

NEWSTEAD PARISH COUNCIL
Minutes of the Parish Council Meeting
held in the Sherwood Room of
Newstead Centre on Wednesday 4 October 2017

1. **Present:** Cllrs: Mrs P Young (Chairman), Mrs D Adams, Mr C Bicknell, Mr P Burnham, Mr R Butler, Mr E Hardy, Miss H Scott (arrived 7.35pm), Ms J Smith and Ward Cllr Mr B Andrews.
2. **Apologies for absence:** Apologies received from County Cllr Mr C Barnfather and Ward Cllr Mr C Powell
3. **Declaration of Personal and Prejudicial Interests**
Cllr Bicknell declared an interest in any matters relating to the Newstead Centre as Trustees of the Charity. Cllrs Bicknell and Smith declared an interest in any matters relating to Newstead Enterprise. Cllr Butler declared an interest in matters relating to 'Land behind Fraser Street'.
4. **Minutes of the Council meeting held on 6 September 2017**
The minutes of the above meeting were approved and signed.
5. **Matters Arising from the Minutes**
 - 5.1 **2017/0131 – Quarry Banks Farm** –The Chairman advised she had spoken with the Abbey Management who advised that comments were sent but arrived after the deadline for consultation.
 - 5.2 **Foundry Terrace/Gedling Homes** – Letter sent to Gedling Homes requesting details of timetable for when works are scheduled to be completed.
 - 5.3 **Land behind Fraser Street** – Despite a reminder being sent nothing further heard from EMH.
 - 5.4 **Litter Bin on Foundry** - The Clerk has tried to get a resolution on this and following a long conversation with Terry Ball at GBC, he has agreed he will arrange a site meeting with Andy Thornley (Head of Collections) to discuss a bin at this location. This meeting is due to take place on the morning of the 5th October.
 - 5.5 **A Frame Gate** - The Clerk held an on-site meeting with Darren Brown of DJB Contracts Ltd on the 21st September, when a discussion was held regarding refurbishing the existing wooden barrier by introducing a metal barrier in-between the same, or putting barriers at the other end of the jitty, where it is narrower. This latter solution works out more expensive where at least two pedestrian barriers would be required as it is usual to have these fitted in tandem to create a dog leg. The most cost effective solution proposed by Darren is to fit one pedestrian barrier within the existing wooden structure, to refurbish same, and also add a support post to one end of the existing wooden railings, where one of the existing wooden posts is wobbling. An estimate has subsequently been received for the work of £645, plus VAT. Following discussion by the Council, it was agreed to accept the quote provided by DJB Contracts Ltd, as Darren has been extremely competitive on work previously carried out for the Council and the standard of his work is good. Clerk to instruct contractor to put the work in hand.
 - 5.6 **Request for yellow lines around green** – As per email sent to Cllrs. Highways were not willing to attend a site meeting on this issue which they have advised is repeated outside every school in Nottinghamshire. They have suggested the Council telephone the Police in the event of obstructive parking.

- 5.7 Station Ave - Discussed with contractor. He had previously strimmed the brambles and these have not re-grown. The clumps that remain are grass/nettles situated under yellow broom bushes, which were left in situ, where the contractor was asked to cut back the brambles only. To strim under these bushes will cost £40. Alternatively, the Clerk suggested that the lengthsman be asked to carry out the work and this was agreed by the Council. .
- 5.8 Disabled Access to Sports Field - The Clerk has arranged for keys to be left with Debbie Widdowson. She has also tried to pinpoint when work is likely to take place to adapt the existing gate to accommodate wheelchair access. The only answer she could get from Gedling BC is that it will be scheduled for sometime over the winter.
- 5.9 Youth Centre Building – This remains closed, where it was understood from Jane Daniels, Coordinator for Newstead Centre, there are still problems with rats in the building and the pest control officer from Gedling is due to attend. Cllr Bicknell confirmed that a risk assessment of the building has been carried out by Notts. CC youth Services. Flagged up in this report was the need to have working fire alarms. It is not certain but work may be needed on the existing wiring in order for the alarms to work and this could be costly. An estimate is now being sought for this cost. The Clerk reminded the Council that it may consider a loan to the Newstead Centre to cover the cost of repair. Also on the same matter, Cllr Scott advised they had approached CISWO in respect of a lease with Notts. CC Youth Services but nothing had been heard. She understood that advice on legal matters can be very slow. Cllr Andrews advised that the Youth Club was running but that kids are remaining outside to play games in the MUGA.
- 5.10 White Lining/ Musters Road Pothole - The Clerk advised she had checked the pothole situation after the meeting. All holes have been filled but there is evidence that one of the repairs is starting to crumble. As this was only very slight, it will need to get worse before it would qualify as a pothole as such. Cllr Bicknell felt sure the school speed warning sign was still not working correctly despite the fact he was aware this had been reported by the parish council many times previously.
- 5.11 Newstead & Annesley Country Park – The Clerk has advised Helen Kearsley Cree via email of paths which are churned up as a result of the wind turbine installation and has yet to receive a response.
- 5.12 Donation Towards Bonfire – The Chairman advised that the Clerk had worked hard to secure donations and up to date some £1350 has been raised towards the whole event, including £250 from Northfield Construction and a further £200 from Cllr Chris Barnfather. Cllr Scott confirmed that she had also made lots of progress with £250 being donated by Annesley and Felley Council towards the event. Posters have been prepared. She has also responded to East Midland Homes who have asked for further information and some funds have been donated through the locality group. Some discussion ensued as whether it was cheaper to source fireworks through local companies but Cllr Scott confirmed that the contractor chosen was the most competitive of all the quotes received. Cllr Burnham asked if there was any news of collecting stuff for the bonfire. Cllr Scott advised that anything put on the fire would need to be untreated.
- 5.13 Christmas Tree - A 25 ft Christmas tree has been ordered at a cost of £425 plus VAT and barriers now ordered.
- 5.14 Planters/Hanging Baskets - The Chairman advised she had not yet had time to plant out the planters but this would happen shortly. It was also intended to plant bulbs for spring.
- 5.15 Newstead Meadow - This has been cut and also chain harrowed.

- 5.16 Extension to New Cemetery – It has been established that churchyards/cemeteries do not fall within the remit of groundwork. Advice has been received that the parish council contact the Diocese of Southwell & Nottingham as they may be able to supply a suitable architect and a message has been left with the Diocese.

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

CLLr Andrews advised he had no specific comments to make

Meeting re-opened

6. Accounts

i) Cheques for Approval

Receipts and Payments

£560.00	Reimbursement of VAT on repairs to Youth Centre roof
£50.00	Refund for cost of repairing unstable grave NB Refunded to Clarkes' Cemetery Services in error.
£1.32	Interest on deposit acct – July
£1.36	Interest on deposit acct – August
£1.36	Interest on deposit acct – September

Cheques for Approval

100466	RBL Poppy Appeal	£50.00	Cost of 2 wreaths plus donation as agreed.
100467	N.A.L.C	£30.00	Data Protection training course for Clerk.
100468	Fabrikat (Nottingham) Ltd	£463.20	Cost of supplying barriers for the Christmas tree
100469	N.A.L.C	£30.00	New CLLr training course
100470	Newstead Centre	£54.60	Room hire costs for September meeting. NB Additional hour charged
100471	Clarke's Cemetery Services	£580.00	Charges under grounds maintenance contract inc. charge for grass around MUGA and verge on Station Road, less a reduction of £50 for overpayment of invoice 17007
100472	Mrs P Young	£15.00	Chairman's allowance (Sept)
100473	Grant Thornton UK LLP	£240.00	Fees for external audit of accounts 2016-17.
100474	Mrs J Johnson	£389.91	Clerk's wages for Sept plus backdated pay, less contribution to pension deficit.
100475	HMRC	£10.80	Income tax due on Clerk's wages 2 nd quarter.
100476	Notts. County Council	£133.22	Pension Contributions for Clerk inc. Deficit payment
100477	Mrs J Johnson	£ 46.39	Clerk's expenses (Sept)
			Postage/Other £29.84
			Tel/Broadband £8.00
			Mobile Calls Nil
			Mileage <u>£8.55</u>
			TOTAL <u>£46.39</u>

The accounts were approved as stated.

ii) **Request for Donation from Newstead PCC towards the Christmas Fayre** – An application had been circulated with the agenda where Newstead PCC had asked for a donation of £150 towards presents/selection boxes for children attending the Christmas fayre. Given that a substantial part of the budget had now been spent and further requests likely to be pending, it was agreed to make a donation of £100 only towards gifts for the children.

iii) **Recommendations from the External Audit** - The Clerk was pleased to advise that in respect of the 2016-17 accounts, the Parish Council had received an unqualified audit.

7. The Lengthsman's Scheme

In addition to work already agreed i.e. to trim the verge on Station Ave, other suggestions included cutting back the hedge near the allotments (adjacent to the children's play area) and painting the railings, once these were accessible.

8 To Agree a Social Media Policy

The draft version of a social media policy discussed at the last Council meeting had been circulated to Cllrs for comment. As no further comments were received in respect of the same and it was agreed to adopt this policy as the Social Media Policy for Newstead Parish Council.

9. To Consider a Request to Nominate Newstead and Annesley Country Park as an Asset of Community Value

A letter had been received from a parishioner asking if the Council would consider registering the park as an AVC, a copy of which had been circulated with the agenda. The Clerk confirmed that the Council could apply to register the park as an AVC. Information obtained by the Clerk on the process of registering an asset, confirmed that any organisation who wished to register an interest in buying the asset are given just six weeks, once the asset is put up for sale, to produce business plans to the borough council on how they expect to raise the funds required to purchase the asset. As the RFO, the Clerk did not believe that the Council had either the funds, or the expertise to take over the park and that any decision to register the Country Park as an AVC should have the backing of the parish. The letter also raised a number of issues over the future of the Country Park, lack of development, and questioned use of the income from the wind turbine. It was proposed by the Chair that a meeting should be held with RCAN to discuss their future plans for the Country Park, where a number of questions remained unanswered. There were also concerns raised with what was happening in terms of the 'Friends of Newstead and Annesley Country Park' as several local residents who had applied to join this group had not heard anything. It was resolved the Chairman and Clerk would meet with the Chief Executive of RCAN before any further decisions are taken. It was also noted that other organisations could register the park as an AVC, in addition to the Council and details of which groups could apply was given to Cllr Smith.

10. Matters concerning Newstead Village

10.1 **Christmas Event** - The Clerk advised that a Christmas party was due to be held at the Newstead Centre on the 16th December. It was not clear when the fayre would be held but this was generally at the weekend. The school would also be holding a disco in the school. It was agreed there may be a possibility of tagging onto this event.

10.2 **Station Hotel** – Cllrs agreed this area continues to look a mess. The Clerk suggested contacting the builders on Fraser Street or Persimmon Homes to see whether they would be interested in developing this land. It was also agreed contact should be made with the brewery to see whether they would tidy up the site. Cllr Smith asked about the responsibility for the verge adjacent the site. There was some uncertainty about who was now responsible for the verge but it was confirmed this was not part of the adopted highway. Cllr Smith to pass details to the Clerk with whom she had previously corresponded at the brewery.

- 10.3 Mosaic on Chapel Street – Cllr Burnham advised the edge at the side of the mosaic requires cutting back. The Clerk felt this was included as part of the contract with Clarke’s Cemetery Services and she would ask him to carry out this work.
- 10.4 Grass bank adjacent Service Road to the Terraces – Cllr Burnham advised this needed cutting back as vegetation had now spilt over the wall.
- 10.5 Light on Station Road – It was reported that a street light in the vicinity of the Station car park was not working.
- 10.6 Faulty Lights - Cllr Burnham reported 3 lamp columns were out of action as trees covered sensors.
- 10.7 Fibre Broadband – Cllr Hardy advised that he had been trying to find out whether Newstead Village was likely to get better fibre broadband through the village, through an initiative by the Notts County Council. He understood that Annesley, Sutton and Kirkby were all part of phase 2 of this programme, but that the fibre broadband had only be installed as far as the new estate in Annesley. He had been trying to find out whether the village was in phase 3 of the BT programme, whereas at present only Virgin offered any kind of superfast broadband in the village, but was quite expensive. He had been liaising with County Cllr Diane Meale and asked whether the Council would chase up a response. It was agreed he would forward the details of his correspondence with Cllr Meale to the Clerk, who would chase up the same.

11 Matters concerning Newstead Abbey Park.

- 11.1 Grit Bin on Vicarage Corner – Cllr Young asked whether highways could be asked to re-site the grit bin wrongly delivered to Chapel Terrace during last winter.

12. Correspondence

- 12.1 Offer of Winter Assistance – The Clerk had approached the Trustees of the Newstead Centre who had confirmed that provided the centre manager was happy with this arrangement, they would store any grit supplied by the Notts. County Council. She has since spoken to the Co-coordinator who is happy to store the grit. Five bags of ‘free’ grit have now been ordered from Highways.
- 12.2 Invite to N.A.L.C AGM – No one wished to attend this meeting.

13. Planning Applications

The Chairman spoke on the former Rewind premises, which were now being converted to a residential dwelling. She explained that as the site fell just inside the Ashfield boundary, the Parish Council were not consulted on this application as there was no legal requirement to do so. For the record however, planning permission for the work had been granted under v/2016/0602 in December 2016, but these plans are still available to view on Ashfield District Council’s website.

Members of the Council were quite happy with the work carried out to date and the progress on the development is being shared on Face book by the owner.

14. Reports from External Meetings

None

15. Matters concerning the Cemetery

None

16. Any Other Business that the Chairman Considers Urgent

None

17 **Date of Next Meeting.**

The next meeting of the Parish Council would be held on 1st November 2017.