

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 4 May 2016

1. **Present:** Cllrs: Mrs P Young (Chairman), Mrs D Adams, Mr C Bicknell, Mr P Burnham and Miss H Scott. Also present was Ward Cllr B Andrews.
2. **Apologies for absence:** Apologies were received from Cllr Ms J Smith, Ward Cllr Mr C Powell and also County Cllr Mr C Barnfather.
3. **Election of the Chair**

The Clerk of the Council sought nominations from Councillors for the position of Chairman. Cllr Young was proposed by Cllr Adams and seconded by Cllr Bicknell. No other nominations were received with Mrs Young being elected as Chair for the ensuing year. The Declaration of Office was then signed by the Chairman in the presence of the Proper Officer of the Council.
4. **Election of the Vice Chair**

Cllr Adams was proposed by Cllr Young and seconded by Cllr Burnham. No other nominations were received with Cllr Adams elected as the Vice-Chairman for 2016/2017. The Declaration of Office was then signed by the Vice-Chairman in the presence of the Proper Officer of the Council
5. **To Agree Dates of Future Meetings**

These were agreed as per the list circulated at the meeting with the exception of November when the meeting would be moved forward by one week to avoid bonfire night.
6. **To Agree an Allowance for the Chairman**

A discussion ensued on whether the existing allowance of £15 per month was adequate to reflect the expenses of the office in terms of telephone calls and travel costs. Cllr Young confirmed she was happy with the existing allowance of £15 per month and this was agreed by the Council.
7. **Declaration of Personal and Prejudicial Interests**

No 'Declarations of Interests' were declared.
8. **Approval of the Minutes**
 - 8.1 **Minutes of the Council meeting held on 6 April 2016**

Subject to the following amendments - Under the item 17 - Confidential Section of the Minutes – The first line to read R.C.A.N and Newstead Enterprise and not Future Newstead as shown - that the minutes be approved as a true record and this was agreed.
 - 8.2 **Minutes of the Annual Parish Meeting**

These were approved
9. **Matters Arising from the Minutes**
 - 9.1 **Gritting Scheme** – Yet to be actioned
 - 9.2 **Skate Park** - It was noted that some further graffiti art had been carried out. Cllr Bicknell commented he felt the work looked cool. Cllr Adams advised she had spoken at length with the children using the skate park and adjacent equipment. The children confirmed they had liked the art work on the skate park but it was noted the paint was already rubbing off. This was felt to be as a result of kids using the skate park equipment before the paint had time to dry, rather than a problem with the paint itself. During this conversation, it was also reported that motorbikes had been on the park and that the Spider's Web was not used by the children, who would like to see

something else there instead. Cllr Adams also reported that the Spider's Web equipment was not safe, where she advised the whole structure appeared to 'wobble' and where the centre pole to the structure could be literally be lifted out of its base. Complaints were also made regarding the excess water which pools around the base of the skate park ramp and also that the existing youth shelter was simply a 'drinking' den where kids smoked weed. A discussion was then held as to whether the Council should request removal of these items but this would depend on whether there were sufficient funds to provide replacements. It was agreed to report the issues affecting the Spider's web to Gedling for comment.

- 9.3 War Memorial – Work completed but invoice for work yet to be received. A note of thanks has been sent to Mansfield Memorials for the high standard of work carried out. Cllr Burnham advised he had not yet had time to chase up the information relating to the Bevin Boys.
- 9.4 Vicarage Corner - Lengthsman instructed to undertake work on repairing fence.
- 9.5 CCTV – Still no action but the Clerk has had different thoughts in that the CCTV may be the responsibility of East Midlands Trains as opposed to Network Rail and would need to look into this further.
- 9.6 Parking Outside Cemetery Gates - Parking post now fitted. Invoice received for payment.
- 9.7 MUGA Lights – Correspondence has now been sent to Cllr Bruce Andrews as Chair of Newstead Youth Club requesting a contribution towards the MUGA lights with a suggested minimum amount of £500. Also, a further donation of £3k has now been received from Gedling Borough Council towards the lights. This means the total sum of £6,163 has been banked by Newstead Parish Council towards the lights, excluding the Parish Council's own donation of £2k. Revised costs of the lights are awaited.
- 9.8 Risk Assessment - Waiting for Gedling Borough Council to come back on this re further info on tople testing
- 9.9 Lengthsmans Agreement – A copy of the signed agreement has been sent to Ravenshead PC.
- 9.10 Accounts - An internal audit of the Council's accounts will take place on the week beginning 16th May where the accounts will need to be signed off in the June meeting. Also the Annual Return will need to be submitted to the external auditor by the 24th June.
- 9.11 23 Tilford Road – Various updates had been received by the Parish Council which advised the items accumulated on the Newstead Centre car park would soon be cleared. Cllr Smith advised as a Trustee of the Newstead Centre that the charity has received a formal letter from Environmental Health asking them to remove the items within the next 14 days, or Gedling BC will do this and seek to reclaim the cost from both the Newstead Centre and Gedling Homes. Cllr Smith then read out a reply which had been sent on behalf of the Trustees of the Newstead Centre, which effectively referred the matter back to Gedling Homes.
- 9.12 Mining Memorial Service – Notts. Ex and Retired Miners have made contact with Gedling and have no objections to the event being publicised in the village newsletter
- 9.13 Cemetery Wall – No progress to date as estimate for work not yet received. Reminder sent to contractor.
- 9.14 Bee Hives – The Chairman, Clerk met with the beekeeper on site to agree a location for the hives. A copy of his PL insurance also passed to the Clerk for safekeeping.
- 9.15 ID Badges – A plea was made by the Chairman for new Cllrs to forward passport style photos of themselves to the Clerk in order to get this matter progressed

10 Accounts

10.1 Receipts and Payments for May 2016

Receipts.

Receipts

£14,724.00	Gedling Borough Council – Precept
£3,326.00	Gedling Borough Council – Local Council Tax Support
£3,000.00	Gedling Borough Council – Contribution towards the MUGA lights
£1,997.14	HMRC – Vat refund 1/4/15 to 31/3/16.

Cheques for Approval

100303	Clarke's Cemetery Services	£140.00	Cost of installing parking post plus taping off walled area in the Old Cemetery.
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100304	Clarke's Cemetery Services	£560.00	Maintenance of village greens and cemeteries.		
100305	Newstead Centre	£45.00	Room hire costs for April Council meeting.		
100306	Zurich Insurance	£646.91	Combined insurance policies for Council.		
100307	Mrs P Young	£15.00	Chairman's allowance (April)		
100308	Mrs J Johnson	£343.98	Clerks wages for April		
100309	Notts County Council	£94.36	Pension Contributions for Clerk (April and deficit pension payment due this month of £20.83		
100310	Mrs J Johnson	£28.51	Clerk's expenses		
				Postage/Other	£13.96
				Tel/Broadband	£6.00
				Mobile Calls	Nil
				Mileage	<u>£8.55</u>
				TOTAL	<u>£28.51</u>

The accounts were approved as stated.

10.2 To Consider Grants to other Bodies

None received

11. To fill Casual Vacancies on the Council

11.1 Abbey Ward

No nominations had yet been received to fill this vacancy.

11.2 Newstead Village Ward

The Clerk advised that no electors had requested the vacancy be resolved via a poll and the Parish Council as from today would be free to co-opt a person to fill this vacancy. Adverts had now been posted on parish council notice boards advertising the vacancy. Richard Butler, a resident of Fraser Street, had expressed an interest in filling this vacancy and the Clerk had already established that he met the criteria for becoming a parish councillor. It was agreed in order to allow sufficient time for other candidates to put themselves forward for this vacancy to extend the deadline for applying for the position of parish councillor for Newstead Village to the next Parish Council meeting.

12. The Lengthsman's Scheme

It was agreed to consider this item in conjunction with the next item on the agenda, i.e. that of the Best Kept Village competition.

13. Matters concerning Newstead Village

- 13.1 Best Kept Village Competition – The Council had received confirmation that the village had now entered the Best Kept Village competition and that the first round of judging would take place between the 6 and 24 June. Following the village walkabouts undertaken by Cllrs on Saturday 9th April, the Clerk had drawn up a list of items in the village which required attention and who would undertake this action. This was then discussed with the following agreed.

<u>Action Required</u>	<u>Who</u>
Removal of old flagpole base	Cllr Bicknell
Paint benches adjacent to village green, metal railings to allotments on Tilford Rd, paint gates in the Old Cemetery, re-stain seats in Newstead Meadow and in the New Cemetery	The Lengthsman
Removal of flytipping	Gedling BC
Prune trees on Village Green	Anthony Clarke
Spider's Web requires upgrade/paint	Gedling BC

Drains on Tilford Road adj park need rodding	Highways
Litter bin on skate park requires replacing	Gedling BC
Hucknall Road sign needs straightening NB It was agreed	Parish Council/Darren Brown
The Parish Council would meet this charge which is expected to be minimal.	
Litterpick - arranged for Saturday 21 st May and also Saturday 4 th June	Parish Council

Cllr Adams asked if equipment such as tabards, litter pickers themselves and hoops onto which to hold a black bag could be supplied by Gedling Borough Council for use by the Parish Council with the Clerk to liaise with the Newstead Locality Co-ordinator for these items.

- 13.2 Land Adjacent Vicarage Corner – A meeting had been held on the 21st April in the Newstead Centre when it was agreed that improvements to this land would be based on proposals originally drawn up in 2004. An electronic copy of these proposals had been circulated to Cllrs. Mick Leivers has agreed to update the costs contained in that proposal and that grants would be sought from WREN and Tesco to cover the cost of the work proposed. He will also liaise with Gedling Borough Council, as the landowner concerned; to check they are still happy with the specification of work proposed in this scheme. Cllr Burnham advised that he was not happy with one aspect of the original proposal that instead of two entrances to the site proposed, there should only be one entry point into the site i.e. from Newstead Sports Ground only. Revised costs of the scheme awaited.
- 13.3 Musters Road – It was advised that the ‘Give Way’ lines at the junction with Byron Street/Markham Street Required renewing where these had faded over time. Cllrs suggested that original give way lines at the end of Musters Road may not be the best place to stop and that preference should be given to give way lines at either the end of Byron Street or end of Markham Street. Clerk to discuss this with highways.
- 13.4 Off Road Bikers - it was noted that activity from off road bikers had again stepped up and it was emphasised that sightings needed to be reported to the Police. It was agreed that some of the bikers could be very intimidating. Cllr Scott reported a number of bike tyre tracks on Newstead Sports ground. It was felt CCTV cameras in the village would help to deter this problem with the Clerk to find out from Gedling what is happening on this issue.
- 13.4 Hucknall Road – Cllr Burnham reported a pothole close to the traffic lights operating between Hucknall Road and the A611 in the non skid road surface if going out of Newstead.
- 13.5 On Street Parking – Problems caused by on street parking was discussed which affected several roads in the village. It was suggested the Police may like to ticket these cars in a manner similar to that on High Leys Road.

14 Matters concerning Newstead Abbey Park.

- 14.1 Meeting in Abbey Chapel – The Chairman advised that residents living in Newstead Abbey park had received a communication from the Church, where a service was to be held in the Abbey Chapel, to which all residents were invited. The Chairman felt this was likely to be a fundraising event. Cllr Andrews advised that in order to provide income to the Church, plans had been discussed to sell off some of the existing church land in the village for housing, where it was hoped the Church would retain one of the homes built to provide some rental income to offset the cost of the church.

15. Correspondence.

The following item was specifically discussed:

- 15.1 Letter from Mark Spencer, MP - This letter was sent on behalf of local residents (identities unknown) complaining about litter in the village and other unspecified elements of antisocial behaviour being experienced in the village. It was agreed to write inviting residents to the forthcoming litter pick and further agreed to invite Mark Spencer to a meeting of the Parish Council.
- 15.2 Notts. County Council – Recycling Centre Service Changes – This referred to the need for Nottinghamshire residents to register should they wish to use the household recycling centres in future.

16. Planning Applications

Revised plans had been received on the following application where a double height extension was now being sought.

2016/0067 – 36 Byron Street, Newstead (Two storey gable front ext containing porch and shower/toilet room with bedroom over)

These plans were shown at the meeting. It was agreed that as the applicant was known to members of the Council he would be asked directly by them for further information on his proposals and this would be circulated for comment as soon as received.

2016/0185 - West Lodge, Station Ave, Newstead (Retrospective consent on various works to outbuilding and gardens)

Following submission of the Parish Council's comments on the above application, the Clerk passed on the following information received from Cllr Barnfather, which was as follows:

'David Gray has visited the site and put a 'stop' on any further work until the planning issues are resolved. He has instructed that the beam connecting the main house to the lodge be removed and tells me that this has been done. He states that there cannot be a link between the buildings and that he is currently in discussion with Historic England over what may or may not be sanctioned. The owners have been instructed to lower the pitch of the roof and the gazebo may have to be removed. Some of the works in the garden are deemed to be inappropriate despite them being commenced within permitted development rights and the owners have also been told to discontinue the paving to the front of the property. Discussions between Historic England, Gedling Planners and the applicant's agent are continuing with a view to finding an acceptable solution'

It was noted that despite the above response, work was continuing to widen the drive to West Lodge and also that further fencing had been installed on that portion of land purchased as a paddock. It was agreed this information would be passed to Gedling Borough Council.

17. Matters concerning the Cemetery

None

18. Reports from External Meetings

None except for those covered earlier in the meeting.

19. Items the Chairman Considers Urgent

20. Date of Next Meeting.

The next meeting of the Parish Council would be held on Wednesday 1 June 2016.