

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 5 April 2017, starting at 8.50pm

1. **Present:** Cllrs: Mrs P Young (Chairman), Mrs D Adams, Mr C Bicknell, Mr R Butler, Miss H Scott and Ms J Smith. Also present were County Cllr C Barnfather, Ward Cllrs Mr B Andrews and Mr C Powell, Mrs P Andrews and 3 parishioners.
2. **Apologies for absence:** Apologies were received from Cllr Mr P Burnham.
3. **Declaration of Personal and Prejudicial Interests**
Cllrs Bicknell and Scott declared an interest in any matters relating to the Newstead Centre as Trustees of the Centre. Cllrs Bicknell, Scott and Smith declared an interest in matters relating to Newstead Enterprise. Cllr Mrs P Young declared a personal interest in planning application 2017/0131. The Clerk declared an interest in Agenda item 6 ii.
4. **Approval of the Minutes**
Council Meeting – 5th March 2017
Subject to a correction to item 5.11, to read ‘Cllr Scott drew attention to another trip hazard’ and under item 5.16, to note the Chairman also had referred to a £1,000 grant scheme available from Veolia, it was proposed and seconded the minutes be approved as a true record and this was agreed.

Minutes of the Council meeting held on 4th January 2017
Miss A Halliwell had contacted the Council in regard to item 5.3 of these minutes, in which Cllr Barnfather had been advised by CISWO that Miss Halliwell was not a trustee of the Newstead Centre. This was disputed by Miss Halliwell, who had supplied evidence to the Parish Council in the form of an email she had received from Donald Brookes at CISWO, which confirmed there were 4 trustees on this charity including Miss Halliwell. The Chairman advised that whilst these minutes would not be altered as they had recorded accurately what had been said by Cllr Barnfather, nevertheless, the above information was to be noted.
5. **Matters Arising from the Minutes**
 - 5.1 Topple Testing - Report to follow as the Clerk has not been able to re-inspect but repairs have now been completed on 2 further graves.
 - 5.2 Planning/Annual Community Fund - A legal agreement is now being drawn up by RCAN for approval by the Council regarding the distribution of these funds and will be circulated to Councillors once received.
 - 5.3 Vacancies on the Abbey Ward – This has now been advertised in the latest newsletter for the village. Cllr Barnfather repeated his offer to pay for distribution of the newsletter from his fund as a County Cllr.
 - 5.4 Newstead Youth Club - Following a discussion with Debbie Widdowson and the Chair and Clerk of Newstead Parish Council, it was proposed that a round table discussion is held between youth workers/parish council/youth committee as there may be some concerns re moving back into the Youth Centre. The Parish Council would need to be assured that if the Council contributed financially to the refurbishment of the youth centre building, it would continue to be used by the Youth Club.
 - 5.5 Highways/School Warning Lights - These have been reported yet again. Cllr Bicknell was of the opinion they were still faulty but would check. The Clerk advised she had been unable to locate the exposed stump as mentioned at the previous meeting, however, Cllrs advised that this had since been removed and the hole now patched.
 - 5.6 Veolia Tours – Details passed to the local primary school.
 - 5.7 Newstead Centre - The Newstead Locality Coordinator had reported on an email received from Donald Brookes at CISWO on the 8th March stating that that he has received letters of resignation from the existing Trustees at the Newstead Centre. A meeting has been held with new trustees on Wednesday 15th March.

- 5.8 MUGA Lights - The lights have now been adjusted to the highest settings by Marlec and work was completed free of charge.
- 5.9 Internal Auditor – Barrie Woodcock has confirmed he will be willing to undertake an internal audit of the Council's accounts for 2016/2017.
- 5.10 Litter Pick – A litter pick was arranged on the 1st April. This was circulated on Debbie Widdowson's facebook page. The Chairman thanked all Councillors who had taken part in the litter pick.
- 5.11 Newstead Abbey Gate Code – The Council has received confirmation that the code will be changed shortly.
- 5.12 Police and Parishes Meetings – Invite extended to Police to attend our meetings, plus details of the next meeting dates has been sent to PC Kennedy.

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

No members of the public wished to raise any further matters

Meeting re-opened

6. Accounts

6.1 Cheques for Approval

Receipts

| | |
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| £1490.00 | New interment held on 8 th March. |
| £285.00 | New interment held on 13 th March. |
| £150.00 | Grant towards new grit bin on Livingstone Street |
| £50.00 | Reimbursement of cost of repairing unstable grave. |
| £1.36 | Interest on deposit account – January |
| £1.36 | Interest on deposit account – February |
| £1.23 | Interest on deposit account – March |

Cheques for Approval

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|--------|----------------------------|---------|--|
| 100406 | Portland College | £251.00 | Donation to college towards i-pads for disabled youngsters. |
| 100407 | Newstead Centre | £45.00 | Room hire costs for March Council meeting. |
| 100408 | Clarke's Cemetery Services | £270.00 | To remove broken railings and tidy area around the Cenotaph. Also includes £50 to repair unstable grave. |
| 100409 | Clarke's Cemetery Services | £680.00 | Grave digging charges for interments on 7 th , 8 th and 13 th March 2017. |
| 100410 | Mrs P Young | £15.00 | Chairman's allowance (March) |
| 100411 | Mrs J Johnson | £386.26 | Clerks wages for March <u>NB</u> Includes 4 hours overtime for 3 interments in March and April. |
| 100412 | Notts County Council | £97.33 | Pension Contributions for Clerk (March) plus deficit payment. |
| 100413 | Clarke's Cemetery Services | £270.00 | Burial charges for interment on 8 th April |
| 100414 | HMRC | £6.00 | Income tax due on Clerk's wages. |
| 100415 | Mrs J Johnson | £35.07 | Clerk's expenses |
| | | | Postage/Other £18.52 |
| | | | Tel/Broadband £8.00 |
| | | | Mobile Calls Nil |
| | | | Mileage <u>£ 8.55</u> |
| | | | TOTAL <u>£35.07</u> |

6.2 Clerk's Pension Contribution for 2017/2018

A recommendation had been circulated with the agenda from the Clerk who had volunteered to contribute

towards the 'cash deficit' element of the pension costs, which will be incurred by the Parish Council over the next three years

The Clerk offered to leave the room during discussion of this item but was told to remain as no further discussion of this item was considered necessary

Cllrs resolved to agree the recommendations as outlined by the Clerk.

6.3 Any other Matters Relating to Finance
None

7. The Lengthsmans Scheme
An agreement extending this scheme for the next financial year was signed by the Chairman on behalf of the Council. The Clerk had noted during the recent litter pick that the bin on the triangle required painting and also the slats on the public bench outside the Newstead Centre required re-staining. It was agreed the lengthsmen would be asked to carry out this work. Cllr Smith noted that the jitty from Webb Street had been strimmed but litter not collected from the same. Clerk to liaise with the lengthsmen.

8. Matters concerning Newstead Village

- 8.1 To Agree Additional Maintenance of the Verge on Station Road - Two estimates had now been obtained to trim the verge between the station and Livingstone Street. These were based on the one off cost of removing existing overgrowth with a view to preparing the ground, so that in future it could be mowed on a regular basis. The estimates obtained were as follows:

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| Jonathon Rhodes | £170 |
| Anthony Clarke | £250 |

Anthony Clarke had also advised that the cost to undertake regular grass cutting of this verge at the same time as the other parts of Station Road were cut worked out at £20 per month.

Cllrs agreed that Jonathon Rhodes be instructed to undertake a one off cut of this part of the verge on Station Road and that once strimmed it be added to the existing grounds maintenance contract with Anthony Clarke for cutting in future

- 8.2 Christmas Tree Barriers - It was explained that the specification for the Christmas Tree barriers had been revisited as the original design was felt to be too low to provide effective protection and revised quotes were now awaited. Cllr Butler advised that advice taken from his workplace suggested that the cost of the barriers which will now stand at a total height of 90cm (not 60cm as quoted before) should not be materially higher than that quoted before.
- 8.3 War Memorial - The war memorial had been damaged on in an incident on the evening of the 9/10 March as as a result of a vehicle colliding with the same. The Police had supplied details of the driver and his insurers and this information had also been passed to Northfield Construction, where they had also suffered damage to a gate. Cllrs had been appraised prior to this meeting of an offer from Northfield Construction to repair the railings free of charge, assuming these could be repaired and Anthony Clarke had been instructed to take the damaged railing to Northfield Construction. The Chairman expressed the grateful thanks of the Council for this kind offer. The Clerk then updated the Council in that following the inspection by Northfield of the damaged rails, it had not been possible to carry out repairs and a quote had been received of £420 to replace with similar fencing. Northfield Construction confirmed it would be happy to pay for this cost and the Clerk had authorised them to carry out the repairs. As the insurers of the third party were known, it was agreed that a refund of these costs together with the costs of tidying up the memorial by Anthony Clarke would be pursued from them.
- 8.4 Highways Issues – Cllr Scott drew attention to a pot hole which had developed around the drain in the former bus turnaround area off Tilford Road. Clerk to report.
- 8.5 Hanging Baskets/Planters

The Chairman and Clerk had met with Debbie Widdowson, Locality Co-ordinator for Newstead on the 30 March to discuss a number of mutual issues during which the subject of the hanging baskets/planters were raised. The Chairman reminded the Council that it was previously suggested the Parish Council would assume responsibility for planting out the planters and this was agreed by Debbie. In terms of the hanging baskets, the Chairman explained this would depend on whether Gedling Borough Council had already made arrangements to have these planted. The Chairman advised she had already approached Shirley's Nurseries in Papplewick, who confirmed they would be interested in supplying plants for the Council. The Council would also continue to water both the planters and baskets as before. During the same meeting, it was also noted that whilst the garden competition would continue again this year, the number of categories in which to enter had been reduced.

- 8.6 Dog Fouling - It was noted there had been an increase in the amount of dog fouling on pavements in the village, although Cllr Smith felt the amount of dog mess on the sports field had decreased, which she attributed to the presence of the micro pub now on site. It was agreed to include information in the next newsletter on this issue promoting responsible dog ownership. It was noted that the Newstead Meadow was used by a number of dog owners for the exercising of animals and the Council agreed to make enquiries on providing a dog bin at this location.

9. Matters Concerning Newstead Abbey Park

- 9.1 Station Ave – Further tarmacing has been carried out on Station Ave in the vicinity of North Lodge. No further problems had been noted re dumping and the area in question had been partially cleared. Cllr Scott confirmed the land in question was owned by RCAN.
- 9.2 Vicarage Corner – Cllr Scott spoke of additional litter which had accrued in this vicinity since the litter pick which included human faeces and toilet paper left in the vicinity.

10. Correspondence.

- 10.1 Best Kept Village Competition – It was agreed not to enter this coming year and that should the Council decide to enter this competition in future, it should only do so if backed by local residents.

11. Planning

11.1 Planning Applications

The following applications had been received by the Council and circulated to Councillors prior to the meeting. Comments were therefore sought to the following:

2017/0193 – Sports Pavilion, Newstead Sports Ground, Tilford Road, Newstead (Sign to front of pavilion and one at rear) - No objection.

2017/0326 – Monks Lodge, Newstead Abbey Park (Single storey rear extension in place of existing conservatory) - No objection.

2017/0131 – Quarry Banks Farm, Station Ave, Newstead (Application to vary condition 4 of the application number 2001/1479 to allow for 25 horses) - This application had been discussed extensively during the earlier Annual Parish meeting and it was agreed by the Council to object to this application for those reasons outlined earlier that it would be detrimental to the amenity of residents living close to these stables by virtue of the additional traffic this would create.

- 11.2 The Parish Council had been informed by the Planning Authority of the following planning decisions:

2017/0114- 8 Fairfields Drive, Newstead (Retention of fence on the north east section of front of property) – This application has been **refused** on the grounds that as a result of its position, design and loss of open frontage, the fence results in an incongruous feature of the streetscape and has an adverse impact on the character of the area and fails to take the opportunity to improve the character of the area.

2017/0015 – 1 Stable Cottages, Newstead Abbey Park (Replacement Windows) – This application has been **refused** where it is the opinion of the of the Borough Council that by reason of the materials, design and appearance, the development would result in windows that are out of accord with the age and architecture of the building and would substantially harm the character and appearance of the grade 11 listed building.

12. Reports from External Meetings

- 12.1 Newstead Youth Centre Committee - Cllr Bicknell advised that he had now reassumed the post of Treasurer for the Youth Club which would allow Cllr B Andrews to be appointed as the Chair. It was confirmed that the Youth Club had entered into a formal lease to use the church until September. A more proactive stance on Health and Safety issues was now being taken by the Nott's County Council.

13 Cemetery Issues

- 13.1 Parking Post - The Clerk reported that during a funeral held on the 8th March, an accident had occurred when a funeral car had been damaged as a result of the vehicle catching the parking post in the laid down position when turning right onto Hucknall Road. She explained as a result of the initial contact, the post itself had been flicked upwards and lodged itself into the bumper of the car involved which was subsequently torn off as the vehicle left the cemetery. A request had been made from the car's owner that the Council look to remove this post. As the lateness of the hour precluded a fuller discussion on this matter, no decision was made and it was agreed to out this matter back on the agenda for the next Council meeting.
- 13.2 Missing Coping Stone – Cllr Bicknell drew attention to a missing coping stone on the wall of the cemetery which equated to an area on Hucknall Road which was prone to flooding. It was felt regular 'drenching' from the road had caused this stone to become loose and this had possibly fallen behind the existing wall. Clerk to investigate.

14. Items that the Chairman Considers Urgent

Cllr Butler had noted there had been flytipping on derelict land situated between Fraser Street and Newstead Primary school and asked this be included as an agenda item for the next meeting.

15. Date of Next Meeting.

This will be held on Wednesday 3rd May starting at 7.30pm and will be the AGM.

For the next item, the Council resolves to exclude the public and press for discussion of these matters, which involves the disclosure of exempt information as defined in the Local Government Act 1972, schedule 12a, Part one, Para. 1, where this item relates to an individual.

16. Request to Exhume

The Parish Council discussed a request from a local parishioner to exhume the ashes of her parents from the New Cemetery. It was agreed that delegated authority be given to the Clerk to deal with this matter.