

NEWSTEAD PARISH COUNCIL
Minutes of the Parish Council Meeting
held in the Sherwood Room of
Newstead Centre on Wednesday 4 April 2018

1. **Present:** Cllrs: Mrs P Young (Chairman), Mrs D Adams, Mr R Butler, Mr E Hardy and Ms J Smith
Also attending were Ward Cllrs Mr C Powell and Mr B Andrews, plus 3 members of the public.
2. **Apologies for absence:** Apologies received from Cllrs Ms C Harris and Miss Helen Scott and also County Cllr Mr C Barnfather.
3. **Declaration of Personal and Prejudicial Interests**
Cllr Butler declared an interest in any matters relating to the 'Land behind Fraser Street' and Newstead Youth Club as the treasurer of this committee.
4. **Co-option of a new Councillor to represent Newstead Abbey Ward**
Interest had been previously expressed by Sarah Reed in joining the Council to represent the Abbey Ward. The Clerk confirmed that she had met the eligibility for standing as a Councillor. Her co-option onto the Council was agreed and she was invited by the Chairman to take a seat with the other members of the Council. Sarah was then asked to sign her 'declaration of office' in the presence of the Proper Officer of the Council.

It was also noted that with the resignation of Cllr Burnham, a vacancy now existed for a further member to serve the Abbey Ward.

5. **Minutes of the Minutes held on 7 March 2018**
The minutes were approved and signed by the Chairman.
6. **Matters Arising from the Minutes**
 - 6.1 **Update by Niki Pekal** - Cllr Colin Powell had been passed the following report from Niki Pekal, Antisocial Behaviour and Troubled Families Coordinator, Gedling Borough Council and this was read out by the Chairman as follows: -

'During the Month of March, I have had one report of ASB. Report of bin upside down and missing grit bin. Litter being left on street. (9/3) The Police have had 2 incidents of ASB reported. One was by the Post office reporting snowballs (2/3) and the other was a resident (18/3). Police have addressed these reports. 2 calls have been made by the youth club to request assistance. (15/3) and (22/3). Police addressed these reports. There has also been an issue at a residential address which has raised some calls but is being dealt with. Police addressed this matter.

I have liaised with Nic Grundy, Senior interventions worker at Youth Justice. Who has arranged a meeting with Paul Ashby on the 18th April. This meeting will be to put in place to discuss an Out Reach Team to work in Newstead. The Youth Justice Team are also working on a one to one basis with a number of the youths that were given ABC's in January'

Following this report, Cllr Bruce Andrews advised that a young man from Hucknall, who assaulted a 14 year old at the Youth Club, was in court earlier this week and pleaded guilty to this offence. He will be sentenced in

- May for this and another offence and it was hoped that with his arrest matters would now settle down in terms of the antisocial behaviour currently being experienced in the village.
- 6.2 Station Hotel - Demolition has now been completed. Cllr Adams has suggested that the Council write to the brewery to ask if they are now prepared to make the site secure and this was agreed by the Council. Cllr Adams confirmed that the gate had not been left secure and was concerned the area may attract flytipping and other unwelcome visitors. Clerk to contact Sam Smiths.
- 6.3 Old Cemetery - Remaining loppers now ordered and cost included within 'Clerk's expenses'.
- 6.4 Lengthsman's scheme - The new lengthsman had been instructed to cut the verge behind the centre.
- 6.5. Improvements to the Children's Play Park - The Clerk advised that a second estimate had now been obtained at a total cost of £5,283.17 (net of Vat), which included the cost of installation at £1,874. At present the Council had already pledged the sum of £2.5k as match funding towards the LIS bid previously submitted by the Parish Council. In addition she explained that £1,300 had also been credited to the Council's accounts from Debbie Widdowson towards either the new roundabout, or improvements to the skate board park, whereby if this money was not spent by her within the existing financial year, it would be forfeit. The Clerk confirmed that if the Council was successful in its bid to the Notts. County Council for LIS funding, then the funds were now in place to order the new roundabout. If not, then the additional funds from GBC would meet most of the shortfall in the funding required. Either way the funds were available to enable the project to go ahead. Whilst tempting to proceed with the project as soon as possible, she advised that the Council would not learn the outcome of the LIS bid until at least the end of May and as a result she recommended that no decision be made until that time. Cllr Powell asked if any reasons had been given or questions asked to explain why these costs were so much cheaper than the original quote obtained. It was agreed to make discreet enquiries on the credit worthiness of the company concerned and to await the outcome of the LIS bid before proceeding further.
- 6.6 Improvements to Vicarage Corner - Work to commence shortly which has been delayed pending poor weather. It was confirmed that since instructing CAST, Gedling Borough Council has repaired part of the boundary fence along Station Ave, which was included as part of the bid. Instead Mick Leivers has been asked to make good other parts of the fence, particularly the fire damaged section near to the bridge.
- 6.7 School Flashing Lights - Cllr Hardy confirmed these had still not been repaired. However the potholes on Abbey Road/Bryon Street have now been filled.
- 6.8 Public Speaking Section - A litter pick has been arranged for the 18th April which will be held jointly with the Youth Club. The Clerk asked for suggestions of the worst areas in village, as any litter pick needs to concentrate on those areas not usually clean by Gedling's street cleaning. Cllrs noted that at present, the village looked considerably cleaner than it had for some time. The subject of litter was discussed generally and the need to educate the public not to drop litter in the first instance. Cllr Harris felt the school should be asked to join the litter pick, whilst Cllr Butler noted that 'on the spot' fines for dropping litter had increased and could be as much as £150. It was noted that several members of the Council picked up litter whilst walking through the village, in addition to other community minded individuals. It was agreed it may be advantageous for the Parish Council to purchase its own litter pickers for use by the public and agreed that 6 litter pickers be purchased by the Council and retained at the Newstead Centre for use by the public.
- 6.9 Any Other Matter Relating to Finance - The bank has again sent out a further form for completion as the form previously sent was not one applicable to local authorities. This further form has now been completed and signed by the exiting signatories and taken to Nottingham branch of HSBC by Cllr Butler along with his identification. Until this mandate has been agreed, the Clerk was advised that the Council cannot proceed with the steps required to allow electronic banking, which will need to be signed by the signatories.
- 6.10 Skate Board Park - Debbie Widdowson was to make contact with VIA who also may be able to draw up plans for the park. There is no further update as she is currently away for Easter.
- 6.11 Station Ave - Cllr Read questioned the reference to 'over pruned' trees on Station Ave as she felt CAST had done an excellent job of cutting back the trees. The Chairman commented she was also happy with the work undertaken by CAST. It was clarified by Cllr Smith that when this was brought up by herself and Cllr Harris,

- the main criticism was not that the trees had been over pruned but that all the brash from the site had been removed, whereas it was usual in these situations to leave some brash on site as a habitat for the wildlife.
- 6.12 Planning Applications - Cllr Powell confirmed he was not aware of any further updates in respect of hard copies of plans being sent to Parish Councils, but understood that planning has agreed to send these in respect of major planning applications for new residential development, which concerned 10 or more dwellings.

The meeting then closed to allow the public to discuss any matters affecting the parish.

Cllr Butler asked who instigated cutting of the cricket pitch, as it was noted that so far this year, there had been no attempt to carry out any form of maintenance of the sports field and that the cricket season would begin shortly. It was also noted that a roller had been left on site over winter, which possibly belonged to Northfield Construction and it was asked if this could be removed.

Meeting Reopened

7. Accounts

7.1 Receipts and Payments for March 2018

Receipts

£265.00	New interment on 22 March 2018 - Plot 351
£1,300.00	Gedling Borough Council (D Widdowson) - Contribution towards improvements on Children's play park and Skate Park.
£100.00	Fees for a new headstone
£1440.00	New interment on 28 th March 2018 - Plot 398

Cheques for Approval

100521	Clarke's Cemetery Services	£270.00	Charges for re-opening grave re interment on 22 March 2018.
100522	Clarke's Cemetery Services	£300.00	Charge for new double grave re interment on 28 March 2018
100523	Newstead Centre	£45.00	Room hire costs for March meeting.
100524	Mrs P Young	£15.00	Chairman's allowance (March).
100525	Mrs J Johnson	£375.83	Clerk's wages for March <u>NB</u> Includes 2 hours overtime in respect of new burials.
100526	Notts County Council	£124.37	Pension Contributions for Clerk inc. deficit payment.
100527	HMRC	£15.60	Tax and NI due for last quarter
100528	Mrs J Johnson	122.92	Clerk's expenses (includes loppers and gift voucher)
			Postage/Other £106.37
			Tel/Broadband £8.00
			Mobile Calls Nil
			Mileage <u>£8.55</u>
			<u>TOTAL £114.92</u>

The cheques were approved as stated.

7.2 Any Other Matters Relating to Finance

None

8 The Lengthsman's Scheme

The Clerk confirmed she had passed on instructions for cutting the verge behind the Youth Centre, but

it was not known whether this work had been completed. Other work for the lengthman included washing down the play equipment on the small children's play area and also that he continue to strim the grass either side of the jitty between Webb Street and the Youth Centre on the same basis as undertaken in the previous year (i.e. approx 11 cuts throughout growing season including picking up litter from the same). These were agreed.

9 Matters concerning Newstead Village

9.1 Livingstone Street Sign - Cllr Adams reported that the new Livingstone street sign at the junction with Webb Street had been vandalised where that the background around the lettering on the sign had also been painted or coloured black. She asked whether it was possible for this to be removed.

10. Matters concerning Newstead Abbey Park.

10.1 Station Ave - It was noted by the Chairman that two of the worst potholes in the vicinity of Abbeyfield stables had been filled in. Cllr Adams advised she had noticed that with the removal of the speed humps on this road, the average speed travelled by motorists on the avenue had increased. This was confirmed by the Chairman who advised that the humps were removed during the resurfacing works, but the signs warning of the humps had been left in situ where it was hoped that these would continue to encourage motorists to slow down. It was considered somewhat ironic that there were no warning signs adjacent the only remaining hump in the road.

11. Correspondence

11.1 Historic England - The Parish Council had received an invite to comment on a listing in respect of Newstead War Memorial which was to be included for listing as part of Historic England's First World War Commemoration Project. Comments were sought on the proposed wording of the listing but none received. It was noted that the Notts. County Council were also planning a new war memorial, within the existing memorial gardens on Victoria Embankment, and the names of all the fallen in Nottingham/Nottinghamshire will be included on this new monument.

12 Planning Applications

None received.

13. Reports from External Meetings

None

14. Matters concerning the Cemetery

14.1 To Consider a Policy on Artificial Grass - An email had been circulated to Councillors showing details of a grave, which had been laid with artificial grass, along with details of the existing cemetery regulations. Prior to contacting the relatives concerned, the Clerk had asked for the views of the Council in relation to artificial grass, as there appeared to be no official policy on this. Cllrs felt that the artificial grass was not in keeping with a cemetery in the middle of a woodland setting and that this should be removed before it established a precedent for other grave owners to follow. The cost of re-turfing the grave was given as £25. As it was recognised that the fitting of the artificial grass by the relatives was a sincere attempt to improve the grave in question and any instruction to remove the grass would be upsetting, it was agreed by the Council that it would meet the cost of re-turfing the grave as a gesture of goodwill. In addition to this, whilst it was felt that the existing cemetery regulations were fairly clear in that it emphasised under para. 7.16 '*that all new graves were lawn type and as such will be mown by powered vehicle on a regular basis*', nevertheless in order to make the policy absolutely clear, it was agreed to add the following sentence at the end of 7.16 which was '*Artificial grass will not be permitted*'. The Chairman then confirmed that the Clerk should be asked to obtain a quote for a new notice board in keeping with those notice boards already in situ in the village, where any notices were displayed behind a locked glass doors. She advised this would then allow copies of the revised regs to be displayed in the cemetery, as the current notice board did not allow for notices to be pinned easily to this and any notices currently displayed were also open to the elements.

- 14.2 Unstable Graves - The Clerk advised that in reviewing the situation regarding graves, which had previously failed the topple test, only one grave now remained unstable. Letters sent to relatives had not been answered previously, but more recently, the Clerk had noted an alternative address on the records, to which several letters had now been sent, also with no response. She advised that the Council could either meet the cost of re-bonding the headstone to the grave at a cost of £50, or arrange to have the headstone laid down flat. The Council opted that Anthony Clarke be asked to lay down the headstone. Clerk to action.
15. Any Other Business that the Chairman Considers Urgent
None
16. Date of Next Meeting.
The next meeting of the Parish Council will be the Annual General Parish meeting on the 2 May 2018 starting at 7.30pm