

**Minutes of the Parish Council Meeting held on Tuesday 12th September 2017 at 7pm
The Village Hall, Lingwood Lane, Woodborough, Nottingham**

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

IN ATTENDANCE: Averil Marczak (Clerk), Cllr Boyd Elliott (NCC, part), Cllr Helen Greensmith (GBC, part), 3 residents (part).

3217. APOLOGIES FOR ABSENCE

Apologies were noted from Cllr Andrew Gough, Cllr Paul Berrisford, Cllr John Boot.

3218. DECLARATIONS OF INTEREST

Non-pecuniary interests: Cllr Smith – farm business tenancy, Sam Middup Field.

3219. OPEN SESSION FOR MEMBERS OF THE PUBLIC

The meeting was suspended briefly. A resident enquired about the whereabouts of the Governors' Field picnic table donated by Woodborough Ladies. Cllr Starke explained that it had been removed by the playground installation contractors but would be reinstated. The resident asked that it be tethered to the ground and located away from the trees. 2 residents left at 7.10pm.

3220. MINUTES OF THE PARISH COUNCIL

The minutes of the meetings held on 11th July, 4th August and 16th August were approved.

3221. MATTERS ARISING

Asbestos had been found in the floor tiles in the children's toilet area and had been removed by a contractor prior to the refurbishment of the area.

3222. DISTRICT REPORT

Cllr Greensmith had referred the request for the completion of the road at Ash Grove to NCC and awaited their reply. The Smalls Croft grass cutting schedule had been forwarded to the Clerk to enable interim cuts to be arranged with Gardenscape. A horse and rider had been hit and injured on Bank Hill and Cllr Greensmith (in conjunction with Mark Spencer MP) hoped to get NCC Highways personnel to visit the village and consider what might be done to improve safety for horses and riders. Cllr Greensmith would invite residents involved in previous incidents to the meeting. Cllr Greensmith reported that she had lobbied the Chair and Vice Chair of the Planning Committee, and its Conservative members, to raise WPC's issues regarding planning application 2017/0716 for the removal of a hedgerow to the north of The Meadows. Cllr Smith reported that this application had been referred to the planning committee and not dealt with under delegated powers, which in itself was unusual. However, the case officer had rejected the evidence which Cllr Smith believed showed the hedge to be an ancient hedgerow. Cllr Charles-Jones remained concerned that the PC had not been officially consulted. Although comments had been made, the application had not been tabled on the agenda, and so members (and public) had not been given due notice regarding the application. Cllr Greensmith agreed to talk to Mike Avery, GBC's new Service Manager (Development Services) regarding this and other communication/procedural issues. At 7.30pm Cllr Greensmith left.

3223. WOODBOROUGH WETLANDS

Cllr Charles-Jones reported that the EA had issued notification that it had been unable to work out a management scheme mutually acceptable to the agency and to the private landowner involved in the proposed scheme. Cllr Charles-Jones had asked them not to give up their hard-won funding without looking at other avenues, but it was unlikely that the project could be salvaged. Cllr Woodfield thanked Cllr Charles-Jones for all of his hard work to try to get the flood mitigation scheme off the ground. A resident left the meeting at 8pm.

3224. PLANNING APPLICATIONS

PC1010, GBC 2017/0851 an application for occasional and ancillary use of dwelling as holiday let at Foxhills, Foxwood Lane: it was noted that the property had been advertised as a year-round (rather than occasional) holiday let for some time and the Clerk had asked GBC to clarify with the applicant's agent. PC1012, GBC 2017/0936 TPO, an application for works to silver birch, oak and cedar and the removal of Norway spruce at 32 Main Street: it was noted that GBC had supplied no documents via post nor were they available online. Cllr Smith had gathered information from the applicant and it was agreed to observe that the PC had no objection to the works except for the felling, and to request that GBC send an expert to assess whether the felling was necessary at this time. PC1013, GBC 2017/0898, an application for the construction of a new replacement dwelling and garage at 40 Shelt Hill: it was agreed to observe that consent should be given for one dwelling only and that permitted development rights should be removed; the material and colour of cladding and rendering must be specified; a condition should be made that the site be landscaped; the applicant should consider moving the development further away from the road. At 8.10pm Cllr Elliott arrived. Cllr Smith gave updates on three further developments: an application to remove three trees at 153 Main Street had been refused permission; concerns had been expressed regarding the removal of trees at the development at 147 Main Street but Cllr Smith observed that the trees appeared to have been retained as per the plan; concerns had been raised regarding new fences at 123 Main Street, but there had been no violation of planning consents. It was noted that a new driveway onto Main Street had been approved. Cllr Turton reported her concerns that developments at the fishing lakes were not consistent with planning consent.

3225. COUNTY REPORT

Cllr Elliott had yet to hear what, if any, improvements NCC proposed for the junction between Lowdham Lane and the Epperstone bypass. It was understood that a no entry sign would be difficult to source, but road markings might be possible in the next financial year. Cllr Elliott had supported the Woodborough in Bloom coffee morning. Cllr Elliott hoped to improve the village by putting pressure on the owner of the former Co-op site to tidy up and/or enable the land to be used temporarily by residents. NCC had allocated £100,000 to patch potholes in Main Street this year. Cllr Elliott recommended that WPC write to NCC Cllr J Cottee to ask when the patching would happen and for an explanation of the grading system that had ruled out more substantive resurfacing works. Cllr Elliott left the meeting.

3226. PLANNING STRATEGY

Cllr Smith had circulated an update on the Local Plan. GBC's revised proposals would have no direct effect on Woodborough as the land identified for further housing was situated in other parts of the Borough. Further consultation would take place regarding these new sites. The Broad Close development would be delayed as it would need to be adopted from the Green Belt. Cllr Charles-Jones thanked Cllr Smith for pre-circulating his report.

3227. GOVERNORS' FIELD/NEW PLAY EQUIPMENT

Cllr Starke reported on the many delays and frustrations experienced with installation of the new play equipment. After an extended period of inactivity (caused by a combination of poor weather, poor organisation on the part of HAGS and lack of some critical parts) contractors were once again on the Governors' Field laying down the safety surfacing. Cllr Starke had prepared a list of the outstanding tasks to be completed and discussed this with HAGS' Head of UK Installation and Service. It was noted that post completion the new turf and grass seed would need time to establish itself. Cllr Briggs reported that the opening celebration was now proposed for 29th October and it was hoped that Richard Whitehead, Paralympic Champion, would perform the opening. It was agreed to ask Gardenscape to cut the established grass as soon as possible.

3228. LENGTHSMAN VACANCY

The Lengthsman had notified the clerk that due to other commitments, he would not have sufficient time to undertake the role in its entirety, but could continue to look after parish property. It was agreed to re-advertise the litter picking role, 6 to 10 hours a week.

3229. PLAYING FIELD

The Football Club's first match was scheduled for the end of September and the Clerk would arrange for the pitch to be cut by Gardenscape or GBC.

3230. SAM MIDDUP FIELD

The Clerk presented a proposal for the consultation questionnaire, following analysis of two trial questionnaires completed by a small number of residents. It was agreed that the closing date for returns should be 30th November and to ask that completed questionnaires should be returned to the Village Hall or to the shop (Cllr Wardle to confirm that this was acceptable to the shop owner and manager). It was agreed to print 1200 copies of the questionnaire to allow a follow-up with households which did not respond. It was agreed to advise the tenant of the field that the PC would not be terminating the agreement before September 2018.

3231. INSURANCE

It was agreed to enter a 3 year agreement with Zurich, at a cost of £1800.22 for the first year.

3232. HEALTH & SAFETY

The fire alarm had been installed at the Village Hall during August. The monitoring service depended on the installation of a new landline, yet to be arranged. Central Fire Systems had proposed a servicing schedule and suggested some changes to the emergency lighting. Cllr Wardle agreed to discuss the emergency lighting suggestions with the Village Hall's electrician before any decisions were made.

3233. ALLOTMENTS

The Clerk reported that the vacant plots had now been taken up by people from GBC's allotment waiting list. The Clerk thanked Cllr Berrisford for meeting several potential applicants to show them the vacant plots. An allotment holder had reported holes in the hedge and Cllr Charles-Jones agreed to assess options to make good.

3234. VILLAGE HALL

The refurbishment of the preschool toilets had taken place during August. Preschool had requested that the basin be lowered in the junior toilet and the contractor would return to effect this, at the same time re-hanging the door to open the other way. Concerns had been expressed that the junior door was too low for occasional mid-production use by the Woodborough Players and it was agreed to refer this to the Players' representative at the VHWP on September 15th. The back door had been replaced twice during the refurbishment, as the first door was faulty. The contractors had still to finish the external frame. The upholstered chairs had been professionally cleaned during August. It was agreed that the VHWP should formulate a recommendation for the replacement curtains for decision at a later PC meeting.

3235. FINANCE

The Clerk presented the financial statement and 35 payments, totalling £13156.98 net, were approved for payment. Gross payments over £500: Zurich £1800.22 (insurance renewal); M&G Services £714 (asbestos: survey and removal); Central Fire Systems Ltd £4884 (fire alarm system).

3236. CLERK'S REPORT & ANNOUNCEMENTS

The Clerk had received and responded to a number of questions from the external auditor regarding the accounts for 2016/17.

3237. CORRESPONDENCE & EXCHANGE OF INFORMATION

The Chair of the WCA had asked whether 2018's street market and fireworks could take place on the playing field. The PC had no objection provided the arrangements were acceptable to the cricket club. An enquiry regarding overgrowth on the footpath from Church Walk to the playing field had been received and referred to Bob Knowles. A resident had reported that the bench on Lingwood Lane was broken and Cllr Wardle agreed to check and recommend appropriate action. A resident had expressed disappointment regarding the PC's decision not to push a proposal to create temporary parking on the old Co-op site. It was agreed to explain the PC's reasons but also to note Cllr Elliott's determination to secure some action from the site's owner. It was agreed that Cllr Turton should attend NALC's AGM on 15th November on behalf of the PC. An email had been received advising the PC that, due to low membership numbers, NAVACH's functions were likely to be absorbed by RCAN. Further notes regarding the General Data Protection Regulation had been received from NALC and it was agreed that the Clerk should attend a training course at the cost of £30. Details of the Greenwood Community tree planting grants and further information regarding the Tree Charter was noted and it was agreed to consider action at October's meeting. The following items were noted: Paddy Tipping's *The Beat* newsletter; GBC, various agendas and press releases.

3238. OTHER UPDATES

Cemetery: a burial had taken place on August 18th.

3239. NEWSLETTER

It was agreed to include the minutes and notices regarding the opening celebration at the Governors' Field and the Sam Middup Field questionnaire.

3240. ANY OTHER BUSINESS

Cllr Charles-Jones requested permission to borrow the old plastic chairs for a student event and this was agreed. It was agreed that some overgrown branches in the Governors' Field required trimming before the reopening.

3241. DATE OF THE NEXT MEETING

The date of the next PC meeting was confirmed as 10th October 2017 at 7pm.

The meeting finished at 10.30pm.