

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 9th November 2016

1. **Present:** Cllrs: Mrs P Young (Chairman), Mrs D Adams, Mr C Bicknell, Mr P Burnham, Mr R Butler, Miss H Scott and Ms J Smith. Also present was County Cllr Chris Barnfather.

The Chairman confirmed that the resignation of Mrs Beverley Blood representing the Abbey Ward on the Parish Council has been received, as she has now moved out of the area. This would be covered later in the meeting.

2. **Apologies for absence:** Apologies were received from Ward Cllr Mr B Andrews.

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

Cllrs Bicknell and Scott declared an interest in any matters relating to the Newstead Centre as potential Trustees of the Centre.

4. **Approval of the Minutes - 5th October 2016**

It was proposed and seconded the minutes be approved as a true record and this was agreed.

5. **Matters Arising from the Minutes**

- 5.1 Skate Park - The lengthsman has now painted the railings on 2 of the 3 skate ramps in purple and a photo was shown at the meeting of the improvements made.
- 5.2 CCTV - This has now been installed but it is not clear whether this is operational. Cllr Barnfather suggested that the Clerk ask Kevin Nealon at Gedling Borough Council if this is yet operational.
- 5.3 Parking outside the Cemetery Gates – A second quote for installing the parking sign has been received from Darren Brown at £75. This was approved by the Council being substantially cheaper than the previous estimate obtained. It was agreed the best location for the sign would be to face forward onto Hucknall Road behind the wall adjacent to pavement and situated mid way between the in and out entrance/exit.
- 5.4 Topple Testing – Results now in and a number of graves have failed the test. The Clerk explained when the original information was sent by Gedling Borough Council, this simply referred to a list of graves which had failed the test but did not specify the plot numbers, nor which cemetery the graves were in. The Clerk had written back for further details which had since been received. Five plots had were noted as requiring urgent attention i.e. that the graves be laid down, which were all situated in the Old Cemetery. As these were likely to be 'old' graves which were no longer visited it was agreed that Anthony Clarke would be instructed to lay down the graves and the cost would be met by the Council, unless relatives of the deceased could be traced. A further 20 graves in the New Cemetery were also noted as 'loose'. The Chairman explained this needs to be the Council's next priority and a risk assessment made of all graves which have failed the test with action to be taken.
- 5.5 23 Tilford Road – The Council has been advised the tenant will be relocated shortly to undertake refurbishment of his existing home.
- 5.6 Newstead Meadow –Chain harrowing has been completed on the meadow and this has been successful in that a lot of old thatch has been pulled from this. The Contractor has advised that later this week he will try to shift the old bales to the back of the field. He has also issued a warning that 4 to 5 beehives have been stolen from allotments in the Hucknall area over the last month. Cllr Scott noted that the sign denoting the Biffa Award fastened to the picnic table had been broken off.
- 5.7 Junction of Fraser Street/Tilford Road – The Clerk has sent a reminder to highways that the white lining on Markham Street and junction of Fraser Street has not yet been carried out. Northfield Construction has completed the white lining at the junction of Tilford Road, Station Ave.
- 5.8 Station Ave - Jonathon Rhodes has been instructed to complete the final strim of the brambles. As these have not grown back as substantial as before the cost of strimming has been reduced to £80 (from £120). For next year, it is

likely costs will continue to reduce as frequent strimming should result in dampening down the growth of the brambles.

- 5.9 Matters relating to the Newstead Centre – No response has been received either direct from CISWO or from the Newstead Centre to the parish council's letters. A meeting with John Robinson/Mark Spencer and the new Chief Executive of CISWO was due to take place on Friday 4th November. Cllr Barnfather was asked for an update of the situation. He confirmed that he had attended the meeting with the new Chief Executive of CISWO, along with John Robinson and Mark Spencer MP. Whilst he did not wish to comment publicly on what was said during the meeting, he felt it was good to have Mark Spencer there and that John Robinson was very positive. A copy of the Charity's constitution had been given to the new Chief Executive by him and further development now waited. The Chairman then advised the Council of problems at the Youth Centre with mice. As a result of the Trustees not willing to sign documentation to allow the mice to be treated, the Youth Club has now moved out of the Youth Centre building and is currently using the sports pavilion. It was hoped in future to use the church hall as a base for the Youth Club. The Chairman also confirmed she had resigned from the Youth Club Committee.
- 5.10 Public Telephone Box – No action appears to have been taken by BT up to last Wednesday. Cllr Butler had noted that this pay phone was 'out of service' during the past week but on an inspection earlier today confirmed that the telephone is now repaired. It was noted that the minimum call charge was now 60p.
- 5.11 Wreaths – These were brought to the meeting. The flag will be raised on Friday 11th November.
- 5.12 Planning/Annual Community Fund – Cllr Scott confirmed the date the wind turbine expected on site was January and residents on Tilford Road should receive letters to inform them of when the turbine is expected to be moved on site. Cllr Burnham was not happy at the amount of HGV traffic coming in and out of the site via Tilford Road and thought it had been agreed that all HGV's were to come into the site via Annesley Cutting. It was agreed to check planning conditions relating to this application.
- 5.13 Annual Mining Service – Details of service have been sent out.
- 5.14 Old Coal Stocking Yard – New schedule of proposed works have been sent out following the meeting on 20th October with Nick Crouch. This should cost slightly less than the previous scheme submitted. All councillors confirmed they were happy with the revised proposals. Clerk to advise the Notts. County Council to proceed.
- 5.15 New Cemetery – No meeting had yet taken place. Possible dates to be arranged via email.
- 5.16 Matters Concerning Newstead Village – The fault on the 20mph school warning sign has been reported yet again to highways and confirmation received this has been passed on to relevant department to deal.
- 5.17 MUGA – The damaged panel is with a Gedling BC workman who is trying to find an appropriate fixing to put back the panel. Otherwise the alternative is to call out the original suppliers, where the Clerk was aware that to fix an identical previous fault, the cost was £400. The cause of the poor illumination has been investigated and is caused by part of the framework of the MUGA blocking some of the light flow. The suppliers have now come back to state the only means of remedying this problem is to raise the lights higher and a quote of £800 has been given to undertake this work. A discussion was held as to whether the Council were prepared to fund this additional cost. The Chairman felt that as £500 had already been refunded back to Gedling BC for the lights, the maximum the Council should pay towards this cost is £300. Councillors were also in agreement that this problem should have been made known at the start of the project where the suppliers should have been aware of this issue and it was felt in the circumstances the lights supplied were not fit for purpose. Cllr Barnfather felt in this instance that Gedling Borough Council should go back to the suppliers to get the company out on site, particularly if the company concerned hoped to do further business with this local authority, as the borough council would hold more sway than the parish council. The Council agreed to do nothing further at this stage but leave the matter with Gedling Borough Council to pursue.
- 5.18 Abbey Ward Newsletter – This has been delivered around the Abbey Ward by Cllrs with help from Cllr Butler.
- 5.19 Strimming of the Old Cemetery – The Clerk and Chairman has met with the Probation Trust to undertake a risk assessment of the work and location for disposal of the arisings agreed. Dates now sought from Probation as to when the work will be carried out.

The meeting closed to allow members of the public to bring up the next matters

Cllr Barnfather advised he had attended a meeting with senior police officers to discuss issues surrounding off road bikers and asked for particular attention to be paid to Newstead. He also discussed policing in the village and the lack of general police presence. He confirmed it was still important for residents to inform the Police when off road bikers were seen, particularly those who were being brought in via vans. Cllr Scott advised that in the previous week there had been a lot of problems in the country park with off roaders. Cllr Smith also referred to a number of vehicles broken in or damaged over the last few weeks in the village. Finally, Cllr Barnfather spoke of lack of communication which sometimes occurs between Ashfield and Gedling in terms of policing, but advised that CID operates across all local authority boundaries.

The meeting reopened

6. Accounts

6.1 Receipts and Payments for November 2016

Receipts

None

Cheques for Approval

100361	N/A	£nil	Cheque spoilt whilst writing out.
DD	HSBC	£10.00	Bank charges for cancelling cheque 100351 lost in post.
100362	Taurean Flanders	£234.00	Re-issued cheque for painting Newstead Village Skate Board Park.
100363	Via East Midlands	£2,343.07	Payment for work to be carried out by Highways re electricity supply to Christmas Tree and construction works.
100364	Clarke's Cemetery Services	£610.00	Maintenance of village greens and cemeteries. <u>NB</u> Also includes £50 towards mowing area around the MUGA.
100365	Newstead Centre	£45.00	Room hire costs for October Council meeting
100366	DJB Contracts Ltd	£5,340.00	Removal of part of cemetery wall and replace with post and rail fence.
100367	Jonathon Rhodes	£580.00	Hay cut meadow & remove to corner of site.
100368	Mrs P Young	£15.00	Chairman's allowance (October)
100369	Mrs J Johnson	£349.50	Clerks wages for October
100370	Notts County Council	£97.33	Pension Contributions for Clerk (October) plus deficit payment.
100371	Mrs J Johnson	£58.13	Clerk's expenses
			Postage/Other £38.43
			Tel/Broadband £8.00
			Mobile Calls Nil
			Mileage <u>£11.70</u>
			TOTAL <u>£58.13</u>

With the payment noted, Cllrs approved the accounts as stated.

6.2 Report on Half Year Accounts – A report relating to the half year accounts had been circulated to Cllrs along with the agenda plus a forecast of expenditure for the remaining year. Questions were welcomed from Cllrs to which there were none. Cllrs noted the position and approved the revised forecasts as shown.

6.3 To Consider Applications for Grants - A grant application has been made by Newstead PCC in respect of Christmas Fayre in order to buy presents for the children attending. The amount requested was £100. Cllrs were of the opinion that provided the grant was spent wholly in respect of gifts for the children and provided no charge is made to the public for these gifts, the amount claimed of £100 could be agreed.

6.4 Any Other Matters Relating to the Accounts

None

7. The Lengthsman Scheme

No suggestions received for further work to be undertaken where a backlog of work was still outstanding.

8. Matters Concerning Newstead Village

8.1 Christmas Tree - A quote from VIA (formerly Notts County Council highways) for the cost of installing a power supply to light the Christmas tree, plus the cost of digging out and creating a permanent socket for the tree had been received at a cost of £1,952.56 plus VAT. This quote had been circulated to Cllrs via email. The Clerk explained that arrangements had been made for Elveden Farms to supply the tree, which usually arrived at the end of November, hence the need for swift decision. Cllrs agreed to accept the quote from VIA (via email) and authorization had been given for VIA to proceed with the work as quickly as possible. The Clerk explained that this was not the end of the process. She had also liaised with John Clayton at Gedling Borough Council re the lights themselves, who had so far only been able to locate white, blue and multi-coloured lights, which would be delivered to the Clerks home. It was explained that a transformer would still need to be fitted within the proposed cabinet housing the power supply to enable the string of lights to be plugged into this. It was left that the Clerk would discuss this aspect with Gedling Borough Council who in turn would liaise with VIA to ensure the appropriate connections. As VIA had carried out the work they would for one year only complete the Seasonal Decoration License, which would be required on an annual basis. There would also be a need to install barriers around the tree to prevent the public from coming into contact with the lights. A copy of the requirements in respect of seasonal decoration is to be forwarded to the Clerk from VIA. Cllrs confirmed that provided the same number of strings of lights received back they were happy with multi-coloured lights instead of red. Cllr Butler offered to help decorate the tree.

8.2 Skate Board Park - Councillors ratified a decision made between meetings to allocate the sum of £650 towards a drainage scheme for the skate park following a site meeting between the Clerk, Cllr Burnham, Terry Ball (Parks and Street Care, Gedling Borough Council), John Evens (Drainage Engineer) and Nic Wort of Greenwood Community Forest held on the 19th October. The background to this decision was as follows; - In July 2015, the Parish Council had received a quote of £5,200 from Gedling Borough Council to implement a drainage scheme. In October 2015, the Parish Council resolved to approach WREN to fund this scheme, whereby the Council resolved to contribute the Third Party Funding required of 10% of the amount claimed, plus a handling fee based on 10.75% of the amount claimed. A grant claim was not completed before the deadline for funding expired. Over the past year, however, the children themselves have dug a small drainage channel which itself has removed some of the water that accumulates at the bottom of the skate park ramp and it was felt if more trees could be planted on site, this would help suck up the excess water. Having discussed this with John Evens at the site meeting, he agreed it would be feasible to dig a drain back towards Tilford Road from the skate park ramp, whereby half a dozen trees planted either side of this drain would suck up the excess water and thereby negate the need for a soakaway (the most expensive part of the original scheme). Accordingly, the Parish Council have now been quoted the total sum of £900 by Gedling BC to install 100mm land drainage pipe from the edge of the skate park to outfall into the wooded area, who are also to bring this work in house (rather than contract out the scheme). Also an approach has been made to Debbie Widdowson (Newstead Locality Co-ordinator, Gedling BC), who also agreed to pledged the sum of £250 towards the scheme. As Cllrs had agreed to allocate the funding, the Clerk advised that Gedling Borough Council had now been instructed to proceed with the drainage scheme. In addition, talks had also been held at the site meeting with Terry Ball on refurbishing the small tarmac area next to the basket ball post, which looks unsightly and has been previously been scorched by objects being burnt on the same. This included painting on the tarmac, street games such as Hop Scotch, Snakes and Ladders, etc. It was agreed that further talks would be held with the young people in the village as to what they would like to see on this square and this will be pursued by Debbie Widdowson through the Youth Club and the Children and Young Peoples Group.

8.3 Jct of Annesley Cutting/A611 – Cllr Scott relating concerns of a resident asked whether it was possible for the Parish Council to pursue traffic lights at this junction where the right hand turn from Annesley Cutting into the A611 was very difficult. Cllr Burnham said this matter had been raised by the Council on numerous occasions and he understood that Ashfield District Council had secured a contribution of £145k towards the cost

of lights. Investigations undertaken by Highways had concluded there was insufficient distance between the Badger Box junction and this junction to implement lights and no further action proposed.

- 8.4 Faulty Street Lamps – Cllr Burnham reported two faulty street lights which were not working and would furnish details to the Clerk.

9. Matters Concerning Newstead Abbey Ward

- 9.1 Casual Vacancy on Abbey Ward – The Clerk advised receipt of the resignation letter from Cllr Mrs B Blood to stand down with immediate effect following her move to a new area. She explained that tomorrow Gedling Borough Council would be informed of the vacancy and notices posted on notice boards in the parish, which invited electors to request an election to fill the vacancy within a specified time period. She then advised that if no such requests were received, the Council would be free to advertise this vacancy on the 29 November. A deadline of 31st December was given as the deadline for anyone interested to apply, with any application to be considered at the January meeting of the Council. Possible candidates to fill this vacancy were discussed and it was agreed if anyone knew of anyone interested in standing on the Council, they should be encourage to attend a meeting. The timetable for filling the casual vacancy was agreed as stated.

10. Correspondence.

There was no further discussion under this item where correspondence received had been covered in other parts of the meeting.

11. Planning Applications

The Chairman reminded the Council that under 2016/0101 – West Lodge, Station Road, Newstead Abbey Park, the applicant had 28 days from the date permission was granted to remove the circular gazebo structure and bridge complete with rails over the stream to avoid formal enforcement action being taken.

The Chairman advised that far from removing the structure the applicant had now added shutters to the same complete with fairy lights. Cllrs felt that it was wrong that individuals should be allowed to flout planning rules and it was agreed a letter would be sent to Gedling Planning Department to pursue enforcement action.

A complaint was also made regarding parking along Station Ave of visitors to West Lodge, which was destroying the verges along this part of Station Ave. It was agreed that a letter would be sent by the Clerk to the Estates Department of the Nottingham City Council drawing attention to this problem.

13. Reports from External Meetings

- 13.1 Youth Club AGM – It was noted this would held on the 17th November.

14. Cemetery Issues

- 14.1 Old Cemetery Wall - A meeting had taken place between the Chairman, Clerk and representative from the Probation Trust at the Old Cemetery with the view of carrying out a risk assessment of the work to be done. During the meeting, the Probation Trust had advised they were also happy to help plant the hedge in front of the new post and rail fence. The Chairman advised that she had sought advice from a variety of suppliers with the most cost effective quote coming from Hedges Direct at a cost of £500 plus VAT for 60 whips of griselinia hedge in 2 litre pots, plus rootgrow. It was agreed to proceed with the quote obtained.

15. Items that the Chairman Considers Urgent

- 15.1 Ceremony at the Cenataph – Cllr Burnham made a plea for Cllrs other than himself to attend the service to be held at the centataph on Remembrance Sunday when he would lay a wreath on behalf of the Parish Council. The Chairman would also lay a wreath at the later Church service to be held at 6pm.
- 15.2 Christmas Fuddle - At the next meeting of the Council, the Chairman reminded Cllrs it was usual to hold a small fuddle. A list was circulated for Councillors to put down food items they would bring for the fuddle. The Chairman advised in memory of the former Cllr Gascoigne she would recreate his ‘famous’ meat loaf recipe. .

16. Date of Next Meeting.

This will be held on Wednesday 7th December.