

**Minutes of the Parish Council Meeting held on Monday 9th September 2013 at 7pm
The Village Hall, Lingwood Lane, Woodborough, Nottingham**

PRESENT: Cllr Richard Whincup (Chairman), Cllr John Boot, Cllr John Charles-Jones, Cllr Paul Hough, Cllr Dan Sharp, Cllr Charles Wardle.

IN ATTENDANCE: Averil Marczak (Clerk); 1 member of the public (part)

1953. APOLOGIES FOR ABSENCE AND ACCEPTANCE

Apologies were received and accepted from Cllr Andrew Gough (unwell), Cllr Geoff Parkinson, Cllr Paul Berrisford, Cllr Alison Blinston, Cllr Jan Turton (holidays).

1954. DECLARATIONS OF INTEREST

Personal interests were declared: Cllr Hough: Woods School; Cllr Wardle: WCA.

1955. MINUTES OF THE PARISH COUNCIL

The minutes of the meeting held on July 29th were approved with minor amendment.

1956. MATTERS ARISING

Cllr Blinston had asked her fellow members to note her concern that the PC had failed to follow its policy and recommend timings for the works to the Corsican Pine at 14 Bank Hill (PC ref 875, GBC 2013/0667TPO).

1957. PUBLIC SESSION

The Chairman adjourned the meeting at 7.05pm and the member of the public present explained that she had attended to show support and find out more about current activities. The meeting was reconvened.

1958. CHAIRMAN'S REPORT

The Chairman and Cllr Boot had met Peter Baguley, Head of Planning at GBC, to discuss a parish-led update to the TPO. Mr Baguley was supportive of the idea, provided that the volunteers participating were suitably knowledgeable. GBC hoped to secure a grant to pay for the inputting of data. Training requirements and methodology (using map or GPS) were to be determined; the first stage was the production by GBC of a written job description and training plan. Suitably knowledgeable volunteers would require a small amount of training which would be given by GBC, who would also decide what data is to be collected. It was hoped that the project could be undertaken next spring/summer.

1959. DISTRICT REPORT

Cllr Boot reported that the Lambley crematorium planning consent was now subject to a proposed judicial review. The next stage of the hearings on the Aligned Core Strategy was planned for November/December.

Cllr Boot advised that Cabinet would consider a new approach for consultations, and proposals for new housing (including some for Woodborough) at its meeting on 12th September. It was agreed that the PC should publicise GBC's proposals once Cabinet had agreed them.

1960. INSURANCE RENEWAL

It was resolved to renew the insurance policy with Came & Company at a cost of £2898.09. It was noted that new exclusions had been applied regarding the escape of water between October and March.

1961. CORRESPONDENCE & EXCHANGE OF INFORMATION

An email had been received regarding the state of the pavement on Shelt Hill and it was agreed to request action from NCC Highways. An email had been received regarding the collapsed ditch in the playing field. The PC had received a cc of a letter sent by the WCA to Paddy Tipping, Police and Crime Commissioner, requesting that a police vehicle be made available for use in Woodborough; it was agreed to send a similar letter from the PC. It was noted that the proposed weight limit through Calverton, Lambley and Woodborough had now moved to a public consultation. Details of NCC's Local Improvement Scheme had been received; it was agreed that no further application should be made this year but the PC supported Cllr Wardle's suggestion to try to agree a delay to the grant pledged for the repairs to the churchyard wall as it was not appropriate to undertake that work during the winter months. The following items were noted: NCC's Transport and Travel Services briefing; Nottinghamshire Police and Crime Commissioner's newsletter "The Beat"; invitations to the AGMs of NALC and NAVACH; information on GBC's review of statement of licensing policy; GBC, various agendas by email.

1962. CHURCH YARD

Necessary discussions with the diocese had stalled the start of the wall repairs; Cllr Wardle hoped that the LIS grant could be rescheduled for the works to take place in 2014.

1963. LENGTHSMAN

A grant of £2400 had been received from NCC, and the PC had taken delivery of some equipment. Training would be arranged in due course.

It was agreed to trim the hedge on Shelt Hill which now blocked the pavement.

1964. PLANNING

PC ref 878, GBC 2013/0778, an application for a conservatory with garden store beneath at 60 Main Street: it was agreed to observe that the proposed alteration was very much out of keeping with the existing property.

It was noted that an application to remove a dead cherry tree at 153 Main Street, PC ref 877, GBC 2013/0678TPO had been received during the summer break.

1965. ALLOTMENTS

Two enquiries from outside the parish had been received regarding a vacant plot; it was agreed to contact both applicants and to offer a half plot to each in order to bring the site back into cultivation.

At 8.15pm the member of the public left the meeting.

1966. CEMETERY

CLlr Whincup had obtained two quotes for a noticeboard. It was agreed to progress with MLS, commissioning a size A0 board at a cost of £995 (net) plus artwork costs. The exact contents and layout for the board had now to be worked through.

CLlr Charles-Jones reported that 8 or 9 Japanese knotweed plants remained.

CLlr Charles-Jones recommended that the brash in the extension, conserved for wildlife during the summer, should be burned with some urgency as the area was now being used as a dumping ground for garden cuttings and general refuse (bottles and cans). There was disappointment and indeed disbelief that people (unknown) had thought fit to drive through the cemetery and discard their rubbish from the turning circle. The tree branch which had fallen at the entrance would also be burned at the same time.

CLlr Charles-Jones reported that the gates would be removed within a fortnight for widening, as previously agreed.

1967. HEALTH & SAFETY

CLlr Sharp reported that a potential issue with the fridge temperature had been addressed.

1968. PURCHASE OF DEFIBRILLATORS

It was agreed to defer discussion until October when detailed costs would be available.

1969. GOVERNORS' FIELD

A draft lease had been received on September 7th from the governors of the Woods School and it was agreed to circulate this for consideration in October. It was agreed to request a copy of the plan, which, it was understood, had now been registered.

CLlr Wardle had obtained further costs for work on the railings. It was agreed to spend up to £1000 to repair an identified section of the railings.

1970. PLAYING FIELD

Following discussion of an email from a nearby resident the PC agreed to reprofile the gradient of the playing field edge next to the collapsed ditch to make it less steep. A mini digger would be required and total expenditure of up to £500 was agreed.

It was agreed to ask CLlr Berrisford to inspect the pavilion and read the water meter as the cricket season ended and the football club took up residency.

1971. FINANCE

The Clerk presented the financial statement and 14 payments totalling £8266.90 including £96 VAT were approved for payment. The renewal of the Clerk's membership of SLCC at a cost of £114 was agreed. The following transactions exceeded £500 (net of VAT): Came & Company Insurance £2898.09; PGS Joinery £1690 (cupboards in the village hall); Gardenscape £501.13 (grass cutting).

The audit had been returned by Grant Thornton and the closure now required publicising.

1972. CLERK'S REPORT & ANNOUNCEMENTS

The Clerk had emptied the filing cabinets and was in the process of sorting through the many years of papers that the PC had accumulated. It was agreed that if necessary some overtime would be payable to complete the task.

1973. VILLAGE HALL

New cupboards and filing cabinets had been installed in the Committee Room; it was noted that expenditure had run slightly over budget. Cllrs Hough and Sharp agreed to review the HSE's documentation on ladders and manual handling and make recommendations about appropriate usage for the top cupboards.

Cllr Wardle reported that he had made progress in securing further quotes for the toilet refurbishment and would make a detailed proposal in October. Cllr Charles-Jones asked members to be mindful of the PC's duty to be prudent with the public purse and to consider how affordable incremental projects were, in light of the substantial funds committed to the repair of the car park wall.

Cllr Wardle reported that the agreed electrical upgrades, including the emergency lighting, had been completed.

The Clerk had agreed a 24 month contract with Opus Energy for the supply of electricity to the hall.

1974. RIGHTS OF WAY

There was nothing to report.

1975. NEWSLETTER

It was agreed to publish the minutes and, if available before the deadline, details of GBC's consultation on the local planning document. It was agreed to place a notice asking visitors to the cemetery to be vigilant regarding tipping in the cemetery and to notify the Clerk if they saw any such activity.

1976. AOB

Cllr Hough informed members of an event regarding provision of broadband to rural areas.

1977. DATE OF THE NEXT MEETING

The date of the next PC meeting was confirmed as October 14th 2013. The meeting finished at 10pm.