

## **Minutes of the Parish Council Meeting held on Tuesday 9<sup>th</sup> June 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 Paul Berrisford, Cllr Margaret Briggs, Cllr John Charles-Jones, Cllr John Newsome, Cllr Daniel Raynor, Cllr Patrick Smith, Cllr Colin Starke, Cllr Charles Wardle.

IN ATTENDANCE: Cllr Boyd Elliott (NCC), Cllr Helen Greensmith (GBC), Averil Marczak (Clerk). 3 residents/public observed all or part of the meeting.

#### **4004. APOLOGIES FOR ABSENCE AND ACCEPTANCE**

Apologies were received and accepted from Cllr Gough.

#### **4005. DECLARATIONS OF INTEREST**

Cllr Smith declared a non pecuniary interest in item 8, review results of consultation regarding permissive footpath on Sam Middup Field.

#### **4006. MINUTES OF THE PARISH COUNCIL**

The minutes of the meeting held on 12<sup>th</sup> May were approved.

#### **4007. MATTERS ARISING**

The re-tiling in the Village Hall kitchen had been completed. Cllr Smith reported that GBC had refused planning permission for the following applications: PC1093/GBC2020/0329 (Thorneywood House, Foxwood Lane), PC1094/GBC2020/0345 (1 Dover Beck Drive), PC1091/GBC2020/0281PN (Old Manor Farm).

#### **4008. CHAIRMAN'S REPORT**

The Chairman reported that WPC had received a £10,000 Covid-19 business grant from Gedling Borough Council. The Chairman thanked the village for responding to the consultation regarding the permissive footpath on the Sam Middup field; neighbours had been consulted via a doordrop and 152 responses (10% of the electorate) had been received via Survey Monkey, expressing a wide variety of views and some very helpful ideas. The Chairman stated that the tennis courts had reopened and were being well utilised but the Governors' Field was likely to remain closed until phase 5 of the pandemic (as defined by the UK government); WPC would continue to follow government guidelines and only reopen facilities when safe to do so.

#### **4009. COUNTY REPORT**

Cllr Elliott reported that NCC was starting to get back to work. Due to Covid-19 there was no news regarding when, or if, LIS grants would be awarded. Members asked Cllr Elliott to lobby for: the repair of potholes on Foxwood Lane; reinstatement of the bus service; the reopening of the Recycling Centre to all vehicles, to cut back on fly tipping.

#### **4010. DISTRICT REPORT**

Cllr Greensmith had circulated a report. She reported that GBC were reacting quickly to any reports of fly tipping. GBC's Environmental Health department was aware of abandoned food outside the shop and were attempting to establish a dialogue with the operator and owner. Small

businesses were able to apply for a new Covid-19 grant to help them survive the pandemic, and a detailed guidance document was available online. Cllr Briggs requested an additional bin on Lowdham Lane near to the fishing lakes; Cllr Greensmith agreed to ask but considered it unlikely. She asked Cllr Briggs to email her with a specific location.

**4011. SAM MIDDUP FIELD**

A consultation had been carried out and 3 reports on the consultation had been circulated, detailing (1) neighbour responses (2) responses made via Survey Monkey (3) responses made by email. Cllr Raynor presented the results and some of the ideas that had been proposed. It was hoped that a LIS grant might help to fund the development. Following a robust and lengthy discussion regarding the strengths and weaknesses of the consultation, the Chairman asked that the Working Party now work through the feedback and suggest next steps.

**4012. PLANNING**

It was agreed to object to PC1096/GBC2020/0461, to increase the ridge height of dwelling and loft conversion with internal and external alterations at 12 Ploughman Avenue, noting that Conservation Area rules applied, and on the grounds that the colour of the materials was not in keeping and the ridge height would dominate the street scene.

The Clerk had responded under delegated powers to PC1095/GBC2020/0395, making no objection to an application for a 2 storey side extension and alterations to the front, rear and side elevations, including part demolition/conversion of existing attached garage at 32 Holme Close.

**4013. INTERNAL CONTROL / INTERNAL AUDITOR'S REPORT**

The internal auditor's assessment of the PC's performance against internal control objectives was considered. The internal audit report recommended a review of memorial safety; a review of building insurance values; a bi-annual review of policies; GDPR training for new members. Members were satisfied that the PC had met its internal control objectives.

**4014. ANNUAL GOVERNANCE STATEMENT 2019/20**

The Chairman read out the lines 1 - 8 of the Annual Governance Statement in turn (line 9 N/A). It was resolved to respond "yes" to all statements and to approve the Annual Governance Statement. The Chairman signed and dated Section 1 of the AGAR for collection and signature by the Clerk.

**4015. ACCOUNTING STATEMENTS 2019/20**

The Accounting Statements signed by the Clerk before presentation for approval were considered. It was resolved to approve the Accounting Statements. The Chairman signed and dated Section 2 of the AGAR for collection by the Clerk.

**4016. FINANCIAL ACCOUNTS FOR 2019/20**

The analysis of receipts and payments for 2019/20 was approved and signed by the Chairman.

**4017. UPDATE ON WPC VACANCY**

The final date for 10 electors to request an election was June 12<sup>th</sup>, after which WPC could proceed to fill the vacancy by co-option.

#### **4018. VILLAGE HALL**

A camera survey of the Village Hall drains had been undertaken, and a number of repairs were required. Blitz drainage had quoted £2045 for the repairs required beneath the car park, and a further sum for repairs which could be carried out after the car park resurfacing. It was agreed to seek additional quotes for the work, but to proceed with Blitz if more favourable quotes were not secured by the end of June, to ensure that the timing of the car park resurfacing was not put in jeopardy.

Cllr Charles-Jones reported that the resurfacing of the Village Hall car park was booked for August 3, 4<sup>th</sup> and 5<sup>th</sup>. It was agreed to accept the quote of an additional £2600 to include the back of the Village Hall.

Preschool had sent a formal note to thank the Parish Council for allowing Preschool to continue to open for key workers and vulnerable children with no hire fees. This had made a huge difference. In line with Government guidelines, Preschool had opened for more children from June 8<sup>th</sup> but less than half of the children on roll were returning, with no more than 16 attending on any given day.

It was noted that despite locking the outside bin, it had been forced open and filled with household rubbish. It was agreed to re-commence weekly collections.

#### **4019. PLAYING FIELD**

On behalf of the PC, Cllr Berrisford thanked the Cricket Club for jet washing the front of the pavilion and for maintaining the wicket.

The use of the Playing Field for commercial exercise classes was discussed and the following was agreed: any instructor wishing to run an exercise class on the Playing Field should be charged £5 per week, or £50 per quarter; the Pavilion should remain out of bounds for the time being due to Covid-19; these fees should apply to the Cricket Club and Football Club if they wished to use the pitch for training or exercise classes; the Parish Council would not grant exclusivity to any instructor or any type of exercise class paying to use the Playing Field.

It was agreed to continue making dog bags available to walkers to encourage all dog owners to clean up after their pets. It was agreed to purchase 10,000 dog bags (approx. 3 years' supply) to secure a discounted price of £9.12 per 200.

#### **4020. PINFOLD**

Cllr Wardle reported that he had pressure washed the pinfold and realigned the gate; no further work was necessary, other than weed killing.

#### **4021. CONSULTATION RE REMOVAL OF GOVERNORS' FIELD TREES**

It was agreed to defer this item until July's meeting.

#### **4022. CEMETERY**

An application for a non-standard memorial for grave U/1 (old cemetery) was approved.

#### **4023. FINANCE**

The Clerk presented the financial statement for June and 12 payments, totalling £4188.86 net, were approved for payment. Gross payments over £500: £680.21 LGPS (staff pensions). Cllr

Charles-Jones suggested that a new forecast should be worked up, in light of the impact of Covid-19.

**4024. DATE OF NEXT MEETING**

Following a request from the Clerk, it was agreed to move the July meeting to July 21<sup>st</sup>.

**4025. CORRESPONDENCE**

The following items had been received: a letter of thanks from Woodborough in Bloom; GBC, various agendas and press releases.

**4026. ALLOTMENTS**

New tenants had been found for 2 allotments. A further 2 allotments had become available and Cllr Berrisford offered to meet any prospective new tenants.

**4027. OTHER UPDATES**

Cllr Starke reported that RoSPA would carry out their annual playground safety check on June 11<sup>th</sup>.

**4028. WOODBOROUGH WEB CONTENT**

It was agreed to include: the minutes; details of the car park resurfacing; details of the PC vacancy and the co-option procedure (providing no election was required).

**4029. DATE OF THE NEXT MEETING**

The date of the next PC meeting was confirmed as July 21<sup>st</sup> 2020.

The meeting finished at 9.46pm.