

**Minutes of the Parish Council Meeting held on Monday 2<sup>nd</sup> September 2024  
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

IN ATTENDANCE: Cllr Helen Greensmith (GBC, part), Cllr Boyd Elliott (NCC, part), 7 residents (3 part only), Averil Marczak (Clerk)

**5063. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr Amanda Mellor and Cllr Richard Whincup.

**5064. DECLARATIONS OF INTEREST**

No additional interests were declared.

**5065. OPEN SESSION FOR MEMBERS OF THE PUBLIC**

The Chair suspended the meeting between 6.47pm and 7.10pm to allow members of the public to address the PC. The chair of Woodborough in Bloom explained that their 19-year-old bowser tank leaked and despite a series of repairs needed replacement. They sought help in meeting the cost of a new tank and advised that a new storage location and water supply would be required for the bowser in 2025. She raised a complaint that GBC had failed to carry out pruning in Smalls Croft and Ploughman Avenue, and that brambles and weeds in the churchyard required attention.

Two residents enquired about plans for the Sam Middup Field. Cllr Anderson explained that WPC would look to assemble a working party including residents as well as councillors to work on plans for the conversion of the field for leisure use in a way that enhanced flood resilience. The two residents expressed an interest in joining the working party.

Paul Stevenson representing Woodborough Celtic requested use of more of the Playing Field in 2025 to accommodate an additional children's pitch. Up to 100 children were involved weekly and matches would need to be played elsewhere without the additional pitch. Their proposed layout would allow for a single wicket only. There was a precedent for this at Caythorpe. The football club were prepared to make up any shortfall created by lower fees from cricket teams.

**5066. MINUTES OF THE PARISH COUNCIL**

The minutes of the meeting held on July 1<sup>st</sup> were approved.

**5067. CHAIRMAN'S REPORT**

The Chairman thanked Cllrs Starke and Whincup for their weekly inspections of the Governors' Field play equipment and their prompt action following a recent accident on the playground. The Chairman proposed that WPC write to Gedling's new MP Michael Payne to congratulate him on his election, and to thank him for his early endeavours to pursue a flood scheme on behalf of the village. The Chairman also announced with regret that the Village Hall's long serving caretaker had resigned, and he thanked her for her impressive record of hard work and service, which was much appreciated by WPC and Village Hall users.

**5068. DISTRICT REPORT**

Cllr Greensmith took away actions to get pruning done on GBC owned land at Smalls Croft and Ploughman Avenue.

#### **5069. COUNTY REPORT**

Cllr Elliott reported that a new and improved bus service had started. He gave a brief update on NCC's flood liaison work with residents. Cllr Elliott had visited the village with a highways officer in July to assess potholes and confirmed that a repair near 34 Main Street was scheduled. He had followed up a complaint about the pavements with a resident of Moor Lane who could no longer use his mobility scooter; siding up works were on NCC's list. Cllr Elliott said that there would be a review of the camber of pavements generally so that they were safe for mobility scooters. Cllr Pannell strongly expressed his dissatisfaction with the failure of NCC to make the village roads and pavements safe and fit for use; the village had been told by Cllr Elliott that works were "on a list" but no progress had been made.

#### **5070. WOODBOROUGH IN BLOOM**

Cllr Elliott offered an additional grant of £275 towards WPC's activities to enable WPC to make an unbudgeted purchase of a replacement bowser tank at a cost of £675 + VAT. On this basis it was agreed to purchase the replacement tank and donate it to Woodborough in Bloom. Delivery charges were not yet known and it was agreed that the cost of delivery would be deducted from the 2025/26 donation to Woodborough in Bloom. It was agreed that in 2025 the bowser could be filled at the Village Hall using WPC's metered supply. Further thought needed to be given to storage.

#### **5071. PLAYING FIELD**

The request from Woodborough Celtic for an additional children's pitch was considered, as was a request from Calverton Cricket Club to use the ground once again in 2025. Woodborough Cricket Club had been advised of Woodborough Celtic's proposal and had expressed strong objection to any reduction to the cricket facilities in the village. It was agreed nonetheless, given the numbers involved in the children's football and the very limited use by Woodborough Cricket Club (2 home matches this year) to allow Woodborough Celtic to add an additional children's pitch and to offer a single wicket to Woodborough Cricket Club and Calverton Cricket Club. It was agreed that an all weather wicket could be considered depending on demand. It was noted that should Calverton Cricket Club not wish to use the Playing Field, then Woodborough Cricket Club would be required to maintain the wicket for themselves.

#### **5072. ACCIDENT AT GOVERNORS' FIELD**

Cllr Starke provided a report on an accident that had occurred at the playground on 20<sup>th</sup> August and described the actions that had been taken. The accident had been reported to WPC's insurance company for information only.

#### **5073. WCA FIREWORK DISPLAY**

Cllr Taylor reported. The long-standing volunteer who set out the fireworks had stood down and the WCA was looking for somebody new for the event to go ahead.

#### **5074. GOVERNORS' FIELD**

It was agreed to purchase a standalone tree from Real Christmas Trees at a cost of £495.84 inclusive of VAT and it was agreed that RAC Electrical should undertake the installation/take down of the lights at a cost of £2215 + VAT. It was agreed that the switch on event should be held on 30th November and that this date should be notified to the contractor.

Cllr Starke reported that HAGS had acknowledged WPC's request for a contribution towards the repair of the tunnel mound and were giving it consideration.

**5075. VILLAGE HALL**

Cllr Anderson reported that the Caretaker had done a comprehensive review of present use of storage at the hall with a view to a future reorganisation. Cllr Wardle agreed to remove padlocks in the kitchen from two cupboards not used for 10 years and to mend a broken lock in the committee room. Preschool had sent a brief update at the end of the summer term.

**5076. CEMETERY**

A request had been received to bury ashes in a family plot without documentation. The Clerk had been unable to determine the name of the graveowner from archive documents held at the County Archive. The Clerk explained that there was a risk involved in granting permission without documentation. That considered, it was agreed to give permission for the burial of ashes to go ahead.

**5077. ALLOTMENTS**

The driveway repair had been scheduled for 3<sup>rd</sup> September. A replacement gate was needed and quotes would be ready for consideration at October's meeting. An allotment tenant had requested a more rigorous inspection and sanctions regime to reduce the number of neglected plots. This was considered at length, and after much debate it was agreed to continue to operate the site in the current manner.

**5078. INSURANCE**

WPC's long term agreement with Zurich Insurance was in its final year. It was resolved to renew the insurance at a premium of £2782.91 (inclusive of tax).

**5079. REQUEST TO PROVIDE DEFIBRILLATOR AT MOOR LANE**

It was agreed to purchase a defibrillator and case for Moor Lane from Community Heartbeat Trust at a cost of £1925 + VAT. Cllr Wardle agreed to install.

**5080. FLOODING**

Cllr Mellor had sent an update. Cllr Mellor had met with Michael Payne MP at Westminster to discuss flooding, and Michael Payne had also joined a multi agency meeting to understand more about natural flood management measures under discussion. Cllr Hallam had received a request for the purchase of eco-blocks to be used to channel flood water down Bank Hill during flood events and he would discuss with Cllr Mellor.

**5081. NEW COMMUNITY WEBSITE**

Cllrs Anderson and Taylor reported the progress made and planned to launch in October.

**5082. SAM MIDDUP FIELD**

It was agreed that a working party should include Cllrs Anderson, Mellor and Pannell and a group of residents. Cllr Anderson would contact the residents who had expressed an interest at this meeting. It was agreed to place a notice in the PC noticeboard to invite additional interested residents to make contact.

**5083. PLANNING**

The following applications were considered and no objection raised:

PC1234/GBC2024/0529TCA for felling/cutting back of trees at 3 Church Walk

PC1235/GBC2024/0546 to remove existing conservatory and replace with single storey front extension at 3 Main Street

**5084. REVIEW OF ANNUAL REPORT**

WPC's annual report had been distributed at the end of July. The total cost for printing and distribution was £1027.50. Several positive comments had been received and it was considered worth repeating in 2025.

**5085. STAFFING**

It was noted with sadness that the Caretaker had handed in her resignation. WPC had accepted the resignation and thanked the Caretaker for her years of service and hard work. It was agreed that contract cleaners should be engaged for the short term. Cllrs Anderson and Taylor would meet with the Clerk later in the month to work up a plan for the long-term replacement of the Caretaker which would require approval at a future WPC meeting.

**5086. CONCLUSION OF AUDIT**

The audit of WPC's 2023/24 accounts by PKF Littlejohn had concluded with no matters raised. Details would be published on the website in the required way.

**5087. FINANCE**

The Clerk presented the financial statement for August and September. 37 payments, totalling £17082.41 net, were approved for payment. Gross payments over £500: £765 Colinprint (print annual reports); £532.93 HMRC (tax and NI); £830.29 LGPS (July staff pensions); £1178.76 J4 Security (CCTV upgrade); £504 PKF Littlejohn LLP (limited assurance review/audit); £841.63 LGPS (August staff pensions); £2782.93 Zurich Municipal (insurance); £1800 D&M Memorial Masons (make safe 5 memorials). A further 17 payments were made by direct debit totalling £1929.56 net.

**5088. CORRESPONDENCE AND EXCHANGE OF INFORMATION**

NCC had offered a small supply of winter salt and it was agreed that this should be declined. Details of November's parish conference were noted. NALC had asked parish councils to give their views on a UK government consultation on the National Planning Policy Framework and due to the expansive scope the Clerk asked members to look at this individually. It was agreed to decline a request for payment by one of the groups which had performed at the WCA's summer fair. The following items were noted: details of GBC's parish conference; GBC, various agendas and press releases.

**5089. PARISH COUNCIL VACANCY**

The remaining vacancy continued to be publicised on the WPC website and applications were invited.

**5090. ITEMS FOR THE NEXT AGENDA**

It was agreed to include the community website, the allotment gate and flooding.

**5091. DATE OF THE NEXT MEETING**

The date of the next meeting was confirmed as 7<sup>th</sup> October at 6.45pm.

The meeting finished at 8.49pm.