

**Minutes of the Parish Council Meeting held on Monday 6<sup>th</sup> November 2023  
at 6.45pm in the Village Hall, Lingwood Lane, Woodborough, Nottingham**

PRESENT: Cllr Andrew Gough (Chairman), Cllr Liz Anderson, Cllr Phil Hallam, Cllr John Newsome, Cllr Richard Pannell, Cllr Colin Starke, Cllr Linda Taylor, Cllr Charles Wardle, Cllr Richard Whincup

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

**4863. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr Gary Digva and Cllr Adam Wylie.

**4864. DECLARATIONS OF INTEREST**

No additional interests were declared.

**4865. OPEN SESSION**

The meeting was suspended between 6.46 and 7.00.

2 residents representing Woodborough Heritage and Woodborough Local History Group gave a short introduction to the work done as part of a millennium project to gather archive material and create the Woodborough Heritage website. They asked WPC to take over its ongoing maintenance to ensure that it would be available for future generations. Occasional future updates would be needed but the priority was to preserve the material already online. The site achieved approximately 200 hits per month and its current contract with IONOS was due to end in April 2024. There was unanimous agreement to include the Heritage website within the scope of the Woodborough Village website project to be considered later on the agenda. WPC thanked the Heritage Society and Local History Group for creating such a valuable resource.

**4866. FLOOD OF OCTOBER 20<sup>TH</sup>**

Details of the flood had been discussed at length at the public meeting on October 28<sup>th</sup> organised by WPC and the follow-on meeting on October 31<sup>st</sup> organised by Cllr Boyd Elliott and attended by the Rt Hon Mark Spencer MP and Tom Randall MP. Off the back of these meetings, Woodborough flooding had featured 3 times on BBC local news programmes. The Woodborough FLAG had passed on its thanks to WPC for its prompt organisation of a public meeting. The Clerk had produced a summary of potential actions to take forward.

Mark Spencer's office had provided a summary of the actions that they proposed to take forward. It was agreed that an update should be requested from the offices of Mark Spencer and Tom Randall the week before each WPC meeting.

Cllr Greensmith said that she was meeting with Fran Whyley, Interim Corporate Director, regarding GBC's role. Cllr Elliott suggested that Woodborough should work closely with Lambley Parish Council. Cllr Elliott agreed to take on responsibility for improving communication with the schools and to look at the EA study from 2019.

There was a brief debate about improving flooding event operations within Woodborough. It was agreed to review the emergency plan, including potential sites for refuge and consider reviving the “buddy” system which had been put in place after the 2007 flood, whereby able-bodied residents with homes outside the flood area would link up with more vulnerable residents and help them during flood events. It was agreed that the website under discussion should include a facility to make flood announcements.

Cllr Greensmith commented that Lowdham Flood Action Group had produced a leaflet and delivered it to all doors. She suggested that it would be useful for Woodborough to do something similar.

#### **4867. MINUTES OF THE PARISH COUNCIL**

The minutes of the meeting held on October 6<sup>th</sup> were approved.

#### **4868. MATTERS ARISING**

The discussion on next steps for the Sam Middup Field was deferred due to discussions on flooding taking priority over the past few weeks. The cemetery planning application remained outstanding.

#### **4869. CHAIRMAN’S REPORT**

The Chairman thanked Cllr Anderson and Cllr Starke for chairing recent meetings in his absence. The Chairman thanked Cllr Pannell for chairing the public meeting regarding flooding.

#### **4870. LENGTHSMAN VACANCY**

Cllr Wardle reported that Tim Tritton from Gardenscape had offered to take on the role. It was agreed to offer the role on a self-employed basis and to align the length of the arrangement with the current grass cutting contract.

#### **4871. WOODBOROUGH VILLAGE WEBSITE**

It was agreed that the scope of the project should be extended to incorporate the Woodborough Heritage pages. There was consensus that the site should be basic and easy to update, and that there should be several named administrators. WPC’s current contract with IONOS allowed for hosting up to 10 websites but additional charges would apply for the domain name and SSL certificate. The ownership and control of the domain name, SSL, and web page coding should reside with WPC. Cllrs Anderson and Taylor planned to meet with Cllr Digva to start to develop the plans before the next meeting.

#### **4872. ROE HILL TRAFFIC ISSUES**

Cllr Whincup had circulated some photos of the traffic issues and recommended that double yellow lines be implemented on both sides of Roe Lane from its junction with Main Street up to the second exit of the Four Bells car park. After discussion it was agreed to write to Cllr Elliott to lobby for this.

Cllr Hallam reported that the Bank Hill corner needed sweeping due to displaced gravel and it was agreed to write to Cllr Greensmith to request this.

**4873. CHRISTMAS LIGHTS & SWITCH ON**

Cllr Starke reported that the new lights had been delivered, the tree ordered and the lights installation arranged. It was agreed that the switch-on should take place at 6 pm on Saturday 2<sup>nd</sup> December. It was agreed that a boy and a girl from Woodborough Celtic Youth team should switch the lights on. Cllr Taylor asked for volunteers to put the marquee up and help take it back down again on Sunday 3<sup>rd</sup> December.

**4874. GOVERNORS' FIELD**

The work to install soft surfacing was complete and the claim could now be made for the balance of the Local Communities Fund grant.

Planning permission was required for the part of the agreed new fencing sited within 2m of the pavement. It was agreed that an application should be made but that in the meantime the other stretch of the fencing could be installed if that suited the contractor.

It was agreed to ask Rob Dixon to clear the leaves.

**4875. VILLAGE HALL**

Two final quotes for CCTV were considered carefully and it was agreed to ask J4 to provide the system at a cost of £2247.80 +VAT and annual maintenance at £70 +VAT.

It was agreed to move the contract for providing the fire alarm servicing and monitoring from Churches Fire to local firm FSA who offered a significant cost saving.

The Clerk reported that GBC had undertaken a food hygiene inspection at the Village Hall and awarded the Village Hall five stars. GBC had made some recommendations including a dispenser for paper towels and additional signage.

**4876. PLANNING**

The following application was considered:

PC1212/GBC2023/0766 for an extension and alterations at 32 Holme Close: no objection.

**4877. PLAYING FIELD**

The field had flooded badly. Cllr Newsome reported that the owner of the adjacent field had agreed to clear his boundary ditch to improve flows to the main field dyke thereby helping to reduce flooding of the field.

Ravenshead Cricket Club had removed their equipment from the shed and returned their pavilion key. They would not return next year but thanked WPC for hosting their matches in 2023. A team from Calverton Cricket Club had indicated that they would like to play in 2024 and they were already working with Caythorpe CC to improve and protect the square. Woodborough CC had yet to sort their equipment in the shed, and to remove unwanted items. Cllr Whincup reminded WPC that the tennis club would like to store some items once space had been created. Cllr Wardle had looked into new racking for the shed which was capable of safely storing the weights used by the Bootcamp. He proposed the purchase of new racking for the right hand wall at a cost of £750 +VAT and this was agreed.

Cllr Whincup reported that there were some dips and pits on the tennis court surface. The contractor had attended and advised that the levels were within LTA tolerance. Some of the pits were likely to have been caused by letting bird droppings dry out, but these could be filled and painted to match. It was agreed that Preschool's request to resume use of their vehicles on the courts should be refused given that problems with the surface were already arising from tennis usage.

**4878. MEETING DATES 2024**

The following dates were agreed: January 8<sup>th</sup>, February 5<sup>th</sup>, March 4<sup>th</sup>, April 8<sup>th</sup>, May 13<sup>th</sup>, June 3<sup>rd</sup>, July 1<sup>st</sup>, August as required, September 2<sup>nd</sup>, October 7<sup>th</sup>, November 4<sup>th</sup>, December 2<sup>nd</sup>.

**4879. FINANCE**

The Clerk presented the financial statement for November. 23 payments, totalling £19,154.75 net, were approved for payment. Gross payments over £500: £4574.40 LITE Lighting and Illumination (new Christmas lights); £3000 D&M Masons (memorial safety work); £707.27 LGPS (staff pensions); £7886.40 DCM (safe surfacing, Governors' Field); £765.47 Churches Fire Security (servicing and maintenance of fire alarm and emergency lights); £595 Real Christmas Trees (Christmas tree). It was agreed to make a donation of £450 to Woodborough Town Lands Charity (S137) from the proceeds of the allotments.

It was agreed to move £30,000 from the Unity Trust deposit account into a Unity 12 month fixed term deposit account to avail of an interest rate of 5.0%.

**4880. CORRESPONDENCE AND EXCHANGE OF INFORMATION**

The following were noted: newsletter from the Police and Crime Commissioner; a note of thanks from Woodborough in Bloom for emptying and refilling the tower planters in the Governors' Field. An invitation from Woodborough Hall to celebrate the first anniversary of their re-opening had been received and acceptance by members had been recorded in accordance with the policy on accepting hospitality.

**4881. ANY OTHER BUSINESS (INFORMATION ONLY)**

Cllr Whincup advised that the potholes outside the cemetery had deteriorated and required attention.

Cllr Taylor advised that the firework event in 2024 would be ticketed to limit numbers of vehicles coming to the village and seeking a place to park. Sadly the 2023 event had been cancelled due to the waterlogging of the playing field.

**4882. DATE OF THE NEXT MEETING**

The date of the next PC meeting was confirmed as 4<sup>th</sup> December 2023 at 6.45pm.

The meeting finished at 8.42pm.