

**NEWSTEAD PARISH COUNCIL**  
**Minutes of the Parish Council Meeting**  
**held in the Sherwood Room of**  
**Newstead Centre on Wednesday 7 March 2018**

1. **Present:** Cllrs: Mrs D Adams (Acting Chairman), Mr P Burnham, Mr R Butler, Mr E Hardy, and Ms J Smith  
Also attending were Ward Cllrs Mr C Powell and Mr B Andrews, County Cllr C Barnfather, Emma Astill and Paul Ashby, Youth Workers, Notts County Council, plus 8 members of the public.
2. **Apologies for absence:** Apologies received from Cllrs Mrs Pamela Young and Miss Helen Scott.
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 Ward**  
Interest had been previously expressed by Chelsea Harris in joining the Council to represent Newstead 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. Ms Harris was then asked to sign her 'declaration of office' in the presence of the Proper Officer of the Council.

It was also confirmed by the Clerk that interest had been shown in the remaining vacant council seat.

5. **Update by Emma Astill (Youth Worker, Notts County Council)**  
Emma Astill advised that she had been asked to update the Parish Council on matters relating to the antisocial behaviour currently being experienced in the village. Due to concerns raised by parents and young people, she advised that the Youth Club have amended their usual timetable of activities to allow them to work with all young people in a safe environment. In the case of the young people that are committing antisocial behaviour and whose behaviour has not improved, access to the Youth Club will only be allowed from 7pm to 8.30pm each day. Papers were then distributed to Cllrs, which specified the Youth Centre's activities during each week. She advised that once inside the Youth Centre, there were no issues regarding behaviour. However a number of persons, who had been excluding from attending the Youth Centre until 7pm, had taken this decision badly and the behaviour outside the Youth Centre has been poor. She explained that the Youth Club do not want to disengage themselves from the young people involved in the antisocial behaviour, as they hoped in time to work with them, but equally they also wished to send a message to the persons concerned that engaging in antisocial behaviour also has repercussions. What they have told the individuals involved, is that if their behaviour improves, they will be allowed back into the Youth Centre at the usual time. At present there are still some incidents of antisocial behaviour being experienced and if anyone has any ideas how to combat this, to get in touch with either Emma or Paul Ashby at the Youth Centre.

Paul then spoke of the re-launch of the Youth Club on the 3<sup>rd</sup> May when invites will be extended to people in the village. He confirmed that the Youth Workers had been approached by the Police and Niki Pekal, Antisocial Behaviour Co-coordinator for Gedling Borough Council, who had asked the Youth Club to work with these children. Cllr Barnfather advised he had met with the Chief Executive at Gedling Borough Council to agree a coordinated approach to dealing with the anti social behaviour issues. As previously advised, a number of Acceptable Behaviour Contracts had been issued, which currently only one parent has refused to sign. The village is continuing to have additional visits by the Local Beat Team and Neighbourhood Wardens and Niki

Pekal is still actively monitoring the situation. Emma again stressed the need to engage with the young people causing the antisocial behaviour and confirmed that earlier in the evening, one of the children concerned attended the drama session and had done well. Cllr Butler felt it was important for these children not to feel abandoned. Cllr Smith understood that some of the children like fishing and this could be used as inducement to good behaviour. Emma confirmed there were signs the children were responding to praise and one boy had already been taken off report. For those children who continue to exhibit poor behaviour, she will still exclude them from the Youth Centre on a night to night basis. Cllr Adams felt it was good that children were feeling the consequences of their actions and also praised the coordinated approach from the various authorities. Discussions then turned to the need to raise aspirations of the children attending the centre and also on Post 16 provision.

The Chairman then thanked Emma and Paul for attending the meeting.

## **6 Minutes of the Minutes held on 7 February 2018**

Subject to the following corrections - on Page 2 under 'other items raised by residents' - to read 'intimidating' and not 'intimating', the minutes were approved and signed by the Chairman.

### **Minutes of the Precept Meeting - 24<sup>th</sup> January 2018**

The minutes were approved and signed by the Chairman.

## **7. Matters Arising from the Minutes**

- 7.1 Update by Niki Pekal - The Council has received no further update from Niki Pekal other than information passed on by Emma earlier in the meeting.
- 7.2 Gedling Homes - No further communications received. It was anticipated by Cllr Burnham that nothing further would be heard until after the start of the next financial year.
- 7.3 Station Hotel - Demolition has now started of this building. Further flytipping has occurred in the vicinity of the Station Hotel. Photographs had been taken of the truck concerned and it was agreed to pass these to the Clerk, who would pass them onto the Neighbourhood Wardens.
- 7.4 Old Cemetery - Probation Trust has now finished the work at the Old Cemetery. Loppers have now been ordered as 'payment in lieu'. Only three have been ordered at present as the suppliers are currently out of stock.
- 7.5 The Lengthsman's Scheme - A new appointment has now been made.
- 7.6 Improvements to the Children's Play Park - Following a meeting with Eibe playgrounds, various estimates have been received from them for installation which range from £3k to £6K (depending on safety surface required), making the total cost including roundabout of between £7.8K to £11.5k. Having discussed this with Debbie Widdowson, the Clerk felt that the cost of installation was unreasonable and that it was agreed to look at alternative companies offering similar products. The Clerk has a site meeting on Monday 12<sup>th</sup> March with a representative from Komplan Playgrounds, who can supply a similar product and initial discussions with them suggest the above figures especially the installation costs could be halved. Cllr Barnfather suggested that the Clerk approach the Clerk at Ravenshead Parish Council for advice as they had recently refurbished a playground.
- 7.7 Improvements to Vicarage Corner - Following the decision to carry out this work, a letter was sent to Gedling Borough Council requesting permission for the work to proceed as soon as possible. This permission has now been granted and Gedling BC has also confirmed it will continue to treat the knotweed. Instructions subsequently given to CAST to undertake the work and a programme of works is now awaited
- 7.8 Newstead Wildlife Meadow - Estimate not yet obtained.
- 7.9 School Flashing lights - These have been reported again and acknowledgement received that repairs will be carried out in next 10 days. Cllr Hardy confirmed the lights were still faulty.
- 7.10 Musters Road Potholes - Via has advised these now meet the criteria for repair and the work to be put in hand shortly. It was confirmed by Cllr Smith that these potholes have now been repaired and also that a

number of holes on Abbey Road/Byron Street were highlighted in yellow, which she hoped meant that action to repair these was imminent.

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

An unnamed resident said she had cause to complain about a member of the Parish Council. The Chairman advised that any complaint against a member of the Council would need to be put in writing and sent to the Clerk; thereafter the Council would investigate the cause of complaint and discuss any response in camera. The Clerk passed on details of her contact details. This was taken by the resident concerned.

The subject of litter in the parish was also raised and the need to organise a community litter pick was discussed. It was agreed by Cllrs this would be a good idea with the Youth Workers advising this would be a good for the kids from the Youth Centre to attend in order to enhance the reputation of young persons in the village. A date for this event was discussed, where it was felt this could take place one evening after the clocks have gone forward. After discounting the Easter holidays, the best week to organise a litter pick was agreed as the week beginning Monday 16<sup>th</sup> April, with a starting time of 6pm. In addition to the Youth Centre children and staff and members of the Council, it was also suggested that the Neighbourhood Wardens be asked to attend. The Parish Council will need to arrange for disposal of the rubbish collected and it was agreed to ask Debbie Widdowson to supply the litter sticks, suitable protective clothing and black bags to collect the rubbish collected as before.

*Meeting Reopened*

**8. Accounts**

**8.1 Cheques for Approval**

**Receipts**

None

**Cheques for Approval**

DD	HSBC	£10.00	Charges for stopping cheque No 100484.
100515	Clarke's Cemetery Services	£630.00	Replacement cheque to cover invoice no 17182. <u>NB</u> Original cheque sent out last November but not received.
100516	Newstead Centre	£45.00	Room hire costs for February meeting.
100517	Mrs P Young	£15.00	Chairman's allowance (February).
100518	Mrs J Johnson	£361.07	Clerk's wages for February
100519	Notts County Council	£124.37	Pension Contributions for Clerk inc. Deficit payment.
100520	Mrs J Johnson	£70.70	Clerk's expenses (February) <u>NB</u> includes 3 loppers purchased from Amazon*
			Postage/Other      £56.85
			Tel/Broadband      £8.00
			Mobile Calls      Nil
			Mileage <u>£5.85</u>
			TOTAL <u>£70.70</u>

These payments were approved as stated

- 8.2 **To Update the Risk Assessment** - A copy of the recommended changes to the risk assessment had been circulated with the agenda. It was agreed to seek the cost of adding the war memorial to the Council's insurance policy based on a Sum Insured of £5k. Cllrs agreed to accept the proposed changes to the risk register (highlighted in red).

8.3 **To Appoint a New Internal Auditor** - It was recommended by the Clerk that Barrie Woodcock, former financial advisor to the Society of Local Council Clerks, be again instructed to carry out the internal audit of the council's accounts for 2017/2018. The cost of the audit is based on a rate of £35.65 per hour and last year cost the Parish Council approx £125. It was agreed by Council to appoint Mr Woodcock to undertake the internal audit of the Council's accounts for 2017/2018.

8.4 **Any Other Matters Relating to Finance** - The Clerk confirmed that Cllr Butler had still not been added as signatory to the account. Another form had been completed to allow electronic checks to be carried out on Cllr Butler which had since been returned to the bank and a response was now waited. Cllr Adams asked what the progress had been in terms of electronic payments, where it was also noted that the Notts County Council had said they would no longer accept cheque payments in respect of the pension contributions for the Clerk. The Clerk advised there was some reluctance on her part to undertake electronic payments, where it was felt it would be easier to make errors on the accounts and far more difficult to retrieve any payments made in error. It was noted that internet banking would eliminate the requirement to change signatories on the accounts and it was agreed the Clerk would contact the bank to arrange for internet banking.

## 9 **The Lengthsman's Scheme**

During the absence of the Youth Club from the Youth Centre, the grass verge to the rear of the Youth Centre had become overgrown and the Youth Workers asked the Parish Council whether it would cut this piece of grass in future. A suggestion was made by the Clerk that the new lengthsman be asked to trim this area as instructions for this work could be given immediately and this was agreed.

## 10 **Matters concerning Newstead Village**

10.1 **Skate Board Park** - The Clerk reported that correspondence had been received from Debbie Widdowson which stated that for Groundwork to draw up the proposals for improvements to the skate park and to cost out the same would be in the region of £2.5k, and that another quote was to be obtained for the cost of drawing up the plan. Unfortunately this had meant that it was not possible to submit a claim through WREN in the current funding round (ends 31.3.2018) and the deadline for the next round would be the end of June. Cllrs felt the quote provided by Groundwork appeared excessive. .

10.2 **Foundry Terrace**- Cllr Harris advised of concern which had been raised by residents on Foundry Terrace, where it was noted that drugs were being sold on a regular basis and that it is happening in front of kids. It was suggested that the resident concerned makes contact with Sarah Anderson, Neighbourhood Warden to outline these concerns or alternatively rings Crimestoppers, where reports of criminal activity can be made anonymously.

10.3 **Flytipping** - A number of black bags had been flytipped at the top of terraces adjacent the metal railings to the factories behind. Clerk to report.

10.4 **Vandalism** - Cllr Burnham reported that the grit bin at the top of the terrace had been kicked around and had now disappeared completely. It was also noted that a litter bin had been wrenched from its base near the MUGA and was now lying close to the Youth Centre. The Clerk also advised that the notice board in the cemetery had been damaged, where someone had snapped off the top part of the wooden notice board. Whilst this could still be used, it was no longer fit for purpose being open to the elements and had gone rotten in parts. A quote for a new notice board is likely to be in the region of £600.

## 11. **Matters concerning Newstead Abbey Park.**

11.1 **Station Ave** - It was felt by some Councillors that the trees lining Station Ave on the approach to the Abbey had been over pruned.

## 12. **Correspondence**

CPRE - Best Kept Village Competition - This had been emailed to Cllrs between meetings where it was agreed that due to the current antisocial behaviour problems, it was not prudent to enter the competition this year.

13. **Planning Applications**

None received.

The Clerk advised that she had notified through other Clerks in Gedling that a decision had been taken by Gedling Borough Council not to send out hard copies of plans to parish councils in future. Cllr Barnfather confirmed that the decision had been taken internally by the Planning Department but this had not been approved by the members. He agreed this decision was wrong. Feedback from other parish clerks had mostly supported the need to receive paper copies, as most Clerks simply did not have access to photocopiers able to re-produce plans of any size. The Clerk understood this was an issue to be discussed at the next parish clerks meeting, to which she had sent her own views. This was that whilst some plans could be identified online, not all plans were clear. Initial notification of planning applications could be sent to Clerks electronically, but if the Parish Council felt a hard copy of the plans are required, Gedling BC should supply these. Unfortunately, due to adverse weather conditions, the Clerk's meeting did not go ahead and is to be rescheduled for another date. Meanwhile Cllrs supported the need to be sent paper copies of the plans, if requested. Cllr Barnfather will also be discussing the matter with Gedling BC and further information will follow.

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 will be the Annual Parish meeting starting at 7.00pm on the 4 April 2018, followed by the April Council meeting.