

**Minutes of the Parish Council Meeting held on Tuesday 9th May 2017 at 7pm
The Village Hall, Lingwood Lane, Woodborough, Nottingham**

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

IN ATTENDANCE: Averil Marczak (Clerk), Cllr Helen Greensmith (GBC, part), 2 residents (part only).

3134. ELECTION OF THE CHAIRMAN FOR 2017/18

Cllr Gough was elected chairman unanimously and signed the declaration of acceptance of office. Cllr Charles-Jones was elected vice chair unanimously.

3135. RESPONSIBILITIES FOR 2017/18

Members agreed to retain existing responsibilities. Cllr Stone agreed to add planning to her Speedwatch responsibility.

3136. APOLOGIES FOR ABSENCE AND ACCEPTANCE

Apologies were received and accepted from Cllr Margaret Briggs, Cllr Patrick Smith and Cllr Boyd Elliott (NCC).

3137. DECLARATIONS OF INTEREST

Cllr Turton declared a non pecuniary interest in planning application PC 1001 GBC 2017/0504 (15 Ploughman Avenue). On arrival later in the meeting, Cllr Charles-Jones declared a non-pecuniary interest in planning application PC 996, GBC 2017/0349TPO, for tree removal, land at Bank Hill.

3138. PUBLIC SESSION

The meeting was suspended from 7.05pm – 7.15pm. One resident highlighted many mistakes made in the draft Conservation Area Appraisal, which he believed should be corrected before the document was adopted by GBC. Cllr Greensmith agreed to follow up immediately, and it was agreed that WPC would also request a review of points raised. A representative from Timmermans garden centre explained that four planning applications had been submitted for technical reasons, to allow the sale of non-horticultural products. The descriptions related to previous applications, and were misleading because no new building or demolition work was involved. One resident left.

3139. PLANNING (PART ONE)

Planning applications relating to Timmermans Garden Centre were considered and there was no objection to: PC 997, GBC 2017/0445, to erect a covered sales area; PC 998, GBC 2017/0446 to erect a single storey extension to existing garden centre; PC 999, GBC 2017/0448 to erect replacement garden centre building canopy and entrance; PC 1000, GBC 2017/0449 to erect covered sales area. A resident left.

3140. MINUTES OF THE PARISH COUNCIL

The minutes of the meeting held on 11th April were approved.

3141. MATTERS ARISING

Queries regarding the shipping container at the Four Bells car park and a proposal to lower the kerb near St Swithun's had yet to be followed up.

3142. ANNUAL GOVERNANCE STATEMENT FOR 2016/17

The Annual Governance Statement for 2016/17 was approved.

3143. ACCOUNTING STATEMENTS FOR 2016/17

The Accounting Statements for 2016/17 were approved. The summary of receipts, payments and the bank reconciliation were approved.

3144. INTERNAL AUDITOR'S REPORT

The internal auditor's report was circulated for detailed consideration at a future meeting.

3145. ACTIONS ARISING FROM ANNUAL MEETING OF THE PARISH

The Chairman thanked Cllr Charles-Jones and all members for their participation at the Annual Meeting of the Parish. Minutes had yet to be produced. The key issue raised was the resurfacing of Main Street and it was agreed to lobby Cllr Elliott to make this his top priority.

3146. CHAIRMAN'S REPORT

The Chairman asked for suggestions on how meetings might be made shorter and it was agreed to trial Cllr Woodfield's suggestion to allocate timeslots on the agenda.

3147. DISTRICT REPORT

Cllr Greensmith acknowledged that she had yet to progress: a query regarding planning consent for removal of part of the wall at 121 Main Street (raised by Cllr Smith) and the resurfacing of Ash Grove.

3148. WOODBOROUGH IN BLOOM

Cllr Charles-Jones joined the meeting. Donations of £1000 to fund planting and a further £500 to help buy replacement troughs were approved under S137. Cllr Turton would call on members' help in due course to help switch the troughs over.

3149. CO-OP SITE

The owner of the Co-op site had agreed in principle to allow the PC to use the site as a car park until October, providing a number of conditions were met. Cllrs Turton, Woodfield and Charles-Jones agreed to meet on site to evaluate what work would need to be done to make it suitable for temporary parking. It was also agreed to find out about any planning considerations prior to June's meeting.

3150. PLAY EQUIPMENT

The GREAT team had selected an alternative multiplay unit for the proposed play ground. A detailed quote for the costs of wet pour and eco mulch safety surfacing was required from HAGS to replace grassmatt tiles included in the proposal. HAGS had yet to confirm dates for delivery and installation. The usefulness of the proposed footpath was questioned by some members. It was agreed that it should in any event be considered in tandem with plans for the gate, to ensure that it lined up with the pedestrian entrance.

The Chairman suggested that the old swings could be relocated to the corner of the playing field by Church Walk and Cllr Starke agreed to ask HAGS for details regarding their foundations and whether they could help relocate them. It was agreed to establish whether any other pieces of the old equipment could be sold or find a new home. The Chairman left the meeting at 8.30pm and Cllr Charles-Jones took the chair.

3151. PLAYING FIELD

Cllr Berrisford had a meeting scheduled with a football team regarding use of the field next season.

A resident had written to Cllr Turton, highlighting the difficulties experienced by users of mobility scooters trying to enter the playing field and it was agreed to make the area accessible by cutting back the concrete and redressing the surface (Cllr Wardle to action).

3152. GOVERNORS' FIELD

Cllr Wardle informed members that painting of the railings would recommence on May 22nd. He recommended that the PC consider replacing the gates, which did not match the railings and blocked the pavement and the highway when opened. He had obtained some provisional costings, including the option of sliding gates. Cllr Woodfield suggested that the PC consider a bespoke design for the gates which would cost more, but could add value as a feature. It was agreed to defer the decision for possible inclusion in next year's budget.

3153. SAM MIDDUP FIELD - CONSULTATION

It was agreed that an extraordinary meeting should be arranged to consider the next stage of consultation.

3154. PLANNING (PART TWO)

There was no objection to PC 996, GBC 2017/0349TPO for tree removal, land at Bank Hill (to enable the Wetlands scheme), nor to PC 1001, GBC 2017/0504 to erect a garden shed to rear of property at 15 Ploughman Avenue.

3155. ALLOTMENTS

Three plots remained vacant and it was agreed to keep advertising their availability, and to consider helping to clear them once a potential tenant was found.

3156. HEALTH & SAFETY

Cllr Starke was working on the final draft of an updated fire risk assessment. Some additional information would have to be added into the conditions of hire sent to all users of the Village Hall.

3157. RIGHTS OF WAY AND FOOT PATHS

Cllr Berrisford had forwarded details of overgrowth on the Lowdham Lane footpath and overgrown ivy on Shelt Hill to NCC.

It was reported that the commemorative bench located at the junction of Roe Hill/Private Road had collapsed and would require removal on grounds of health and safety. Cllr Wardle had contacted the family who had donated the bench to see if they wanted to replace it. It was agreed to ask Gardenscape to strim around all benches and the gateway signs.

3158. CORRESPONDENCE & EXCHANGE OF INFORMATION

Three emails had been received regarding dog fouling and use of the green at Smalls Croft for dog “toileting”. The Clerk had discussed the matter with an Environmental Health officer at GBC and requested signage for Smalls Croft and a turn with the large banner. It was noted that GBC would take action against owners failing to clean up after their dog, if names or addresses were supplied. Use of the green by dog owners was not in itself an offence. Cllr Turton forwarded a suggestion to relocate the bin in the Nags Head bus shelter due to the unacceptable smell; it was agreed to look at alternative locations. An email had been received regarding noise from the Village Hall and the Clerk had responded. An email had been received to thank the Village Hall caretaker for her hard work and kindness. It was agreed to accept a potential offer to locate a memorial bench within the parish. Details of potential CIL payments to the parish had been received. Details of Sport England grants had been received and it was agreed to register the PC’s interest. The following items had been received: Notts Police and Crime Commissioner newsletter, “The Beat”; GBC, various agendas and press releases.

3159. CEMETERY

Cllr Berrisford had nearly completed a check of records for the old unconsecrated part of the cemetery and had forwarded a number of queries for the Clerk to check.

3160. VILLAGE HALL

It was agreed to hire contract cleaners to cover the basic duties during the Caretaker’s holiday. It was agreed that the Clerk should accept the lowest quote. There had been a single sighting of a mouse in the chair store; a pest controller had advised that no action was needed unless there was additional evidence of a problem. The dishwasher had been serviced and the boiler engineers had attended to investigate the noise.

3161. FINANCE

The Clerk presented the financial statement and 20 payments, totalling £4913.76 net, were approved for payment. Additionally, a direct debit payment of £3486.66 had been made to the PWLB as the first repayment of the loan for the Sam Middup Field. Gross payments over £500: £1500 to Woodborough in Bloom. S137 payments: £1500 to Woodborough in Bloom; £300 to WCA in support of Best Kept Village endeavours.

3162. PAYROLL SERVICE PROVIDER

The Clerk outlined some of the issues experienced with the current provider and it was agreed to seek an early termination of the contract.

3163. CLERK’S REPORT AND ANNOUNCEMENTS

CONFIDENTIAL ITEM

3164. NEWSLETTER

It was agreed to include notices regarding the allotment vacancies.

3165. DATE OF THE NEXT MEETING

The date of the next PC meeting was confirmed as June 13th 2017 at 7pm.

The meeting finished at 10.40pm.