

**Minutes of the Parish Council Meeting held on Monday 8th July 2013 at 7pm
The Village Hall, Lingwood Lane, Woodborough, Nottingham**

PRESENT: Cllr Richard Whincup (Chairman), Cllr Paul Berrisford, Cllr Alison Blinston, Cllr John Boot, Cllr John Charles-Jones, Cllr Andrew Gough, Cllr Paul Hough, Cllr Geoff Parkinson, Cllr Dan Sharp, Cllr Jan Turton, Cllr Charles Wardle.

IN ATTENDANCE: Averil Marczak (Clerk); public: 5

1903. APOLOGIES FOR ABSENCE AND ACCEPTANCE

Apologies were received and accepted from Cllr Wardle for arriving 5 minutes late.

1904. DECLARATIONS OF INTEREST

Personal interests were declared: Cllr Blinston: WCA and allotments; Cllr Wardle: WCA; Cllr Berrisford: allotments; Cllr Hough: Woods School; Cllr Turton, Woodborough in Bloom, Cancer Research.

1905. MINUTES OF THE PARISH COUNCIL

The minutes of the meeting held on June 10th were approved with minor clarification.

1906. MATTERS ARISING

The Emergency Planning team had a stall with the Environment Agency and Fire Brigade booked for the street market and hoped to recruit more volunteers and “flood buddies”. The Speedwatch team would log the details of vehicles exceeding 7.5 tonnes once the weight restriction signs were in place.

1907. PUBLIC SESSION

The Chairman adjourned the meeting between 7.10pm and 7.20pm. There was comment both for and against the proposed development behind 153 Main Street (planning application PC ref 874, GBC 2013/0598)

1908. CHAIRMAN’S REPORT

The Chairman had sent a letter to Cllr Boot at GBC regarding a proposed Woodborough led update to the TPO.

1909. COUNTY REPORT

No response had been received from Cllr Boyd Elliott.

1910. PLANNING

Application PC ref 874, GBC 2013/0598, an application for a proposed dwelling behind 153 Main Street was considered at length. It was agreed by a majority vote to object to the loss of visual amenity to 151d Main Street and to suggest that this could be solved by lowering/moving the proposed dwelling down the plot. 4 members of the public left the meeting.

1911. PUBLICATION OF PERSONAL DETAILS IN AGENDA AND MINUTES

Cllr Parkinson had tabled a proposal to change the PC’s policy of not disclosing the names of planning applicants and correspondents in its agenda and minutes, and hereafter to publish those names. There was a lengthy debate during which contributions were considered from the ICO,

NALC, SLCC and a letter from Brandon Lewis MP to a third party. Resolved (by majority vote): to maintain the current policy for both planning applicants and correspondents.

1912. FINANCIAL REGULATIONS

It was resolved to update the requirement for multiple quotes for expenditure items as follows: up to £1,000, 1 quote required; £1,000 to £7,500, 2 quotes; >£7,500, 3 quotes; advertising and invitation of tenders required for expenditure of £60,000 and above. A member of the public left the meeting.

1913. TPO

Cllr Charles-Jones took the TPO plans to review them.

1914. SPEEDWATCH

A recent police report had been positive about the benefit of speedwatch activity on Bank Hill but there seemed to be less impact on Lowdham Lane. An audit carried out on Lowdham Lane had prompted NCC to propose a second interactive sign at this site, subject to funding being available. The Speedwatch team's suggestion of "countdown" signs to the 30 limit had been refused but NCC had offered to paint "SLOW" on the carriageway and it was agreed to accept this offer.

1915. S137 DONATION TO PURCHASE DEFIBRILLATOR(S)

It was noted that a donation of £500 made by the PC for this purpose in December 2012 had been returned, as the terms and price of purchase had changed and the funds raised by the Nags Head were no longer sufficient. Cllr Hough suggested that the PC meet the outstanding cost in full and committed to obtain the details for consideration at a future meeting.

1916. CORRESPONDENCE & EXCHANGE OF INFORMATION

A letter of thanks had been received from Woodborough in Bloom. It was agreed to forward an email enquiry regarding a possible path to join the Shelt Hill area with Main Street to NCC. A suggestion to update the play equipment had been received and it was agreed to suggest a parent led proposal, as had happened at Oxton. Details on GBC's Aligned Core Strategy Submission were noted. An update on the Notts Waste Core Strategy was noted. Details of a NALC course on planning had been received and it was agreed that Cllr Turton should attend at a cost of £40. GBC had written to advise that copies of agendas and minutes would no longer be posted out due to cost cutting.

1917. DOCUMENT RETENTION POLICY

It was resolved to adopt a policy to retain planning applications and personal correspondence for the current and previous financial year.

1918. LENGTHSMAN

It was resolved to sign the contract and return to NCC, and to notify the PC's insurers.

1919. ALLOTMENTS

It was agreed that the vacant plot should be strimmed at a cost of up to £20. Cllr Blinston had collected ideas from other tenants regarding alternative uses for the plot; the most popular suggestion had been for a car park but it was agreed that the location and gradient made it unsuitable. Cllr Parkinson reported that the Charities Commission would accept a resolution by the trustees to amalgamate the 2 charities and to change the objectives from helping the "aged

poor” to helping the “poor”. Some further clarifications were needed before changes could be made. It was agreed to ask allotment tenants to pull out ragwort when in flower. It was agreed to write to the tenant of 20 to request that the plot be brought under control. The tenant who hoped to keep bees had indicated that they would be interested in managing a hive at the cemetery and it was agreed to consider this on the next agenda.

1920. CEMETERY

Cllr Whincup had obtained 1 quote for a noticeboard which he proposed should be located outside the gates so as to be visible to traffic coming up the hill. It was agreed to obtain at least 1 additional quote.

Several members had met at the cemetery to consider in detail the recommendations from Notts Wildlife Trust and the PC agreed the following: wild flowers to be cut in June; bird/bat boxes to be installed; the turning circle and 1 metre around to be maintained as part of the lawned section; a wild flower meadow to be planted on the left of the extension. Cllr Charles-Jones cautioned that establishing and maintaining such a meadow was far from straightforward.

The prior agreed work to the gates had yet to be done. It was noted that work was required to a tree just to the right of the gates.

1921. HEALTH & SAFETY

Cllr Sharp reported that brambles in the Governors’ Field required attention. Cllr Berrisford reported that the football and cricket teams would now take their own readings for the legionella precautions, to avoid the costs associated with heating the water on a separate occasion.

1922. GOVERNORS’ FIELD

It was reported that some progress towards finalising the plan had been made with the Land Registry.

1923. PLAYING FIELD

It was hoped that the Environment Agency’s suggestions for the collapsed ditch would be available for discussion at the next meeting. It was agreed to replace the damaged internal doors in the pavilion at a cost of up to £150.

1924. FINANCE

The Clerk presented the financial statement and 12 payments totalling £2103.18 including £53.43 VAT were approved for payment. A direct debit for the Information Commissioner’s Office was signed.

1925. CLERK’S REPORT & ANNOUNCEMENTS

The Clerk had attended a parish liaison meeting at GBC. It was intended that GBC would provide training and advice to parishes on relevant areas.

1926. VILLAGE HALL

No quotes were available yet for the repairs to the wall. 2 quotes had been received for new storage cupboards for the committee room; it was agreed to install ash effect cupboards for a budget of no more than £1600; move the radiator (up to £200); purchase 3 new filing cabinets (up to £500).

It was agreed to accept a quote for £1800 for the electrical upgrades previously agreed, subject to some clarifications. A suggestion to spend £88 on improved disco lighting was agreed. No additional quotes were available for the toilet refurbishment.

It was agreed that “incident reporting forms” should be made available in the hall to enable users to report any issues experienced, or indeed record their delight.

1927. RIGHTS OF WAY

There was nothing to report.

1928. NEWSLETTER

It was agreed to publish the minutes and to repeat the Himalayan balsam notice.

1929. DATE OF THE NEXT MEETING

The date of the next PC meeting was confirmed as July 29th 2013. The meeting finished at 10.15pm.