

**Minutes of the Parish Council Meeting held on Tuesday 13th November 2018 at 7pm
The Village Hall, Lingwood Lane, Woodborough, Nottingham**

PRESENT: Cllr Andrew Gough (Chairman), Cllr John Charles-Jones, Cllr Patrick Smith, Cllr Colin Starke, Cllr Jan Turton, Cllr Charles Wardle, Cllr Pat Woodfield.

IN ATTENDANCE: Averil Marczak (Clerk), Cllr Boyd Elliott (NCC, part), Cllr Helen Greensmith (GBC, part), 7 residents (part)

3538. APOLOGIES FOR ABSENCE

Apologies were noted from: Cllr Paul Berrisford, Cllr John Boot, Cllr Margaret Briggs, Cllr Jane Stone.

3539. DECLARATIONS OF INTEREST

Cllr Smith declared a non pecuniary interest in item 17, the farm business tenancy on the Sam Middup Field; Cllr Charles Jones declared a non pecuniary interest in item 9, consideration of correspondence regarding the Minerals Local Plan.

3540. OPEN SESSION FOR MEMBERS OF THE PUBLIC

The Chairman suspended the meeting between 7pm and 7.25pm to allow members of the public to make representations. A resident asked for assistance in clarifying the meaning of the phrase “fabric of the village” with regard to planning policy. Cllr Elliott agreed to follow this up with the planning department at GBC. A resident asked for clarification regarding communication received from NCC regarding the draft Minerals Local Plan, and WPC’s subsequent engagement with the document and consultation process. 7 residents left the meeting.

3541. DISTRICT REPORT

Cllr Greensmith said that she had attended the Remembrance service at St Swithun’s Church and the Armistice event on the Governors’ Field held on Sunday evening and had found them both to be marvellous events. She gave an update on the Gedling Access Road, which could be started mid 2019 if all went to plan. She gave a summary of the results of the “Gedling Conversation” (a series of brief interviews held with residents) pertinent to Woodborough.

3542. COUNTY REPORT

Cllr Elliott reported that delivery of the Christmas tree was being arranged; it was hoped that he could meet the agreed date of November 18th. The drive around with ViaEM officer Paula Johnson had been scheduled for November 29th to look at highways issues, and it was agreed that any issues should be notified to the Clerk in advance. Winter gritting had commenced.

3543. MINUTES OF THE PARISH COUNCIL

The minutes of the meeting held on 9th October were approved.

3544. MATTERS ARISING

It was noted that the memorial bench had been installed on the playing field, but a trip hazard arising from shuttering left at the base required rectification. An automated reply had been received from Mark Spencer MP regarding GBC’s handling of planning application 2017/69, and his substantive reply was expected in the next fortnight.

3545. CORRESPONDENCE REGARDING HANDLING OF DRAFT MINERALS LOCAL PLAN (MLP) CONSULTATION

A letter from two residents had been received questioning the Parish Council's handling of the MLP consultation. The Clerk had responded to explain that WPC was first aware of the consultation on this draft on September 4th and the matter had not been covered at September's PC meeting. An extension to the consultation period had been requested and granted to enable the PC to consider the plan at its October meeting. A second letter had been received expressing disappointment that the consultation had not been properly communicated to WPC and that Cllr Elliott had not briefed WPC. Cllr Elliott was asked to follow up on the missed communication and to ensure that he included the MLP on his list of update items for each monthly WPC meeting.

Cllr Smith had reviewed the MLP process. The Woodborough Lane site map included in the consultation had been published in March 2018. He expressed disappointment that councillors had not alerted the PC to enable the issues to be considered in a timely manner.

3546. TOUR OF BRITAIN BEST DRESSED VILLAGE SUCCESS

It was noted that Woodborough was a joint winner of the Tour of Britain best dressed village competition in Gedling and would in due course be awarded a winner's plaque.

3547. CONSULTATION ON LOCAL GOVERNMENT REORGANISATION

The Clerk had attended an engagement event at County Hall on 23rd October and circulated a report. It was likely that NCC would launch a formal consultation process in the New Year.

3548. REMEMBRANCE DAY

It was agreed to write a thank you letter to Linda Taylor of the WCA to thank her and the many volunteers for the wonderful display of poppies and for the careful organisation of the beacon lighting event to mark the armistice centenary. It was noted that the knitted poppies would be removed during the weekend of 17/18th November and in light of this it was agreed that the lamppost poppies should also be taken down. Rev Giles had confirmed that the Silent Soldier could stay in situ by the war memorial until the end of 2018. It was agreed that the Silent Soldier should then take up a permanent position in the cemetery next to the noticeboard.

3549. LIGHTS SWITCH ON

The Clerk was in contact with GBC regarding the installation of the lights. Cllr Briggs was looking for volunteers to help set up the facilities for the switch on event, to be run with the WCA.

3550. NEW PLAY EQUIPMENT

The Chairman summarised the latest discussions with HAGS. They had offered a six month warranty on the fixings for the poles that had come loose. It was agreed that a 12 month warranty, from date of the repair, should be required as the original failure had occurred more than six months after the installation. HAGS had requested a final opportunity to make good the path turning circle. It was agreed to confirm that they could do this, but should it fail then the PC would act itself and deduct the costs from the outstanding balance due to HAGS. After works, the end of the path would temporarily be cordoned off using orange netting and sticks.

It was noted that two of the poles supporting the toddler swings had split. Details had been forwarded to HAGS claims department for redress under guarantee.

A meeting had been arranged to discuss GBC's playground inspections on November 15th. It was agreed that the current level of attention and detail fell short of expectation. It was agreed to discuss with the PC's insurers before the meeting.

Two prospective contractors for the steps and handrail on the mound (to improve accessibility) recommended by GBC had either failed or declined to provide a detailed specification for the works, having quoted £1608 and £5400 respectively. It was agreed that Cllr Charles-Jones would organise the work, at a cost of less than £1000, first discussing the design with the resident who had highlighted the accessibility issue.

3551. GOVERNORS' FIELD

It was agreed to purchase a Derby Double Steel bin in black to be installed near to the play equipment, using funds raised by the GREAT quiz evening. The contractor who had undertaken drainage works in the field had supplied a detailed drawing of the drain locations. Cllr Starke was preparing a detailed plan of the field showing the location of the drains and the equipment. It was noted that the quote and invoiced amount was based on 100m of pipes being laid but it appeared that only 80m of drains had been laid. The contractor had arranged to come and measure the area on November 15th.

3552. SAM MIDDUP FIELD/FACILITIES CONSULTATION MEETING

The format and content of the presentation and feedback sheets were agreed. The presentation would be followed by an opportunity to ask questions.

Cllr Charles-Jones floated the idea of potentially establishing a permissive footpath around half (or all) of the perimeter of the field, possibly linking to the existing right of way. This would enable villagers to view the field and gain some small benefit from it, while still allowing the tenant to farm the land. He remarked that the tenant was doing an excellent job at maintaining the land. Cllr Smith reported that the field boundaries had been cut recently and asked members to note that the location of footpaths close to residential properties had been a source of concern for residents at Old Manor Close.

3553. SAM MIDDUP FIELD FARM BUSINESS TENANCY

Cllr Charles-Jones had discussed continuing current arrangements with the tenant after the existing tenancy came to an end. He was agreeable in principle to a new two-year tenancy. It was agreed to consider this at December's meeting.

3554. PLANNING

PC1044, GBC 2018/0888 for the erection of a part single and part two-storey extension, loft conversion and new chimney, and alterations to porch at 131 Main Street: it was agreed to observe that the proposal did not meet the requirements of the Conservation Area management plan and represented overdevelopment of the plot. Specific deviations from the Conservation Area management plan requirements: the proposed development would alter the form and composition of the main elevations; the proposed Cabrio balcony.

PC 1045, GBC 2018/0946 for construction of a garden enclosure and decking to rear at 42 Bank Hill: according to GBC's website, this application has been withdrawn.

PC 1046, GBC 2018/1020 for garden landscaping with 3 arches and replacement gate at 161A Main Street: it was agreed to observe that the beech tree required protection during the works. It was noted that NCC's arboriculturist had recommended that a TPO be placed upon the beech tree and it was agreed to ask whether this had been done.

It was agreed to request an update on the status of works at 123 Main Street from the enforcement officer, as GBC's website gave no indication that the developments had been approved.

3555. CEMETERY

It was agreed to follow GBC's decision to remove all burial fees for under 18's of the parish. The Clerk reported that she had sent additional information regarding the number of memorials in the cemetery to the PC's insurers and an additional premium might apply. It was agreed to ask the PC's insurers whether topple testing must be carried out by a trained practitioner or whether the PC could handle this itself. GBC had been asked to quote for works to tidy up the cemetery, to include hedge cutting and the clearance of overgrowth on plinths. A resident had notified the PC that the hedge along the southern boundary needed cutting for access of farm vehicles, and Cllr Charles-Jones agreed to arrange this, and for the allotment hedges to be cut at the same time. Cllr Turton thanked the Chairman and Clerk for their ongoing attention to ensure the neat presentation of the cemetery.

3556. VILLAGE HALL

It was agreed to go ahead with a quote to replace the emergency lights which had failed recent tests (£374.30 plus VAT, Central Fire Systems).

3557. WETLANDS/FLOOD SCHEME

No update.

3558. MEETING DATES

The Clerk circulated 2019 meeting dates. The date of the Annual Meeting of the Parish remained to be agreed, once advice was received regarding the implications of the 2019 election.

3559. CORRESPONDENCE & EXCHANGE OF INFORMATION

The Clerk had received, and replied to, a letter critical of the road closures during the visit of the Tour of Britain visits. A short note of thanks had been received regarding the reinstatement of the Roe Hill bench, and the Chairman and Cllr Woodfield thanked Cllr Charles-Jones for his work on this. A letter had been received regarding the forthcoming consultation results meeting and the Clerk had responded by telephone. A request for snow wardens had been received and Cllrs Starke and Wardle volunteered to take up the role. The following items were noted: Paddy Tipping's *The Beat* newsletter; GBC various agendas and press releases.

3560. PLAYING FIELD

Having installed a new water heating system at the pavilion, T&S had confirmed that legionella checks were required. The Clerk would contact a new potential contractor.

It was noted that a Boot Camp was being run on the playing field, and it was agreed that a charge should be made so that all commercial/club usage was managed consistently. The Clerk agreed to discuss making a charge of £50 per quarter with the personal trainer who ran the Boot Camp.

3561. ALLOTMENTS

It was agreed to meet a tenant's request to transfer to a different plot. It was agreed to donate £450 to Woodborough Charities from the allotment income (£137).

3562. FINANCE

The Clerk presented the financial statement for November and 17 payments, totalling £4660.62 net, were approved for payment. Gross payments over £500: £546 to Woodborough Park (to refurbish Lingwood Lane iron bench including new wood and install at Roe Hill; works at cemetery).

Payments to Fernmac (for Governors' Field drainage scheme) and Gedling Borough Council (for playground inspections) were put on hold pending queries.

3563. CLERK'S REPORT

It was agreed to publish the new councillor email addresses.

3564. NEWSLETTER AND WOODBOROUGH WEB

It was agreed to include the minutes and a Happy Christmas message.

3565. DATE OF THE NEXT MEETING

The date of the next PC meeting was confirmed as 11th December.

The meeting finished at 10.33pm.