony Clarke of £100 to install. The Clerk advised that whilst Anthony Clarke was initially in favour of the scheme, he subsequently advised that having measured the width of the drive in front of the gates that motorists could continue to park either side of a central post and that two posts are not recommended as this would create a hazard for any hursts coming into/out of the cemetery. Notwithstanding this, Cllrs felt that a single post would be seen as a deterrent to people continuing to park in front of the gates especially now where there was ample space in the car park. It was therefore agreed that the scheme should go ahead and that a sign should also be put in the cemetery notice board warning families of this intent.

5.14 Newstead Flower Meadow/Cutting Back Brambles – Quotes had been received from Anthony Clarke for £650

and also from Jonathan Rhodes for £260, whilst the latter also included a charge for cutting back brambles on the verge between the Robin Hood rail line and Station Ave. It was agreed work could be put in hand in both locations in accordance with the quotation received from Jonathan Rhodes.

## 6. Accounts

### 6.1 Receipts and Payments for February 2016

#### Receipts.

£750 Donation towards MUGA Lights from Cllrs Barnfather, Powell and Andrews.

£2,100 Donation from Newstead Locality Co-ordinator, Gedling Borough Council towards MUGA lights

£300 Notts County Council Commemoration Fund

#### Cheques for Approval

100285	Ravenshead Parish Council	£40.07	Work carried out by the lengthsman over and above his allocated hours.
100286	Newstead Centre	£45.00	Room hire costs for February Council meeting.
100287	Gedling Borough Council	£359.00	Cost to supply, install, decorate and dispose of Christmas Tree.
100288	Mrs P Young	£15.00	Chairman's allowance (Feb)
100289	Mrs J Johnson	£342.32	Clerks wages for (Feb) <u>NB</u> Includes 1 hour additional time for dealing with new interment on 4 Feb.
100290	Notts County Council	£91.03	Pension Contributions for Clerk (January) and deficit pension payment due this month of £17.50.
100291	Mrs J Johnson	£72.71	Clerk's expenses
			Postage/Other £53.21 (inc cost of wreath)
			Tel/Broadband £6.00
			Mobile Calls Nil
			Mileage <u>£13.50</u>
			<u>TOTAL £72.71</u>

In presenting these accounts, the Clerk then spoke on the amounts received by the Council in respect of the MUGA lights. In total, the sum of £8,250 had been raised towards these lights including a further £3,000 pledged by the

Newstead Locality Co-ordinator from her budget for 2016/17. The Chairman advised that the Parish Council could look to meet the current shortfall in funding, however noting that the Youth Centre had not yet made a donation to the lights she did not feel it unreasonable to ask for a contribution towards these. It was agreed the Clerk would ask the Youth Club to raise a suggested sum of £500, where it was understood that a grant application could be made to East Midlands Housing for this amount. In addition it was noted that the sum of £68 had been made towards the lights from a cake sale organized by the Youth Club. The Clerk to write to the Chair of the Youth Centre Committee.

The payments were approved as stated

## 6.2 To Consider Grants to other Bodies

A request had been received from Newstead PCC for a donation of £150 towards the cost of loaning animals

from

White Post Farm to attend as part of the Easter Fayre, where the total cost of the fayre was given as between £350 to £400. In noting that the PCC regular sought grant from the Parish Council, a discussion was held whether to cap the amount given in any one year to the PCC. Cllr Adams felt that the fayres were very much appreciated by the residents of the village and there may be occasions when the Council may like to give more. It was agreed that no cap would be applied but in recognition that the PCC were likely to come back to the Council several more times during the year, the sum of £100 towards the cost was proposed and subsequently agreed.

## 6.3 To Update Risk Assessment

A copy of the risk assessment had been circulated with the agenda together with some recommendations from the Clerk. In discussing this, the following changes were noted:

- Memorial safety – It was agreed to obtain a quote for tople testing the graves where it was noted the next check was due in April 2014.
- Under precept to add following words – **RFO to** continue to ensure all expenditure .....
- Under budget – Agreed to include Clerk's recommendations.
- Under Health and Safety – To ensure that in addition to the wording proposed by the Clerk that inspections of all property owned by the Council are completed annually.

## 7. The Lengthsman's Scheme

As a result of work on the park, the Clerk advised that all hours allocated for the lengthsman's time in 2015/2016

plus the surplus hours from the previous year had now been used up, hence the charge above. In future any further work undertaken by the lengthman during the current year would need to be paid directly by the Council at his agreed rate.

## 8. Matters concerning Newstead Village

- 8.1 Garden Competition - It was noted that the garden competition would again be held this year when the closing date for entries would be the 24<sup>th</sup> June. A request had been received that the Chairman of the Parish Council be a judge on this competition and this was agreed.
- 8.2 Best Kept Village Competition – It was agreed that the Parish Council would again enter Newstead Village for this competition where it was noted that any comments received back from the judges was useful in determining ‘weak’ spots in the village.
- 8.3 Pride of Gedling Awards – It was noted that local youngster Lewis Astill had won the ‘Young Person Award’ in the ‘Pride of Gedling Awards’, for his voluntary work in the local community.
- 8.4 Improvement Work in Annesley Village – It was noted that work was presently being undertaken on some of the homes in Annesley village where many had been painted in bright colours. The Clerk was asked to make some enquiries about this scheme to establish whether it could be relevant in Newstead village.
- 8.5 Flytipping – Further flytipping reported at Vicarage Corner re old TV screens
- 8.6 Glass Collections – Some glass collections did not take place at the times stated resulting in a number of complaints
- 8.7 Car Damage – It was noted that a number of cars had been vandalised on Fraser and Markham Street during early evening. It was stressed all incidents must be reported to the Police.
- 8.8 Tilford Road – It was noted that a resident on Tilford Road was now storing a number of items in the car park of the Newstead Centre and his belongings were continuing to accumulate. It was acknowledged the situation was complex. Cllr Scott advised that currently the Notts County Council were working on a ‘hoarding’ framework as part of public health issues and it was suggested a copy of this is forwarded to Gedling Homes where it may be helpful in dealing with their tenant.
- 8.9 Musters Road – Cllr Bicknell reported further potholes in Musters Road adjacent to the one which had been recently repaired.
- 8.10 Land Behind Fraser Street – The Chairman drew attention to an area of land behind Fraser Street which was currently in a very untidy state. It was agreed to take steps to find the owner of this land thought to be former Coal Authority land.

## 9 Matters concerning Newstead Abbey Park.

- 9.1 Appointment of a Ward Cllr - No further discussion considered necessary as covered under ‘Matters Arising’.

## 10. Correspondence.

The following item was specifically discussed:

Gedling BC Local Planning Document – Public Draft Session - Invite to seminar to be held on 9<sup>th</sup> March to discuss policies and housing allocations in the proposed publication draft of the Local Planning Document. Cllr Bicknell and the Clerk to attend.

Ashfield District Council – Local Plan Preferred Approach – Notification received that the Ashfield Local Plan Preferred Approach is out for public consultation between 2<sup>nd</sup> Feb and 20<sup>th</sup> March. The Clerk had looked at this document and the only site which affects Newstead Parish is the change of use on the former Annesley Colliery site, where originally 3.5 hectares of the southern end of this site was allocated for employment use. In 2014 permission was granted for this part of the site to be changed to residential use and to accommodate another 120 new homes.

Future Newstead Meeting – The next meeting of Future Newstead will take place on the 22<sup>nd</sup> March at 7pm at the Newstead Centre.

## 11. Planning Applications

The following planning applications were discussed:

2015/1278 – Land off Fraser Street, Newstead Village (New four bed homes) – Details of revised proposals were viewed by members of the Council. It was noted that in order to accommodate two off road parking spaces in all of the homes proposed on this site, the number of homes had been reduced from nine to eight. Also all homes had been set further back from the main road in order to accommodate tandem driveways. These changes were noted and approved.

2015/0379 - West Lodge, Station Ave, Newstead Abbey Park (New Stables and Hay Barn) - It was noted that planning permission had now been granted for the stables subject to the following conditions :-

- Horses are for domestic use only and no livery
- Existing trees to be protected and applicant required to show how roots will not be damaged
- Permission is also contingent upon the Nottingham City Council granting permission for a drive to be put over their land

It was further explained that a retrospective planning application would be received by the Parish Council on a number of items relating to West Lodge. This includes permission to lower the roof of the existing out- building, in order to comply with the conditions of a previous planning application. Several features in the garden had also been installed such as a large pond, gazebo, hot tub, etc plus footings for a new driveway plus gates installed. The Chairman expressed her concern on the ongoing urbanisation of the lodge, where it was apparent that many of the conditions of the original lease were not being adhered to. It was therefore agreed that the Clerk would write to the Chief Executive of Nottingham City Council pointing out these discrepancies and requesting enforcement of the original lease agreement.

## 12 Cemetery Issues

- 12.1 Changes to the Pricing Structure - The Chairman asked if the revised charges could be posted on the cemetery notice board.
- 12.2 Mole Activity - It was agreed that the Council purchase some mole bulbs, although it was felt that once grass cutting restarted in the Spring this should deter mole activity. An estimate would also be sought from Anthony Clarke to plant these.

## 13. Reports from External Meetings

None

## 14. Items that the Chairman Considers Urgent

None

## 15. Date of Next Meeting.

The next meeting of the Parish Council would be held on Wednesday 6<sup>th</sup> April 2016

*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

The meeting on the 1<sup>st</sup> March had been deferred until the 8<sup>th</sup> March.

In the meantime however Cllr Scott advised the Council she had spoken to the Auditors regarding the accounts of Newstead Enterprise and they had advised there was no reason these could not be signed off immediately.

A business plan had also been put together which would be taken to the meeting.