

**Minutes of the Parish Council Meeting held on  
Monday 9<sup>th</sup> January 2006 at 7:30 pm at  
The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

**PRESENT**

Cllr. John Harlow (Chairman), Cllr. Robert Hanson (Vice Chairman), Cllr. Geoffrey Buckland, Cllr. Michael Jillings, Cllr. Mavis Leafe, Cllr. Les Morgan, Cllr. Ray Robson, Cllr. Joanne Roper, Cllr. Jan Turton and Cllr John Glass

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk)

**208. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs. John Boot and Geoff Parkinson.

**209. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Monday 5<sup>th</sup> December 2005 were approved and signed by the Chairman.

**210. MATTERS ARISING**

The Chairman reported that the Play Group had decided against making a presentation until their committee had met with the Preschool Learning Alliance who had offered to help produce a business plan.

Cllr Roper reported that she understood a traffic survey would be undertaken in the village and the clerk confirmed he believed this would be on Main Street some time in March. Results from surveys undertaken in previous years were available from Nottinghamshire CC and the clerk was asked to obtain copies.

Cllr Jillings reported that the planning inspector would be in the village in two weeks as part of the planning appeal relating to 121 Main Street.

Cllr Roper reported that she had studied the Nottinghamshire CC report on Extending Services in and Around Schools and concluded that it was inappropriate to respond.

The clerk explained that the previously agreed date of 22<sup>nd</sup> May for the Annual Meeting clashed with another parish council meeting to which he was also the clerk and asked for the date to be revised. It was agreed to hold the Annual Meeting on Thursday 18<sup>th</sup> May 2006.

**211. REGISTRATIONS OF INTEREST**

Cllrs Roper and Turton advised the council that they had both recently moved residences within the village.

**212. DISTRICT REPORT.**

Cllr Glass reported that a number of responsibilities had been transferred from Gedling BC to Nottinghamshire CC early last year and that he believed that as a consequence problems were taking longer to resolve. For instance, any new litterbins in the village now had to have County approval and Cllr Spencer had personally dealt with the problem traffic signs on Shelt Hill rather than wait for the County to act. On a positive note, Gedling BC Planning Department had agreed to act over the Foxwood Farm sign and would be writing to the owners.

Cllr Glass reported he had had a meeting with Mr Baggaley, the new head of planning and had another meeting scheduled in two weeks. He had brought to Mr Baggaley's attention recent legislation known as EDMO (Empty Development Management Order), and had suggested this may be a way forward in dealing with 133 Main Street, Mr Baggaley agreed to investigate.

A number of grit bins had been removed from the village and not all had been replaced under the County's new policy. The clerk was asked to write to the Highways department asking for bins to be replaced on Roe Hill, Park Avenue and Bank Hill

It was agreed to invite Cllr Spencer to the next meeting.

213. **CLERK'S REPORT AND ANNOUNCEMENTS**

The clerk tabled a questionnaire on the Calverton Conservation Area appraisal, it was agreed not to respond.

214. **PLANNING**

The following items were discussed;

Application by Ms Hallam to construct three two storey dwellings at 142 Main Street, object on the grounds of inappropriate development in this location; the area is prone to flooding and the Environment Agency should be consulted particularly as basements are proposed and there are no details of car parking arrangements.

Nag's Head, to remove four trees and prune a fifth, no objections.

Lime Trees, Bank Hill; the Chairman reported that work had started on felling the trees and further explained that he had spoken to the owner of the trees who stated he had been advised that due to decay caused by a fungal attack the trees should be felled. He had been advised to replace the trees with Tulip trees. The council was dismayed at this course of action and the advice offered to the owner by Gedling BC and reinforced the view that a meeting was required with the planning department before the end of January to discuss this and other tree issues. Cllr Glass was asked to arrange this meeting.

215. **FINANCE**

Accounts for Payment, the following cheques were authorised for payment.

2164	R J Hawkins	457.25	Clerk's Salary
2165	R J Hawkins	24.00	Clerk's Expenses
2166	Mrs C Leafe	617.13	Salaries
2167	Mrs C Leafe	25.52	Caretaker's Exp
2168	Mrs F Batt	25.00	Salaries
2169	Inland Revenue	85.44	NI & PAYE
2171	Woodborough United FC	25.00	Hire & Bond Refund
2172	Faye Sanders	25.00	Hire & Bond Refund
2173	J Pellegrino	25.00	Hire & Bond Refund
2174	Anne Rose	115.22	Repair & Maintenance
2175	NCC Supplies	19.39	Running Expenses
2176	SLCC	44.00	Subscriptions
2177	D Brittle	28.00	Repair & Maintenance
2178	R J Hawkins	50.00	Office expenses
2179	R Hanson	23.00	Christmas Lights
2180	Remco Signs Ltd	1,057.50	Christmas Lights

The draft budget for 2006-07 tabled by the clerk was approved and a Precept of £16,500 agreed.

Cllr Morgan reported that the Woodborough Charities had made donations of £20 to thirty three residents of Woodborough over Christmas.

216. **PLAYING FIELD & GOVERNORS' FIELD**

It was generally agreed that the Christmas Lights in the trees on the Governor's Field had been a great success and councillors had received very positive feedback from residents. Cllr Hanson asked if the clerk could write to Mr Trevor Hursthouse thanking him for his generous help and assistance in the project. Not all the lights had been used and next year an additional tree would be decorated. However, the trees required pruning both to retain their shape and prevent branches over hanging the road. It was agreed to accept a quote of £200 from Mark Stanbrook but prior to work commencing a written description of the proposed work was required and Gedling BC to be informed.

Cllr Turton thanked the Vice Chairman and Cllr Robson for all their hard work in organising the lights

217. **VILLAGE HALL**

The clerk reported that the Caretaker would be on holiday from 23<sup>rd</sup> January to 5<sup>th</sup> February

218. **CEMETERY MATTERS**

Cllr Buckland reported on a site meeting with Gardenscape to discuss improvements to the path and a quote of £395 was approved with additional spending up to a maximum of £600 to make improvements to the path in the old part of the cemetery at the same time.

Cllr Buckland also reported that the trees had been trimmed but that moles had reappeared on the right hand side of the cemetery. Cllr Hanson volunteered to investigate and approval was given for the purchase of three additional traps.

219. **ALLOTMENTS**

Nothing to Report

220. **NEWSLETTER**

Items to be included are:- to advertise the availability of two allotments from March 2006 and to reprint the note explaining the Parish Council's response to the new licensing laws and the availability of TENS. It was also pointed out that the caretaker's telephone number had been mis-printed and a correction was required.

221. **CORRESPONDENCE**

A letter had been received from Miss Isobel Gladman asking for financial assistance to attend a scouting event. It was agreed that the Parish Council did not have the power to make grants to individuals but the letter was forwarded to the Woodborough Community Association who may be able to help.

The clerk confirmed that the bond with Nottingham City Council had been cashed in.

222. **ANY OTHER BUSINESS**

Cllr. Hanson reminded the meeting that capital aid grants were still available from Gedling BC and the Chairman asked the Village Hall Working party to meet and consider if any capital equipment was required.

The date of the next Parish Council Meeting was confirmed as Monday 6<sup>th</sup> February.

The meeting ended at 9:15 pm

**Minutes of the Parish Council Meeting held on  
Monday 6<sup>th</sup> February 2006 at 8:00 pm at  
The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

The meeting was preceded by a presentation on behalf of the Woodborough Village Pre-School. The work of the pre-school was described to the council and the current financial situation was explained.

**PRESENT**

Cllr. Robert Hanson (Vice Chairman), Cllr. John Boot, Cllr. Geoffrey Buckland, Cllr. Mavis Leafe, Cllr. Les Morgan, Cllr. Geoff Parkinson, Cllr. Ray Robson, Cllr. Joanne Roper and Cllr. Jan Turton

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk)

**223. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr. John Harlow (Chairman) and Cllrs M Spencer & J Glass had both informed the clerk they could not attend.

**224. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Monday 9<sup>th</sup> January 2006 were agreed and signed by the vice chairman

**225. MATTERS ARISING**

Cllr. Roper reported that the Traffic Speed Survey would take place in the village in March between Lingwood Lane and Bank Hill.

The Vice Chairman thanked Cllr Parkinson for organising the purchase of the Christmas lights and went on to say the display had been excellent.

Cllr Boot informed the council that as 142 Main Street was liable to flooding, the Environment Agency had been asked to comment on the planning application but that their report had not yet been received.

The clerk confirmed that the application to prune trees on the Governor's Field had been submitted and the vice-chairman reported a site meeting had been held and permission given for the requested work to be undertaken by Mark Stanbrook.

**226. COUNTY REPORT**

The clerk reported that Cllr. Spencer had informed him that he was to have a meeting in Woodborough with the Highways Department to discuss speeding traffic and grit bins on Roe Hill.

Cllr. Spencer would also be following up the problem with drainage at the Nag's Head.

**227. DISTRICT REPORT.**

Cllr. Glass had informed the clerk that he had a further meeting with the new head of planning, Mr Baguley, and wished to report the following; 133 Main St, the owners have been identified and have been asked what are their plans for the property.

Depending upon the response further action will be taken: Co Op, Mr Baguley had contacted Mr Croft asking a similar question, but he is also prepared to contact the Environment Agency and perhaps negotiate the 8 metre planning restriction: 142 Main St, the site is now cleared but a new application is required because original has lapsed, the application will probably be approved without going to committee.

**228. PLANNING**

The following items were discussed,

Mr R Pannell to erect porch and dining room at 34 Bank Hill. Cllr. Parkinson declared a personal interest in this application and took no part in the discussion. No objections.

Mr N Telling to erect kitchen extension at 28 Main Street, no objections

Cllr. Morgan expressed concern that we no longer received information from the Planning department on the outcome of applications. The clerk confirmed this but did say that information was available on the Borough's web site and offered to produce a report for the next meeting.

The Chairman had drafted a letter to Gedling BC concerning their procedures when dealing with tree works, this was approved.

Cllr Boot reminded the council that the review of the Calverton Conservation Area was due this year and to take an active interest would be beneficial as a review of Woodborough's Conservation Area was scheduled for 2008.

#### 229. **CLERK'S REPORT & ANNOUNCEMENTS**

Gedling BC's Statement of Community Involvement had been received and the consultation period ends in March. Cllr Morgan agreed to review the document and report back at the next meeting.

The Parish Council had been asked to send a representative to a meeting of the Green Belt Action Group 5 on 9<sup>th</sup> March. Council declined.

The clerk had received a message from the police at Calverton and about running a police surgery; Cllr G Parkinson agreed to follow up and report back.

The clerk asked if there were any finger posts or milestones in the parish as he had received a copy of a department of Transport advisory leaflet where the importance of such signs had been recognised and suggested funds may be available for repair and maintenance. Cllr Morgan agreed make a list.

#### 230. **FINANCE**

The clerk reported that the income from the Village Hall for January was £499.75 but explained that, as the caretaker had been on holiday this was probably not a true reflection.

The accounts were approved for payment and fifteen cheques signed and two direct debits noted totalling £2165.27 including £24.85 VAT.

There was a discussion on items of capital expenditure and it was agreed to purchase a fridge and microwave for the Village Hall. Cllr G Parkinson suggested a notice board for the Village Hall to advertise regular events, this was agreed.

Additional revenue aid from Gedling BC had been secured.

The clerk confirmed that the precept demand had been returned to Gedling BC but because of rounding errors the actual precept was £16554. The return to Gedling BC was signed by the acting Chairman

There was a discussion on the presentation made before the meeting. It was agreed that the policy of the Parish Council was that all users should pay the same hire charges and that no exceptions should be made and Council declined to approve special hire rates for the Pre-School Group. However, the importance of the Pre-School to the village was recognised and it was agreed unanimously to make a donation for the current year only of £1200 to be paid in three instalments of £400, a condition of the grant was that copies of the audited accounts for the last and current financial years to be provided when available.

#### 231. **PLAYING FIELD & GOVERNORS' FIELD**

Not all the Christmas lights had been used and 800 were available for another display; there followed a brief discussion on whether the tree at the entrance to

Small's Croft should be decorated but it was agreed to restrict the lights to the Governor's Field.

232. **CEMETERY MATTERS**

The vice chairman explained he was still working to eradicate the moles from the cemetery.

Cllr G Buckland produced the latest copy of the Cemetery Regulations and these were circulated to members.

233. **ALLOTMENTS**

Two enquiries had been received, both from outside the parish. It was agreed that it was important to let the allotments and if there was no interest from within the parish then they should be let to non-residents.

234. **WOODBOROUGH IN BLOOM**

A letter had been received from Paul Reed on behalf of Woodborough in Bloom requesting the Parish Council purchase a planter at a cost of £1000. Council agreed to this request.

235. **NEWSLETTER**

Items to be included are:- advance notice of the Annual Meeting on 18<sup>th</sup> May and a correction to the caretaker's telephone number in the Village Hall advert.

236. **CORRESPONDENCE**

A letter had been received from Woodborough Players thanking the Parish Council for all their support for the pantomime in January.

A letter from the Woodborough Community Association suggesting the Pinfold was in need of repair and maintenance and Cllr Hanson agreed to investigate. Another letter outlined the plans for a Duke of Edinburgh scheme to be run in the Village Hall and asked for financial support from the Parish Council. Council agreed a donation of £250.

The Horticultural Society had asked permission to erect a banner on the railings to the Governor's Field to advertise the Spring and Autumn Shows from 27<sup>th</sup> March for a week and 28<sup>th</sup> August for a week respectively. Council approved the request.

A letter from Gedling BC advertising events in the Borough for 2006

237. **ANY OTHER BUSINESS**

Cllr Joanne Roper reported on the recent School Travel Plan meeting. It now transpired that any funding awarded would have to be spent on the school premises and this made the scheme potentially less attractive. Church Walk remained an issue, as it would be beneficial if children could be encouraged to use this and so avoid a dangerous part of the Main Street but it's condition was unsatisfactory. The Parish Council would be asked to support the scheme and be a co-signatory. Cllr Roper also reported that there had been some criticism of the Parish Council for their position on the question of speeding traffic.

A section of the hedge on Foxwood Lane near Joe's Cottage was overgrown and over-hanging the road. The Clerk was asked to write to the Highways Department.

The clerk asked for clarification on advertising members contact details on the council's web site. It was agreed that telephone numbers should only be published with the member's permission.

The date of the next Parish Council Meeting was confirmed as Monday 6<sup>th</sup> March 2006.

The meeting ended at 9:55 pm

## **Minutes of the Parish Council Meeting held on Monday 6<sup>th</sup> March 2006 The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

### **PRESENT**

Cllr. John Harlow (Chairman), Cllr. Robert Hanson (Vice Chairman), Cllr. John Boot, Cllr. Geoffrey Buckland, Cllr. Michael Jillings, Cllr. Mavis Leafe, Cllr. Les Morgan, Cllr. Geoff Parkinson, Cllr. Ray Robson, Cllr. Joanne Roper, Cllr. Jan Turton.

### **IN ATTENDANCE**

Mr Roger J Hawkins (Clerk), Cllr John Glass, Gedling BC and Cllr Mark Spencer, Nottinghamshire CC

### **238. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Monday 6<sup>th</sup> February 2006 were agreed with a minor typographical correction and signed by the Chairman.

### **239. MATTERS ARISING**

Cllr. R Hanson reported that the tree works on the Governor's Field had been completed; some large branches had not been removed for safety reasons.

The Environment Agency had raised no objections to the planned development at 142 Main Street and the application had been approved. At 133 Main Street the site looks unsafe and insecure but no planning application has been received. Cllr. Glass was asked to discuss with Gedling BC the fencing-off of the site.

Cllr G Parkinson reported that the police surgery was to start in the Village Hall on 3<sup>rd</sup> April between 6:00 and 7:00 pm for a trial period of 6 months.

Cllr. R Hanson reported that he had inspected the Pinfold and recommended one brick only needed securing. It was recognised that as little as possible was required in order to preserve the character of the pinfold.

The Chairman remarked that the WASP (Woodborough Against Speeding) initiative was meeting tonight and this made it impossible for any councillors to attend.

### **240. REGISTRATIONS OF INTEREST**

None given.

### **241. COUNTY REPORT**

Cllr Spencer reported that he was disappointed at the response of the Highways Department to the request for grit bins but was still pursuing the matter.

The problems of water drainage at the Nag's Head had been passed to the legal department and hopefully there would soon be action.

Cllr Spencer had attended a meeting in the village with residents concerned at speeding traffic and he was supporting an initiative called Speedwatch involving Lambley, Calverton and hopefully Woodborough parish councils. The Parish Council would be expected to purchase a Speed Detection Device at approximately £1500 and six local residents would be trained in its use. Financial assistance may be available from the county but the Parish Councils would also have to support the scheme financially. A meeting had also been held with residents on Bank Hill to discuss car parking on the road. There have been accidents in the area and more cars are now parking on both the hard standing and adjacent to the cottages.

A number of roadworks recently had caused some traffic problems, the clerk reported that he had received notification of these but always too late to get details in the Newsletter, notices had been posted in the Village Hall and Post Office.

Gravelly Hollow would be closed from 17<sup>th</sup> April for a trial period of six months and comments and complaints about the closure should be addressed to the County.

Cllr Spencer was thanked for his work and left the meeting

242. **DISTRICT REPORT.**

At the Co-op site it was now clear that the owner would have to approach the Environment Agency to negotiate the 8-metre boundary to the watercourse. Unfortunately it appeared there was little could be done to force the owner to improve the appearance of the site.

The Foxwood Farm sign had apparently been erected because the sign on the gate had been vandalised. However, it had been recognised that planning permission was required and a retrospective application was awaited.

243. **PLANNING**

Mr M Waters at 145 Main St, erect extension to garage and timber garden store outbuilding (reference 2006/0074). No objections

Mr Kirkham at The Farm House, Bank Hill, to fell a sycamore tree (reference 2006/0099). This tree stands on an important approach to the village and has significant visual impact. Although with sooty bark disease the tree is not dying and the council objects to the application.

MR A Rose at 16 Dover Beck, to erect first floor extension (reference (2006/0108). No objections

The Chairman introduced a report by the clerk that listed all the planning applications for 2005 in the parish and the details of both the borough decision and the parish council decision. In all there were six instances out of a total of where the Parish Council and borough decision differed. Cllr. Morgan reminded council that decision notices used to be received from the borough and asked if the clerk could write and ask for such notices to be sent to the clerk in future.

Cllr. Boot reported that he estimated that 90% of all applications were decided by delegated powers and never went before the planning committee. The Woodborough Hall application had not been decided and a response was awaited from the applicant. Cllr. Glass was asked to determine what matters were still outstanding and what further information had been requested but not received.

The clerk reported that he had received a letter from Annette Williamson offering a meeting with the forestry officer. It was agreed the clerk should arrange a meeting for, if possible 23<sup>rd</sup> March and to invite the Chairman of the Planning Committee.

The Chairman reported that both he and Cllr Morgan had studied the draft of the Gedling BC Statement of Community Involvement. Cllr. Boot explained that the borough is required to produce a Local Development Framework and the SCI is the first document

Cllr Glass left the meeting

244. **CLERK'S REPORT & ANNOUNCEMENTS**

The clerk reminded council that it was appropriate to review the salary of the caretaker and clerk. The caretaker's salary had been linked to Gedling BC pay rates which had been set at 2.9% and the clerk's to rates agreed nationally by SLCC and it was agreed that these new rates would be proposed in a formal resolution at the April meeting.

245. **FINANCE**

The clerk reported that last month revenue from the Village Hall had been £1862. The Toddlers Group, which had previously booked the hall for two hours, had closed but the Tennis Club had already booked one hour of this time.

The current account balance was £17,452.78 and the deposit account £36,369.49. It was possible that there would be a small surplus this year to transfer into reserves. An additional sum of £1574 had been secured from Gedling BC as revenue aid. Twenty one cheques were approved and signed, total value £3554.44 including VAT. It was further approved that invoices not yet received to cover the purchase of the planter and a new notice board together with a cheque for Gardenscape could be signed before the next meeting.

246. **PLAYING FIELD & GOVERNORS' FIELD**

Nothing to Report

247. **VILLAGE HALL**

The new fridge and microwave had been purchased and installed.

There had been a problem with the drains and it had been necessary to call out Dyno-Rod. A potential problem had been identified in the gutters and Cllr Robson had agreed to investigate.

There had been some problems with the After School Club not leaving the hall in a satisfactory condition, the organisers had been informed and the situation would be monitored.

The Duke of Edinburgh scheme was due to start 10th April.

Cllr. R Hanson reported that two coats had been taken from the hall during the Bowls evening. The police had been informed but it was agreed security needed to be improved and the working party was asked to consider options. It was agreed not install an additional bell for the telephone.

A meeting of the working Party was scheduled for Friday 17<sup>th</sup> March.

248. **CEMETERY MATTERS**

Cllr Buckland reported that the moles were proving persistent but the problem should be over soon.

Gardenscape had started the work on the footpaths and had indicated that the work would be completed before the end of the month.

It had been reported that cars were being driven into the cemetery but so far had not caused any damage; this had to be monitored and if it became a problem vehicle access would have to be restricted to the hearse.

There was some discussion on the cemetery regulations and Cllr Buckland and the clerk agreed to discuss the suggestions before the next Parish Council meeting.

Apparently Gedling BC had not emptied the bins for 6 weeks and the clerk would investigate.

249. **ALLOTMENTS**

There are no allotments available; the last two have been rented to non-residents of the parish.

Cllr Robson informed the council that he had personally planted 50 beech trees in Woodborough Valley.

Cllr Robson left the meeting

250. **FOUNDATION SCHOOL**

Cllr Roper reported that the School travel plan would be signed off later in the week and asked for the Parish Council to support the plan, it was agreed the clerk should sign the document on behalf of the Parish Council. A number of issues had been identified including; additional road markings on Lingwood Lane and at the entrance to the Village Hall car park, improved signage and the removal of a stile which

would discourage cars parking on Lingwood Lane. Church Walk was raised and whether the path could be improved; Cllr G Parkinson agreed to help the clerk the Land Registry to establish ownership before making further enquiries.

251. **WOODBOROUGH IN BLOOM**

Cllr Turton asked if the hedge on Taylor's Field could be kept neat and tidy; Cllr. R Hanson agreed to talk to the family.

A suggestion had been made that a hay basket be installed on the Village Hall wall; this was not approved though full support was given for the proposed hanging baskets.

252. **FOOTPATHS**

Nothing to Report

253. **NEWSLETTER**

Items to be included are:- recent purchases for the Village Hall, namely the fridge and microwave, and the support given to the Duke of Edinburgh scheme, Woodborough in Bloom and Woodborough Pre-school Group. Police surgery.

254. **CORRESPONDENCE**

The clerk had received a letter from the WCA asking for support for the Speedwatch initiative. Cllr Parkinson tabled a report received from Insp. Mark Milton and it was agreed this should be an agenda item for the next meeting.

255. **ANY OTHER BUSINESS**

**Flood Prevention:** Cllr Jillings confirmed that enmainment would formally taken place on 1<sup>st</sup> April but only after the intervention of the Minister as Newark drainage Board had objected. It appeared that the Environment Agency would undertake pioneering work in the first year that could include desilting and safety work. In the longer term it was hoped to undertake flood prevention work.

The date of the next Parish Council Meeting was confirmed as Monday 3<sup>rd</sup> April 2006. The clerk proposed dates for meetings in the second half of the year; these were agreed with the addition of a meeting on 31<sup>st</sup> July.

The meeting ended at 10:05 pm

## **Minutes of the Parish Council Meeting held on Monday 3<sup>rd</sup> April 2006 The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

### **PRESENT**

Cllr. John Harlow (Chairman), Cllr. Robert Hanson (Vice Chairman), Cllr. John Boot, Cllr. Geoffrey Buckland, Cllr. Michael Jillings, Cllr. Mavis Leafe, Cllr. Les Morgan, Cllr. Geoff Parkinson, Cllr. Ray Robson, Cllr. Joanne Roper and Cllr. Jan Turton.

### **IN ATTENDANCE**

Mr Roger J Hawkins (Clerk)

### **256. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs. Mark Spencer & John Glass. The clerk was asked to write to Cllr Glass wishing him a speedy recovery following his recent operation.

### **257. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Monday 6<sup>th</sup> March 2006 were agreed after amendments and signed by the Chairman.

### **258. MATTERS ARISING**

The Clerk confirmed that the first Police Surgery had been held prior to the Parish Council meeting but there had been no visitors. The Chairman reported that Mr Barry Skinner, the local Neighbourhood Watch Co-ordinator was leaving the village and he had spoken to PC Brotherhood who had offered to speak at the Annual Meeting. It was agreed PC Brotherhood should address the meeting and take questions before the start of the meeting.

The clerk confirmed he had researched the land registry to determine ownership in Church Walk but there were 15 properties on the register but these only covered that part of Church Walk with the houses and nothing was shown for the land between the houses and the playing field. The clerk and Cllr. Parkinson agreed to discuss the matter.

### **259. REGISTRATIONS OF INTEREST**

None given.

### **260. COUNTY REPORT**

In the absence of Cllr M Spencer there was no County Report but there was an update on the Speedwatch initiative, namely a committee had been formed to oversee the initiative and a Chairman appointed, but no further details were available.

### **261. DISTRICT REPORT.**

The clerk presented a short report on behalf of Cllr. Glass; there was no further information available on the status of the Woodborough Hall planning application and the clerk was asked to write to Gedling BC for clarification on the existing conditions and details of the outstanding matters. Cllr Jillings reported that he had received complaints about the signage at the entrance to the Hall.

There was no further information on site security at 133 Main Street though there was a suggestion that an application was expected to build three houses on the site. The clerk was asked to make further enquiries.

A litterbin had been installed outside the Post Office and responsibility for collection resolved.

## 262. **PLANNING**

The following items were discussed;

Ref 612 at 30 Bank Hill, to erect rear and first floor extension, no objection to the application apart from the proposal to construct a driveway; a similar application had been made previously and this had been refused as the kerb would have to be reduced and this was an effective storm water barrier to prevent flooding. Cllr Parkinson believed parking outside the property was dangerous and the police were against parking on this side of the road but the Highways department had raised no objection.

Ref 613 at 28 Bank Hill, to erect rear and first floor extension, no objections.

The clerk informed the meeting of two planning appeals; the Springwater Restaurant was making an appeal against refusal to allow caravans for staff accommodation and it was agreed to ask Gedling BC to be informed of any decision, and an appeal against refusal to grant permission for a garage and car port at 43 Lowdham Lane.

The Chairman reported on successful meeting recently with Gedling BC to discuss tree works at which the recently appointed head of planning, Mr Peter Baguley, attended. A copy of the minutes had been circulated previously.

The clerk suggested it would be helpful to have photographs of important trees in the village to illustrate their importance in the landscape when responding to tree works applications. Cllr Boot also suggested this would be beneficial for the proposed review of the Woodborough Conservation Area and it was agreed the clerk should speak with John Hoyland to see if the Photographic Group would be interested in helping. Cllr Morgan suggested a map showing all TPO's would be helpful but it was agreed that as many of these orders dated back to the 1960's this would be out of date.

The clerk reported that planning applications and decisions could be shown on the council web site, it was agreed a link should be included to Gedling BC's site.

The clerk reported that as requested he had written to Gedling BC asking that the council be informed of all planning decisions in the parish. The response had been that this was too onerous a task and the clerk was asked to respond pointing out the procedures and process adopted by Rushcliffe BC.

## 263. **CLERK'S REPORT & ANNOUNCEMENTS**

The clerk asked the council to consider whether or not an emergency plan should be developed in case there was flu pandemic. Council noted the suggestion and agreed to keep the matter under review.

The problem of waste not being collected from the cemetery had been resolved and this should be collected on a regular basis from now on, Mr O'Connell was thanked for his efforts in trying to keep the cemetery clean when the bin had not been emptied. There had also been a problem with the waste collection from the Village Hall but this too had been resolved.

The clerk reported that the group known as GAG3 originally formed to fight any threats to the Green Belt had reconstituted itself as a forum for all Parish Councils in the borough. It was agreed the council should join and Cllr. Parkinson agreed to be the nominated representative, and to report back if it was worthwhile.

## 264. **FINANCE**

The accounts for payment was approved and fifteen cheques signed for a total of £2346.17 including VAT. It was agreed that as individual cheques were not now recorded in the minutes that the monthly statement of accounts would be signed by the Chairman and retained as an appendix to the minutes.

The clerk reported that a capital aid grant had been received for the recently purchased planter and that a request had been made to Gedling BC to carry forward unclaimed grant aid to cover expenditure on the cemetery and other projects.

It was resolved unanimously to approve a salary increase of 2.9% for the caretaker in line with the pay award at Gedling BC and an increase in the clerk's salary in line with the nationally agreed rate for SPC20.

**265. FLOOD PREVENTION**

Cllr Jillings reported that enmainment had now been enacted and he was endeavouring to find out what actions the Environment Agency planned.

Cllr Morgan reported that a sluice gate near Mrs Hoskins' home had disappeared and Cllr Jillings agreed to inform the Environment Agency.

**266. PLAYING FIELD & GOVERNORS' FIELD**

The clerk reported that Woodborough Players had asked permission to use the Governor's Field on Sunday 23<sup>rd</sup> July for an open-air event; this was approved.

Cllr Hanson reported that following the eradication of moles from the site, the common field vole had inhabited the mole runs but proposed no further action was necessary.

The clerk reported that the annual RoSPA inspection of the play area would be in May.

**267. VILLAGE HALL**

It was reported that BBC's Gardeners Question Time would be recorded in the Village Hall on 16<sup>th</sup> May. The clerk reported he had spoken to the caretaker who had been kept informed at all times and was happy with the arrangements. Cllr Morgan reminded members that this was the second time Gardeners Question Time had been presented from the Village Hall, the first time being about 20 years ago.

Expenditure of £84.00 was approved to continue advertising the Village Hall and its facilities in the Calverton Echo and Arnold News.

The clerk had written asking for keys to storage cupboards used by the defunct Youth Club and Toddlers Group be returned.

Cllr Parkinson made a brief report on the income and expenditure for the hall but proposed a more detailed report after the accounts had been prepared. The next Working Party meeting would review Village Hall hire rates and consideration would be a replacement gas boiler to improve efficiency and reduce gas costs.

The Parish Council was asked to write off the outstanding account of approximately £100 of the Youth Club, this was agreed.

A door chime had been installed on the main door.

It was reported that a new door and frame was required on the external kitchen door and Cllr Robson reported he would be undertaking repairs to the guttering.

A request had been received from John Hoyland for storage space in the Village Hall for the photographic Groups archive. Cllr Leafe explained she had walked around the Village Hall with John Hoyland but a suitable place had not been identified.

**268. CEMETERY MATTERS**

Cllr Buckland reported the work to improve the path in the new part of the cemetery had been completed together with improvements to the existing path. The clerk reported that a letter had been received from Mrs Hoskins thanking the council for the improvements.

The new cemetery guidelines had been circulated previously and these were approved with minor amendments.

The Chairman reported that he had spoken to Mrs pollard, the owner of the field adjacent to the cemetery and the clerk had written confirming the council's interest in the land should it ever be for sale.

**269. ALLOTMENTS**

Cllr Robson reported that all allotments had now been let. The water trough had been repositioned.

It was agreed the clerk should write to all tenants in October 2006 informing them of a rent increase from March 2008.

Cllr Robson also reported that he had restored the seat on Roe Lane and this was now back in place. It was agreed the clerk should write to Mr Sharman asking him to continue with the maintenance of the other seats in the parish.

**270. FOOTPATHS**

Nothing to Report

**271. WOODS FOUNDATION SCHOOL**

Cllr Joanne Roper confirmed that the School travel Plan had been signed by the clerk and delivered to the County. The clerk confirmed he had retained a copy. The next meeting of the Travel Plan committee would be on 16<sup>th</sup> May.

**272. WOODBOROUGH IN BLOOM**

Cllr Hanson reported that there would be a survey of verges and hedgerows to find suitable locations for tree planting and a proposal made to Dave Simpkins at Nottinghamshire CC.

**273. NEWSLETTER**

Items to be included are:- notice of the Annual Meeting, proposal for photographing important trees in the village, enmainment and importance of keeping the water courses clear of debris, Bus Pass availability and the voles on the Governor's Field.

**274. CORRESPONDENCE**

A letter had been received from the Woodborough Pre-School group together with a card made by the children thanking the Parish Council for their financial help.

Other correspondence included a letter from Zurich Municipal with an invitation to subscribe to their Health & Safety service, notification of an increase in trade waste collection charges from Gedling BC and an offer from a company offering to run the bar services in the Village Hall. All were noted.

**275. ANY OTHER BUSINESS**

Cllr Robson expressed his frustration with the County for installing lighting on Lowdham Lane when more important projects were still to be approved.

Cllr Turton reported that she expected to be installing a seat in the cemetery shortly in remembrance of Richard Turton.

Cllr Boot reminded members about the bus pass now available to the over 60's and suggested a notice in the Newsletter.

The date of the next Parish Council Meeting was confirmed as Monday 8<sup>th</sup> May 2006. The Annual meeting would be 18<sup>th</sup> May and it was agreed to invite Paul Reed, Woodborough In Bloom, and Richard Pietkiewicz, Woodborough Community Association, to give short presentations.

The meeting ended at 10:10 pm

**Minutes of the Parish Council Meeting held on  
Monday 8<sup>th</sup> May at 7:30 pm at  
The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

**PRESENT**

Cllr. John Harlow (Chairman), Cllr. Robert Hanson (Vice Chairman), Cllr. John Boot, Cllr. Geoffrey Buckland, Cllr. Mavis Leafe, Cllr. Les Morgan, Cllr. Geoff Parkinson, Cllr. Ray Robson, Cllr. Joanne Roper, Cllr. Jan Turton

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk) and Cllr John Glass. One local resident, Mr Gordon Solway.

**276. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr. Michael Jillings

**277. ELECTION OF CHAIRMAN**

The Vice Chairman took the chair and the Chairman left the meeting. Only one nomination being received, proposed by Cllr Hanson and seconded by Cllr Morgan, John E Harlow was unanimously elected for a further year.

The Chairman returned.

**278. ELECTION OF VICE CHAIRMAN & SCHOOL GOVERNOR**

Only one nomination being received, proposed by the Chairman and seconded by Cllr Turton, Robert Hanson was unanimously elected for a further year.

Cllr Roper was unanimously elected as the Parish Council representative on the Board of Governors

**279. APPOINTMENT OF COUNCILLOR RESPONSIBILITIES**

The following responsibilities were agreed

Allotments	Cllr Ray Robson
Cemetery	Cllr Geoffrey Buckland
Finance	Cllr Joanne Roper
Footpaths	Cllr Geoff Parkinson
Flood Prevention	Cllr Michael Jillings
Governor's Field & Playing Fields	Cllr Robert Hanson
Planning	Cllrs Harlow & Les Morgan
Village Hall	Cllr Mavis Leafe
Woodborough in Bloom	Cllr Robert Hanson
Charity Trustees	Cllrs Les Morgan & Mavis Leafe Mrs Lynn Horton & Mrs Rosemary Wood

**280. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Monday 3<sup>rd</sup> April 2006 were agreed with no amendment and signed.

The clerk explained that the figure of £39,282.14 in minute 245 was total expenditure for the year and not the monthly total; the minute was amended to read £3554.44 and signed by the Chairman

**281. MATTERS ARISING**

**Church Walk;** Cllr G Parkinson explained that more research was required to determine ownership as it was apparent from the Land Registry records that not all the land is registered. Some land may belong with the Co-op shop while Cllr Morgan believed Nottinghamshire CC was the responsible authority, Cllr G

Parkinson confirmed he would be talking to both Gedling BC and Nottinghamshire CC.

**Landscape photography;** the clerk confirmed he had spoken to John Hoyland who had enthusiastically supported the idea of photographing those tree in the parish which made a significant contribution to the landscape and character of the village. It was agreed the Chairman and Cllr Hanson should walk the village with Mr Hoyland to agree priorities.

Cllr J Boot arrived at 8:00 pm

**Cemetery;** Cllr Jan Turton reported that she had been asked if the fence recently erected near the new path was permanent or temporary. The enquirer was unable to turn her car around in the cemetery. It was resolved by nine votes in favour and one abstention that vehicles should not be allowed to turn within the cemetery but should reverse out to prevent damage to the new path edges and grass. The clerk was asked to write to the enquirer enclosing a copy of the Cemetery Guidelines.

**Finance;** the clerk confirmed that the capital allowance unspent from last financial year had been carried over.

## 282. REGISTRATIONS OF INTEREST

None given.

## 283. DISTRICT REPORT.

**133 Main Street;** Cllr. J Glass reported that he understood a planning application for three detached cottages in respect of the site was imminent. However, security at the site was a concern, the door was open and the clerk reported that PC Brotherhood had reported children had been found playing in the building on more than one occasion and he would be contacting Gedling BC.

**Foxwood Farm Sign;** the sign had not been approved and Gedling BC had requested a retrospective planning application be submitted as long ago as January but none had been received. A case officer from Gedling BC is expected to make a site visit shortly if an application is not received by the end of the week.

**Financial Contribution;** Cllr. J Glass explained that in 2004 he had given £1000 for the decoration of the sports pavilion, in 2005 a similar donation for the purchase of the Christmas lights and this year he would be making a donation to Woodborough in Bloom.

**Woodborough Hall;** comments had been made about the inappropriateness of the signs at the entrance to the Hall and whether planning was required. Cllr. J Glass agreed to investigate

**Bank Farm;** It was reported that what looked to be a double garage was being built and Cllr. J Glass agreed to bring this to the attention of Gedling BC and enquire if planning consent had been given and report back at the next meeting.

## 284. PLANNING

**Woodborough Hall.** The Chairman declared a personal interest and took no part in the discussion. The Vice Chairman took the chair and invited Mr Solway to address the council on the issues raised in his letter to the council that mainly concerned overspill car parking from the Hall onto Bank Hill. This created a potentially dangerous situation not just for the residents of Bank Hill but all motorists entering or leaving the village by this route.

Cllr J Boot believed there were two important issues; the first concerned planning and the possible improper use of the Hall and especially the function room for events outside the planning consent and the second the dangerous parking on the road.

It was agreed the clerk should write to the Nottinghamshire CC Highways Department highlighting the problems caused by parking on Bank Hill and outside the cottages and to Gedling BC expressing concern at the improper use of the Hall for functions.

Cllr. J Glass left the meeting at 20:40 pm.

The following applications were considered

Ref 614 155 Lowdham Lane, demolish existing garage and construct extension, no objections

Ref 615 155 Lowdham Lane, erect general purpose shed and

Ref 616 155 Lowdham Lane, erect machinery shed, object on the grounds of inappropriate development in the green belt. The clerk believed these applications had been approved under a general development order and he was instructed to write to the Chief Executive to ask why a decision had been reached before receiving the response from the Parish Council.

Ref 617 149B Main Street, erect rear extension with pitched roof, no objections

Ref 618 3 Main Street, erect two storey side & front extensions, no objections

Ref 619 132 Main Street, conversion of outbuildings to domestic accommodation, no objections

Ref 620 169 Main Street, erect two storey extension. Cllr L Morgan explained that this cottage was the last remaining example of its type in the village and within the conservation area. A previous application had been granted for an extension but this application would further change the character of the building and this should be preserved.

The clerk explained that the applications for 28 and 30 Bank Hill had been approved with conditions and as the council had been concerned about removal of the high kerb which was designed for flood protection

#### **285. CLERK'S REPORT & ANNOUNCEMENTS**

The clerk introduced the Core Strategy document recently issued by Gedling BC. It was agreed that the Chairman, Cllr L Morgan and Cllr J Boot should review the document and report aback at the next meeting.

The ODPM had issued a consultation document on Bye Laws, it was agreed that as the council did not have byelaws it was not appropriate to comment.

#### **286. FINANCE**

The clerk asked for the council to share the cost of £40 to attend the regional Conference of SLCC, this was agreed and a cheque for £20 raised.

The clerk reminded the council that the second cheque supporting the Pre-school Group was due this month but that the accounts had not yet been received, it was agreed to defer payment until the accounts were received. Cllr G Parkinson explained he had volunteered to join the management committee to offer impartial advice.

A total of sixteen cheques were signed for a total of £5551.18 including £62.31 VAT.

#### **287. PLAYING FIELD & GOVERNORS' FIELD**

The Governor's Field was in very good condition and a working party was being organised to deadhead the daffodils. The new table and bench given by the Woodborough Ladies was in need of treatment and it was agreed that the clerk should write pointing this out.

288. **VILLAGE HALL**

Cllr G Parkinson introduced the un-audited accounts for the Village Hall for 2005-06 that showed an income of a little under £10,000; this represented approximately 1500 hours of hire fees and 61% of the theoretical maximum of 2350 hours pa. Expenditure, excluding exceptional items, was approximately £16,200. It was agreed the Parish Council should subsidise the Village Hall at the current level but it was recognised that expenses, particularly utilities, would increase. It was agreed revised charges would be introduced from April 2007 of £7.00 per hour for residents and £11.00 per hour for non-residents.

The clerk reported that he had been informed that the Duke of Edinburgh scheme had closed after one meeting and a refund would be requested.

Cllr G Parkinson reported on a meeting held with Mr Mike Davies from NatFire and in order to comply with new Fire regulations he recommended the council instruct NatFire to undertake a Fire Risk assessment at a cost of £250. This was agreed.

289. **ALLOTMENTS**

Cllr R Robson reported he had collected all the rents for this year but it was agreed that in future the clerk should collect rents, the due date being 25<sup>th</sup> March.

290. **WOODBOROUGH IN BLOOM**

Cllr. R Hanson said Ploughman's Avenue was looking particularly attractive at the moment. Together with Paul Reed and the Chairman they had looked at potential sites in the village that may benefit from tree planting under the Nottinghamshire CC scheme.

There was a discussion on the Best Kept Village Competition and it was agreed that following the success in last year's competition the application form when received should be forwarded to Paul Reed of Woodborough in Bloom who would lead our entry with help from the Woodborough Community Association and the whole village.

291. **NEWSLETTER**

Items to be included are:- information on the free bus pass scheme and dog fouling on the roads and in the playing fields.

292. **CORRESPONDENCE**

A letter from Central Networks stated the electricity post for which a way leave payment was received annually had been removed and the payment stopped; the clerk was instructed to write to Central Networks.

Cllr L Morgan left the meeting at 10:20 pm.

Nottinghamshire CC Building Better Communities, an invitation to attend the annual half-day conference.

293. **ANY OTHER BUSINESS**

The Chairman believed there had been two burglaries at 34 Main Street but these did not appear in the weekly crime statistics. The neighbourhood Watch co-ordinator had left the village and volunteers were needed to run the Woodborough scheme  
The date of the Annual meeting of the Parish was confirmed as Thursday 18<sup>th</sup> May in the Village Hall.

The next meeting of the Parish Council is 5<sup>th</sup> June.

The meeting ended at 10:30 pm

**Minutes of the Parish Council Meeting held on  
Monday 5<sup>th</sup> June at 7:30 pm  
The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

**PRESENT**

Cllr. John Harlow (Chairman), Cllr. Robert Hanson (Vice Chairman), Cllr. John Boot, Cllr. Geoffrey Buckland, Cllr. Michael Jillings, Cllr. Les Morgan, Cllr. Geoff Parkinson and Cllr. Jan Turton

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk)

**294. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from  
Cllr. Mavis Leafe and Cllr. Joanne Roper. Cllr Mark Spencer (Nottinghamshire CC) and Cllr John Glass (Gedling BC).

**295. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Monday 8<sup>th</sup> May 2006 were agreed after amendments to minute 283, three detached cottages not two and 288, add “would be requested” after refund, and signed by the Chairman.

**296. MATTERS ARISING**

Proposed by the Chairman and seconded by Cllr. R Hanson the resolution that officers elected at the Annual Meeting of the Parish Council are authorised to inspect as appropriate any lands or premises which the council has a right or duty to inspect. (Standing order 36)

Church Walk; Cllr G Parkinson reported that neither Nottinghamshire CC nor Gedling BC owned any of the land on Church Walk. Originally the owners of the cottages had owned the land but some plots had been sold and the ownership was complicated. The Chairman and Cllr G Parkinson volunteered to trim the path and remove the rubbish that had collected in a compost bin near the kissing gate.

The clerk reported that the Duke of Edinburgh scheme organised by the Woodborough Community Association had closed after one meeting as the Borough Council and the schools had made more spaces available for pupils wanting to enter the scheme. It was agreed the clerk should write to the Woodborough Community Association requesting the return of the donation made previously.

The minutes of the Annual Meeting of the Parish were reviewed and despite being six pages long they were agreed and signed by the Chairman

**297. REGISTRATIONS OF INTEREST**

None given.

**298. COUNTY REPORT.**

The clerk reported that Cllr Mark Spencer’s main concern at present was the results of the Traffic Survey conducted in May. The clerk had obtained a copy from Nottinghamshire CC and reported the facts briefly. If the interpretation was correct traffic flows on both Bank Hill and Main Street were both around 2500 per day, in no single hour did flows exceed 400, the maximum hourly average being around 200 between 4;00 and 6;00pm. The average speeds were; 85 percentile around 36 mph and the 60 percentile around 32.

The Chairman reported there had been no further developments on purchasing a speed gun with the help of Nottinghamshire CC but Cllr G Parkinson said he

understood that Calverton PC had decided to purchase a speed gun and that Inspector Moyes had enthusiastically supported the Speedwatch initiative.

The clerk had received a letter from Nottinghamshire CC asking the Parish Council to nominate a two-hour period for a manual HGV survey to be undertaken. It was agreed to nominate 7:00 am to 9:00 am.

#### 299. **PLANNING**

The following items were discussed;

Reference 621, Mr & Mrs Ofield to erect a replacement garage with store, no objections although the council was disturbed that a number of conifers on the boundary were to be felled.

Reference 622, Mr S M Skeels to erect a conservatory, no objections.

Reference 623, Mr Elkington to erect an extension, no objections.

References 624 and 625, construction of an Orangery at Woodborough Hall. The Chairman declared an interest in this application being a close neighbour and took no part in the discussion. The Parish Council believed this application to be premature while there were outstanding matters on previous applications to be resolved. The council objected on the grounds that the submitted plans appear to be no different to those previously submitted and withdrawn; a pseudo orangery attached to a property of historical interest would be unacceptable; the proposal would involve the unacceptable removal of specimen trees on a conservation site; contrary to the claim in the Justification Statement the Orangery would generate higher patronage and an increase in staffing and provision of car parking on site has not been resolved.

Cllr M Jillings reported that he had seen a coach parked on Bank Hill outside the entrance to the hall and questioned whether or not a coach could turn into the hall.

The Chairman presented his report on Gedling BC's Core Strategy Document. This was approved and the clerk was asked to complete and submit the consultation questionnaire.

The clerk reported that he had written to Gedling BC as requested about planning permission being granted for the construction of a machinery sheds at 155 Lowdham Lane before the Parish Council had submitted its comments. The Parish Council questioned the need for two more sheds in addition to the existing building on a relatively small farm. A response had been received which indicated that the borough council legally had to make a decision within 28 days and suggesting the Parish Council call a special meeting to discuss applications where a response was required before the next PC meeting. After some discussion it was agreed the clerk should draft a resolution for the next meeting delegating power to three members to respond to such applications without approval by the full council.

#### 300. **CLERK'S REPORT**

The clerk reported on behalf of Cllr Joanne Roper that the School Travel Plan meeting had been postponed and would now be on 15<sup>th</sup> June.

The area of the car park resurfaced approximately 18 months ago was beginning to crack. Unfortunately the Gedling BC works department who sub contracted the work no longer exists but an approach had been made to Gedling BC to see if any remedial work was possible.

The trees on the Playing Field had been pruned and the invoice was going to go direct to Mrs Eberlin.

#### 301. **FINANCE**

The clerk asked for authority to transfer cash between accounts. This was agreed and the Chairman and Cllr. R Hanson signed a ban mandate to this effect.

Fifteen cheques were signed for a total of £1351.00 including VAT of £11.55 and the Chairman signed the Financial Summary.

The clerk reported that the accounts for 2006-07 had been completed but it had been agreed with Cllr Joanne Roper that these would be presented to the council for approval in July, this was accepted by the council.

302. **FLOOD PREVENTION**

Cllr M Jillings reported that the weekly debris patrol appeared to be working but believed desilting had lost any priority and suggested a letter to the Environment Agency. It was agreed Cllr M Jillings and the clerk should discuss this at a later date.

The Chairman reported he had seen a report in the evening post suggesting Severn Trent were attempting to reclassify some sewers and pass responsibility to the local authority. This supported a statement made by Cllr Mark Spencer at the last meeting.

303. **PLAYING FIELD & GOVERNORS' FIELD**

Cllr. R Hanson reported that he had cut the hedge between his garden and the Governor's Field and that despite the extra cut the grass was again getting long.

The annual survey of the play equipment had been completed and no high risk items had been identified which had not been previously reported.

304. **VILLAGE HALL**

Cllr G Parkinson reported that a request had been received to hire furniture. After some discussion it was agreed chairs could be hired at £1.00 each and tables at £5.00. The free loan of chairs to the Woodborough Foundation School and the Open Air Service would continue.

305. **CEMETERY MATTERS**

Cllr G Buckland reported that the contractor was experiencing difficulties cutting the long grass where this had been left uncut to allow wild flowers to grow. It was agreed that in future no special areas would be left as long grass and weeds usually hid the wild flowers in question.

306. **WOODBOROUGH IN BLOOM**

Cllr. R Hanson reported that five new planters had been installed around the village and two hanging baskets were planned for the Village Hall. Ploughman's Walk had been replanted with begonias and Smalls Croft tidied up.

Cllr. R Hanson volunteered to cut the grass around the Village Hall.

The judging for the Best Kept Village would be between 9<sup>th</sup> and 30<sup>th</sup> June and round 2 between 7<sup>th</sup> and 31<sup>st</sup> July. The Woodborough in Bloom judging would be 10<sup>th</sup> July.

It was agreed the Parish Council should accept responsibility for maintaining the various benches in the village to ensure these were kept to a common standard. The Chairman had pressure washed eleven benches in the village and Mr Sharman would be inspecting the benches and undertaking any necessary maintenance.

307. **NEWSLETTER & WEB**

The clerk apologised for sending the copy to the editor late but this would be carried over to the next issue.

The use of the web had levelled off.

308. **CORRESPONDENCE**

The agenda for the next meeting of the Association of Gedling Parish Councils was passed to Cllr G Parkinson.

A letter had been received expressing an interest in reopening the Co-Op shop and the clerk was asked to speak to the enquirer.

It was agreed that the new planning requirements for the seasonal decorations introduced by Nottinghamshire CC did not apply to the Christmas lights on the Governor's Field.

A letter and plan received from Central Networks appeared to confirm that the pole for which a Wayleave payment had been received in the past had been removed.

309. **ANY OTHER BUSINESS**

The date of the next Parish Council Meeting was confirmed as Monday 3<sup>rd</sup> July.

The meeting ended at 10:15 pm

**Minutes of the Parish Council Meeting held on  
Monday 3<sup>rd</sup> July 2006 at 7:30 pm at  
The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

**PRESENT**

Cllr. John Harlow (Chairman), Cllr. John Boot, Cllr. Michael Jillings, Cllr. Mavis Leafe, Cllr. Les Morgan, Cllr. Geoff Parkinson, Cllr. Ray Robson, Cllr. Joanne Roper, Cllr. Jan Turton.

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk) and one resident.

**310. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from  
Cllr. Robert Hanson (Vice Chairman), and Cllr. Geoffrey Buckland.  
Cllr John Glass (Gedling BC) and Cllr Mark Spencer (Nottinghamshire CC) also sent apologies.

**311. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Monday 5<sup>th</sup> June 2005 were agreed with no amendment and signed

**312. MATTERS ARISING**

Cllr. Mavis Leafe was welcomed to the meeting following her recent accident. There was a discussion on the donation recently made to the Woodborough Community Association to help launch a Duke of Edinburgh scheme in the village. The scheme was cancelled after one meeting and the donation used to purchase equipment without reference to the Parish Council. The original intention of the donation was to help fund the use of the village hall and had been made under section 137 and it was agreed that as the award had not been used for this purpose it was agreed by 6 votes to 1 with 2 abstentions to request the return of the £250 less the hire charge for one evening.

Cllr. Mavis Leafe informed the meeting that the Village Hall chairs were not used for the open-air meeting.

The clerk confirmed that he had written to the chief executive at Gedling BC about the poor state of the resurfacing in the car park undertaken by the works department 18 months ago but a reply had not been received. Cllr G Parkinson stressed that the important factor was whether the work had been completed to a reasonable standard.

The Chairman, Vice Chairman and Cllr G Parkinson had cut the grass surrounding the Village Hall as part of the Woodborough in Bloom effort but it was agreed to instruct Gardenscape to cut this area regularly and to trim the hedge.

The clerk confirmed he had received an enquiry about the Co-Op shop from an interested retailer but that Mr Crofts had not responded to any of her letters and the matter was now closed.

**313. REGISTRATIONS OF INTEREST**

The Chairman informed the meeting that he had retired from the board of Framework.

**314. COUNTY REPORT**

In the absence of Cllr Mark Spencer the clerk presented a short report and it was agreed to support an application for street lighting on Foxwood Lane that Cllr Spencer wanted to submit under the County's Building better Communities initiative.

It was understood that Cllr Spencer would be calling a meeting in the future to discuss the Speedwatch initiative but no details were known. It was agreed at least two representatives from the Parish Council should attend.

315. **DISTRICT REPORT.**

In the absence of Cllr. John Glass the clerk presented a short report. A notice advertising the planning application at 133 Main Street had been posted near the property giving 21 days notice for comments.

316. **PLANNING**

The following items were discussed;

Reference 2006/0484 Mr Buckle, front & rear extensions at 30 Main Street. The Chairman declared an interest and left the room. It was agreed to object to the application on the grounds of a two-storey extension being an overdevelopment of the property.

Reference 2006/0488 N & V Burrows to erect a free standing sign at Foxwood Farm. The Chairman invited John Charles-Jones to address the Parish Council. It was agreed to object to the application on the grounds that this was not a farm and therefore unnecessary and in addition was a potential distraction hazard for drivers. 2006/0520 Morleigh Developments, tree works at 133 Main Street. Cllr L Morgan had concerns that the application covered five of the nine yew trees and was concerned at what may happen to the other four but there was no objection to the work proposed.

References 2006/0531 & 0532, Morleigh Developments to demolish the existing house and buildings and construct 3 houses with garages. There were no objections in principle to the development of the site but it was agreed that three dwellings represented overdevelopment and two would be more appropriate.

Woodborough Hall; Cllr J Boot reported that Mr Morley, Gedling BC, had a meeting recently with Mr Bellamy from Woodborough Hall but that no progress had been made on the outstanding planning issues. However, it appears that Gedling BC will consider the later application for an orangery despite the Parish Council's request that further planning application should not be considered until the main application has been determined.

It was agreed the clerk should write a further letter requesting information on progress.

Cllr L Morgan asked if the Parish Council was receiving planning decision notices. The clerk confirmed this was not the case and that he had written to Gedling BC with copies and examples of the notices issued by Rushcliffe BC and asking why the Borough could not do the same. A reply was awaited. Cllr J Boot believed the current protocol stated that anyone who had objected to a planning application should receive a decision notice.

The following was resolved

*Urgent matters arising between Ordinary Meetings of the Council shall be considered by the Chairman and at least two other members (one of which shall, if possible, be the Vice-Chairman), and recommendations made to the Proper Officer of the Council. The Proper Officer shall have regard to these recommendations, and make the appropriate decision(s), on the basis of authority, which is hereby delegated in accordance with Section 101 of the Local Government Act 1972. The Proper Officer shall report details of the decision(s) made to the next Ordinary Meeting of the Council. In the case of an emergency, or in the case of a Planning Application, where it is not practical, or appropriate, to comply with the foregoing procedure, the Proper Officer may make a decision on behalf of the Council, in accordance with powers similarly delegated, but will seek to obtain retrospective approval, as soon as is reasonably possible.*

There was a brief discussion on the confusion surrounding the Code of Practice and Cllr J Boot informed the meeting that the Standards Board was undertaking a review.

**317. CLERK'S REPORT & ANNOUNCEMENTS**

The clerk gave a brief report on the recent SLCC conference held in Nottingham and attended by almost 50 clerks. One of the topics debated was the anticipated White Paper on local government expected in October that may have significant implications for the lower tiers of local government. It was also reported that there were no Parish Councils in the East Midlands known to be considering adopting the new powers available to parish councils under the Clean Neighbourhood and Environment Act.

The clerk tabled the results of the Traffic Survey and highlighted again the warning given by Nottinghamshire CC to treat unusual results with care, as they were probably erroneous. The Chairman reported on a conversation with David Walker, the Chairman of WASP

**318. FINANCE**

Cllr Joanne Roper confirmed she had checked the end of year balances against bank statements and the accounts for 2005-06 were approved and signed by the Chairman and RFO. Cllr L Morgan asked what the reserves were allocated to and in particular the balance in the cemetery extension fund, it was agreed the clerk should present a report in the Autumn. Cllr Joanne Roper confirmed she had received a summary of the First Quarter Expenditure from the clerk.

The Annual Return and Statement of assurance were both approved both and signed by the Chairman and Clerk. It was agreed that in future years the notice of audit complete ion and notice of electors rights to examine the accounts be posted on the village notice board as well as the Village Hall outside the Post Office.

The clerk confirmed that the Alliance and Leicester bank had actioned the mandate and the clerk was now able to transfer funds between accounts, accordingly a transfer had been made to the deposit account and the intention at present was to maintain a balance in the current account of between £5,000 and £6,000.

The Financial Summary was approved and signed by the Chairman; 20 cheques signed for a total of £3230.31 including VAT of £149.39 and two direct debits approved for a total of £795.60.

The clerk reported that Gedling BC had confirmed the capital aid grant of £7,911 including £1,474 carried forward from last year for 2006-07.

**319. FLOOD PREVENTION**

The clerk confirmed he had written to the Environment Agency asking for a statement on the Agency's desilting programme and a reply was awaited. It was agreed the clerk should write again asking for a response before the next Parish Council meeting.

Cllr M Jillings introduced a report by the Environment Agency on water abstraction but it was believed there were no current licences in the village and no further action was required.

Cllr L Morgan reminded the meeting that a grid was missing from the watercourse near 134 Main Street but it was understood that the agency would be reviewing all grids and replacing where necessary.

**320. PLAYING FIELD & GOVERNORS' FIELD**

The WCA was congratulated on leaving the Governor's Field in excellent condition after the recent steam event. There was some discussion on the bunting left on the

railings and all agreed it lost its impact when left up too long. Cllr. Mavis Leafé agreed to raise at the next WCA committee meeting.

The clerk informed the meeting that Mr Batt had spoken to him before the meeting to complain about dog fouling on the school playing field and cricket pitch; it was agreed a strongly worded message should be included in the Newsletter and emphasising that the right of way was around the outside of the field.

321. **VILLAGE HALL**

Cllr G Parkinson informed the meeting that there would be working party meeting the following Friday. The details of the Best Run Village Hall competition had been received and it was the intention to enter.

It was agreed that the remit of the working Party should extend to include the curtilage of the Village Hall.

322. **FOOTPATHS**

Cllr G Parkinson reported that he and the Chairman had cleared Church Walk and in so doing had realised that a litterbin was required near the kissing gate. The clerk was asked to discuss with Gedling BC.

It was reported that the bridleway going north from the cemetery was very over grown as was the bridleway to Lambley from Lowdham Lane. Cllr G Parkinson agreed to discuss with Nottinghamshire CC.

323. **CEMETERY MATTERS**

The clerk reported that he had been advised by Gardenscape that the yew trees in the cemetery needed attention; the Chairman agreed to discuss with the vice chairman.

324. **ALLOTMENTS**

Cllr Robson reported that there was a waiting list of four for allotments but only one resident of Woodborough.

325. **WOODS FOUNDATION SCHOOL**

Cllr Joanne Roper informed the meeting that a request had been made to the County to extend the yellow zig-zag markings along Lingwood Lane to the entrance to the Village Hall to help control parking and a scheme had been introduced to encourage children to act as speed sheriffs while being driven to and from school.

The white fence along the perimeter of the car park was in places unsatisfactory and the Chairman agreed to discuss possible options with the vice chairman. Cllr L Morgan confirmed that it was his understanding that the fence was in the ownership of the Parish Council. The school would prefer the fence to be retained or replaced.

The clerk confirmed that a copy of the School Travel Plan was in the file

Cllr L Morgan left the meeting at 10:10 pm.

326. **NEWSLETTER**

Items to be included are:- dog fouling, Neighbourhood Watch and Roe Hill parking

327. **CORRESPONDENCE**

The following was noted, from

Gedling BC notification of a vacancy on the Standards Board for a Parish Council representative

Central Networks on the reinstatement of the Wayleave

Nottingham & Nottinghamshire Joint Structure Plan

Nottinghamshire SCI Submission Draft; it was agreed the clerk could comment as appropriate.

328. **ANY OTHER BUSINESS**

Cllr Jan Turton reported that parking on Roe Hill was at times excessive and suspected emergency vehicles would have difficulty in gaining access. It was agreed to include in the Newsletter. The Chairman also reported that residents on Roe Hill were being disturbed at night by HGV's, presumably relying on Sat-Nav and being directed to Private Road Woodborough rather than Private Road, Colwick.

Cllr Joanne Roper reported that a new web site had been started called Woodborough Forum and agreed to monitor on behalf of the Parish Council.

Cllr G Parkinson informed the meeting that PC Bettles had retired and it was agreed the clerk should write a letter of thanks for services to the community. Cllr G Parkinson believed it unlikely that he would be replaced and it was agreed the clerk should write to the Chief Constable expressing the concerns of the Parish Council with under manning at Calverton police station and in particular there being only one beat officer.

The date of the next Parish Council Meeting was confirmed as Monday 24<sup>th</sup> July.

There is no meeting in August.

The meeting ended at 10:30 pm.

**Minutes of the Parish Council Meeting held on  
Monday 31<sup>st</sup> July 2006 at 7:30 pm at  
The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

**PRESENT**

Cllr. John Harlow (Chairman), Cllr. Robert Hanson (Vice Chairman), Cllr. John Boot, Cllr. Geoffrey Buckland, Cllr. Michael Jillings, Cllr. Mavis Leafe, Cllr. Les Morgan, Cllr. Geoff Parkinson, Cllr. Joanne Roper and Cllr. Jan Turton

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk)

PC Harry Brotherhood gave a short report before the meeting started and confirmed he had spoken with the dog warden who had agreed to visit the village. Cllr M Leafe believed the critical time for those walking their dogs was between 6 and 7:00 pm.

**329. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from

Cllr. Ray Robson. Cllrs John Glass (Gedling BC) and Mark Spencer (Nottinghamshire CC)

**330. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Monday 3<sup>rd</sup> July were agreed with no amendment and signed by the Chairman.

**331. MATTERS ARISING**

The clerk confirmed a cheque had been received from the Woodborough Community Association reimbursing the council's donation.

Cllr J Boot brought to the council's attention a report from the Planning Department at Gedling BC listing all the decisions made under delegated powers and suggested this was a step in the right direction for reporting planning decisions but that details of any conditions were still not readily available. The clerk confirmed that this report had been circulated to members. Cllr L Morgan suggested this report when received by the clerk should be passed immediately to the Chairman, this was agreed.

Cllr Joanne Roper tabled some items that had appeared on the Internet on the Woodborough Village Forum, it was agreed no action was necessary.

The Chairman reported that he had heard from Mr Terry Robinson who had written to Gedling BC requesting a pavement on Foxwood Lane between the village and Bonner Hill.

The Chairman considered the road diversions in place for the Moor Lane road works were not ideal and better alternatives existed and suggested the county should consult with the Parish Council on such matters. The clerk responded that he planned to talk to Cllr Mark Spencer about this on his return from holiday. It was agreed that in future all traffic notices would be published on the council's web site.

The clerk reported he had received a letter from the Chief Constable acknowledging the council's letter looking for assurances about police levels at Calverton, a response from the operational commander is awaited. Cllr G Parkinson informed the council that Inspector Paul Burrows had been recently appointed the area commander.

The Chairman commented that he understood an application to build a barn at 37 Main Street had been approved under delegated powers as an agricultural development but that the Parish Council had not received a copy and had not been

able to comment. Cllr J Boot was unable to provide an explanation and also confirmed that he had not received a response on the Lowdham Lane application also approved as an agricultural development.

332. **REGISTRATIONS OF INTEREST**

None given.

333. **COUNTY REPORT**

The clerk presented a report on behalf of Cllr Mark Spencer. The down rights at Nag's Head, it is understood that the Building Inspector is in negotiations with the brewery and action is expected within the next two months.

Foxwood Lane lighting project, Cllr Spencer is optimistic and plans to make an application under the Building Better Communities initiative as previously agreed. However, even if this is not successful it may still be possible to go ahead with an element of self-funding. Lamps cost £1000 each and a survey is required to establish how many are required and where the 30 mph sign should be relocated. The clerk reported that Central Networks had created a £75M community fund and grants of up to £2500 were available for projects to improve and make the environment safe.

334. **DISTRICT REPORT.**

The clerk presented a report on behalf of Cllr. John Glass. The planning application for 133 Main St is to be considered by a panel on Friday to see if a decision can be made without going to the planning committee. Cllr J Boot commented that he thought it likely the planning committee would consider it. Our letter re police levels had been noted and supported. The request for a litterbin at the end of Church Walk had been passed to the County for approval.

335. **PLANNING**

The following items were discussed

Ref 631 application by Mr David Yip for the retention of a building for staff accommodation at Springwater Restaurant. The council agreed to object to this application on the grounds that it represented over development in the green belt on a site already over developed and the case for staff accommodation had not been made.

Ref 632 Pick Everard application to remove part of a hedgerow and to be replaced on completion of the works, no objection.

336. **CLERK'S REPORT AND ANNOUNCEMENTS**

Richard Pietkiewicz had written suggesting the WCA and the Parish Council should each present a short report at each other's meeting on a regular basis. The Parish Council expressed interest in developing stronger links with the WCA and recognised Cllr. Mavis Leafe as the council's representative on the WCA committee. All Parish Council meetings are open to the public and anyone can attend and similarly all WCA meetings are open. However, it was agreed that there was a need for an understanding on who would take the lead on various projects in the village. The clerk was asked to write to Richard Pietkiewicz.

An interim report on the Calverton Conservation Appraisal had been received; this was noted and identified as providing a useful template for the Woodborough appraisal. John Hoyland had made a proposal to move the photography project forward and had suggested the significant trees are photographed, their position plotted on an OS map and the images stored electronically. Cllr J Boot suggested this project could form an important part of the Woodborough Conservation Appraisal scheduled for 2008 and the Chairman agreed to contact Gedling BC to see if a suitable map of the village was available.

It appeared that the Post Master was planning to retire in six months time and the Post Office and shop were apparently for sale. The Chairman agreed to make enquiries, as there were implications for the village and the shop-in-a-box initiative. It was understood that the WCA were considering applying for grants to purchase the shop and Post Office. The clerk confirmed that he understood that a Parish Council did not have the power to become involved in a commercial activity.

The clerk reported that he had been searching the old files but it appeared that there were no formal agreements with the tenants of the allotments. A model agreement had been passed to Cllr G Parkinson who agreed this could be the basis of an agreement to be introduced with all tenants. It was agreed the clerk should write to those tenants not maintaining their allotments inviting them to relinquish them immediately without payment of any rent. The clerk confirmed it was not possible to collect rent in advance. Cllr L Morgan confirmed that the Parish Council, and not the charity, owned the land and it was a long tradition that the income was given to the charity responsible for making a distribution at Christmas.

**337. FINANCE**

A total of seventeen cheques for £2,169.78 including £12.29 VAT were approved and signed and the financial statement approved and signed by the Chairman.

The statement of income and expenditure for the Woodborough Pre School Group was noted and approval given for the second instalment of the donation to be made.

**338. FLOOD PREVENTION**

Cllr M Jillings reported on an e-mail recently received from the Environment Agency in which they said they would be looking at; missing grills from the culvert especially near 122 & 124 Main Street but also as part of an overall review of the grills in the village; the banks of the stream alongside the old Co-Op shop which are overgrown and the stream itself strewn with debris; a possible blockage in the stream near 134 Main Street

There are no plans for any desilting this year but there will be a review shortly of the maintenance plan for next year but the Environment Agency also emphasised the riparian owners responsibility. There is evidence of Himalayan Balsam growing in the area.

The Chairman had walked part of Main Street checking the roadside gullies and found 50% needed emptying and passed a report to the clerk for forwarding to Cllr Mark Spencer.

**339. PLAYING FIELD & GOVERNORS' FIELD**

Cllr. R Hanson reported that the hedge running parallel to the stream in the Governor's Field needs attention and a tree has fallen across the stream and suggested a working party on Tuesday 8<sup>th</sup> August.

**340. VILLAGE HALL**

The clerk reported that at a recent event the floor had been badly marked and it was proving difficult and time consuming to remove, as a result the bond was being withheld. The Chairman asked the Village Hall Working Party to consider if the bond value should be increased.

The Fire Risk assessment report had been received and would be considered by the Village Hall Working Party.

The Working Party had considered the disposal of the rigid tables which were difficult to store and took up a lot of space, the purchase of a fridge for the bar and the clerk reported that he had agreed a 3 year fixed term contract with British gas for the supply of gas and electricity.

The quote for £535 from Alan Harrison to repaint the skirting board in the hall was accepted.

The quote of £25 from Gardenscape to mow the grass surrounding the village hall car park and behind the tennis court was accepted. It was agreed to ask Gardenscape to quote for the hedge surrounding the car park to be cut annually.

The clerk confirmed a new water heater had been purchased following the failure of the heater only recently purchased but out of warranty.

**341. FOOTPATHS**

Cllr G Parkinson reported that a complaint had been received from a resident in the village about the condition of Footpath number 1 between the cemetery and the golf course. The County Council had been informed and their contractor had improved the path but with some difficulty and further work is required but later in the season.

**342. CEMETERY MATTERS**

Cllr G Buckland reported that he had recently inspected the trees in the cemetery and some remedial work was required to one tree which was being supported but which had moved slightly.

**343. FOUNDATION SCHOOL**

Cllr Joanne Roper reported that the school had received two quotes for the replacement of the fence between the car park and the school and a third was awaited. The proposal was for a fence in 1.5m sections about 1m high with vertical bars, the concrete to be removed but the kerb stones left in place, estimated cost is around £3000. It was appreciated that the school was trying to complete the work during the school holidays but in view of the expense it was agreed that any final decision would have to be deferred until the next meeting when all quotes would be available.

Cllr L Morgan left the meeting at 10:10 pm

**344. WOODBOROUGH IN BLOOM**

Cllr. R Hanson reported that he was currently responsible for watering the various displays and had realised that some were in locations where it was difficult to park the water bowser safely.

Paul Reed had asked the Chairman if he could address the Parish Council in September and this was agreed.

**345. NEWSLETTER & WEB**

Items to be included in the Newsletter; request for residents to report blockages and debris in the water courses, traffic reports to be posted on the PC web site and users of the village hall to be aware of potential problems with unsuitable footwear.

**346. CORRESPONDENCE**

The following were noted; from Gedling BC re decision to grant permission to Mr S Rose to erect a building on Lowdham Lane under an agricultural development order; Nottinghamshire CC Highways Department acknowledging problems satellite navigation systems taking HGVs to Roe Hill, a letter from John Hoyland with proposals for the significant tree photographic survey, Woodborough Pre school Group accounts and from Central Networks details of a new community fund.

**347. ANY OTHER BUSINESS**

The date of the next Parish Council Meeting was confirmed as Monday 4<sup>th</sup> September.

The meeting ended at 10:20 pm

**Minutes of the Parish Council Meeting held on  
Monday 4<sup>th</sup> September 2006 at 7:30 pm at  
The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

The meeting was preceded by a presentation by Mr Paul Reed who addressed the council on two issues; firstly the decision taken by the Parish Council in June to mow the area in the cemetery previously left to until the wild flowers had finished and asking council to reconsider. Secondly, highlighting the increasing reliance placed on volunteers to undertake tasks in the village, especially for such initiatives as The Best Kept Village and Woodborough in Bloom, and whether it was not time to consider employing somebody to work throughout the year on a self employed basis to help with these tasks.

Cllr. R Hanson proposed a vote of thanks to Paul in appreciation for all his hard work for the village, especially for Woodborough in Bloom and the Best Kept Village competition

**PRESENT**

Cllr. John Harlow (Chairman), Cllr. Robert Hanson (Vice Chairman), Cllr. Geoffrey Buckland, Cllr. Michael Jillings, Cllr. Mavis Leafe, Cllr. Les Morgan, Cllr. Geoff Parkinson, Cllr. Ray Robson and Cllr. Joanne Roper

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk), PC Brotherhood and Mr Paul Reed

**348. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs. John Boot and Jan Turton and Cllr Mark Spencer (Nottinghamshire CC) and Cllr John Glass (Gedling BC)

**349. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Monday 31<sup>st</sup> July were agreed with no amendment and signed

**350. MATTERS ARISING**

The Chairman reported that he had had a site meeting with Cllr R Robson and Cllr Mark Spencer to discuss the proposal for street lighting on Foxwood Lane. Ideally two lamps were required and then the 30mph limit could be extended a short distance. The likely cost would around £2000 of which the Parish Council would probably have to pay 50%. Cllr Mark Spencer agreed to make further enquiries with the County Highways department about creating a pavement on Foxwood Lane to Bonner Hill. The clerk reported that he had received application forms for the Building Better Communities Initiative and this was one possible source of funding.

The Chairman reported that he had had a discussion with Richard Pietkiewicz to cover items of interest to both the Parish Council and Woodborough Community Association and advised that the Parish Council would lead on the Speed Watch initiative with help from Woodborough Community Association and the WCA would lead on the possible purchase of the post office and shop. The clerk informed council that he was receiving copies of the WCA Minutes and Agendas and proposed reciprocating with those of the Parish Council.

It was noted that the roadside gullies had been emptied and the assistance of Cllr Mark Spencer in this matter noted.

The Chairman reported that there were problems with a blocked sewer on main Street and Severn Trent had been informed.

It was agreed Cllr Joanne Roper should register on the Woodborough Forum as a representative of the Parish Council and report to council any items appearing on the Forum web site of importance to the council.

351. **REGISTRATIONS OF INTEREST**

None given.

352. **DISTRICT REPORT.**

Cllr L Morgan presented a report on behalf of Cllr. John Glass. The planning application for development of 133 Main Street had been turned down on the grounds of over development, an improved access would be required and the threat of flooding; the sign for Foxwood farm had been approved and tipping on the Co Op site had been reported and Gedling BC had issued a notice to remove.

Cllr G Parkinson reported that work on the site opposite the Post office was likely to start in the next four weeks.

353. **PLANNING**

The following items were discussed

Reference 682 Mr BW Ward, to provide a granny flat at 136 Main St. No objections.

Reference 708 Mr G Slack to erect a bungalow at 18 Ash Grove. Cllr Joanne Roper declared a personal interest and took no part in the discussion. No objections.

The proposal to amend the Standing Orders as follows; Add 42 (c) Where a response is required to a planning application between Ordinary Meetings of the Council it shall be considered by the Chairman and at least two other members and recommendations made to the Proper Officer of the Council. The Proper Officer shall have regard to these recommendations, and make the appropriate decision(s), Add 42 (d) The Proper Officer shall report details of the decision(s) made to the next Ordinary Meeting of the Council. Add 42 (e) In the case of an emergency, or in the case of a Planning Application, where it is not practical, or appropriate, to comply with the foregoing procedure, the Proper Officer may make a decision on behalf of the Council, in accordance with powers similarly delegated, but will seek to obtain retrospective approval, as soon as is reasonably possible, was approved by 8 eight votes in favour and one abstention.

The Chairman reported that agreement had been reached on the Photographic Group photographing significant trees in the parish; John Hoyland had asked for a large scale plan of the village and Cllr M Jillings agreed to approach the Environment Agency to see if they could provide a suitable plan.

It was confirmed that an inspection had been made of the Village Hall but a suitable storage area for John Hoyland's historical information had not been found. The Chairman also reported that it had been muted that a museum in the village would be an asset but again a suitable location was not obvious.

354. **ALLOTMENTS**

It was advised that tenants had reported the theft of vegetables from the site and it was agreed to provide a chain and combination lock for the gate.

It was noted that the following had decided to end their tenancy with immediate effect; Mrs Parrott, plot 2; Mr & Mrs Broad, plots 6 & 8; the clerk was asked to write to Mr Saunders who had apparently not tended his plot for some years asking if he wished to relinquish his allotment.

It was agreed that the rent for new tenants would be £15 pa with immediate effect and £7.50 if occupation started mid year; existing tenants would be given notice of the increase and this would take effect in March 2008

Cllr R Robson advised that Himalayan Balsam was becoming a problem and he agreed to spray in the Spring.

Cllr. R Hanson offered thanks to Cllr R Robson for all his hard work in managing the allotments and it was agreed that Cllr R Robson should be reimbursed all his expenses in undertaking this task.

Cllr R Robson left the meeting.

The model tenancy agreement was approved and it was agreed all tenants would be required to sign the new agreement.

355. **FINANCE**

The financial statement was approved and fourteen cheques signed for a total of £2172.11

356. **VILLAGE SHOP**

Cllr Joanne Roper reported on a recent meeting in the village attended by over one hundred local residents to establish a steering committee to investigate the options available to secure the future of the post office and village shop. It was agreed Cllr Joanne Roper should represent the Parish Council on this committee.

357. **SPEEDWATCH**

The Chairman reported that Cllr Mark Spencer was attempting to setup a meeting with the chairmen of Lambley, Calverton and ourselves to discuss working together and sharing the costs.

It was agreed Cllr G Parkinson should represent the Parish Council on the Speedwatch initiative committee.

358. **FLOOD PREVENTION**

Cllr M Jillings reported on a recent meeting with the Environment Agency and a workshop he would be attending for Flood Wardens, the Emergency Plan template had been discussed and improvements suggested and a revised version was awaited.

A letter had been received outlining the responsibilities of the Environment Agency and riparian owners and it was agreed the Environment Agency should be asked to distribute copies of the booklet "Living on the edge" to riparian owners.

Mrs Hoskins had informed the clerk that the Environment Agency had recently cleared the watercourse adjacent to her property.

359. **PLAYING FIELD & GOVERNORS' FIELD**

Cllr. R Hanson reported on two very successful working parties and thanked the Chairman and Cllrs Parkinson and Robson for their assistance.

360. **VILLAGE HALL**

It was reported that the internal decoration was complete and the skirting boards throughout had been repainted black; the floor in the main hall had also been repolished.

Cllr G Parkinson tabled quotes for a replacement gas boiler and new kitchen and it was agreed the clerk should make an application for a capital aid grant. If successful it would be necessary confirm the specifications and ask suppliers to requote.

There was a discussion on a recent private party held in the hall when a teenager was taken to hospital with suspected alcohol poisoning. It was agreed the Parish Council did not have either the power or a duty to supervise or vet events and it was agreed the clerk should respond accordingly after consulting with Cllr G Parkinson.

The clerk reported that the hall was now being advertised on the Touch Nottingham web site and although no bookings had been received as a result there was an

increasing number of hits. The new NAVACH web site was almost live and this too would provide advertising space for the hall and a flier had been placed in the Post office.

The clerk confirmed he would be asking the After School Club to pay for the broken door panel, now repaired by Wilde Brothers, once a breakdown of the invoice had been received.

**361. FOOTPATHS**

Cllr G Parkinson reported that he had approached the County and asked if they would pay for improved signage on footpath number 5 to encourage walkers to walk around the perimeter of the playing field and especially keep off the cricket pitch and not walk directly across. A reply was awaited.

The clerk reported a request had been made for a litterbin at the top of Church Walk and this had been passed on by Gedling BC to the County.

**362. CEMETERY MATTERS**

Cllr G Buckland said he was concerned about the Japanese Knotweed that was on the adjacent golf course and getting closer to the cemetery. The Chairman agreed to talk to the Head Green Keeper and see what could be done.

The annual inspection of headstones had been completed by the Vice Chairman and Cllr G Buckland, three headstones had had to be laid flat and the clerk would publish a notice with details as follows Lucy Mary Rose, John Poole and Mary Elizabeth Poole, and Mark Richardson.

Cllr G Buckland reminded the council that cemetery fees had not been reviewed for five years; Cllr G Buckland agreed to prepare a proposal at the next meeting.

There was a discussion on Paul Reed's presentation and it was agreed to defer any decision until members had had an opportunity in March to see the wild flowers at their best and Cllr G Buckland agreed to establish cost implications.

Cllr L Morgan reported that the edge of the churchyard needed strimming; as there was some uncertainty about the precise area it was agreed Paul Sail should be asked to write to Cllr G Buckland with details.

A letter from Mrs Hoskins thanking the Parish Council for the new path in the cemetery was noted.

**363. FOUNDATION SCHOOL**

Cllr Joanne Roper reported on actions agreed under the safer Routes to school initiative, these included, new zigzag lines outside the Village Hall, repainting of a number of road markings and a No through Road sign on Roe Hill.

Quotes had been received for the replacement of the fence between the car park and the school. The lowest quote was for £2,900 plus VAT. The clerk was asked to obtain a revised quote addressed to the Parish Council and subject to satisfactory compliance with British Standards place an order. The clerk was asked to make a capital aid grant application.

Cllr L Morgan left the meeting at 10:45 pm.

**364. WOODBOROUGH IN BLOOM**

The results of this competition would be known in September.

**365. NEWSLETTER & WEB**

In response to a request to advertise on the parish Web site it was agreed commercial advertising was inappropriate.

Items to be included:- notification of a crime prevention and the photographic survey of significant trees.

366. **CORRESPONDENCE**

A response from Nottinghamshire CC explaining there was little they could do to help resolve problems of HGV's relying on satellite navigation systems and trying to access Roe Hill was noted; a letter from Mr Harrison who had had a note about parking put on his car purporting to be from the Parish Council was noted;

367. **ANY OTHER BUSINESS**

The date of the next Parish Council Meeting was confirmed as Tuesday 3<sup>rd</sup> October 2006 at 7:30 pm.

The meeting ended at 10:50 pm

**Minutes of the Parish Council Meeting held on  
Tuesday 3rd October at 7:30 pm at  
The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

**PRESENT**

Cllr. John Harlow (Chairman), Cllr. Robert Hanson (Vice Chairman), Cllr. Geoffrey Buckland, Cllr. Michael Jillings, Cllr. Les Morgan, Cllr. Geoff Parkinson, Cllr. Ray Robson and Cllr. Jan Turton

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk)

**368. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs. John Boot, Mavis Leafe and Joanne Roper. Cllrs Mark Spencer and John Glass also sent apologies.

**369. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Monday 4<sup>th</sup> September were agreed after making two minor amendments and signed by the Chairman.

**370. MATTERS ARISING**

Cllr G Parkinson reported that Lambley PC had committed £500 to the purchase of Speedwatch equipment and Calverton PC £1500 and that an order had been placed for the speed gun and high visibility clothing. A meeting was planned for volunteers for 2<sup>nd</sup> November when Insp. Meylan would explain the scheme. The meeting would identify three locations in each parish and a risk assessment would be undertaken and once Gedling Safety Partnership had given approval the scheme could start. Signs would be posted at the approaches to the villages warning that it was a Speedwatch area. The Parish Council reaffirmed its decision to contribute a third share of approximately £500 to the initiative by a majority vote.

Cllr M Jillings reported on a number of e mails received from Mrs Clarke who lived on Bank Hill and who was concerned about the speeding traffic. Cllr G Parkinson agreed to make contact with Mrs Clarke and invite her to join the Speedwatch initiative.

The clerk confirmed that Wilde Brothers had provided a breakdown of the costs in replacing the glazed door panel and a letter had been sent to the After School Club requesting reimbursement.

**371. REGISTRATIONS OF INTEREST**

None given.

**372. COUNTY REPORT**

The clerk presented a brief report on behalf of Cllr Mark Spencer. Fly tipping had become a serious problem on the bridleway at the top of Lingwood Lane and the possibility of moving the gate to closer to Lingwood Lane was being investigated. The footpath from Aldene Way was largely over grown and the County Council department responsible had admitted being behind in the maintenance schedule but it would be cleared. Finally, Cllr Mark Spencer had confirmed that the dead line for applications under the Building Better Communities initiative had been extended until December but he would be submitting an application shortly for the street lighting proposal on Foxwood Lane.

**373. DISTRICT REPORT.**

In the absence of Cllr. John Glass the Chairman gave a brief report; Mr Peter Baguley, Gedling BC, would be responding about our concern over trees in the

parish but he had been on holiday: funding from Gedling BC to employ a village caretaker was not available. The clerk confirmed that Gedling BC were responsible for cleaning the bus shelters but like the emptying of litter bins the frequency was based on historical requirements.

#### 374. **PLANNING**

The following applications were considered

Reference 635, 121 Main Street. Cllr M Jillings declared a personal interest and took no part in the discussion. This application is a revised scheme of an application refused at appeal, this latest application appears to meet the inspector's objections and has apparently been granted.

Reference 638, demolition of existing house and construction of a new dwelling at The willows, private Road. There was a discussion on the implications for the skyline with this development, by a majority vote the Parish Council agreed this development was over large in size and height for this plot.

Reference 639, construction of a meter house and bin store at 142 Main Street. The Parish Council objects on the grounds that the proposed structure is forward of the building line and separated from the main building by a considerable distance and would have a detrimental impact on the street scene. It is an inappropriate development.

Since the last meeting responses to two applications have been made under standing orders.

Reference 636, crown reduction on a walnut tree at 6 Old Manor Close; the Parish Council objected on the grounds that some reduction had taken place in the past and further work would ruin the shape and charm of the tree.

Reference 637, crown lift to 6m of a lime tree at 4 Old Manor Close; the Parish Council objected on the grounds that such work would destroy the appearance of the tree and 6m is far too high.

A letter received from Gedling BC describing the condition of an oak tree at 23 Park Avenue was discussed. The county forestry officer had recommended extensive work on the tree and the removal of the TPO, although a matter of considerable concern it was agreed there was little the Parish Council could do to prevent the work. It was agreed enquiries should be made about employing the services of an independent tree specialist from the University.

John Hoyland had spoken to the Chairman explaining that the photographic group considered the project to photograph the significant trees in the village too big a project and had decided they could not help. However, they were prepared to photograph individual trees for a specific purpose and would propose a charge of £3.00

#### 375. **CLERK'S REPORT & ANNOUNCEMENTS**

The clerk tabled a recently received Draft Regional Plan from the East Midlands Regional Assembly that described development proposals in the region over the next 20 years. The Chairman agreed to study the report.

A licence agreement had been received from Nottinghamshire CC to allow the county to send the parish OS mapping, it was agreed the clerk should sign on behalf of the Parish Council

The clerk announced there would be a meeting of the association of Gedling Parishes on 12<sup>th</sup> October. Cllr G Parkinson, the council's representative on this committee would not be able to attend.

The clerk informed the meeting that local government elections would be held next year on 3<sup>rd</sup> May and the Village Hall would be needed as a polling station.

376. **FINANCE**

The clerk presented the half yearly summary of expenditure and income; Cllr Joanne Roper had previously inspected the figures and found them satisfactory. The report was noted.

Twenty cheques with a total value of £2630.85 including £16.69 VAT were authorised for payment and signed. The clerk apologised to the council for the expense incurred in submitting the Annual Return only partially completed and informed council that the error had been corrected and the return resubmitted.

There was a discussion on the suggestion to appoint a contractor to act as village caretaker and by a majority vote it was agreed to budget £2000 pa. Cllr. R Hanson was given approval to approach a contractor to discuss the idea.

377. **POST OFFICE & SHOP**

It was understood that the Steering Committee would next meet on 11<sup>th</sup> October and it may be that this committee would approach the Parish Council for funding in the future.

The clerk reported that he had not heard from Mr Briggs on any progress towards him purchasing the business.

378. **FLOOD PREVENTION**

Cllr M Jillings explained that the template for an emergency plan was still too complicated and that the County had agreed to study a similar template produced by Derbyshire CC, revise and represent later.

The Environment Agency was encouraging all residents in areas susceptible to flooding to join the early warning notification scheme. Cllr M Jillings explained that the agency had sophisticated monitoring and recording systems that allowed them to make some accurate forecast. It was agreed Cllr M Jillings, Cllr. R Hanson and Cllr L Morgan should join the scheme.

The publication, "Living on the edge" was out of print and copies were no longer available. However, a new publication was due in November and this would be made available.

Cllr M Jillings reported that the Environment Agency was undecided about desilting in the village and he had asked to be kept informed on a regular basis.

The blocked drain on Bank Hill had been cleared and work had started again on the sewer on Main Street. A leak had been noticed on the road outside the Four Bells but this was thought to be water.

379. **PLAYING FIELD & GOVERNORS' FIELD**

The clerk reported that he had been informed of three accidents over the summer involving children playing on the roundabout. Cllr. R Hanson agreed to investigate and talk to the clerk later.

380. **VILLAGE HALL**

Cllr G Parkinson reported that the Village Hall Working Party had reviewed the bond paid by non regular users of the hall and had decided not to increase the standard bond but recommended an increase to £100 of the bond paid for the party booking, this was agreed.

Cllr G Parkinson asked for authority to spend small sums of money without prior permission of the council, it was agreed to authorise the clerk to spend a maximum of £100 per item.

A meeting had been held with the clerk and caretaker to discuss the Fire Risk Assessment report and a number of actions had been identified, none were

considered high risk. One recommendation of the report was to initiate a simulated alarm and evacuate the building; this would take place during a guide meeting and the Pre School Group.

It was agreed to pay the caretaker 4 hours overtime to cover the time spent cleaning the hall floor.

Cllr Jan Turton confirmed she had agreed to a CRB check, together with the caretaker, in order to enter the village hall during Pre School Group meetings to accompany tradesmen if necessary. Cllr Jan Turton had offered to join the Pre School Group committee as a representative of the Parish Council and this had been accepted. The Parish Council confirmed this appointment.

The clerk informed the council that the judging for the Best Run Village Hall would be in the Village Hall on Thursday 5<sup>th</sup> October.

#### 381. **CEMETERY MATTERS**

The Chairman confirmed he had spoken to Mark Stanbrook who had told him he would be spraying the Japanese Knotweed when the weather conditions were suitable.

Cllr G Buckland reported that the new path had been treated for weeds.

Cllr Jan Turton reported on a conversation with Mrs Hoskins who had asked for the gate to be oiled as it was difficult to open and close and also asked for one of the over hanging trees to be trimmed back. The clerk was asked to send Mrs Hoskins a copy of the Cemetery Guidelines as she wished to plant cowslips on the grave which was not permitted under the cemetery guidelines. Cllr L Morgan suggested that the yew trees between the new and old sections of the cemetery should also be trimmed to prevent them getting too large. Cllr G Buckland agreed to investigate.

The clerk reported that he had concerns that the Cemetery Registers were not backed up in any way and that some of the early entries were showing signs of deterioration. Cllr G Buckland suggested photocopying and hoped to have located a suitable machine shortly but it was noted that photocopies have a limited life. The clerk also reported on an increase in enquiries from family research enthusiasts asking for information on burials and this was beginning to be very time consuming.

#### 382. **ALLOTMENTS**

Cllr R Robson reported that a lock and chain had been fixed to the gate and the perimeter hedge checked for gaps.

Cllr L Morgan left the meeting at 10:05 pm.

It was confirmed that no title deeds existed for the allotments and Cllr G Parkinson agreed to apply for a voluntary registration, the fee was likely to be less than £100. Cllr L Morgan would be asked to support the application on account of his long experience and knowledge of the village by making a statutory declaration.

#### 383. **FOUNDATION SCHOOL**

The clerk confirmed that the approved contractor for replacement of the fence had stated the fencing was a standard design meeting British Standards and an order placed to do the work with the addition to the original quote of two gateposts at a cost of approximately £30 each

#### 384. **WOODBOROUGH IN BLOOM**

Cllr. R Hanson told the meeting that the flowerbed on Ploughman's Avenue was to be dug over and replanted on 14<sup>th</sup> October and asked for volunteers.

385. **NEWSLETTER**

Cllr G Parkinson informed the meeting that the police would be holding a public meeting in Calverton on 31<sup>st</sup> October at 7:00 pm and asked for this to be included in the Newsletter. Other items from the meeting were to be included.

386. **CORRESPONDENCE**

An invitation had been received from Woodborough Hall for members to attend the anniversary celebrations on Thursday 5<sup>th</sup> October; no members were able to attend.

387. **ANY OTHER BUSINESS**

Date of the next Parish Council Meeting was confirmed as Monday 6<sup>th</sup> November.

The meeting ended at 10:25 pm

**Minutes of the Parish Council Meeting held on  
Monday 6<sup>th</sup> November at 7:30 pm in  
The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

**PRESENT**

Cllr. John Harlow (Chairman), Cllr. Robert Hanson (Vice Chairman), Cllr. John Boot, Cllr. Geoffrey Buckland, Cllr. Mavis Leafe, Cllr. Les Morgan, Cllr. Geoff Parkinson, Cllr. Ray Robson, Cllr. Joanne Roper, and Cllr John Glass.

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk).

**388. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr. Michael Jillings, Cllr. Jan Turton and Cllr. Mark Spencer.

**389. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Monday 3<sup>rd</sup> October 2006 were agreed after minor amendments and signed by the Chairman.

**390. MATTERS ARISING**

PC Brotherhood reported that as nobody was attending the police surgery his time could be better used and it was agreed to discontinue the surgeries immediately.

Cllr. Geoff Parkinson reported on a very successful Speedwatch meeting when over 30 residents attended. Inspector Neyland gave a short presentation followed by representatives from the Bleasby Speedwatch scheme. The combined Woodborough, Calverton and Lambley scheme now goes to Gedling BC for approval after which the equipment will be purchased, a risk assessment undertaken of the sites and the volunteers trained.

Cllr. Les Morgan asked if in future addresses could be included in the minutes for planning decisions, this was agreed.

Cllr. Robert Hanson reported that he had not yet identified an independent tree specialist who could advise the Parish Council on tree matters but that he was continuing his search.

Cllr. Joanne Roper reported that the Guides had simulated an emergency and completed an evacuation of the village hall; this had highlighted only minor problems, which would be easily addressed.

**391. REGISTRATIONS OF INTEREST**

None given.

**392. COUNTY REPORT**

The clerk gave a short report on behalf of Cllr. Mark Spencer. The BBC application to install street lighting on Foxwood Lane would be submitted shortly.

Cllr. Les Morgan reported that the down rights at the Nag's Head had been removed.

Cllr. Les Morgan also reported a number of potholes on Pinfold Close.

**393. DISTRICT REPORT.**

Cllr. John Glass reported that the sewer had been repaired on Main Street and that a burst main on Roe Hill had also been repaired.

The planning application to develop 133 Main Street had been refused and the applicants had six weeks to resubmit without incurring any further costs.

At 140 Main Street an application had been made to extend the period in which development must take place; the officers are to monitor this closely.

At the Co Op there are no known plans to develop the site but the debris that had been dumped there had now been removed.

Cllr. Ray Robson asked for clarification on the legality of the garage that was being built at Bank Farm as he unaware of any planning application for this development.

Cllr. John Glass agreed to make enquiries and report back but it was possible that planning consent was not required.

Cllr. John Boot reported that Gedling BC had now appointed an enforcement officer.

#### 394. **PLANNING**

There were no new applications to consider but the clerk reported on the following, which had been dealt with under standing orders;

References 640 & 641, two-storey extension at 16A Bank Hill, object on the grounds that the proposed alterations are entirely out of character in this attractive area of the Woodborough conservation area.

Reference 642, loft conversion at 11 Main St, object on the grounds that the development is out of keeping with a listed building;

Reference 643, tree works at 21 Park Ave, object to removal of lower, healthy branches of the oak tree as unnecessary and

Reference 644, rear extension at 25 Park Ave, no objections.

The draft Gedling BC Tree Order Procedure was discussed together with the Chairman's comments. Cllr. John Boot also noted that there was nothing in the procedure relating to trees in a conservation area. The clerk was asked to write to Gedling BC with the Chairman's comments.

The Chairman reported that approval had been given for the proposed orangery at Woodborough Hall and that Gedling BC had decided the outstanding applications were separate issues and should be treated independently of one another, rather than together as the Parish Council had requested.

The Springwater restaurant application for retention of employee accommodation had been refused and it was likely this would go to appeal. The Environment Agency had not raised any objections.

A temporary Tree Preservation Order on a beech tree and lime tree 30 & 32 Main Street was noted.

The Chairman, Cllr. Les Morgan and Cllr. G. Buckland all reported that they had read the Regional Draft Plan produced by EMRA. It was agreed to make a response and this would be an agenda item for the next meeting after Cllr. Robert Hanson had had the opportunity to read the report.

#### 395. **CLERK'S REPORT AND ANNOUNCEMENTS**

The clerk tabled the County Council's Waste Policy report and the Chairman agreed to study and report back to the council.

The clerk reported that he had not received any applications for the role of Village Caretaker but Cllr. Robert Hanson reported on one application received. It was agreed the Chairman and Vice Chairman should interview the applicant and for the next meeting a schedule of works and costs would be produced on the understanding that this role was as a contractor. It was agreed that subject to a satisfactory interview the contractor should start immediately but as the clerk lived outside the village supervision would be provided by councillors.

The clerk explained that as the elections were to be held next year on the 3<sup>rd</sup> May the Annual meeting of the parish Council had to be held within 14 days. It was agreed

to hold this meeting on Tuesday 8<sup>th</sup> May 2007. The Annual Parish Meeting would be on Thursday 26<sup>th</sup> April 2007.

The Chairman suggested that if the election was contested then it would seem appropriate to produce a single election document listing all the candidates with a photograph and brief description which could be circulated to the whole village. This was agreed. The clerk suggested that if the election was contested then there could be a charge of several hundred pounds.

The final version of the Gedling BC Statement of Community Involvement (SCI) had been received and it was noted that the council's recommendations had been incorporated.

396. **FINANCE**

The financial summary was approved and eighteen cheques signed to a total value of £4,965.99 including VAT.

The Chairman confirmed he would be laying a wreath on behalf of the Parish Council on remembrance Sunday. Cllr. Joanne Roper reported that the uniformed groups in the village would also be laying a wreath.

397. **FLOOD PREVENTION**

A letter had been received from the Photographic Group who wanted to place a history of flooding in the village with photographs on their web site; the clerk was asked to write explaining that the Parish Council would not be in favour of such an account being published. It was recognised that the research was valuable and could be very useful in the future but the use of the web site in this way could prove detrimental.

398. **PLAYING FIELD & GOVERNORS' FIELD**

Cllr. Robert Hanson told the meeting he would shortly be organising a working party to clear the leaves from the Governor's Field.

Enquiries had been made of other local authorities to see if they had the same roundabout as ours and it was found that both Burton Joyce and Rushcliffe had the same equipment and had never had any accidents. After undertaking a risk assessment Cllr. Robert Hanson considered the equipment to be safe and recommended no further action. This was agreed.

399. **VILLAGE HALL**

Cllr. Geoff Parkinson reported that the Parish Council had come runners up in the Best Run Village Hall competition within Gedling BC and congratulated everyone involved. The clerk was asked to write to Christine Leafé expressing the council's thanks for her contribution.

It was reported that the After School Club had not responded to either of the clerk's letter's and approximately £200 was now outstanding. The clerk was instructed to write asking for immediate payment of the arrears and if not paid the booking would be cancelled after 14<sup>th</sup> November. The yoga group was also in arrears and the clerk was asked to write a similar letter.

Cllr. Geoff Parkinson advised the council that the fixed tables were in a bad condition and some unsafe. It was agreed to dispose of these tables and use the folding tables in the committee room. Storage of the folding tables had been recognised as unsatisfactory and it was agreed to purchase two specially designed trolleys at a cost of £240 each. In the long term it was hoped that a grant could be secured to replace, eventually, all the red plastic chairs with something more comfortable.

It was resolved to appoint the Parish Council as the responsible person within the meaning of the Fire Risk Assessment.

The Chairman spoke about a produce and craft market he had visited recently and asked if the Village Hall Working Party would consider the idea of holding a regular farmers-type market in the Village Hall and report back to the Parish Council.

#### 400. **FOOTPATHS**

The clerk reported he had received a letter from a resident asking if the parish council could get the County to trim the hedge on the footpath from the cemetery to the golf course and went on to say that he did not believe Severn Trent had reinstated the path properly after the mains burst. The clerk explained that Severn Trent was willing to meet on site and it was agreed the clerk should set up a meeting.

Cllr. Geoff Parkinson reported he was still working on the revised footpath leaflet.

#### 401. **CEMETERY MATTERS**

Cllr. G. Buckland reported that the gate to the cemetery had been attended to and the over hanging yew trees cut back.

The clerk reported that family historians were making extensive enquiries, which were taking a lot of time to answer. It was resolved that due to the time taken to answer family history enquiries a charge of £10.00 per search will be made in advance.

Cllr. G. Buckland explained that John E Wright could photocopy the registers for a charge of probably less than £50 but the life of photocopies was unknown. Cllr. G. Buckland was asked to make further enquiries.

Cllr. G. Buckland advised the council that together with the clerk he had been reviewing the cemetery fees and recommended a 10% increase. After some discussion and a comparison with other cemetery fees it was agreed by a majority vote to increase fees by 25%.

Cllr. Les Morgan left the meeting at 10:10 pm

#### 402. **ALLOTMENTS**

Cllr. Ray Robson reported that a lock and chain had been fitted to the allotment gate but theft of vegetables and vandalism continues.

The clerk read a letter recently received from Mrs Saunders who had agreed to give up her allotment in March 2007. The clerk was asked to write to Mrs Saunders explaining that some ground preparation would take place before that date. Cllr. Ray Robson confirmed that there were now four allotments available and as and when they were let he would inform the clerk so that a tenancy agreement could be sent out. Existing tenants would be asked to sign the new agreement in the New Year.

Cllr. Geoff Parkinson advised the council that he had completed the preparatory work on registering the allotment land with land registry and intended submitting a statutory declaration including historical information provided by the Historical Society and evidence from the clerk. It was suggested that the area was a little over 2 acres and it's value approximately £10,000 per acre.

#### 403. **WOODBOROUGH IN BLOOM**

Cllr. Robert Hanson read out a letter sent by Paul Reed to the organisers of the competition informing them that Woodborough would not be entering the competition next year as we had been marked down this year over three areas in the village over which we have no control and the same situation would arise again next year.

404. **NEWSLETTER**

Items to be included are:- news of the Best Run Village Hall competition; support for the post office; end of the police surgery and wishing everyone a Happy Christmas.

405. **CORRESPONDENCE & EXCHANGE OF INFORMATION**

The Chairman reported that there had been no progress on receiving a report on the archaeological dig which took place at the Hill Fort on Foxwood Lane/Bonner Hill last year due to staff shortages.

Cllr. Robert Hanson confirmed the Christmas lights would be switched on at the same time as the church lights and this year they would be left on 24 hours a day.

406. **ANY OTHER BUSINESS**

The date of the next Parish Council Meeting was confirmed as Monday 4<sup>th</sup> December.

The meeting ended at 10:40 pm.

**Minutes of the Parish Council Meeting held on  
Monday 4<sup>th</sup> December 2006 at 7:30 pm at  
The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

**PRESENT**

Cllr. Robert Hanson (Vice Chairman), Cllr. John Boot, Cllr. Geoffrey Buckland, Cllr. Michael Jillings, Cllr. Mavis Leafe, Cllr. Les Morgan, Cllr. Geoff Parkinson and Cllr. Jan Turton

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk)

**407. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr. John Harlow (Chairman), Cllr. Ray Robson, and Cllr. Joanne Roper.

Cllr. Robert Hanson reported that Cllr. Ray Robson was in hospital and Cllr. Jan Turton offered to convey the best wishes of the Parish Council and all the best for a speedy recovery.

Cllr. John Glass and Cllr. Mark Spencer also sent apologies.

**408. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Monday 6<sup>th</sup> November were agreed with minor amendments and signed by the acting Chairman.

**409. MATTERS ARISING**

The clerk reported that the after School Club had paid the outstanding fees and reimbursement for the broken door the day after the last Parish Council meeting. It had therefore been inappropriate to respond in the manner agreed and an appropriate response was sent.

It was reported that road works had started on Foxwood Lane associated with new electricity cables and those responsible had been warned that the water supply to the allotments was nearby.

Cllr. John Boot arrived at 19:40

Cllr. G. Buckland reported that he would be able to get the cemetery registers photocopied free of charge and the clerk would arrange to deliver the registers.

Cllr. Les Morgan questioned the new cemetery fees and asked for clarification on the fees for internment of cremation remains, the clerk confirmed that a grave plot would have to be purchased.

Cllr. Robert Hanson confirmed that the Christmas lights in the Governors Field would be left on 24 hours a day on the express wishes of Mr Hursthouse and this was sensible as the lights would last longer if not repeatedly switched on and off.

Cllr. Mavis Leafe asked for assistance with putting up the Christmas decorations in the village hall.

**410. REGISTRATIONS OF INTEREST**

Cllr. Robert Hanson reported that he no longer had an interest in Hardy Hanson Ltd.

**411. DISTRICT REPORT.**

The clerk reported that Cllr. John Glass wanted the meeting to know he had been advised that the period allowed to applicants to resubmit an application without incurring additional fees was 12 months and not 6 weeks as reported last month.

It was noted that some work had started at 140 Main Street but 133 Main Street was now looking unsafe.

#### 412. **PLANNING**

The draft response to the East Midlands Regional Assembly's Draft Planning report was approved after a minor amendment; the main points raised included the unrealistic housing numbers and continued protection of the green belt. Cllr. John Boot reported that Gedling BC was the only council in the area to have white land available for housing.

Tree Works at 32 Main Street; it was agreed to oppose the application on the grounds that the application is too imprecise. This is a very mature tree and the extent of the dead, diseased and damaged branches is unclear and needs defining.

It was reported that there had been a firework display at Woodborough Hall on the evening of Sunday 12<sup>th</sup> November. It was agreed this was an unsuitable activity for Remembrance Day and the clerk was asked to write to express the views of the Parish Council.

It was noted that there was an antique and craft shop operating from the Hall and Cllr. John Boot agreed to make enquiries and report back to council.

Cllr. Jan Turton reported that she had had three sycamore trees in her garden pruned but had been advised that planning permission was not required.

The clerk reported on a letter received from Gedling BC together with a copy of the Summary of Consultation on the Issues & Options paper, this was noted. Cllr. John Boot reported that the timetable for the production of the Core strategy has been put back until later in 2007.

#### 413. **CLERK'S REPORT AND ANNOUNCEMENTS**

The clerk introduced the job description for the Woodborough Maintenance Contractor; this was approved by a majority vote. Cllr. Robert Hanson confirmed that he and the Chairman would monitor the time spent working for the council and would be responsible for controlling these hours. The Chairman would discuss with John Reed the duties of Geoff Baggaley during Woodborough in Bloom.

The gate from the Village Hall car park to the playing field now had a chain and lock fitted to prevent any further cars driving over the playing area.

The clerk reported that he had received a request from the Richard Whincup representing the Village Shop Acquisition Group asking for a meeting with members to exchange information. After discussion with the Chairman it had been agreed this was inappropriate. It was also noted that the purchase of the post office and shop by Mr Briggs was proceeding but a little slower than had been hoped. It was agreed that the Parish Council should do nothing which may hinder the purchase taking place but recognising that if this bid failed then all possible support would be given to the village initiative.

The clerk introduced the Chairman's notes on the Waste Core strategy and it was agreed to make a response calling for maximisation of recycling, incineration and landfill.

#### 414. **FINANCE**

The financial report was accepted and 17 cheques signed to a total value of £2157.65 including VAT.

The draft budget produced by the clerk was considered and the clerk was asked to make some changes for the next meeting when the budget would have to be agreed to meet the legal submission date to Gedling BC. The clerk was asked to reconsider the rates and utility forecast and add £500 for allotment maintenance.

415. **FLOOD PREVENTION**

Cllr. Michael Jillings reported that he was still in negotiation with Environment Agency over desilting of the village watercourses in the next financial year.

Cllr. Les Morgan reported that recent heavy rain had washed down debris which had now collected to the rear of 22 Pinfold Crescent; the clerk was asked to make a report to Environment Agency.

416. **PLAYING FIELD & GOVERNORS' FIELD**

Cllr. Robert Hanson reported that a very successful work party had cleared the Governor's Field of leaves. The Christmas lights would be installed on Thursday.

The recent incident on the playing field when a vehicle had been driven over the play area had resulted in minimal damage.

417. **VILLAGE HALL**

The clerk pointed out that there was some damage to the rear corner of the Village Hall and Geoff Baggaley would be asked to make good and possibly fit a metal plate to protect the corner from possible damage when the trade waste bin is emptied.

418. **SPEEDWATCH**

Cllr. Geoff Parkinson reported that the camera was due to be delivered in January. Six locations had been identified and agreed with the police and a schedule would be agreed with our partners in Calverton and Lambley.

419. **CEMETERY MATTERS**

There was further discussion on the fees to be charged for family research. It was agreed that if request was made to examine the registers, the clerk would make arrangements to meet in the Village Hall and a charge of £25 for the first hour would be made and £10 per hour thereafter.

420. **ALLOTMENTS**

Cllr. Geoff Parkinson tabled a draft Statutory Declaration and approval was given to proceed and for expenditure of £30 for the Land Registry plus additional expenditure for the clerk to consult a solicitor.

421. **FOOTPATHS**

The footpath around the perimeter of the playing field need resigning to stop walkers cutting straight across the field. The Chairman had asked the clerk to point out to the Woodborough Heritage group that their notice board located on the end of the Village Hall incorrectly.

422. **NEWSLETTER**

Items to be included; Woodborough Maintenance Contractor, Speedwatch and Neighbourhood Watch

423. **CORRESPONDENCE**

The clerk reported on a letter received from Woodborough Community Association asking the council to reconsider the withdrawal of the grant to the Duke of Edinburgh scheme. It was noted that the original grants was to help establish the scheme in the village for residents of the village but it now appeared that the scheme was largely outside the village, based in schools that were not the natural schools for Woodborough school children. After extensive discussion it was agreed not to reinstate the grant.

A letter from the Woodborough Community Association asking for permission to use the Governor's Field in

June 2007, for the Annual Mannie Foster Steam Fair,  
July 2007, for the village street market and

November 2007, for the firework display. The Parish Council approved these events and wishes the Woodborough Community Association every success.

Gedling BC had written to confirm that the borough council will be commencing a review of the protected trees within the Woodborough TPO N56 but no starting date was given.

424. **ANY OTHER BUSINESS**

Cllr. Jan Turton asked if it would be possible to ensure the roadside grit bins in the parish are full before the winter. The clerk was asked to make enquiries but Cllr. John Boot reminded the meeting that some bins had been removed by the County as part of an assessment of requirements.

The date of the next Parish Council Meeting was confirmed as Monday 8<sup>th</sup> January 2007.

The meeting ended at 21:55 pm