

**Minutes of the Parish Council Meeting held on Tuesday 12<sup>th</sup> January 2016 at 7pm  
The Village Hall, Lingwood Lane, Woodborough, Nottingham**

PRESENT: Cllr Andrew Gough (Chairman), Cllr Paul Berrisford, Cllr Margaret Briggs, Cllr John Charles-Jones, Cllr Patrick Smith, Cllr Colin Starke, Cllr Jane Stone, Cllr Jan Turton, Cllr Charles Wardle, Cllr Pat Woodfield.

IN ATTENDANCE: Cllr Boyd Elliott (NCC, part), Cllr Helen Greensmith (GBC, part) Averil Marczak (Clerk)

**2677. APOLOGIES FOR ABSENCE AND ACCEPTANCE**

Apologies were received and accepted from Cllr John Boot.

**2678. DECLARATIONS OF INTEREST**

Non pecuniary interests – Cllr Berrisford: allotments; Cllr Smith: Woodborough Action Group; Cllr Turton: Woodborough Action Group, Cancer Research, Woodborough in Bloom; Cllr Wardle: WCA; Cllr Woodfield: Tennis Club.

**2679. CO-OPTION TO VACANCY**

It was resolved to co-opt Jane Stone to the vacancy. Cllr Stone joined the meeting having signed a declaration of acceptance of office.

**2680. MINUTES OF THE PARISH COUNCIL**

The minutes of the meeting held on December 14<sup>th</sup> were approved.

**2681. MATTERS ARISING**

The chair of the Tennis Club had notified the Clerk that preschool's use of bikes on the courts would be discussed at January's committee meeting. 3 regular users of the hall had accepted the invitation to join the training on CPR and defibrillators. It was agreed that the Clerk should contact the 2 pubs to see if they could send representatives to fill the remaining spaces.

**2682. CHAIRMAN'S REPORT**

The chairman reported that he had received several phone calls about the new 20 mph signs installed by NCC. There was agreement that the 20 mph sign at Smalls Croft had been located too close to the Best Kept Village sign, and it was agreed to consider options to remedy this at February's meeting. The chair of the Tennis Club had received a request from a booker of the hall to suspend use of the courts during his booking in July, in return for a donation. It was agreed that the Tennis Club could respond as they saw fit.

**2683. COUNTY REPORT**

Cllr Elliott reported that the roads had been gritted on 11<sup>th</sup> January. He asked the Clerk to publicise a County and District Council surgery to be held on 18<sup>th</sup> February from 6-7.30pm, at 99 Main Street, Calverton. Cllr Elliott agreed to raise the following issues with NCC: relocation of blue grit bin on Roe Hill to cemetery; resurfacing of Main Street from Park Avenue to 4 Bells; encroachment of undergrowth on pavement by Taylors' field; overgrowth of resident's hedge on Shelt Hill, blocking the pavement.

#### **2684. DISTRICT REPORT**

Cllr Greensmith reported that GBC had cleared the leaves as requested at November's meeting. Cllr Berrisford asked if action could be taken to trim the trees at Smalls Croft. The Chairman requested that GBC empty the bin at the cemetery at least monthly. Cllr Greensmith invited members of WPC to apply for a small pot of money from her fund for her Dumbles constituency.

#### **2685. NEW COMMUNITY BUILDING/SCOUT HUT**

The project team had requested an opportunity to discuss next steps at February's meeting. It was agreed that the Clerk should request a quote for VAT advice pertaining to the redevelopment of the pavilion from Elysian Associates.

#### **2686. FLOOD SCHEME**

Louise Lewin, EA Project Manager, had confirmed that a decision regarding the funding of the scheme through the Local Levy would be made on January 27<sup>th</sup>.

#### **2687. BUDGET, PRECEPT AND FEES FOR 2016/17**

The Clerk presented a draft budget proposal. It was known that non-domestic rates on the Village Hall would resume in 2016/17, and it was likely that WPC would be presented with a bill for non-domestic rates on the cemetery, backdated to April 2010. Commitments already in place (including £30,000 earmarked for new play equipment) would reduce reserves to £50,000. There was a lengthy discussion regarding reserves and consensus that £50,000 was an appropriate level, giving WPC a buffer to meet unexpected bills. It was provisionally agreed that the precept should be raised by £12,500 on a one-off basis (above the RPI increase applied as a matter of policy) to enable the following projects to take place in 2016/17: Village Hall – children's toilets refurbishment, new cutlery and crockery, sound limiter (floor coverings delayed until 2017/18); new planters (up to £1500); village plan consultancy. It was agreed that the finalised precept should be an agenda item for February's meeting.

It was agreed to raise fees charged by WPC as follows, effective April 1<sup>st</sup> 2016:

Woodborough cemetery fees: single grave – resident £350, non-resident £800; interment – resident £350, non-resident £800; burial of ashes – resident £50, non-resident £175; erect headstone – resident £75, non-resident £200.

Village Hall: standard hire per hour – resident £10, non-resident £17.50; committee room per hour – resident £8, non-resident £10; Saturday party rate – £200.

Hire of tennis courts to Woodborough Tennis Club: £300.

Allotment fees for 2017/18: £30 for full plot.

#### **2688. APPOINTMENT OF INTERNAL AUDITOR**

It was agreed to ask Andy Hodges to act as WPC's internal auditor for a fee of £160.

#### **2689. NEW PLAY EQUIPMENT**

Cllr Starke reported that the GREAT team had been augmented by the arrival of 3 new members with very valuable skills. An application to NCC's Supporting Local Communities fund had been made, and would be followed by applications to WREN and Veolia. It was likely that some landscaping and drainage works would be needed on the Governors' Field when new equipment

was installed. Some preliminary discussions regarding the length of the lease had been held with the trustees.

#### **2690. PLANNING**

There was no objection to PC 939, GBC 2015/1052, an application for a small extension to the rear at 142 Main Street (although it was agreed to note that the application lacked appropriate detail), nor to PC 940, GBC 2015/1379 TPO, an application for tree works in St Swithun's church yard. Details of a decision date for proposed development at Springwater Golf Club (handled by NCC's planning committee) had been received and it was agreed to contact the department and advise them that WPC had not been included on earlier circulations.

Cllr Smith raised concerns regarding GBC's handling of GBC 2015/0307TPO, work to 2 yew trees at 91 Main Street. He reported that documents online showed that GBC had decided to go against advice from NCC's Forestry Officer suggesting that the trees were worthy of a TPO. Under such circumstances, Cllr Smith believed that GBC should have sought comments from WPC, particularly in light of concurrent correspondence regarding the TPO and conservation area review. It was agreed that a letter to Peter Baguley should be sent from the Chairman to query the decision.

#### **2691. CHURCH YARD**

It was now known that the required tree works at the churchyard were far more extensive than had been discussed in December; when GBC had granted permission 3 quotes would be obtained.

#### **2692. GOVERNORS' FIELD**

GBC would take down the Christmas lights on January 13<sup>th</sup>. It was agreed to write to thank GBC for their service.

#### **2693. RIGHTS OF WAY**

Cllr Berrisford reported that the proposed diversion to bridleway 6 was still in abeyance following objections from the Ramblers Association.

#### **2694. CORRESPONDENCE & EXCHANGE OF INFORMATION**

The Clerk had received a note of thanks from Cllr Boot regarding the many cards and good wishes that he had received. Mrs Laura Wardle from the WCA had advised the Clerk that the prize money for the Best Kept Village competition 2015 had been paid directly to the WCA, and was likely to be used to purchase a petrol strimmer and protective clothing. Geoff Baggaley had advised that the benches around the parish required maintenance and Cllr Wardle agreed to follow up. The following items were noted: NCC, details about devolution for the North Midlands; NALC, details of the government's consultation on National Planning Policy; NALC, prices for new audit arrangements; NALC, legal topic note on pensions; GBC various agendas and press releases.

#### **2695. CEMETERY**

Gardenscape had yet to complete the clearance of cuttings etc from recent works; the Chairman had set a deadline of 2 weeks for the works to be completed. The Chairman and Cllr Charles-Jones had visited the cemetery to assess further works required. It was agreed that fresh gravel should be purchased and spread on the central driveway (Cllr Charles-Jones to action). It was agreed that a lock should be purchased for the side gate to discourage dog walks through the

cemetery (Cllr Wardle to action). Further maintenance and clearance works had been identified, including overgrowth which presently engulfed a cluster of memorials towards the back of the non-consecrated old cemetery, and it was agreed to specify a full list once ground conditions improved. A complaint had been received regarding one of the newer graves; the Clerk had followed up with the grave diggers and would write to confirm the discussion regarding this and the grave top ups required.

**2696. VILLAGE HALL**

Work to the bar remained scheduled for 12th February. Cllr Woodfield reported that a survey had indicated that concrete lintels were present above the existing windows and fitting of the new windows would proceed from 15<sup>th</sup> February. A post had been purchased and would be installed in the car park in front of the defibrillator to ensure continuous access.

**2697. FINANCE**

The Clerk presented the financial statement and 13 payments totalling £2528.02 net were approved.

**2698. NEWSLETTER**

It was agreed to include 2 sets of minutes and notices regarding the proposed increase in the precept and the co-option of Cllr Stone.

**2699. DATE OF THE NEXT MEETING**

The date of the next PC meeting was confirmed as February 9<sup>th</sup> 2016 at 7pm.

The meeting finished at 10pm.