

**Minutes of the Parish Council Meeting held on Monday 6<sup>th</sup> June 2022  
at 6.45pm in the Village Hall, Lingwood Lane, Woodborough, Nottingham**

PRESENT: Cllr Andrew Gough (Chairman), Cllr Liz Anderson, Cllr Paul Berrisford, Cllr John Newsome, Cllr Richard Pannell, Cllr Daniel Raynor, Cllr Colin Starke and Cllr Adam Wylie.

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

**4527. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr Margaret Briggs, Cllr John Charles-Jones, Cllr Charles Wardle and Cllr Boyd Elliott (NCC).

**4528. DECLARATIONS OF INTEREST**

No additional interests were declared.

**4529. MINUTES OF THE PARISH COUNCIL**

The minutes of the meeting held on 9<sup>th</sup> April 2022 were approved.

**4530. MATTERS ARISING**

The tree survey would take place on June 8<sup>th</sup> – 9<sup>th</sup>.

**4531. CHAIRMAN'S REPORT**

The Chairman thanked the WCA, the Lengthsman and Cllr Starke for putting up the decorations to celebrate the Queen's Platinum Jubilee weekend. The Chairman reported that a bench had been set alight in the Churchyard, and urged all members to be alert to potential incidents. The Chairman proposed that with present lower case numbers of Covid-19, the main hall should be available for hire until 7.00pm on the evening of WPC meetings, and this was agreed.

**4532. DISTRICT REPORT**

Cllr Greensmith had circulated a report. A long awaited new bin had been installed on Lowdham Lane, and then moved and reinstalled at the end of the bridle path at WPC's request. The adjacent homeowner objected strongly to its positioning and it was agreed to move it back to the first site.

**4533. COUNTY REPORT**

Cllr Elliott had circulated a report. Cllr Elliott had arranged for a check of vehicle speeds on Lowdham Lane.

**4534. PLATINUM JUBILEE**

The activities arranged by the WCA for the Platinum Jubilee weekend had been much enjoyed. It was agreed to make a donation to the WCA to cover their expenditure. It was agreed that the decorations should be left in place until later in the summer, to be in situ for the WCA summer fair and the events planned at the school. It was noted that a resident had enquired if they could have one of the lamp post signs, and it was agreed that after removal they should be made available for residents to take as a souvenir.

**4535. INTERNAL CONTROL / INTERNAL AUDITOR'S REPORT**

The internal auditor's assessment of the PC's performance against internal control objectives was considered. The internal auditor's letter with recommendations was received and noted.

Recommendations included a review of memorial safety; a review of building insurance values; GDPR training for new members; consider opening an account with a further bank to protect more funds under the FSCS. Members were satisfied that the PC had met its internal control objectives.

**4536. ANNUAL GOVERNANCE STATEMENT 2021/22**

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 (proposed Cllr Pannell, seconded Cllr Berrisford). The Chairman signed and dated Section 1 of the AGAR.

**4537. ACCOUNTING STATEMENTS 2021/22**

The Accounting Statements signed by the Clerk before presentation for approval were considered. The Chairman read out the data. It was resolved to approve the Accounting Statements (proposed Cllr Pannell, seconded Cllr Berrisford). The Chairman signed and dated Section 2 of the AGAR.

**4538. FINANCIAL ACCOUNTS FOR 2021/22**

It was resolved to approve the detailed analysis of receipts and payments for 2021/22, and the document was signed by the Chairman.

**4539. UPDATE ON TENNIS COURT REFURBISHMENT**

Fosse Contracts had accepted WPC’s order to resurface the courts during August. A firm date was expected soon. The Tennis Club had offered the preschool an opportunity to use the courts on Wednesday mornings from 9.30 until 10.30am, and this appeared to be a viable arrangement for both parties.

**4540. POTENTIAL NEW WEBSITE**

Three responses had been received following a request for volunteers to run a new website. It was agreed to discuss further with the respondents.

**4541. MEMORIAL BENCH POLICY**

A revised draft was approved and the policy adopted.

**4542. ENVIRONMENT AGENCY FLOOD MANAGEMENT UPDATE**

The Clerk reported on an update meeting held recently between EA personnel, the Woodborough Flood Action Group (FLAG) and WPC. The EA had provided an update on their progress to implement natural flood management schemes on up to 20 areas of private land and gave details of the new flood warning scheme. A public meeting would be arranged in due course. The culverts had recently been cleaned. Members of FLAG asked the EA to consider how the grilles behind the gate on Main Street could be kept clear during flood episodes.

**4543. GOVERNORS’ FIELD: INCIDENTS OF ANTI SOCIAL BEHAVIOUR**

There had been a number of incidents reported of football games with full size match balls causing issues for younger users of the play equipment and passing vehicles. Cllrs Raynor and Wylie agreed to consider options which might encourage footballers to move their games to the Playing Field.

#### **4544. PLAYING FIELD**

A request to run a dog show/event in October to support registered charity Drone To Home was considered. It was agreed that a charge of £70 and a £50 bond should apply, and that the organisers should sign a licence agreement.

It was noted that Arnold Eagles girls' football team were temporarily using the Playing Field for training, and were paying £5 a session.

#### **4545. LICENCE AGREEMENTS WITH USERS OF PLAYING FIELD**

The Clerk had met with Gedling Legal to discuss agreements with Woodborough Tennis Club, Woodborough Celtic, Caythorpe Cricket Club and Woodborough Boot Camp. Gedling Legal would also draft generic agreements for use for events and for temporary use by clubs.

It was noted that the School also used the field for PE and sports day, and it was agreed that an agreement should be set up to formalise the arrangements for both parties. Cllr Anderson agreed to discuss with the Head Teacher.

#### **4546. DEFIBRILLATORS**

It was noted that the pads and battery pack for the Village Hall defibrillator had now expired. The machine itself was out of production and replacement parts had been out of stock for more than a year at the supplier. It was agreed to purchase a full replacement defibrillator, and to bring the equipment in line with the other village defibrillators.

#### **4547. PLANNING**

The following applications were considered:

PC1161/GBC2022/0331 Lawful Development Certificate to regularise use of land as garden land/residential curtilage at Ashvale, Bank Hill: no comments to make.

PC1162/GBC2022/0441 proposed 2 no. 4 bedroom detached dwellings over two storeys with garages to the front at land on east side of Roe Hill: objection, inappropriate and out of keeping for 2 dwellings to be built on this site.

PC1163/GBC2022/0530 variation of condition 2 (approved plans) attached to planning permission 2019/0790 for the demolition of existing dwelling and construction of replacement dwelling at 10 Bank Hill: objection, inappropriate and over-development of the site.

PC1164/GBC2022/0506TPO to fell ash at 18 Lowdham Lane: no objection.

PC1165/GBC2022/0507TCA to reduce T1 sycamore branches at 14 Lingwood Lane: no objection.

PC1166/GBC2022/0547TPO for removal of lime tree (10) and replanting of 12 trees at The Farm House Bank Hill Farm: objection, this is a fine young specimen and should have been taken into account in the original applications.

PC1167/GBC2022/0569TPO to fell Monterey Cypress at 153 Main Street: WPC supports the removal of this tree.

PC1168/GBC2022/0582 for erection of single storey rear and 1<sup>st</sup> floor side extension at Woodvale, Bank Hill: no objection.

#### **4548. FINANCE**

The Clerk presented the financial statement for June. 21 payments, totalling £6,924.34 net, were approved for payment. Gross payments over £500: £630 New Leaf Landscaping (works to restore old benches, install restored and new benches in Governors' Field, clearance works at cemetery);

£760.27 Averil Marczak (reimburse costs of Platinum Jubilee decorations, £233.70 for bunting from Flying Colours Flagmakers and £526.57 for lamp post signs from Royal British Legion Industries); £773.21 Woodborough Park (works and materials to restore old benches and install restored and new benches in Governors' Field); £715.00 LGPS (staff pensions).

**4549. CORRESPONDENCE AND EXCHANGE OF INFORMATION**

An email had been received from the school regarding litter and dog fouling on the Playing Field. Further information had been requested about the nature and location of the litter. An email had been received regarding WPC's maintenance of the border of the Sam Middup Field adjacent to homes. The policy to keep this strip of land wild was affirmed but it was agreed to assess whether thistles/nettles/docks needed spraying. The following items were noted: an invitation to NCC Civic Service; GBC, various agendas and press releases.

**4550. VILLAGE HALL**

Contract cleaners had covered the caretaker's holiday in late May. It was agreed to discuss taking the wifi contract over from the Preschool, to offer wifi to all users. The Clerk had attended an online demonstration of a web based booking system for village halls and it was agreed that offering online booking would benefit hirers and would likely increase use of the hall. The Clerk would discuss with the caretaker.

**4551. ITEMS FOR THE NEXT AGENDA**

It was agreed to discuss provision of football posts on the Playing Field.

**4552. DATE OF THE NEXT MEETING**

The date of the next PC meeting was confirmed as 25<sup>th</sup> July 2022 at 6.45pm.

The meeting finished at 8.20pm.