

**Minutes of the Parish Council Meeting held on Monday 6<sup>th</sup> January 2025  
at 6.45pm in the Village Hall, Lingwood Lane, Woodborough, Nottingham**

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

IN ATTENDANCE: 5 members of the public (part), Averil Marczak (Clerk)

**5162. OPENING REMARKS**

The Chairman thanked the flood wardens for their tireless work in closing the roads and manning the barricades during the flood earlier in the day.

**5163. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr Liz Anderson, Cllr Boyd Elliott (NCC) and Cllr Helen Greensmith (GBC).

**5164. DECLARATIONS OF INTEREST**

Cllrs Gough and Mellor declared a non pecuniary interest in planning application 2024/0854. Cllr Wardle declared a pecuniary interest in planning application 2024/0867TCA.

**5165. OPEN SESSION FOR MEMBERS OF THE PUBLIC**

The Chair suspended the meeting between 6.47 and 7.01pm and members of the public spoke to raise objections and queries regarding planning application 2024/0854. Amongst them, a representative from the Ramblers raised concerns about the impact on the bridleway.

**5166. MINUTES OF THE PARISH COUNCIL**

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

**5167. CHAIR'S REPORT**

The Chairman reported that Angus Craig-Dennis had accepted the role of Village Hall caretaker on a temporary basis and was doing an excellent job. The Chairman thanked Cllr Wardle for his hard work across the parish and in particular his role in coordinating Woodborough's flood wardens and flood related liaison with other councils and the school.

**5168. COUNTY REPORT**

Cllr Elliott had sent a report. He had spoken at full council to highlight the problems on Woodborough's highways and pavements. Cllr Elliott had fed back on the poor quality patching of potholes and reported that hotbox treatment was in the schedule of planned works.

**5169. PLANNING**

PC1242/GBC2024/0854 for re-use and adaptation of existing outbuilding to independent 1 bedroom dwelling, removal of barn to provide car parking spaces at 7 Old Manor Close: it was agreed to object to the creation of a new dwelling withing the curtilage which is contrary to condition 3 of previous permission for 2024/01247, namely that "the outbuilding shall not be occupied at any time other than for purposes ancillary to the residential use of the dwelling known as 7 Old Manor Close and shall not be independently occupied".

The following applications were considered and no objection raised:

PC1243/GBC2024/0849TPO to crown reduce beech at 161A Main Street

PC1244/GBC2024/0867TCA to prune hornbeams back to knuckles at 119 Main Street

PC1245/GBC2024/0877TCA to crown reduce willow at 101 Main Street

PC1246/GBC2024/0879 for single storey front and rear extensions, 2 storey side extension and new roof over garage at 44 Roe Hill

PC1247/GBC2024/0891TCA for treeworks at 16 Ploughman Avenue

#### **5170. 2025/26 BUDGET PROCESS**

GBC's budget process was noted. It was agreed to request a provisional precept of £86,585 (+5%) with the final precept to be confirmed after detailed consideration of WPC's budget at February's meeting.

Members were asked to forward details of capital projects to the Clerk for consideration at February's meeting. Projects for consideration included improvements in the pavilion, replacement of radiators/radiator thermostats in the Village Hall, replacement of dishwasher/upgrade to kitchen, replacement of stage lighting.

#### **5171. APPOINTMENT OF INTERNAL AUDITOR**

It was agreed to ask Andy Hodges to undertake the internal audit.

#### **5172. ALLOTMENT RENT 2026/27**

It was agreed that rent should be raised to £36 in 2026.

#### **5173. VILLAGE HALL**

The Clerk reported on cleaning and caretaking arrangements at the Village Hall following the recruitment of a new temporary caretaker. Cleaning arrangements had been revised following the irregularities and poor performance of the early morning cleaners; in future cleaning would take place after Preschool.

It was agreed that a minimum hire of 3 hours should be required for all future party bookings.

Ongoing issues with the Village Hall wifi provision were noted and it was agreed that BT should be contacted.

Damage to floor tiles in the chair store was noted. They were likely to contain non notifiable asbestos. It was agreed to consider new flooring as part of the budget.

#### **5174. CCTV**

It was agreed to make the following amendments to the CCTV policy: to add the Caretaker to the list of those designated to view (2 designated people always to be present); to add provision for images to be shared with contractors on application, with all requests to be considered on a case-by-case basis. The need to control data carefully and to write data sharing clauses into future contracts was noted. It was agreed to install an additional camera inside the Village Hall entrance to monitor entrants to the building at a cost of £268.35 + VAT.

**5175. EMPLOYMENT GOVERNANCE**

It was agreed to defer to February's meeting.

**5176. GOVERNORS' FIELD**

Cllr Starke reported that there was a minor subsidence issue near to the roundabout which could constitute a trip hazard. It was agreed that HAGS should be asked to address this at an additional charge when undertaking works to the tunnel mound.

**5177. PLAYING FIELD**

Further correspondence had been received from Woodborough Cricket Club about the offer agreed at November's meeting. The square had been re-roped off and re-measured by Woodborough Celtic and it was hoped that this would be to the satisfaction of Woodborough Cricket Club. It was agreed that Woodborough Cricket Club should be given a deadline of 21<sup>st</sup> January to sign the licence agreement if they wished to play on the field in 2025.

**5178. CEMETERY**

Baptist minister William Clay (d.1849) had been exhumed from the Baptist Church on Shelt Hill and reinterred at the cemetery.

**5179. MOOR LANE DEFIBRILLATOR**

Cllr Wardle was waiting for wiring work to be carried out and could then install the defibrillator.

**5180. SAM MIDDUP FIELD**

A request had been received from St Swithuns to plant 30 trees on the Sam Middup Field to offset their carbon footprint. It was agreed to respond that the request would be considered by the working party in due course.

**5181. FINANCE**

The Clerk presented the financial statement for January. 21 payments, totalling £6940.02 net, were approved for payment. Gross payments over £500: £600 WRS Tree services (storm damage works); £544.05 LGPS (staff pensions), £2697.00 Jestermark Ltd (25% deposit, new fire exit doors). A further 10 payments were made by direct debit totalling £1511.75 net. Gross direct debit payments over £500: EDF £550.39 (electricity), SSE £616.69 (gas).

**5182. CORRESPONDENCE AND EXCHANGE OF INFORMATION**

The following items were noted: email regarding flooding of Pinfold Crescent from the Playing Field (Cllrs Mellor and Newsome to follow up); email regarding Woodborough's roads and pavements; email in praise of 2024 annual report; GBC, various agendas and press releases.

**5183. ITEMS FOR THE NEXT AGENDA**

It was agreed to include employment governance and VE day 80<sup>th</sup> anniversary.

**5184. DATE OF THE NEXT MEETING**

The date of the next meeting was confirmed as 3<sup>rd</sup> February 2025 at 6.45pm.

The meeting finished at 8.20pm.