

**Minutes of the Parish Council Meeting held on Tuesday 13<sup>th</sup> October 2020 at 7pm**

**This meeting was held remotely in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020**

PRESENT: Cllr Pat Woodfield (Chairman), Cllr Margaret Briggs (part), Cllr John Charles-Jones, Cllr Sophie Hopkin, Cllr John Newsome, Cllr Richard Pannell, Cllr Daniel Raynor, Cllr Colin Starke, Cllr Charles Wardle.

IN ATTENDANCE: Cllr Helen Greensmith (GBC, part), Cllr Boyd Elliott (NCC, part), Averil Marczak (Clerk). 2 residents/members of the public observed the meeting.

**4088. APOLOGIES FOR ABSENCE AND ACCEPTANCE**

Apologies were received and accepted from Cllr Paul Berrisford and Cllr Andrew Gough.

**4089. DECLARATIONS OF INTEREST**

No additional interests declared.

**4090. MINUTES OF THE PARISH COUNCIL**

The minutes of the meeting held on 7<sup>th</sup> September were approved.

**4091. MATTERS ARISING**

Cllr Wardle reported that the Post Office owner had agreed that the prescription box could be installed on the wall outside and he was liaising with Calverton Practice to arrange this. Cllr Charles-Jones reported that the Environment Agency now had a new officer in place to re-start investigatory work for flood mitigation measures in Woodborough.

**4092. CHAIRMAN'S REPORT**

The Chairman thanked Cllr Wardle for organising the new sign on the playing field gate. She asked members to consider whether they would prefer WPC meeting documents to be emailed or to be posted in the councillors' area on the website, and give feedback to the Clerk.

**4093. DISTRICT REPORT**

Cllr Greensmith had circulated a report. Approval had been granted to the planning application for change of use of the Methodist Church to a gym. There had been several incidences of fly tipping, to which GBC had responded very quickly. She asked villagers to report any fly tipping and report any details which could identify offenders. Cllr Greensmith had liaised with GBC officers to reinstate the collection of the Governors' Field bin. Cllr Wardle asked for clarification on the day and time of collection, so that the Lengthsman could bring the rubbish bag from the bin at the back of the field to the gate, ready for collection by GBC.

**4094. LETTER FROM SCHOOL GOVERNORS REGARDING LACK OF SOCIAL DISTANCING ON GOVERNORS' FIELD**

A letter had been received from Susan Harrison, the Clerk to the governing body of Woodborough Woods School, raising concerns about the lack of compliance with social distancing guidance by some families on the field. The issue had raised concerns for the school, who were working very hard to adhere to guidance and ensure that children remain within their "class bubbles". The governors wished to work with the Parish Council to address the issue.

There was a lengthy debate about the options open to the PC, and members were in agreement that the field should remain open if possible. It was noted that on October 14<sup>th</sup> Woodborough would move into Tier 2/High and would need to observe more stringent measures. It was agreed: to ask the school to spell out the rules more strongly; request visits by the PCSO at school closing time; communicate the concerns and the risks via the Woodborough Web and WPC website; put up a new sign reminding and requiring users to follow the rules, and cautioning that closure of the field would be considered if problems persisted. Cllr Starke agreed to draft the sign wording for circulation and agreement by email.

#### **4095. PLANNING**

There was no objection to PC1108/GBC2020/0920, for the re-location of existing pedestrian access, including the creation of steps, erection of retaining walls and associated landscaping works at 183 to 185 Main Street.

#### **4096. FUTURE UNITARY AUTHORITY**

Cllr Elliott reported that Westminster was not progressing NCC's proposal to establish unitary local government in Nottinghamshire.

#### **4097. COUNTY REPORT**

Cllr Elliott had circulated a report. He agreed to make £500 available for new benches in the village. He had asked for road and pavement repairs to be carried out in the village and confirmed that the request for hardstanding at the Main Street bus stop had been allocated a job number, meaning it would be progressed at some point. He was liaising with contacts to ensure that regular road sweeping was undertaken, particularly around Bank Hill. He asked members to contact him and advise if the leaves could be deposited in the village, as the extent of sweeping was often limited by the container size on the vehicle.

#### **4098. PLANNING WHITE PAPER**

The Chairman and Cllr Pannell had circulated their own thoughts on proposals. The Chairman agreed to circulate a draft reply for consideration, which could be submitted on behalf of WPC if members were in agreement.

#### **4099. PAVEMENT PARKING CONSULTATION**

The Clerk had circulated details of a UK government consultation on pavement parking. It was agreed that members should review the documents and pass comments to the clerk for a collective response.

#### **4100. GOVERNORS' FIELD**

There was a discussion regarding the provision of benches in the Governors' Field, with a view to providing more seating in the spring. Cllr Charles-Jones reminded members that several benches were being stored on his farm to limit available seating as part of current Covid-19 precautions. Cllr Wardle had assessed the bench on Roe Hill and considered that it was strong enough to be restored and moved to the Governors' Field. Cllr Starke agreed to propose options for benches made from recycled plastic to be considered at November's meeting. It was agreed to ask Rob Dixon to quote for the removal of the leaves, and the removal of wood from the playing field. It was agreed to meet a request from the WCA to light the beacon in tribute, subject to attendees adhering to Covid-19 regulations in force at the time.

#### **4101. SOCIAL MEDIA POLICY**

It was agreed to adopt the amended version of the social media policy circulated by the Chairman.

#### **4102. REQUEST TO USE PLAYING FIELD**

A request had been received for occasional match use of the pitch by an U13 team. It was agreed to respond by saying that the pitch could potentially be available on an ad hoc basis. Requests for individual matches should be made near the time, which would be judged on the basis of the Woodborough Celtic fixture list and the state of the pitch.

#### **4103. VILLAGE HALL**

It was agreed that the Little Green Kitchen horsebox catering vehicle should be allowed to use the Village Hall car park once a month for the collection of food orders, parking next to the bike rack. It was agreed that the arrangement should be kept under review, particularly once normal hall bookings resumed, and to give a month's notice to the business owner should the permission be withdrawn. In light of their assistance with the ever-changing Covid-19 regulations for community centres, it was agreed to join RCAN at a cost of £95 plus VAT.

The Clerk thanked Cllrs Starke and Wardle for their help putting up Covid-19 signage in the Village Hall. The Hall was currently used by: Preschool, a dance group, 3 exercise classes, Guides and by the Boot Camp on rainy days. New tier 2 regulations were likely to reduce usage again. Guides had requested that they be charged for 1.5 hours of hire, as pre-Covid, as the extended hire to run with smaller groups was unaffordable. The PC agreed to charge for just 1.5 hours during the period of Covid restrictions, recognising the Guides' long-standing use of the Hall. 2 emails had been received from the Preschool, one to confirm that they could pay hire charges this term and to thank the Caretaker for her meticulous cleaning and helping to keep everyone safe, and one to request a discussion at a future PC meeting about reducing ongoing hire charges.

Following close monitoring of the car park, it was agreed that the 10 lines next to the tennis nets should be blacked out and diagonal lines painted in, to make parking easier and diminish the likelihood of damage. The cost of such works was £190 plus VAT, and Cllr Wardle would request that lines should be painted by the entrance within this budget.

#### **4104. CHRISTMAS LIGHTS**

It was agreed to proceed on the basis of previous years, putting lights in the trees and installing a stand-alone Christmas tree. Cllrs Starke and Wardle agreed to check the lights. The Clerk would request a high-quality tree from Cllr Elliott and chase for a quote from GBC for the installation.

#### **4105. REMEMBRANCE SUNDAY**

The Clerk was liaising with Reverend Giles regarding Remembrance Sunday. A wreath had been purchased from the RBL for the budgeted donation of £25 (\$137). Cllrs Wardle and Starke agreed to put up the lamppost poppies.

#### **4106. WOODBOROUGH CHARITIES**

Following the sad and untimely death of Geoff Parkinson, Woodborough Charities were in need of new leadership. It was agreed in principle that WPC should facilitate the appointment of new trustees, working with the remaining trustees who it was thought wished to step down. It was

agreed in principle to use the professional services of the solicitors who had undertaken a similar process for the Institute.

#### **4107. FINANCE**

The Clerk presented the financial statement for October and 29 payments, totalling £31,396.23 net, were approved for payment. Gross payments over £500: £23,999.74 Thomas Bow (resurfacing of car park), £2,034.76 Zurich Insurance, £3,588.00 Blitz Drainage (repairs to drains), £704.97 LGPS (staff pensions), £4,268.02 PWLB (loan repayment).

The Clerk presented a summary of the half year receipts and payments. Most notably, due to Covid-19 Village Hall hire receipts were significantly down.

#### **4108. CORRESPONDENCE AND EXCHANGE OF INFORMATION**

An email had been received from a resident passing on thanks to Via/NCC for the resurfacing works on Bank Hill. An email had been received regarding dog fouling in the village, and offering to help clear dog waste if a team of volunteers could be assembled. It was agreed to ask for volunteers to help with this. A letter had been received from Mrs Jean Boot, thanking WPC for their kind words and support following the sad death of former Cllr John Boot. Various GBC agendas and press releases were noted.

#### **4109. SAM MIDDUP FIELD**

The footpath had been seeded, and the grass was beginning to establish itself.

#### **4110. OLD ROAD SIGNS**

Cllr Charles-Jones suggested that the professional restoration of the old village signs at Bank Hill and the Nags Head be considered for next year's budget.

#### **4111. OTHER UPDATES**

Cllr Charles-Jones asked members to share the information about NCC's new scheme to offer top-up vouchers to assist with the delivery of fibre-optic broadband to businesses and homes within rural parts of the county.

#### **4112. WOODBOROUGH WEB**

It was agreed to include: minutes, a reminder of Covid-19 rules to be followed at the Governors' Field, a request for volunteers to help tackle dog fouling.

#### **4113. ITEMS FOR THE NEXT AGENDA**

Cllr Charles-Jones asked members to present any potential capital items for next year's budget.

#### **4114. DATE OF NEXT MEETING**

The date of the next PC meeting was confirmed as Tuesday 10<sup>th</sup> November at 7pm.

The meeting finished at 9.58pm.