

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 5th October 2016

1. **Present:** Cllrs: Mrs P Young (Chairman), Mr C Bicknell, Mr P Burnham, Mr R Butler and Miss H Scott (arrived 7.50pm). Also present was Mark Spencer MP and Jane Walker

(Mark's secretary) plus Cllr B Andrews and Mrs Andrews. The Chairman welcomed Mark to the meeting.
2. **Apologies for absence:** Apologies were received from Cllr Mrs D Adams, Mrs B Blood and Ms J Smith. Also County Cllr Mr C Barnfather.
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 29 June 2016**
It was proposed and seconded subject to the following addition - that under item 14.1 – the Chairman had also suggested a Griselinia hedge as this would establish quickly - the minutes be approved as a true record and this was agreed.
5. **Matters Arising from the Minutes**
 - 5.1. **Skate Park** – An invoice has been received from Toz for labour plus cost of undercoat purchased and this is included in cheques for approval. The lengthsman has confirmed he has sufficient paint and has been instructed to paint the railings on top of the skate ramp. A meeting has been arranged with Gedling BC on 19th October also to be attended by a representative from Greenwood Community Forest to discuss drainage issues and other improvements. The Clerk explained that the cost of planting trees as part of the drainage scheme may be covered by a Greenwood Community Forest grant. The Chairman recommended the planting of white stemmed birch.
 - 5.2. **CCTV** – The post for the CCTV on Tilford Road has now been installed in the village green near to the public seat and notice board. This is expected to go live around the end of the month.
 - 5.3. **Parking outside Cemetery Gate** - A second quote has been sought from Darren Brown to install this new sign.
 - 5.4. **Risk Assessment** – Topple testing currently underway.
 - 5.5. **23 Tilford Road** – Cllr Burnham expressed concern there was now a bath 'for sale' on the highway outside of the property.
 - 5.6. **Newstead Meadow** – Unfortunately, things hadn't gone to plan. The Chairman explained that whilst instructions were given to locate the baled grass to the rear of the field, the contractor had misinterpreted the rear as being the north east corner of the site. Nor had the grass been baled but simply strewn on the existing grass pile. The Clerk advised she had left a message for the contractor to contact her in relation to this matter.
 - 5.7. **ID Badges** – The Chairman made a plea for those Councillors who have not yet sent in a photo to pass these to the Clerk. She advised that following attendance on a recent training course held by NALC for Chairman, it had been useful to identify other parish council chairs through lanyards around their neck.
 - 5.8. **Hanging Baskets** - Following on from the last meeting, Cllrs Young and Scott along with the Clerk had restocked and repositioned the existing planters. Of some 15 Fuchsias purchased by the Chairman only 5 now remained, the rest having been taken. The theft had been reported on the Newstead face book page, but unfortunately this coincided with a number of cars been vandalised in the village and did not attract much sympathy from residents, who had responded to the article. The Council was then asked in view of the recent thefts of plants and 2 hanging baskets, what it wished to do in future. Cllrs agreed that next year, it would pay only for watering of the planters with the money saved to be used for restocking these throughout the summer/winter season in the event of further losses.

- 5.9 Junction of Fraser Street/Tilford Rd - A request has been sent to Northfield Construction to see if they would be prepared to white line the junction between Tilford Road and Station Ave – Reply awaited. Cllr Burnham queried, if not part of the adopted highway, why were the Nott's County Council prepared to pay for a grit bin on Vicarage Corner. The Clerk explained that this was in fact paid for by the Parish Council, out of a grant received from Cllr Chris Barnfather.
- 5.10 Station Ave - The contractor will be asked to trim the brambles again once the weather turns colder, so they should not grow again this year.
- 5.11 Internet Banking - Discussed with auditor. In summary, because the sums at risk are not large, he would have no objections to the Clerk both inputting and paying bills.
- 5.12 Matters relating to the Newstead Centre – The Clerk explained that since the last meeting she had spoken with Donald Brookes at CISWO who had advised that if the Parish Council themselves put forward two names out of the 5 trustees proposed to CISWO, then CISWO would arrange to endorse their appointment. Following discussion with Cllr Scott, it had been agreed to put forward the names of Duncan Mouat and Clive Wilson to take up the remaining CISWO/UDM vacancies, where the remaining 'trustees' represented various user groups at the centre. In addition a further letter had been drafted to the existing Trustees of the Newstead Centre along the lines previously agreed, with copies of this letter being tabled at the Council meeting. It was agreed by Councillors that the letter could be sent without further amendment.
- 5.13 Public Telephone Box – This has been discussed with BT who are not prepared to remove this phone box where this generates quite a lot of revenue. Also, that legislation does not allow them to remove telephone boxes, if there is not another in close proximity. Having explained that the existing telephone box was an eyesore, BT have agreed to instruct an engineer to see if there is any way the telephone kiosk can be 'spruced' up. Further developments now waited.
- 5.14 Wreaths - Two wreaths will need to be ordered the same as in previous years. The Clerk also explained that in addition to the cost of the wreaths the Parish Council will also need to decide whether it wishes to send an extra donation to Royal British Legion over and above the cost of wreaths. Cllr Bicknell confirmed that an additional £20 should be sent and this was agreed.
- 5.15 Planning – Wind Turbine conditions - The Chairman attended a meeting of Annesley and Felley Council re allocation of Community Fund to Friends of Newstead.
- 5.16 Annual Mining Service – Eric Eaton of Nott's Ex and Retired Miners has advised the speech by a member of the Council will not be a prepared speech as such but simply a welcome to the event. He will also supply the wreath to be laid at this event. Cllr Scott volunteered to deliver the welcome speech on behalf of the Council whilst Cllr Burnham confirmed he would lay the wreath.
- 5.17 Cemetery Wall - Work currently underway and proceeding fairly smoothly. The wall has been dismantled by hand due to poor access. Cllr Burnham advised the post and rail fence has also been installed, although much of the remains of the wall were still on the verge awaiting disposal.
- 5.18 Old Coal Stocking yards/Freckland Wood – Meeting to be arranged with Nic Crouch of the Notts County Council for the second or third week in October to be attended by the Clerk and Cllr Burnham.
- 5.19 New Cemetery - Cllr Burnham also reminded the Council that it was agreed to call a meeting of the Cemetery Committee to assess the condition of the existing trees in the New Cemetery.

The meeting was then closed to allow the public to participate.

Mark Spencer was then invited to address the Council. He advised his father was a parish councilor, so he knew firsthand how thankless the role of a parish councilor could be. He then spoke on issues affecting the residents of Newstead Village and in particular the decision by the Abbey to restrict vehicular access into the park. The Chairman explained that the barriers were installed as a condition of the lottery bid and that Station Ave itself was initially maintained through a levy applied to all residents living in the Abbey grounds, although some years ago, it was agreed that residents could chose to pay a one off lump sum to opt out of their future liabilities in respect of the road. She also confirmed access through the Abbey increased the number of incidents of antisocial behavior and was used as a rat run. Cllr Scott speaking on behalf of the residents of Newstead Village felt the lack of access through the Abbey to the A60, effectively cut off Newstead from the remainder of the borough and afforded no access to the

facilities offered by Gedling. Mr Spencer then spoke of other issues affecting Newstead including litter and advised that his office had written to Network Rail regarding rubbish on the Robin Hood line but with little success. More successful had been interventions in regard to the off road bikers whereby a data base was being built up through social media on all bikes neither insured or licensed, in order that the Police can act on the same. Cllrs agreed that this problem had improved of late. Also discussed was the condition of the Youth Centre building, where Cllr Andrews confirmed that grants received by the Youth Club were having to be spent on essential maintenance of the building i.e. roof and electrics. Mark Spencer then advised that he and Cllr Chris Barnfather would be meeting with the new chief executive of CISWO, when the Newstead Centre would be discussed. Other matters raised by Cllrs included the lack of a direct train Service to Bulwell, which did not allow access to the job centre. Mr Spencer thanked Cllrs for drawing this to his attention. Finally, Cllr Scott asked if Mark would be able to put pressure on Ashfield/Gedling Councils to agree some means of allowing discounted use of leisure facilities in Ashfield for residents.

6. Accounts

6.1 Receipts and Payments for October 2016

Receipts

- £220.00 – Pre purchase of plot 94
- £2.30 – Interest on Deposit account to 4th July
- £2.38 – Interest on Deposit Account – 4th August
- £2.38 – Interest on Deposit Account – 4th Sept

Cheques for Approval

100349	Notts ALC	£100.00	Training for new Cllrs @ £25 per place x 4
100350	Mrs P Young	£32.00	Fuchsias for village planters.
100351	Taurean Flanders	£234.00	Painting Newstead Village Skate Board Park
100352	Clarke's Cemetery Services	£610.00	Maintenance of village greens and cemeteries. <u>NB</u> Also includes £50 towards mowing area around the MUGA.
100353	Newstead Centre	£45.00	Room hire costs for September Council meeting
100354	Grant Thornton	240.00	Cost of external audit
100355	Mrs P Young	£15.00	Chairman's allowance (Sept)
100356	Mrs J Johnson	385.75	Clerk's wages for September plus backdated pay.
100357	Notts County Council	£103.28	Pension Contributions for Clerk (September) plus contribution on backdated pay and deficit payment.
100358	Mrs J Johnson	£29.80	Clerk's expenses
			Postage/Other £15.95
			Tel/Broadband £8.00
			Mobile Calls Nil
			Mileage <u>£ 5.85</u>
			TOTAL <u>£29.80</u>
100359	Clarke's Cemetery Services	£80.00	To re-install parking post damaged during September.
100360	RBL Poppy Appeal	£54.00	2 Wreaths for Armistice services plus £20 donation

The Clerk also confirmed that she had also received a response from Gedling Borough Council in connection with an apparent overcharge on fees in connection to election expenses, which had been noted during the internal audit of the Council's accounts. This response stated that the amount charged was correct, however a line relating to publishing costs had been omitted in error from invoice submitted and a revised invoice had now been sent.

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

- 6.2 Approval for Internet Banking - As discussed earlier, it was agreed that the Council should move to internet banking but that the limit in respect of any transaction should be limited to £1,000 per transaction.

6.3 Recommendations from the External Audit

The Clerk advised that the Parish Council had again received an unqualified audit from Grant Thornton on the 2015/2106 accounts. They did however include an advisory note on the accounts, which stated that in future Section One of the Annual Return should be completed and signed before the Accounting Statements in Section Two and that the minute references demonstrate this.

7. Antisocial Behavior in the Village

A number of incidents of antisocial behavior had been experienced in the village, which were as follows:

7.1 Off Road Bikers – It was agreed that the situation had much improved of late. Following attendance at the Police and parishes meeting both Cllr Bicknell and Scott were now confident the Police were doing all they can to address this problem.

7.2 Damage to Vehicles on Livingstone Street – It was reported that a number of vehicles had been broken into on this road. Cllr Bicknell felt the problem was drug related and did not know whether the persons causing the damage were local or not. It was recognised there had been an increase in drug related activities generally in the village.

7.3 Theft from Planters - This item had been covered earlier in the meeting.

7.4 Allotments – Paul Bateman on behalf of the Allotment Society asked that it be made known that the Allotment Society are doing all they can to prevent one particular allotment being used for storage of junk however their options are limited as the former tenant of this plot continues to access the site using a ladder..

8. The Lengthsman's Scheme

The Clerk was asked pursue repair of the fence adjacent Vicarage Corner.

9. Matters concerning Newstead Village

9.1 Christmas Tree – The Chairman and the Clerk had met with Highways and had agreed a possible location for the Christmas Tree at the junction of Tilford Road/ Hucknall Road. A map of the proposed location was tabled at the meeting. A Seasonal Decoration application for the tree would also have to be completed by the Council, if sited on the highway. As a result of further discussion the following was agreed: -

a) The Christmas Tree would be purchased from Elvedon at a cost of £375 plus VAT.

b) That the Christmas tree be installed in the green as per the map presented.

c) That Highways are asked to quote for connection costs and also to carry out the excavation works required to site the tree on the green. Cllr Scott advised she had been unable to contact her friend and as speedy action was required on this issue preferred the matter be dealt wholly by Highways.

d) The Parish Council would be responsible for decorating the tree. The Clerk will retrieve the lights previously purchased by the Council from the borough council and the Chairman has volunteered to store these at her home.

9.2 Land Adjacent Vicarage Corner – It was noted that progress on this initiative had now stalled, where the criteria for making grant claims to WREN had now changed. In future any organisation making a claim will need to be either the landowner or have a long lease on this land. A rethink of the funding for this scheme is required.

9.3 Friends of Newstead Group – The Chairman advised the Council that as part of the planning agreement, a number of obligations had to be discharged prior to the installation of the turbine, including a habitat plan and a legal agreement between the Friends of Newstead and RCAN to administer the Annual Community Fund of £7.5k. Cllr Scott confirmed she had been advised by David Still of Stillwind Ltd that all planning conditions have now been discharged with the exception of the 'Friends of' agreement. Liam Russell from RCAN is now working on this aspect. The Chairman advised she had attended the last meeting of Annesley and Felley Parish Council to explain what was happening on this issue and it was agreed that a meeting would be arranged between RCAN and the Chairs/Clerks of both parish councils. Cllr Scott also advised that Stillwind had confirmed the timetable for the installation of the turbine has been delayed to January. As part of the installation, Stillwind has agreed to improve the access road from the visitor centre to the turbine, install utilities to the visitor centre and create a circle of hardstanding in Pocket Park on which to hold the annual bonfire event. Also, to sponsor this event next year. Finally she advised that it was the responsibility of Stillwind to communicate with the village when the turbine is due to be transported onto the site.

- 9.4 Newstead Bonfire Event – Cllr Scott advised no event will take place this year due to the day on which the event has fallen. She explained as the 5th November will fall on a Saturday, this event will have to compete against a large number of organised events elsewhere so it was not possible to source a professional display. There were also objections to this being held before Halloween, or the following Saturday. Two grant applications for funding had not been successful. It was hoped to run the event the following year.
- 9.5 Flashing 20mph School Speed Warning Sign – Cllr Bicknell reported this was again not working.
- 9.6 East Midlands Trains – the Clerk was asked to continue to put pressure on East Midlands Trains to get the CCTV camera to the station car park operational again.
- 9.7 MUGA – Cllr Bicknell had reported damaged to one of the wire panels on the MUGA which he had noticed had now been removed. The Clerk advised this matter had been reported to Gedling parks who were to see if they could fix the same. Clerk to find out what is happening on this. Cllr Bicknell also advised that the lights did not appear to be working well where the illumination provided by them was poor.
- 9.8 Flytipping on Hucknall Road – Cllr Burnham reported a mattress dumped on Hucknall Road.

10 Matters concerning Newstead Abbey Park

- 10.1 Newsletter – The Chairman advised that due to a number of personal commitments she had not yet completed the newsletter to residents and would distribute this shortly. Cllr Butler agreed to accompany the Chairman when delivering newsletters in the Abbey ward in order to introduce him to this part of the parish.

11. Correspondence.

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

12. Planning Applications

The following planning application was tabled at the meeting: -

2016/1008 – 6 Fairfields Drive, Newstead (Proposed single storey extension to rear) – No objections.

The following revised planning application had been received between meetings, to which there were no objections: -

2016/0917 – Site of 36 Fraser Street, Newstead (4 four bed semi detached dwellings)

The following applications had been granted planning permission but subject to a number of planning conditions and copies of these had been distributed to Cllrs along with the agenda.

2016/0185 – West Lodge, Station Ave, Newstead (Retrospective consent to demolish and rebuild the former outbuilding plus new roof together with erection of wooden fence and gateway to drive and side access and erection of refurbished metal gateway to driveway)

2016/0101 – West Lodge, Station Ave, Newstead (Retrospective permission for demolition and rebuilding of former outbuilding and garden features including crushed stone driveway, oil tank, external heating boiler, pond and circulatory water feature together with sunken hot tub)

It was noted that the applicant had 28 days from the date permission granted to remove the circular gazebo structure and bridge complete with rails over the stream to avoid formal enforcement action being taken.

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 Strimming of the Old Cemetery - The Clerk advised she had spoken to the Probation Trust who would be

happy to trim the cemetery again. Due to reorganisation which had yet to be finalised, the Probation Trust does not as yet charge a commercial rate for work to be undertaken and, rather than a cash payment covering expenses, has asked the Parish Council purchase equipment on their behalf, although what equipment has not been specified. As this was likely to cost less than having the work undertaken on a commercial rate, the Council agreed to proceed on this basis. The Clerk also advised she would ask the team to cut back the grass only this year and that a location for the disposal of the arisings would need to be agreed away from the existing graves.

15. Items that the Chairman Considers Urgent

None

16. Date of Next Meeting.

This will be held on Wednesday 9th November