

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

1. **Present:** Cllrs: Mrs P Young (Chairman), Mrs D Adams, Mr E Hardy, Miss H Scott and Ms J Smith. Also attending were Ward Cllr Mr B Andrews, County Councillor Mr C Barnfather, Emma Astill, Youth Worker and several members of the Youth Club, plus 3 parishioners.
2. **Apologies for absence:** Apologies received from Cllrs Ms C Harris, Mr R Butler and Ms S Read. Also Ward Cllr Mr C Powell.
3. **Declaration of Personal and Prejudicial Interests**
Cllr Scott declared an interest in any matters relating to the Newstead Centre as a Trustee of the Charity, and also in any matters relating to Newstead Enterprise as a Director of this company.
4. **Minutes of the Parish Council meeting held on 6 June 2018**
Subject to the following correction - that under 6.12 (Pg 3, second line) wording to read 'unusable' instead of 'usable' - the minutes were approved and signed by the Chairman.
5. **Matters Arising from the Minutes**
 - 5.1 **Address by the Beekeeper** - E-mail contact details for the beekeeper have been passed to interested parties.
 - 5.2 **Co-option of Councillor on Abbey Ward** - No further developments.
 - 5.3 **Improvements to Children's Play Area** - Roundabout now installed. The Clerk explained there were some concerns over the unevenness of the grasscrete installed under roundabout and a site meeting had been arranged between Kompan, Cllr Mrs Young, and the Clerk for the following morning. It was noted that the roundabout was already being well used by children. Cllr Hardy advised that he had stopped four children between the ages of 4 and 9 trying to wreck the park by throwing stones at the equipment. During the early hours of the following morning, stones had been thrown at his home resulting in a cracked door pane. Cllrs thanked Cllr Hardy for his attempts to stop the play equipment being damaged.
 - 5.4 **Improvements to Vicarage Corner** - A license for the work has been sent to the Council by Gedling Borough Council, which has been signed by the Clerk and returned. The Clerk updated the Council following a discussion with Ash at CAST.
 - 5.5 **Any Other Matters Relating to Finance/ Electronic Banking** - First payments made successfully. The Clerk explained that in terms of audit trail, the HSBC system allows paper copies of individual payments made to be printed off which have been attached to each payment. In terms of safeguarding procedures, the Council appears to be making some progress in that she had now been able to speak to a member of the safeguarding team. Details of emails between PC and bank have been sent to Cllrs.
 - 5.6 **Notice Board for Cemetery** - This has been ordered. An estimate for £200 has been received from Anthony Clarke to install the notice board in the cemetery and remove the existing and this cost was approved by the Council.
 - 5.7 **To Consider Request for Raffle Prize** - Clerk confirmed she had purchased a £25 Argos gift voucher and delivered this Debbie Widdowson in time for the raffle with this cost to be included as part of the Clerk's expenses.
 - 5.8 **Accounts** - The Annual Return plus associated documentation has been sent to the external Auditors as part of the external audit of the Council's accounts.
 - 5.9 **School Lights** - Long email sent to Laura Trusler at VIA reporting this matter yet again.

- 6.0 Cemetery Matters - Site meeting held with potential purchaser and brother at cemetery when the Clerk was advised that all plots to be pre purchased will be for the same extended family that all live within Newstead Abbey Park. The Council has yet to receive anything in writing but it was made clear during the site meeting that 'residents' rates only apply to those members of the family that are residents of the parish.
- Previous Matters Arising
- 6.1 Grit Bin on Vicarage Corner - A verbal quote of £100 has been provided by DJB Contracts Ltd to lay slabs in preparation for a grit bin. This work has now been authorised.
- 6.2 Replace Sign re Newstead Cemetery Car Park - Following vandalism over last winter a quote has now been agreed of £50 to replace car park sign which was torn from the post.
- 6.3 Covert CCTV on Vicarage Corner - A positive response has been received from Gedling Borough Council to a request to site covert CCTV.

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

Emma Astill asked whether any progress had been made in relation to the fire damage sustained on the skate board park. The Clerk advised that nothing further had been heard from Gedling Borough Council on this matter however in an effort to speed up things she had asked a contractor used by the Parish Council to provide a quote for the repair which she had passed on to Gedling Borough Council. The quote was for £1,100. It was questioned whether a letter from the Youth Club written to Melvin Cryer at Gedling Borough Council would help persuade GBC to undertake the work and that the Youth Club Committee would be prepared to contribute £100 from their budget towards the cost of repair. It was also suggested that an offer of matched funding from the Parish Council may also sway any decision to proceed with the repairs and this was agreed, although no specific amount towards the cost was agreed.

Cllr Andrews confirmed he had taken part in the litter pick arranged by Mark Spencer's office, which was also attended by a few residents plus members of the Youth Club. This included the area around the shops and the skate board park.

Other issues raised by Emma was that during the hot weather, children had been seen swimming in the lagoons on the Country Park and that the Youth leaders are doing best to alert the children to the dangers of wild swimming. She had also asked the school to raise this.

A resident of Stonehouse Terrace asked for contact details for the Police following an incident last Friday evening, where someone had deliberately set fire to a vehicle at the adjacent property, and which had subsequently spread to her back yard causing damage to several fence panels. Two police officers had attended the scene at the time and it was understood that door to door enquiries were to be made in respect of the incident. She understood leaflets were left at about half a dozen homes on the terrace, but no one from the Police had contacted her in relation to the incident and she felt the incident had not been investigated properly. There were also concerns expressed that the materials used by Gedling Homes to upgrade the yards, made them highly flammable plus she was still waiting to hear from Gedling Homes when the repairs to her property would be carried out. The resident's details were taken by Cllr Barnfather who advised he would chase up the same.

TM reminded the Council of the requirement in law to publish draft minutes within 4 weeks of the meeting. The Clerk explained that the present delay in updating the village website was that it was maintained by a third party, who was away at present. The possibility of having another individual, who could also add the minutes onto the web site, was discussed with Cllr Smith volunteering to update the website, if the minutes could be sent to her electronically.

Other issues mentioned by TM was lack of progress on disabled access by Gedling Borough Council to the sports field, where it was agreed the Parish Council would chase the same and responsibility for the maintenance of the area adjacent to Foundry Terrace behind the Heras fencing. It was agreed that a site meeting would be sought between Terry Ball of Gedling BC, the Parish Council and TM and tentative dates for the meeting were agreed for the third week in August.

Meeting Reopened

6. Accounts

i) Receipts and Payments for June 2018

The Clerk advised that initial BACs payments had all been sent successfully. It was noted that details of each BAC's payment made could be printed off and a paper copy of that transaction attached to the relevant invoice. The following was noted.

Receipts

£1470.00	Geo Hansons - New interment on the 28 th June
£555.00	Graham Ward Funeral Service - New interment on the 6 th July

Cheques for Approval

100543	Mrs P Young	£20.00	Chairman's allowance (June).
100544	J A Rhodes	£90.00	Strimming brambles on Station Ave
100545	Kompan Ltd	£6,339. 80	New roundabout for children's play park

BACS Payments for Approval - June 2018

0007	Newstead Centre	£45.00	Room hire costs for June May meeting.
0008	J A Sedgwick	£150.00	Watering of planters/hanging baskets from 1 st June
0009	Clarke's Cemetery Services	£655.00	Maintenance of green areas and cemetery
0010	Clarke's Cemetery Services	£570.00	Charges for new double grave and reopening of existing plot for new interments on 28 th June and 6 th July.
0011	Mrs J Johnson	£377.48	Clerk's wages for June (includes 2 hours overtime)
0012	Notts County Council	£125.12	Pension Contributions for Clerk inc. Deficit payment.
0013	Mrs J Johnson	£55.08	Clerk's expenses (includes Argos voucher as raffle prize)
			Postage/Other £34.03
			Tel/Broadband £8.00
			Mobile Calls Nil
			Mileage <u>£13.05</u>
			TOTAL <u>£55.08</u>

The Clerk explained that in regards to the cheque from Kompan Ltd this would be held until such time as the Chairman and herself were happy that problems outlined earlier with the grasscrete had been resolved to their satisfaction.

With this noted all payments were approved by the Council.

ii) Donation Request from Newstead PCC towards Summer Fayre - Details of an application from the Friends of St Mary's Church had been circulated with the agenda. It was noted that the grant from the Council had been requested specifically towards the cost of hiring a bouncy castle and ice cream for the children at a total cost of £130. In referring to recent publicity on the dangers of bouncy castles (a young girl had been

tragically killed when one was blown away by wind), the question was raised as to whether these were entirely safe. Cllr Scott also questioned the wisdom of paying for unhealthy foodstuffs for children. It was subsequently agreed by the Council to make a donation of £100 towards the cost of the event as opposed to paying towards something specific.

7. The Lengthsman's Scheme

Hucknall Road - Cllr Smith asked whether it was possible to cut back some of the trees which were obscuring lighting columns between Newstead Village and Annesley village as she felt lack of 'visible' lighting may encourage motorists to speed. Cllr Barnfather believed this could be a job for the lengthsman.

8. Matters concerning Newstead Village

- 8.1 Tour of Britain Cycle Race - Notification had been received that the Tour of Britain cycle race would again be coming through the village this time on the penultimate day of the tour which will take place on Saturday 8th September. Cllr Barnfather advised the meeting that it was not usual for the tour to repeat the same route twice; however during the last tour Nottinghamshire had yielded some of the highest number of spectators and organisers wished to repeat this success. As with last year, the Clerk asked the Council whether it would agree to the purchase of flags/bunting for the occasion and the sum of £150 was agreed. The Clerk also advised she may need some help on the day to put up the bunting, etc. It was agreed to send a reminder to Cllrs nearer the time.
- 8.2 Weeds in Village and along Hucknall Road - A complaint had been received from a resident regarding the number of weeds in the pavements and along Hucknall Road. As a result she had written to Ashfield District Council asking for the pavement along Hucknall Road from the village to the A611 be weedkilled. It was agreed that residents should be encouraged to remove weeds directly outside their homes.
- 8.3 Skate Board Park - No further progress on this matter as Debbie Widdowson was still waiting to hear from VIA.
- 8.4 Damage to Railings on Foundry Terrace - The Clerk advised she had been contacted by one of the residents on Foundry Terrace who had reported that several small posts plus railing around the small green in front of Foundry Terrace had been knocked down by a lorry attempting to turn around. This had been reported to Gedling BC, who was responsible for the maintenance of this area. As yet no action had been taken by Gedling BC on this matter. The Clerk had obtained an estimate for these repairs at £300 plus VAT and asked whether the Parish Council was prepared to fund these repairs direct. As this was still early days, the Council agreed that for the moment no further actions should be taken, but if Gedling BC were not able to undertake the work required, the Clerk was asked to bring this matter back to the Council.
- 8.5 Newstead and Annesley Country Park - It was reported that following the recent hot weather, young children had been seen swimming in the lagoons on the Country Park. It was agreed to report the matter to RCAN and to also contact the local school to ask the Head teacher to warn the children prior to the long summer break about the dangers of wild swimming.
- 8.6 Hucknall Road - It was noted that branches were also overhanging the playground warning sign on the entry to the village if travelling from Annesley. It was agreed to ask the lengthsman to cut these back.
- 8.7 Fun Fair - It was noted that a Fun Fair will be held on Newstead Sports ground later in the year and will be part of the fun day on the 14th July 2018.

9. Matters concerning Newstead Abbey Park.

None

10 Correspondence

- 10.1 Historic England - It was noted that the war memorial in Newstead had been awarded grade 2 listed building status. The Clerk advised that included within the entry for the listing was reference to the refurbishment of the war memorial by the Parish Council in 2016.

11 Planning Applications

The following application had been circulated to Cllrs prior to the council meeting following concerns expressed by a local resident that this application would lead to more traffic in the village.

2018/0363 - Site of former industrial Unit at Cross Road, Annesley Cutting, Annesley, Notts (Construction of new B1 light industrial unit) - It was noted that some 13 car parking spaces would be made available on site as part of the new units to be built. As this proposal was for outline planning permission only, specific details relating to amount of cars/deliveries expected to the site was not yet know with these details to follow as and when businesses moved into premises. Cllr Scott welcomed the use of this brownfield site for employment uses. Given there had been significant house building on the former colliery site, it was felt the amount of additional traffic generated as a result of this particular application would be minimal and it was agreed not to object to the above proposal.

12. Reports from External Meetings

- 12.1 Newstead Locality Meetings - The minutes from the June meeting of the Locality Group had been circulated to Cllrs and was attended by Cllr Hardy. No further comments received.
- 12.2 Newstead Centre Trustee Meetings - Cllr Scott advised the Council that the Charity was actively seeking new trustees to join the centre. There are currently four trustees but as yet the Charity does not have a full skill set in terms of the trustees and they hope to attract persons with skills in governance, business skills, etc. Cllr Scott has made enquiries with various organisations in an attempt to find new trustees volunteers including Notts CVS, Notts County Council, parish councils, and Notts Business Centre. Anyone interested in standing as a Trustee should contact Jane Daniels, Co-ordinator for the Newstead Centre. The Trustees are also intending to hold a public meeting on the 9th July starting at 6.30pm. In terms of other news, Cllr Scott also advised the trustees have put out an expression of interest for a new caretaker to replace the existing caretaker who is leaving shortly. The hours to be worked will be 16 hours each week, based on minimum wage and whoever applies for the job should be local, as the job involves frequent trips to the centre to unlock for hirers. It was also understood that RCAN may shortly be relocating their offices from Newstead Centre to Arnot Hill House in Arnold, although no official notification has been received as yet.

13. Matters concerning the Cemetery

None except as reported earlier.

14. Any Other Business that the Chairman Considers Urgent

None

15. Date of Next Meeting.

The next meeting of the Parish Council will be on Wednesday 5th September 2018 starting at 7.30pm

For the next item, the Council resolved to exclude the public and press for discussion of these matters, which involves the disclosure of exempt information as defined by the Local Government Act 1972, schedule 12a, Part one, Para 4 where this item relates to an employee.

The Clerk declared an interest in the next item and left the meeting during discussion of this item.

16. Clerk's Pay Review

Councillors agreed to a 2% pay increase in the hourly rate paid to the Clerk with effect from the 1st July 2018. On return to the meeting following discussion of this item, the Clerk was informed by the Chairman of the increase agreed.