

**Minutes of the Parish Council Meeting held on  
Monday 8<sup>th</sup> January 2007 at 7:30 pm at  
The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

**PRESENT**

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

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk), Cllr. Mark Spencer and one member of the public.

**208. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs. John Boot and Geoffrey Buckland; Cllr John Glass also sent apologies.

**209. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Monday 4<sup>th</sup> December 2006 were agreed with two minor amendments and signed by the Chairman.

**210. MATTERS ARISING**

Cllr. Ray Robson was welcomed back after his recent illness.

Cllr. Robert Hanson reported that the Christmas lights in the Governor's Field had been very successful and there had been much favourable comment; leaving the lights switched on throughout the holiday period had resulted in fewer blown bulbs compared to last year when the lights were switched off every day. It was agreed the clerk should write to Mr Hursthouse thanking him for his support and making a power source available.

Cllr. Jan Turton reported that she had informed Nottinghamshire CC that the grit bin on Roe Lane was empty and this had been filled within two days.

**211. REGISTRATIONS OF INTEREST**

None given.

**212. COUNTY REPORT**

Cllr. Mark Spencer reported that he had received disappointing feedback from the Building Better Communities initiative following his application for street lighting on Foxwood Lane but that he had an appointment with the Highways Department on Thursday 11<sup>th</sup> to discuss the project.

Cllr. Spencer confirmed his willingness to contribute towards the cost of the Speedwatch project and discussions would be held later.

The gate had been installed on the footpath on Lingwood Lane to deter fly tipping and this appeared to have had the desired affect.

The Chairman reported that the roadside gullies on Main Street and especially those outside the Four Bells needed emptying, Cllr. Spencer agreed to follow up.

Cllr. Les Morgan thanked Mark for achieving a satisfactory outcome in negotiations with the Nag's Head resulting in the removal of the down rights.

There was some discussion on the parking problems on Bank Hill and it was recognised that this is a very difficult situation but PC Brotherhood was keeping the situation under review.

Cllr. Mark Spencer agreed to make enquiries about the archaeological dig which took place at the Hill Fort on Foxwood Lane/Bonner Hill in 2005 and whether or not a report had been written.

**213. DISTRICT REPORT.**

The clerk reported on behalf of Cllr. John Glass; 133 Main Street, planning officers had met with the planning applicant and changes to the original application discussed and a revised application was expected soon. It is possible that this will be passed quickly and work could start in the Spring. The Chairman reported that the site is for sale and erroneously stating with planning permission with two dwellings.

142 Main Street, consent was given for the meter house and work has started.

**214. PLANNING**

The following items were discussed;

Reference 646, application by Mr G Slack of 18 Ash Grove, a revised scheme to erect a dwelling, no objections.

Reference 647, the Chairman declared an interest and the Vice Chairman took the chair for this item, a revised application by Mr & Mrs Buckle of 30 Main Street, to construct a two storey front extension, no objection

Reference 648, an application by Mr & Mrs Kirkham of Farm House, Bank Hill Farm, to erect ancillary accommodation. After a lengthy discussion it was agreed by a majority vote to object to this application on the grounds that the proposed development is outside the village envelope and in the green belt, it is a new detached dwelling, not for agricultural purposes and therefore inappropriate.

The Chairman reported that he understood from Cllr. John Boot that Gedling BC was expecting to receive a retrospective planning application from Woodborough Hall to regularise the use of the cookery school as a function room and for the lights and signage. The Chairman had also received from Cllr. John Boot a copy of various Tree Preservation Orders but had been unable to progress as officers from Gedling BC were currently on holiday.

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

The agenda for the next meeting of the Woodborough Community Association and the minutes of the December meeting had been received. The clerk highlighted the IT courses which were planned to be held at the Nag's Head with financial assistance from the brewery. The Events Diary was noted.

The clerk reported on a conversation with Richard Whincup on the work of the Shop Acquisition Group. It was agreed that the Parish Council's preferred outcome of the sale of the Post Office and shop was a purchase by Mr Briggs but in the event that that failed the Parish Council would immediately enter talks with the Shop Acquisition Group to see how it could help. The clerk also explained that Mr Briggs would be attending the next meeting of the Shop Acquisition Group on 16<sup>th</sup> January and councillors were invited to attend; Cllr. Joanne Roper confirmed she would be attending.

Cllr. Mark Spencer left the meeting at 8:10 pm

**216. FINANCE**

The clerk reported that the audit for 2005-06 had been completed successfully.

The application to Gedling BC for a capital aid grant towards the cost of the new perimeter fence had been successful and we had been awarded £2900.

The draft budget produced by the clerk was approved and it was unanimously resolved to set the precept at £16,500. It was agreed the Chairman and clerk could complete the form and return to Gedling BC

The financial summary was accepted and 15 cheques signed to a total value of £2302.29 including VAT.

**217. FLOOD PREVENTION**

Cllr. Michael Jillings reported that the Environment Agency planned to undertake a camera survey of the culverts.

The Environment Agency had suggested a small working party be established to meet with the Environment Agency and made up of residents who had a detailed knowledge of the flood risks and understand how the watercourses react in times of high rainfall. It was agreed to support this initiative and to invite David Rose to join Cllrs. Harlow, Hanson, Robson and Jillings to join a working party.

Cllr. Michael Jillings also reported that the development on Georges Hill would include a balancing pond and surface run-off would be directed away from Woodborough and towards Calverton.

It was confirmed that the blockages in the watercourse behind Pinfold Crescent had been reported to the Environment Agency.

**218. PLAYING FIELD & GOVERNORS' FIELD**

It was agreed RoSPA should be asked to undertake the annual play area inspection.

Cllr. Robert Hanson thanked everyone involved in helping to put up and take down the Christmas lights.

**219. VILLAGE HALL**

The clerk reported that a booking had been confirmed for a wedding in 2008 and there was the possibility of a wedding in 2007.

Cllr. Mavis Leafe thanked Cllr. Robert Hanson for his help in putting up the Christmas decorations.

The clerk explained that under the new fire regulations we had a duty to undertake regular inspections of the safety systems and alarms and recommended the council accept a quotation from D Brittle to inspect twice a year the electrical component of the safety systems; this was agreed.

The Working Party would be meeting on Friday 26<sup>th</sup> to consider the quotes for replacement of the gas boiler.

**220. SPEEDWATCH**

Cllr. Geoff Parkinson reported that he was awaiting news on the purchase of the speed gun but that the volunteers at Calverton police Station had agreed to take responsibility for notifying drivers found to be exceeding the speed limit.

**221. FOOTPATHS**

The clerk confirmed he had written to John Hoyland about the inaccurate route shown on the Peewit Trail notice board and was awaiting a response.

**222. CEMETERY MATTERS**

It was noted that Cllr. G. Buckland had succeeded in photocopying some representative pages from the registers and it was agreed he should be asked to copy all the registers to provide a back-up copies that would be kept in the Village Hall

John Hoyland had informed the clerk that he had in the past had access to the cemetery registers and had a reasonably up to date database of burials and offered to

respond to requests made by family historians. It was agreed the clerk should make the registers available to update the records.

**223. ALLOTMENTS**

Cllr. Ray Robson reported that he had let one allotment and would be contacting those on the waiting list to allocate further allotments. One tenant had asked if he could take on a second and this was agreed provided everyone on the waiting list had been given the opportunity.

A contractor would be employed to deal with the weeds in a couple of months but a working party may be required beforehand to clear the site of rubbish.

**224. WOODBOROUGH IN BLOOM**

It was agreed by a majority vote to make a donation of £500 towards the cost of planting up the planters outside the Village Hall

There was a lengthy discussion on the role of the Village Maintenance Contractor and it was agreed that his duties would not include assisting with the regular watering of the displays but would include treating the surrounds to the Village Hall and the Pinfold with weed killer and strimming around the planters and benches.

It was agreed Gardenscape should continue to trim the hedge around the Village Hall and mow the bank.

**225. NEWSLETTER**

Items to be included are:- a note thanking Mr Hursthouse for making possible the Christmas lights on the Governor's Field; a reminder for residents to report any empty grit bins to Gedling BC and a report on Speedwatch by Cllr. Geoff Parkinson if there was any significant progress to report by the copy date.

**226. CORRESPONDENCE**

A letter highlighting problems with the stage lighting had been received from the Woodborough Community Association, the Village Hall Working party was asked to consider and report back.

A letter from Mrs Lacey asked if a memorial bench could be placed on the Governor's Field in memory of her mother. After consideration it was agreed to refuse permission as there were sufficient benches on the field and the Parish Council was already responsible for the insurance and maintenance of nineteen benches around the parish. However, it was suggested that a memorial associated with Woodborough in Bloom may be even more appropriate and the clerk was asked to suggest to Mrs Lacey that she talked to Paul Reed.

Cllr. Robert Hanson informed the meeting that there was a proposal to erect a floral feature on the verge at the corner of Shelt Hill and Dover Beck Drive. Cllr. Les Morgan suggested this was in fact private land and further investigation was required.

A request for information on Calverton Lido had been received from Mr Stimson, members were unable to assist.

Nottinghamshire RCC invited members to attend a Community Consultation Event at Calverton on 23<sup>rd</sup> January, invite noted.

Nottinghamshire police questionnaire on budget proposals, noted.

Paddy Tipping MP noting the Parish Council's response to the EMRA planning report

**227. ANY OTHER BUSINESS**

The date of the next Parish Council Meeting was confirmed as Monday 5<sup>th</sup> February 2007. The meeting ended at 9:50 pm.

**Minutes of the Parish Council Meeting held on  
Monday 5<sup>th</sup> February 2007 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. Mavis Leafe, Cllr. Les Morgan, Cllr. Ray Robson and Cllr. Joanne Roper.

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk)

**228. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr. John Harlow (Chairman), Cllr. Michael Jillings, Cllr. Geoff Parkinson, and Cllr. Jan Turton. Cllrs. Mark Spencer and John Glass also sent apologies.

**229. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Monday 8<sup>th</sup> January 2007 were approved after two minor amendments and signed by the acting Chairman

**230. MATTERS ARISING**

Cllr. Les Morgan advised that the correct procedure for requesting grit bins to be filled was to contact the County Council Highways Department.

A response had not been received from the County Archaeological Department and Cllr. Mark Spencer had been asked to make enquiries and report back.

Cllr. Les Morgan reported that the watercourse had eventually been cleared on the 22<sup>nd</sup> January.

The meeting with the Environment Agency had been scheduled for Friday 16<sup>th</sup> February.

Paul Reed was now aware of the ownership issues on Shelt Hill and would be having discussions before installing any planters.

**231. REGISTRATIONS OF INTEREST**

None given.

**232. COUNTY REPORT**

The clerk presented a short report on behalf of Cllr. Mark Spencer. An application had been submitted to the Highways Department for street lighting on Foxwood Lane but a response was still awaited.

**233. DISTRICT REPORT.**

The clerk presented a short report on behalf of Cllr. John Glass. 133 Main Street; the property had been sold to Lacuna who were in turn trying to sell on. Assurances have been given to Gedling BC that a planning application would be submitted for 2 houses shortly.

142 Main Street, no significant activity reported on this site.

**234. PLANNING**

The clerk produced two photographs showing a tree on Park Avenue before and after pruning following a successful application for tree works. There was general

consensus that the Parish Council was correct in paying close attention to all applications for tree works.

Cllr. John Boot explained the outline process behind the forthcoming review of tree preservation orders in the parish and explained that Gedling BC did not have the manpower to undertake the work. He was in possession of a copy of all TPOs many of which were over 40 years old. It was agreed the Parish Council should be proactive and Cllr. John Boot would instigate a letter from Gedling BC to the Parish Council that would enable the Parish Council to take action, it was agreed a slow review should be undertaken.. It was reported that John Hoyland on behalf of the Historical Society had offered to help.

Gedling BC had issued the Local Development Framework for consultation, it was agreed the impact of this would be on the area as a whole rather than Woodborough specifically and no action was required at this time.

**235. CLERK'S REPORT**

The clerk reported that he had not heard from Mr Briggs concerning the purchase of the Post Office. Cllr. Joanne Roper reported that she had attended a meeting at which a very enthusiastic Mr Briggs was present and it did appear that the sale was proceeding but slower than expected.

A meeting of the Arnold Local Forum was noted.

The clerk had heard from Dave Simpkin and it did appear that it was appropriate to revive the project to plant trees on the verges and Cllr. Robert Hanson agreed to talk to Paul Reed and report back.

A quote of over £1,000 has been received from Highways Dept for painting the railings on Main Street; it was agreed this was excessive and an alternative would be sought.

**236. FINANCE**

The financial statement was approved and cheques to a value of £2282.05 including £102.46 VAT were approved and signed

It was agreed the clerk and Cllr. Joanne Roper should prepare a draft statement of reserves for the next meeting.

A request had been received from Gedling BC for accounts to be settled by direct debit. The clerk recommended this be approved and it was agreed the clerk should respond to Gedling BC accordingly.

**237. FLOOD PREVENTION**

Cllr. Michael Jillings sent a report advising that the meeting with the Environment Agency had been arranged for Friday 16 February and David Rose has agreed to attend and contribute.

Cllr. Michael Jillings had have spoken to Mary Hayward following her comments under 'Personal Notes' in the February issue of the Newsletter and explained the roles of the Parish Council and the Environment Agency. It was suggested riparian owners should be reminded of their responsibilities particularly with regard to garden rubbish via the Newsletter.

**238. PLAYING FIELD & GOVERNORS' FIELD**

The clerk reported that he had received a letter from Woodborough Football Club requesting financial assistance to improve the drainage of the playing field. A number of home fixtures had been moved to other locations on account of the pitch being unplayable. There was general support for this request but before considering further the clerk was asked to discuss with the County Council the possibility that they had overall responsibility for the maintenance of the playing fields.

There was a discussion on the railings around the Governor's Field and it was agreed to obtain quotes for painting in both green and black.

239. **VILLAGE HALL**

The clerk reported on a meeting with the Woodborough Players when it had been agreed that the stage lights belonging to the Players would not be left in the hall between performances and the lights belonging to the Village Hall would be left enabled for anyone to use. It was also agreed that the Players could install a signal cable from the rear of the hall through the roof space to the stage area, roughly paralleling the existing control cable.

It was noted that the curtains and curtain fittings in the hall were in need of attention, many fittings were loose and the curtains were not hanging correctly. It was agreed the Village Caretaker should be instructed to inspect and advise on what was necessary.

240. **CEMETERY MATTERS**

Cllr. G. Buckland reported that he had visited the cemetery after the gales and found no damage.

The first Cemetery Register was handed to Cllr. G. Buckland to be photocopied to create a backup copy that would be kept in the Village Hall.

241. **ALLOTMENTS**

The vacant allotments had nearly all been let; only one remained and Cllr. Ray Robson had a meeting arranged with a possible tenant. A working party was arranged to clear the site prior to preparation.

242. **FOUNDATION SCHOOL**

Cllr. Joanne Roper reported that she had been invited to join the appointments committee looking for a new headteacher and had accepted.

243. **FOOTPATHS**

The clerk reported that he had received a complaint from a resident about the state of the footpath beyond the cemetery following the work by Severn Trent to repair a burst water main. An on site meeting had been arranged to discuss.

244. **NEWSLETTER**

Items to be included are: responsibility of riparian owners, date of local government elections and precept kept to the same level.

245. **CORRESPONDENCE**

The clerk reported on an invitation from Nottinghamshire CC to attend the Building Better Communities annual event at Boughton Pumping Station. This was noted.

The clerk demonstrated emergency equipment provided by EON as an example of what every home should have in case of a power failure. It was agreed no further action was necessary.

246. **ANY OTHER BUSINESS**

The date of the next Parish Council Meeting was confirmed as Monday 5<sup>th</sup> March 2007.

The meeting ended at 9.40 pm

**Minutes of the Parish Council Meeting held on  
Monday 5<sup>th</sup> March 2007 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. 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) and two members of the public

**247. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from  
Geoffrey Buckland. Cllrs. John Glass and Mark Spencer also sent apologies.

**248. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Monday 5<sup>th</sup> February were agreed with a minor amendment and signed by the Chairman.

**249. MATTERS ARISING**

Cllr. John Boot reported that Gedling BC had started a review of the TPOs in the parish and would be producing a statement on what they proposed to do and how best to cooperate with the Parish Council. In particular it is possible that the borough council will only include in their survey trees that are included in the TPO and the Parish Council may be asked to suggest new trees to be added.

**250. REGISTRATIONS OF INTEREST**

None given.

**251. COUNTY REPORT**

The clerk reported that Cllr. Mark Spencer had informed him that the request to install additional street lighting on Foxwood Lane had been approved by the Highways Department and a budget application had been made for the next financial year.

**252. DISTRICT REPORT.**

The clerk reported that Cllr. John Glass had informed him that the revised application for the construction of two dwellings at 133 Main St would go before the panel on 9th or 16th March.

**253. PLANNING**

The following items were discussed:

Ref 649 construction of two dwellings at 133 Main Street. The Parish Council considered this application at length and agreed to object on the following grounds; firstly, the fence to Main Street of either 1.8 or 2.00 m high in timber is considered inappropriate for the village, it should be brick built and maximum height 1.00 m. Secondly, the design of the side elevation, of the corner house facing Main Street, of a brick wall with three small windows is ugly. For this Conservation Area a thoughtful design to respect the village idiom and to take advantage of the south facing aspect would be more suitable.

Ref 650 extension at 18 Ploughman Avenue, no objections.



Ref 651 100 Main Street, the Co Op site. The Chairman explained that the documents for this application had only been received today and no decision could be taken but that he would allow a discussion. Mr & Mrs Newton were invited to talk on the application which they did explaining that they also represented the Wardle, Wheatley and Turner families. Residents were not against the development of the site and in fact welcomed it but they did have some major concerns, namely, the number of dwellings proposed and stated a preference for 5 rather than 6 and the off-road parking provisions, the plan only showing spaces equivalent to 1.5 places per dwelling. Cllr. Michael Jillings pointed out that Main Street was at its narrowest at this point and the access drive for the new development would be at the point where residents of Church Walk currently parked their cars. All this would increase parking problems on Main Street and affect visibility at a point where children crossed the road on their way to school. The clerk was asked to write to Gedling BC asking for an extension to the response deadline.

Ref 652 Leen Valley Flying Club. An application to use part of a field at Jericho Farm, Green Lane for flying model aircraft. The Chairman declared a personal interest in this application and took no part in the discussion and the Vice Chairman took the chair. The primary concern was that of noise and the Vice Chairman volunteered to attend a meeting of a flying club and report back to the council. The clerk was asked to write to Gedling BC asking for an extension to the response deadline.

Nottinghamshire CC; the clerk informed members that the SCI had been adopted. This was noted.

The clerk reported that he had been invited by Gedling BC to meet with the peer review team who were visiting the borough council as part of an exercise to assess the performance of planning services. After consulting with the Chairman it was agreed he should attend on 8<sup>th</sup> March.

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

Local government Elections; nomination forms for the forthcoming elections were handed out. The clerk confirmed that the Polling District letter for Woodborough was Y and that members would have to obtain the unique reference number for their sponsors from the clerk.

Quality Town & Parish Council scheme; the clerk made a statement informing the members that he had decided not to seek the clerk's professional qualification. The main implication of this was that Woodborough Parish Council would not be able to seek Quality Status. The council could not see any benefit from the scheme and agreed not to apply.

Code of Conduct; a revised code of conduct was out for consultation, this was noted.

Freedom Of Information; under the original scheme the Parish Council should be submitting a new FOI Scheme but the government had announced an extension and all approved schemes would remain valid for a further 12 months.

Post Office closures; the clerk reported that the campaign to persuade the Post Office and government to review proposals for closure appeared to be gaining more support. The Chairman reported that he understood Mr Briggs had an appointment with the Post Office on 7<sup>th</sup> March to discuss his proposed purchase of Woodborough Post Office.

Pay for the Village Hall Caretaker & Clerk; these were awaiting revised pay scales that had not yet been published by the relevant bodies.

#### 255. **FINANCE**

The Financial Statement was approved; 18 cheques and two direct debits were approved for payment at a total cost of £2,170.29 including £7.90 VAT.

Parish Council reserves; the draft paper prepared by the clerk and Cllr. Joanne Roper was approved with minor amendments.

The clerk informed members that the external auditor contract had been extended by the Audit Commission and Hacker Young would therefore be the council's auditor for the next financial year.

The clerk reported that payments to the Village Caretaker in this financial year amounted to £1152. It was agreed the recent work in the Village Hall to replace the curtain fittings should be reallocated to the Village Hall account.

The clerk confirmed that the Parish Council had a responsibility to maintain the churchyard and this included any tree works that may be necessary. There was till some uncertainty over the insurance implications but Zurich Municipal had confirmed that if in any court case it was confirmed the Parish Council had a responsibility then there would be a benefit under the policy for public liability. The clerk agreed to make further enquiries. Cllr. Les Morgan informed the meeting that the churchyard was closed in 1898.

Cllr. Ray Robson left the meeting at 8.40 pm

#### 256. **PARISH CHARITIES**

The Chairman thanked Cllr. Les Morgan for preparing the paper on the village charities, this was noted. There was a discussion on the financial management of the charity accounts and Cllr. Geoff Parkinson confirmed he was preparing a statutory declaration for the Land Registry.

Mr & Mrs Newton left the meeting at 9.05 pm

#### 257. **FLOOD PREVENTION**

Cllr. Michael Jillings reported that together with Cllr. Ray Robson and David Rose he had had a meeting with Andrew Pendleton and others from the Environment Agency when part of the watercourse had been walked. The Environment Agency had agreed to obtain estimates; 1, undertake a CCTV inspection of the culverts; 2, assess whether or not desilting was required; and 3, inspect all grids to establish if replacements were necessary or if improvements could be made. Whether or not these works would be undertaken depended upon the Environment Agency budget but Cllr. Michael Jillings believed significant progress had been made. The watercourse from the playing field had not been inspected but this would be walked by the Environment Agency shortly. Cllr. Michael Jillings also reported that it had been noted that in places landowners had restricted the width of the watercourse.

The Environment Agency had reported that they were monitoring the ground saturation level and that it was now at saturation point; this was an initial danger sign that flash floods could occur.

The clerk was asked to write to Andrew Pendleton asking him to write to the County stressing the importance of emptying the roadside gulleys in Woodborough asking them to increase the frequency.

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

The Horticultural Show had requested permission to fix banners on the railings on 09/04/07 & 07/09/07 for about a week to advertise their shows, this was agreed.

Drainage; there was a discussion on who was responsible for the maintenance of the field and the need for a drainage scheme. It was agreed Cllr. Geoff Parkinson should study the agreement signed with the County at the time the school was built and discuss his findings with the clerk.

The clerk reported that the RoSPA inspection was now scheduled for May

A letter had been received from WCA indicating that the landlord of the Four Bells wished to organise a concert in September on the Governor's Field. In principle there was no objection to the proposal and the clerk was asked to get details.

It was agreed the preferred colour for the railings was green.

259. **VILLAGE HALL**

The clerk reported that the After School Club had closed; consequently Tuesday afternoon was now available as a booking.

Cllr. Robert Hanson reported that the scaffolding used by the Village Caretaker to fix the curtain fittings was still in place and it would be a cost effective opportunity to fix the side curtains on the stage, this was agreed.

260. **FOOTPATHS**

The clerk reported that the County has issued a consultation document on a Rights of Way Improvement Plan and a copy had been requested for Cllr. Geoff Parkinson.

A letter from a parishioner via Cllr. Michael Jillings was passed to Cllr. Geoff Parkinson for attention.

261. **CEMETERY MATTERS**

The first register had been successfully photocopied and the copies would be stored in the Village Hall.

The Chairman reported that there was a lot of debris in the churchyard and Cllr. Les Morgan informed the meeting that there would be a working party on 24<sup>th</sup> March.

262. **ALLOTMENTS**

All the allotments had now been let and a contractor organised to clear part of the site when the weather improves. Notices to quit and new tenancy agreements were currently being sent out as previously agreed.

263. **WOODBOROUGH IN BLOOM**

Cllr. Robert Hanson volunteered to treat the Pinfold to remove the moss. Cllr. Geoff Parkinson asked if the village hall surrounds could be sprayed at the same time.

It was agreed that the grant of £500 for Woodborough in Bloom would be payable next financial year.

264. **NEWSLETTER**

Items to be included are:- notice to inform residents that officers from Gedling BC will be visiting the parish and inspecting some of the trees as part of the TPO review; details of recently received planning applications.

265. **CORRESPONDENCE & EXCHANGE OF INFORMATION**

Nottinghamshire CC; a letter from the leader, Cllr. David Kirkham, confirmed that the Council's response to the Local Government White Paper was to support a two-tier structure and inter alia to work more effectively with Parish Councils.

A letter from Arnold Local Forum inviting a representative from the Parish Council to Attend a Gedling District Youth assembly was noted.

Members are reminded that it was agreed at the September 2006 meeting that members should visit the cemetery during March to evaluate the value of the wild flowers growing in the old part of the cemetery.

266. **ANY OTHER BUSINESS**

Cllr. Robert Hanson reported that the bus shelter near the Nag's Head had been vandalised and it was agreed Gedling BC had responsibility for maintenance.

Vandals had also sprayed graffiti near the Four Bells; the clerk advised that Gedling BC should be able to remove.

Cllr. Michael Jillings reported a number of streetlights were not working and it was suggested he contact the County Council direct.

Cllr. John Boot informed members that Gedling BC would be increasing the local rates by about 3% and the overall increase would be nearer 5%.

Cllr. Geoff Parkinson reported that there had been no progress with Speed Watch as the equipment had not been delivered.

The date of the next Parish Council Meeting was confirmed as Monday 2<sup>nd</sup> April

The meeting ended at 10:05 pm

**Minutes of the Parish Council Meeting held on  
Monday 2<sup>nd</sup> April 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. Ray Robson, Cllr. Joanne Roper, Cllr. Jan Turton and Cllr John Glass.

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk) and six local residents

The start of the meeting was postponed to allow members of the public to address the council. Mr Osbourne spoke on the planning application to construct six dwellings on the site of Co-Op shop at 100 Main Street and while not objecting to the site being developed did voice his concerns and objections to the current application. Mr Kelly, who sponsors Woodborough FC, outlined the problems of the club on account of the poor drainage of the playing field and explained that a number of fixtures had had to be moved to other pitches outside the village and asked the Parish Council to support installing an improved drainage system.

The meeting started at 7.50

**267. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr. Mark Spencer.

**268. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Monday 5<sup>th</sup> March were agreed with minor amendments and signed by the Chairman.

**269. MATTERS ARISING**

Planning Application, 133 Main Street; Cllr. John Boot reported that Gedling BC are seeking modifications to the original proposal along the lines of the Parish Council's comments.

Cllr. Joanne Roper asked if the Parish Council was responsible for the safety of memorials in the churchyard. The Chairman responded that he had had a conversation with Paul Sail who believed the churchwardens were responsible. The trees in the churchyard had been inspected by a consultant at the request of Paul Sail and a report was awaited.

Cllr. Geoff Parkinson reported that an application had been submitted to the Land registry for title to the allotment site.

Cllr. Robert Hanson reported that the weeds around the Village Hall had been treated and he planned to treat the Pinfold during the week.

**270. REGISTRATIONS OF INTEREST**

None given.

**271. COUNTY REPORT**

The clerk reported that Cllr. Mark Spencer had had another meeting with the Highways Department to discuss lighting on Foxwood Lane and was awaiting a

decision. Cllr. Ray Robson reported that new streetlights had been installed in Calverton ahead of the Bovis development.

## 272. DISTRICT REPORT.

The Chairman reminded the meeting that Cllr. John Glass had decided not to stand for re election in May and would be standing down as the borough councillor for Woodborough after 12 years. The Chairman thanked John for all his hard work over the past 12 years and everything he had done for the village and was also pleased to note that he had served a term as mayor during that time.

In response Cllr. John Glass said how much he had enjoyed working with the Parish Council and wished Cllr. John Boot, who would be standing for election as Woodborough's borough councillor in May, every success.

## 273. PLANNING

Reference 651; 100 Main Street. The Parish Council considered this application in detail and agreed that while not wishing to object to the development of the site had objections to the current proposal as follows: the construction of six dwellings represents over development on a relatively small and awkward shaped plot of land, part of which is sterilized by the access required to the watercourse; the proposed buildings are 3 to 4 metres higher than the adjacent Church Walk properties which will consequently be over dominated; there is a lack of parking space and access to and from the site is likely to be hazardous. In addition the presence of some well established trees which add to the character of the area were noted with a request that these be protected. Finally, the scheme does not meet the requirements of ENV1, ENV15, ENV21 and ENV30 of the Gedling Local Plan. Cllr. Les Morgan told the meeting that he believed this application was the most damaging ever received and proposed an even stronger objection.

Reference 652; Leen Valley Flying Club, a proposal to use part of a field near Jericho Farm for model aircraft flying. The Chairman declared a personal interest as he is a friend of the applicant, and took no part in the discussion, the vice Chairman took the chair for this item. Cllr. Robert Hanson informed the meeting that he had attended a meeting of a similar club at Langar and had experienced the noise made by these aircraft, some of which have a wingspan of 3m. After lengthy discussion it was agreed to object to the application on the following grounds: inappropriate activity in the green belt; excessive noise likely to affect most of the village; use of the bridleway by traffic accessing the site; danger to the public, both riders and walkers, using the bridleway; and the nearby Ploughman's Wood was a nature reserve which would be disturbed by the noise.

8.40 Cllr. John Glass left the meeting.

The Chairman reported that there had been a request to hold a public meeting to consider the Flying Club's application but after discussions with the clerk it had been agreed this was inappropriate. Cllr. John Boot explained that he believed the purpose of such a meeting would have been to publicise the application which had originally and wrongly been attributed to Lambley parish. In the event publicity had been achieved by alternative means and an effective campaign mounted which had resulted in between 80 and 100 letters being received by Gedling BC objecting to the application.

The clerk reported that he had been informed that the public inquiry into the appeal by the Springwater Restaurant to retain two accommodation caravans on site would be held on 17<sup>th</sup> April at the Civic Centre.

A temporary tree preservation order originally served in October 2006 on two trees at 30 & 32 main Street had been confirmed.

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

Local Government Elections; the clerk reported that 14 nominations had been received by Gedling BC and consequently there would be an election for parish councillors.

The clerk informed the meeting that a volume of minutes for period 1994-2000 had been lodged on loan with County Archive in Nottingham.

New pay scales for local government workers and clerks had not yet been agreed at the national level.

Annual Meeting of the Parish; the Chairman highlighted some items from the minutes of the last meeting in 2006. It was agreed members should report on their responsibilities as in previous years and the clerk should invite representatives of the police and local organisations to attend and make a short report.

The clerk made a brief report on the Peer Review of the Planning Department he had attended at Gedling BC, a report on the findings of the three independent assessors was awaited. Only three other parishes were represented at the meeting, Calverton, Burton Joyce and Ravenshead. A follow up meeting to discuss the Core Strategy was also attended.

**275. FINANCE**

The financial statement was approved and seventeen cheques to a total of £2140.97 including £116.77 VAT were signed.

The Chairman asked the clerk to produce a quarterly budget statement for the Village Maintenance Contractor.

**276. FLOOD PREVENTION**

Cllr. Michael Jillings reported that there had been no new developments and Andrew Pendleton no longer worked for the Environment Agency and that his successor was currently on holiday.

**277. SPEEDWATCH**

Cllr. Geoff Parkinson reported that the equipment had not yet been delivered but did not know why it was taking so long. The risk assessment on the 6 sites in the village had been completed.

**278. PLAYING FIELD & GOVERNORS' FIELD**

Cllr. Robert Hanson told the meeting that he believed the Parish Council should be supporting the football club and that it was his opinion the drainage system had been neglected for too long but that a vertidrain installation would improve the situation but that this may have to be an annual operation.

Cllr. Les Morgan still believed it was the responsibility of the County and he agreed to make enquiries but on the understanding that Cllr. Robert Hanson wished to make a statement at the Annual Meeting of the Parish. Cllr. Geoff Parkinson confirmed he had studied the title documents but these were not clear and there was one document missing.

Cllr. Mavis Leafe reported that youths were causing a nuisance playing football on the Governor's Field but it was agreed there was little that could be done and it was up to parents to control the situation. However, Cllr. Robert Hanson agreed to repair the spring on the gate

Cllr. Les Morgan left the meeting at 10.00 pm.

The clerk reported that no further information had been received on the proposed concert to be held in September. Cllr. Michael Jillings asked whether the council was insured for such activities and the clerk agreed to make enquiries.

279. **VILLAGE HALL**

Cllr. Geoff Parkinson reported that the working party was investigating whether or not to replace the window glass in the main hall and would report back at a later date. Work was progressing on the project to replace the boiler and refurbish the kitchen. The clerk reported that Gedling BC had asked if the council wished to carry over the capital aid grant to 2007/08 and the clerk was asked to write explaining the council's outline plans.

An inspection of the fire alarm had been completed and all alarms were working. There had been reports of cars in the car park when there were no events on and in view of this the clerk had asked for the outside security lights to be checked. The fire extinguishers had been inspected.

It was agreed to purchase additional cutlery at a cost of £40

280. **CEMETERY MATTERS**

Vehicles accessing the cemetery had damaged part of the path and grass and the council thanked Cllr. Jan Turton for the help of her gardener.

The wild flowers were looking fantastic and it was agreed these should be left alone. The Chairman reported that he believed Mrs Spencer had planted them in memory of her son and it was entirely appropriate that they be left alone and Gardenscape should be given clear instructions when they could be cut back after flowering.

The clerk reminded the meeting that under recent legislation all local authorities had a duty to protect and enhance biodiversity and this could perhaps be powerful legislation to protect trees in the village.

281. **ALLOTMENTS**

Cllr. Ray Robson reported that Mrs Robinson wished to give up part of her allotment and that he would arrange a site visit to discuss.

The clerk reported that a number of tenants had returned the signed agreements but that he had no details. A number of comments had been received and it was recommended that the contract be amended as follows and re issued: fences, as necessary to keep out rabbits; fires only in exceptional circumstances, no animals except to the extent of clause 12 of the Allotment Act 1950, 40 should be 42 days, manured replaced by fertilised and trees – except fruit trees. It was further agreed that joint tenancies should not be allowed and the ban on car parking maintained.

Cllr. Geoff Parkinson reported that the title registration had been submitted to HM Land Registry

282. **FOOTPATHS**

Cllr. Geoff Parkinson explained he had investigated the reported problem on Shelt Hill and had advised the residents to contact the County.

Cllr. Geoff Parkinson recommended no further action be taken on the county's Rights of Way Improvement consultation.

283. **NEWSLETTER**

Items to be included are:- notice of the local government elections

284. **CORRESPONDENCE**

The following were noted: a letter from the Audit Commission confirming the appointment of UHY Hacker Young as external auditor for a further 12 months; a letter from the Cabinet office confirming that funding will still be available to the voluntary and community sector from the Big Lottery despite the requirements for the Olympic Games;

The East Midlands Action Plan report was noted.



eon receipt of £5.57 wayleave payment noted.

285. **ANY OTHER BUSINESS**

Members were reminded that the Annual Meeting of the Parish will be on Thursday 26<sup>th</sup> April at 7.30 pm in the Village Hall

The date of the next Parish Council Meeting was confirmed as Tuesday 8<sup>th</sup> May.

The meeting ended at 10:45 pm.

**Minutes of the Annual Parish Council Meeting held on  
Tuesday 8<sup>th</sup> May 2007 at 7:30 pm at  
The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

**PRESENT**

Cllr. John Harlow (Chairman), Cllr. Robert Hanson (Vice Chairman), Margaret Briggs, Cllr. Paul Hough, Cllr. Mavis Leafe, Cllr. Richard Pietkiewicz, Cllr. Ray Robson, Cllr. Joanne Roper, Cllr. Charles Wardle.

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk) and eight members of the public.

**286. ELECTION OF CHAIRMAN OF THE PARISH COUNCIL**

The retiring Chairman welcomed everyone to the first meeting of the Parish Council following the Local Government elections and wished the council every success. As new members were present the Chairman asked everyone to introduce themselves after which he wished the members well and hoped they would all work together for the good of the village and reminded everyone that the clerk was always available for legal advice and guidance.

The Chairman asked for nominations for Chairman. Cllr. Joanne Roper was nominated and agreed to accept the nomination on the understanding it was for this meeting only. Cllr. Joanne Roper was unanimously elected Chairman pro tem.

Cllr. Joanne Roper thanked the retiring members for all their hard work over many years and believed Woodborough was a better place to live because of their efforts, all will be missed.

John Harlow, Robert Hanson and Ray Robson left the meeting.

**287. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr. John Boot, Cllr. Jan Turton Cllr. Kathryn Wiltshire.

**288. DECLARATIONS OF INTEREST**

None were given.

**289. ELECTION OF VICE CHAIRMAN**

Cllr. Margaret Briggs was nominated as Vice Chairman and agreed to accept the nomination on the understanding it was for this meeting only. Cllr. Margaret Briggs was unanimously elected Vice Chairman pro tem.

The clerk made a statement on the position of School Governor and explained that the Parish Council had nominated Cllr. Joanne Roper as their representative with special responsibility for liaison with the school. The school had subsequently appointed Cllr. Joanne Roper as a School Governor for a four-year term.

Appointment of members with special responsibility:

Footpaths	Cllr. Richard Pietkiewicz
Governor's Field & Playing Field	Cllr. Mavis Leafe
Planning	Cllr. Joanne Roper, Cllr. Richard Pietkiewicz & Cllr. Charles Wardle
Village Contractor	Cllr. Charles Wardle

It was agreed to defer the appointment of the remaining responsibilities until the June meeting when it was hoped more members would be present.

It was agreed to hold an informal meeting of Members to consider the responsibilities and duties of the special appointments.

290. **MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Monday 2<sup>nd</sup> April 2007 were agreed one minor amendment and signed by the Chairman.

291. **MATTERS ARISING**

The clerk informed the meeting that he believed the headstones in the closed cemetery of St Swithun's were the responsibility of the Church wardens but further enquiries were necessary to determine who was responsible for the trees.

It was reported that two cars had been broken into while parked in the Village Hall car park. The clerk was asked to obtain some appropriate signs from the police warning motorists of the problems.

Cllr. Joanne Roper wished to thank Cllr. John Glass for his hard work as the ward member for Gedling BC. It was agreed the clerk should write to Cllr. Glass and all retiring parish councillors and PC Harry Brotherhood.

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

The clerk reminded the meeting that the Register of Interests should be completed and returned to either the clerk or returning officer at Gedling BC by 31<sup>st</sup> May 2007 and details of election expenditure should be returned by the same date..

A revised Code of Conduct had been issued and the Parish Council had six months to adopt, this would be an agenda item at a later meeting.

It was agreed the village should enter the Best Kept Village Competition and payment of the application fee was approved.

The national pay awards for the Village Hall caretaker and the clerk had not been agreed.

The clerk explained the procedure to co-opt new members and it was agreed to post the statutory notice immediately advising of the vacancies.

293. **PLANNING**

Cllr. Charles Wardle declared a personal interest in the following application and took no part in the discussion. It was agreed to object to the revised application to develop 100 Main Street (reference 653) on similar grounds to the earlier application with the addition of the proximity of the development to the school.

It was agreed to object to the application to erect a rear ground extension to 30 Bank Hill on the grounds that the property is within the conservation area and on the special list of buildings and the plans appear to be inaccurate. In view of the latter the Parish Council would like to see the application resubmitted with accurate drawings.

Planning applications received too late to be included on the agenda were passed to the Chairman for attention.

294. **FINANCE**

The Financial statement was approved and nineteen cheques were authorised for payment totalling £6,302.79 including £45.25 VAT.

It was agreed to update the bank mandate.

295. **SPEEDWATCH**

Cllr. Richard Pietkiewicz reported that there was a training event for volunteers that night and Speedwatch should be up and running shortly. Cllr. Richard Pietkiewicz explained that he had been involved in this initiative from the beginning and volunteered to act as Parish Council representative, this was agreed. Cllr. Richard

Pietkiewicz asked if the clerk would contact Zurich Insurance and determine the insurance implications of the Speedwatch initiative.

296. **PLAYING FIELD & GOVERNORS' FIELD**

It was agreed the Woodborough Players could erect a banner to advertise their forthcoming production.

The clerk reported on a letter received from Nottinghamshire CC concerning the drainage problems on the field. It was agreed Cllr. Joanne Roper would arrange for an inspection of the field to help understand the drainage problems and report back at a later Parish Council meeting. In the meantime the school had been advised not to do anything.

It was reported that the Woodborough Football Club had had a very successful season and the clerk was asked to write to the club congratulating them on their success in the league and cup competitions.

297. **VILLAGE HALL**

The clerk reported that the fire alarm system had been inspected and was now in working order. Exterior security lights had either been repaired or replaced and it was agreed the clerk should look at possible further improvements to the lighting.

298. **CEMETERY MATTERS**

The clerk reported that he was concerned at the spread of Japanese Knotweed on the adjacent golf course especially as he had just learned that spraying did not happen last year due to the weather conditions. It was agreed the clerk should write and to the golf club and offer to work jointly on this problem before the cemetery was invaded.

**ALLOTMENTS**

The clerk confirmed that The Land Registry had issued a Title Registration in the name of the Parish Council. Revenue from the allotments totalled £169.00.

299. **FOOTPATHS**

The clerk returned to Nottinghamshire CC's Rights Of Way Improvement Plan and Cllr. Richard Pietkiewicz agreed to study the document and report back to the council.

300. **NEWSLETTER**

Items to be included: names of all members and a thank you to the electorate for turning out to vote and achieve a 54% turnout, Speedwatch progress, playing fields drainage problems.

301. **CORRESPONDENCE**

An invitation from Nottinghamshire CC to attend the annual service at Southwell Minster on 15<sup>th</sup> July was noted together with letters from Les Morgan on the Woodborough Charity, an application for the Best Kept Village competition; from Nottinghamshire CC a letter on Drainage on the Shared playing Field and the Standards Board advising on the revised Code of Conduct.

302. **ANY OTHER BUSINESS**

The date of the next Parish Council Meeting was confirmed as Monday 4<sup>th</sup> June 2007.

The meeting ended at 9.35 pm

**Minutes of the Parish Council Meeting held on  
Wednesday 30<sup>th</sup> May 2007 at 7:30 pm at  
The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

**PRESENT**

Cllr. Joanne Roper (Chairman), Cllr. Margaret Briggs (Vice Chairman), Cllr. Mavis Leafe, Cllr. Richard Pietkiewicz, Cllr. Jan Turton, Cllr. Charles Wardle and Cllr. Kathryn Wiltshire

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk) and Cllr. Mark Spencer (Nottinghamshire CC).

**303. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr. John Boot and Cllr. Paul Hough.

**304. DECLARATIONS OF INTEREST**

None were given

**305. CO-OPTION PROCEDURE TO FILL CASUAL VACANCIES**

It was agreed by a majority vote to adopt a co-option procedure whereby any casual vacancy arising within two months of an election, then candidates who stood in the election but were not elected would be approached in order of the election poll. If none of the candidates agreed to co-option or the election was not within two months then a notice would be placed asking for interested persons to notify the clerk. It was agreed the procedure would form an annex to the Standing Orders.

**306. ANY OTHER BUSINESS**

The date of the next Parish Council Meeting was confirmed as Monday 4<sup>th</sup> June 2007.

The meeting ended at 8.10 pm

**Minutes of the Parish Council Meeting held on  
Monday 4<sup>th</sup> June 2007 at 7:30 pm at  
The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

**PRESENT**

Cllr. Geoff Parkinson (Chairman), Cllr. Margaret Briggs (Vice Chairman), Cllr. John Boot, Cllr Paul Hough, Cllr Richard Pietkiewicz, Cllr. Joanne Roper, Cllr. Jan Turton, Cllr Charles Wardle, Cllr Richard Whincup and Cllr Kathryn Wiltshire.

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk), Mr Geoffrey Parkinson and Mr Richard Whincup plus two other members of the public.

**307. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr. Mavis Leafe and Cllr. Mark Spencer (Nottinghamshire CC).

**308. CO-OPTION OF MEMBERS**

In accordance with the Parish Council's Co-Option procedure, Mr Geoff Parkinson and Mr Richard Whincup were invited to be co-opted, both agreed and their co-option was unanimously agreed.

**309. ELECTION OF CHAIRMAN**

Cllr. Geoff Parkinson being the only nominee was unanimously elected Chairman.  
Cllr. Margaret Briggs was elected Vice-Chairman by a majority vote.

**310. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Tuesday 8<sup>th</sup> May 2007 were agreed with no amendment and signed by the Chairman.

**311. MATTERS ARISING**

It was agreed to defer the amendment of the bank mandate to the July meeting.  
The clerk reminded members that they could invite non-members to help with the assessment of planning applications; it was agreed to continue with the present procedure and review this in six months.

**312. REGISTRATIONS OF INTEREST**

Cllr. John Boot explained that, as he was Chairman of Gedling BC's planning Committee he would never comment on any outstanding planning applications.

**313. COUNTY REPORT**

The clerk presented a short report on behalf of Cllr. Mark Spencer.

Gravelly Hollow remained closed and a public meeting would be called later in the year. It was recognised that this was a dangerous junction but closure was not the answer and the junction should be improved. It was agreed the Parish Council should formally respond to the consultation.

The Highways department had confirmed that the lights on Foxwood Lane would be installed this financial year.

Cllr. Joanne Roper told the meeting that the County had agreed that there should be a footpath on Foxwood Lane but could not say when funding would be available.

314. **DISTRICT REPORT.**

Cllr. John Boot reported that he believed the financial position would be very tough in the next financial year and recommended the Parish Council did not carry forward any grants from Gedling BC from this year to 2008-09.

Cllr Boot told the meeting that the planning appeal by Springwater Restaurant had been refused and the buildings would be removed or demolished.

The planning application by the model-flying club had been refused. There had been 97 objectors to the application

315. **APPOINTMENT OF COUNCILLORS TO SPECIAL RESPONSIBILITIES**

Allotments	Kathryn Wiltshire & Richard Whincup
Association of Gedling Parish Councils	Geoff Parkinson
Cemetery	Richard Whincup
Finance	Joanne Roper
Footpaths	Cllr. Kathryn Wiltshire
Flood Prevention	Margaret Briggs
Governor's Field & Playing Fields	Charles Wardle
Health & Safety	Paul Hough
NAVACH	G Parkinson
Planning	Paul Hough, Richard Pietkiewicz and Jan Turton,
Speedwatch	Richard Pietkiewicz
Village Hall	Mavis Leafe
Village Hall Working Party	Margaret Briggs, M Leafe, Parkinson, J Turton and Cllr. Kathryn Wiltshire
Village Contractor	Charles Wardle
Woodborough in Bloom & Best Kept Village Competition	Jan Turton
Woodborough Charities	John Boot & Mavis Leafe
Woods School	Joanne Roper

It was noted that for the purposes of the Fire regulations the Parish Council was identified as the responsible person.

It was RESOLVED in accordance with standing order 36 council authorised councillors to inspect as appropriate any lands, or premises that the council has a right or duty to inspect.

316. **CODE OF CONDUCT**

It was agreed to defer this item until information had been received from Gedling BC or the Standards Board.

317. **PLANNING**

Cllr. Kathryn Wiltshire declared a personal interest in reference 655 and took no part in the discussion, Cllr. Joanne Roper declared a personal interest in reference 657 and took no part in the discussion and Cllr. Paul Hough declared a personal interest in reference 658 and took no part in the discussion.

Ref 655 Mr J Kirkham, extension to existing dwelling, no objection

Ref 656 JH Timmermans erect new dwelling, no objection

Ref 657 Mr Trivigno 180 Lowdham Lane Alteration to stairs, no objection

Ref 658 Mr S Gurkin 39 Lowdham Lane, 2-storey side extension, no objection

Ref 659 Mr & Mrs Whincup 50 Roe Hill, various extensions, no objection, however, it is believed that the adjacent property is unoccupied and the views of the owner are unknown.

Cllr. Richard Pietkiewicz told the meeting a resident who had concerns that cooling units had been installed in the shop, possibly without planning permission had approached him. It was agreed the best course of action would be to advise him to report the problem to Gedling BC planning enforcement.

Cllr. John Boot reminded the meeting that the Gedling web site was very good for looking up planning applications and related information.

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

The clerk brought to the attention of the council a new travel voucher scheme introduced for the over 50's and for those who had difficulty using public transport. It was agreed the clerk should discuss with Christine Baggaley.

The County was also looking to recruit volunteers to help the partially sighted.

It was agreed those members who wished to attend the training course for new councillors could do so; Cllr. Margaret Briggs would be on holiday and unable to attend and Cllr. Kathryn Wiltshire could only attend the course on 2<sup>nd</sup> July and gave her apologies for not being able to attend the Parish Council meeting on that date.

#### 319. **FINANCE**

The financial statement was approved and 16 cheques were authorised and signed totalling £1794.37 including £7.50 VAT.

It was agreed the Chairman's allowance for the year should be set at £50.00

It was agreed the members would not award themselves an allowance.

The clerk advised it was not possible to use public money to make a private donation.

It was agreed to defer making a donation to Woodborough Charities until September.

It was agreed that whenever possible a quote should be obtained from the Village Maintenance Contractor before authorising work. The clerk informed the meeting that Gedling BC had accepted full responsibility for the bus shelters in the village and Cllr. Charles Wardle was asked to stop the Village Maintenance Contractor from undertaking this repair.

#### 320. **SPEED WATCH**

Cllr. Richard Pietkiewicz told the meeting that all was now in place except the signage; this was the responsibility of the police and they were being very slow. Training for additional volunteers would be arranged.

Lambley have so far not joined in the initiative and in Calverton only two volunteers had come forward.

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

Cllr. Charles Wardle reported that the pavilion was in a poor state of repair and there were several jobs that were urgently needed. It was agreed any with an H&S element should be carried out immediately.

The meeting was reminded that it had been agreed previously to investigate the possibility of erecting a veranda on the pavilion.

Cllr. Charles Wardle reported on a meeting he had had with Gardenscape. It was agreed that the grass-cutting contract should run for this year but any additional jobs outside the current scope of the contract would be paid for as separate item. The specification of the contract would be reviewed before next year.



A verbal quote of £350 had been received from Worth Drainage to verti-drain the playing field. It was agreed the clerk could authorise this work once a written confirmation had been received.

It was recognised that walkers were still taking their dogs directly across the playing fields despite notices in the newsletter asking them not to do so. .

**322. VILLAGE HALL**

The clerk was asked to obtain a new quote from T&S Heating for the replacement of the gas boiler.

Additional cutlery had been ordered.

The clerk reported that he had a meeting with representatives from Woodborough Players and had agreed to various requests that would be reported to the Village Hall Working Party.

It was agreed to postpone the Village Hall Working Party meeting until Friday 6<sup>th</sup> July.

**323. CEMETERY MATTERS**

Cllr. Jan Turton told the meeting that the wild flowers had been cut down despite an earlier decision of the council to leave them until at least July. Cllr. Turton reminded the meeting that the judges of the Best Kept Village Competition had made a special mention of these areas. Cllr. Charles Wardle apologised for this mistake and the wild flowers would in future be left.

Cllr. Turton also reported that where some subsidence had been made good the grass had not re-grown. It was agreed Cllr. Charles Wardle should discuss with Gardenscape reseeding or turfing the areas affected.

The clerk reported that he had spoken to the Golf Club about the Japanese Knotweed. The weed had been sprayed and a further quantity of weed killer had been purchased at a cost of £750.

**324. ALLOTMENTS**

The clerk reported that he had amended the Allotment Tenancy Agreement but that had not yet been circulated.

**325. MOOR LANE MOBILE HOME PARK**

Cllr. Richard Pietkiewicz told the meeting that approximately 10% of the population of the parish lived at the mobile home park but they were physically cut off from the rest of the parish and we should be trying to engage with them more than we do. It was agreed he should investigate and bring some proposals to the Parish Council at a later meeting.

**326. COMMUNICATIONS**

It was agreed a list of all the members of the council and their special responsibilities should be included in the next newsletter.

**327. ANY OTHER BUSINESS**

The date of the next Parish Council Meeting was confirmed as Monday 2<sup>nd</sup> July 2007. Cllr. Margaret Briggs gave her apologies, as she would not be able to attend this meeting.

Cllr. John Boot thanked Cllr. Joanne Roper for being Chairman.

The meeting ended at 10.30 pm

**Minutes of the Parish Council Meeting held on  
Monday 2<sup>nd</sup> July 2007 at 7:30 pm at  
The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

**PRESENT**

Cllr. Geoff Parkinson (Chairman), Cllr. John Boot, Cllr Paul Hough, Cllr. Mavis Leafe, Cllr Richard Pietkiewicz, Cllr. Joanne Roper, Cllr. Jan Turton, Cllr Charles Wardle and Cllr Richard Whincup

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk) and fourteen residents.

The Chairman opened the meeting and welcomed everyone to an open meeting to discuss the recent floods in the village and apologised that nobody was able to attend from the Environment Agency as staff were still on full alert in view of the weather conditions.

The Chairman invited Michael Jillings to give an overview of his dealings with the Environment Agency over the last 18 months. Michael started by telling the meeting that the Environment Agency had made a number of promises but most were unfilled, largely due to budgetary restraints. However, a weekly debris clearance was undertaken. In Michael's view there were two immediate priorities; the first was desilting of the watercourses to improve capacity and flow and secondly the culvert at the east end of Main Street was partially blocked and should be cleared. The Environment Agency had known about this problem since at least February of this year when he had walked the area with Stewart Foster. In the long term though it was imperative that the problems of run off from the higher ground were addressed, ideally by the construction of balancing ponds. Mrs Shirley Hoskins told the meeting that in 1991 there were plans to construct such a scheme but Gedling BC never went ahead.

Mr Chris Freeman told the meeting he had walked the dyke running alongside the Playing Field and he believed this to be blocked in at least two places and he thought clearance of all the watercourses should be a priority.

The Chairman told the meeting that he believed there were probably four areas to be considered; the Playing Field and adjacent properties, the east end of Main Street, the west end of main street and the properties on higher ground affected by surface run-off. The blocked culvert had added to the problems but the conditions were so severe that it is likely flooding would have occurred in any case.

There was general feeling that pressure should be kept on the Environment Agency to undertake a detailed survey of the village and the culverts and to clear these as a matter of urgency. Michael Jillings thought a high level meeting with Mr Lockhart from the Environment Agency and the Parish Council was essential and that a bid be again made for funding from the small rural schemes fund.

A camera survey had been promised by the Environment Agency but had so far not been done and it was suggested that the Parish Council should fund such a survey. The Chairman promised the Parish Council would consider this request.

Michael Jillings told the meeting of the problems experienced in obtaining sand bags from Gedling BC during the recent floods and suggested a store of sand bags be created in the village. There was some support for this idea but it was also accepted that individuals living in properties at risk should take responsibility for protecting their homes including keeping a supply of sand bags.

Cllr. Richard Pietkiewicz told the meeting that the whole village was to be congratulated on the way everyone came together in an emergency and with Michael Jillings believed the idea of setting up an emergency team should be investigated.

Mrs Hoskins told the meeting that an emergency plan had existed in the past made up of volunteers who had access to equipment and had received training.

The Chairman said he believed owners should take more steps to protect themselves but recognised that the Parish Council should take a lead in helping what should be done.

The meeting was reminded that the Flood Forum maintained a very helpful web site (at [www.floodforum.org.uk](http://www.floodforum.org.uk))

A problem experienced by a number of residents during the flood was the number of vehicles driving at excessive speed and creating a wash but in the conditions it was difficult to slow down the traffic.

It was suggested that volunteers should be asked to help clear the ditches and dykes but it was accepted that this was a specialist job and there would be health and safety concerns.

The open meeting finished at 8.25 pm

**328. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr. Margaret Briggs (Vice Chairman) and Cllr Kathryn Wiltshire.

**329. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Wednesday 30<sup>th</sup> May and Monday 4th June 2007 were agreed with one minor amendment to the latter and signed by the Chairman.

The minutes of the Annual Meeting of the Parish held on 26<sup>th</sup> April were approved.

**330. MATTERS ARISING**

Cllr. John Boot reported that the newly installed cooler units at the Post Office had been relocated to the rear of the building but it would be necessary for the owners to apply for retrospective planning permission.

**331. REGISTRATIONS OF INTEREST**

None given.

**332. COUNTY REPORT**

Cllr. Mark Spencer not being present there was no County Report. The Chairman did inform the meeting that Cllr. Spencer had telephoned to wish everyone well in these difficult times and to let the village know that the emergency shelter at Southwell had been opened.

**333. DISTRICT REPORT.**

Cllr. John Boot told the meeting that Gedling BC's emergency plan had been activated but did recognise that it had taken too long in some cases to provide sand bags.

Black bins would be emptied weekly from 26<sup>th</sup> June.

Planning; the application to develop the old Co-Op site would possibly go before the Planning Committee next week and a retrospective application had been received from Woodborough Hall.

Cllr. Jan Turton told the meeting she had found staff at Gedling BC most unhelpful and there were reports of drivers delivering sand bags throwing them off the vehicles in an unhelpful manner; other members reported the opposite and drivers had been very helpful. Speeding vehicles had been a problem.

Following the floods the roads had been swept and some roadside gulleys emptied.

334. **FLOOD ALLEVIATION**

Cllr. Richard Pietkiewicz informed the meeting that the Woodborough Community Association web site had carried a questionnaire and between 30 and 40 residents had responded. The results had three main threads; the drains should be cleared as a matter of urgency, there was so much rain that nothing could have prevented flooding and everyone was to be thanked for the community spirit.

Cllr. Mavis Leafe told the meeting that her husband had lived in the village for 74 years and had never seen the flooding as severe as it was recently.

The Chairman told the meeting that it was his intention to speak to the Environment Agency the next day and keep up the pressure and to get them to undertake a camera survey and unblock the culverts as priorities. It was his believe that a soak away should be constructed in the Playing Fields.

It was unanimously agreed to allocate £2500 to a camera survey of the blocked culverts if the Environment Agency failed to undertake such a survey in a reasonable time scale.

335. **PLANNING**

Reference 660; a revised application by Barnes & West Ltd to develop 133 Main St. There was no objection in principle to the application and some of the objections raised previously had been addressed by this revised application. It was agreed not to object but to comment on the fact that bedroom 3 on plot 2 appeared to have no windows.

Reference 661; a revised application by Mr & Mrs Harrington to extend Eriskay. Cllr. Mavis Leafe declared a personal interest in this application and took no part in the discussion. The property is to be extended and a large window installed; it was considered that this represented an over development of the site but it was agreed not to object

Reference 662; an application by Mr C Holehouse, 37 Main St to demolish and rebuild a garage. No objections.

Reference 663; a revised application by Mr T Fletcher to extend 30 Bank Hill. Cllr. Richard Pietkiewicz declared a personal interest in this application and took no part in the discussion. The property had a history of being extended and the building materials used had varied considerably. The property was situated at an important gateway to the village in the conservation area and proper consideration should be given to the building materials.

Reference 664; an application by Crystalmoon Ltd for change of use of part of Springwater Restaurant to create staff accommodation. No objections.

Reference 665; an application by Clower Developments Ltd to construct 12 dwellings off Ash Grove. Cllr. Joanne Roper declared a personal interest in this application and took no part in the discussion. The application was discussed at length and it was agreed to object, while there was no objection to the bungalows it was considered that the four houses proposed would seriously dominate the skyline. It was further agreed that in view of recent flooding to express concern over the adequacy of the drainage and the likely increase in surface run-off. It was recognised that Roe Lane was unsuitable for any significant increase in traffic but there was little that could be done.

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

Over grown hedges. The clerk reported on a conversation with Cllr. Charles Wardle on the problem of over grown hedges in the village that were restricting the width of the pavement. It was agreed a letter should be circulated around the village asking residents to be aware of the problems that could be caused by over grown hedges.

Archive documents. The clerk gave a report on historical documents of the Parish Council which were no longer required but which may have some research interest. It was agreed the clerk should these to the Nottinghamshire Archive.

337. **FINANCE**

The financial statement was accepted and 22 cheques were authorised and signed totalling £4136.21 including £127.94 VAT. A VAT refund of £1371.48 had been received.

It was agreed that in cases of emergency the Clerk had authority to spend up to £250 without reference to the Parish Council and that any such expenditure be reported at the next meeting.

338. **PLAYING FIELD & GOVERNORS' FIELD**

Cllr. Charles Wardle reported that a section of the railings to the left of the gate was missing and it was agreed that as this was an important security feature it should be dealt with immediately.

Cllr. Charles Wardle told the meeting that he was concerned that there were no facilities for teenagers in the village and ideally would like to provide a multi use play area similar to that on Coppice Road, Arnold. Local landowners were to be approached to see if a site could be found.

339. **VILLAGE HALL**

Cllr. Charles Wardle reported on the state of the retaining wall and said a section near the security light should be rebuilt.

The roof had been found to be leaking and two broken roof tiles and a misaligned ridge tile had been found; it was agreed to ask Geoff Baggaley to attend to these problems.

The extractor fans needed attention.

The Chairman reported that no smoking signs had been posted in the hall.

340. **CHURCH YARD**

Cllr. Charles Wardle reported that the Church Wardens at St Swithuns had commissioned a report by Dave Simpkin on the state of the trees in the graveyard. There were two dead trees, two in a critical condition and 21 in a poor condition. The report also suggested an annual planned programme of maintenance. Cllr. Charles Wardle agreed to obtain quotes to carry out the work but it was agreed the PCC should apply for planning permission.

Cllr. John Boot suggested the planning consent may include a requirement to replant; the Clerk suggested this would be for the PCC to fund and not the Parish Council but that he would get advice.

341. **CEMETERY**

At the cemetery it was agreed to lightly prune the trees outside the cemetery to improve car parking and expenditure of £20 was approved to remove the trimmings.

342. **COMMUNICATIONS**

Cllr. Richard Pietkiewicz told the meeting he had been approached by residents interested in the plans for the old Co-Op site, he had advised them that the Parish Council had responded to the application and that they should respond directly to Gedling BC.

Cllr. Charles Wardle was concerned that a number of hedges alongside footpaths were overgrown and it was agreed to circulate a letter widely throughout the village asking owners to keep their hedges trimmed.

Cllr. Joanne Roper told the meeting a new head teacher, Mr Shaun Hopwell, had been appointed and would take up his position in January. Mr Hopwell was currently deputy head at Linby.

343. **ANY OTHER BUSINESS**

The date of the next Parish Council Meeting was confirmed as Monday 6<sup>th</sup> August starting at 7.00 pm

The meeting ended at 10.15 pm.

**Minutes of the Parish Council Meeting held on  
Monday 6<sup>th</sup> August 2007 at 7:00 pm at  
The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

**PRESENT**

Cllr. Geoff Parkinson (Chairman), Cllr. Margaret Briggs (Vice Chairman), Cllr Paul Hough, Cllr. Mavis Leafe, Cllr. Joanne Roper, Cllr. Jan Turton, Cllr Richard Whincup and Cllr Kathryn Wiltshire.

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk)

**344. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs. John Boot, Richard Pietkiewicz, Charles Wardle

**345. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Monday 2<sup>nd</sup> July were agreed with two minor amendments and signed by the Chairman.

**346. MATTERS ARISING**

There were no matters arising.

**347. REGISTRATIONS OF INTEREST**

None given.

**348. PLANNING**

Cllr Richard Whincup reported on a training course he had attended recently when the planning process had been discussed in detail and he proposed an amendment to the Standing Orders. It was agreed to add clause 42 (c) when an application is received and the response deadline falls before the next meeting of the council and an extension is not granted by Gedling BC then the clerk will call a Parish Council meeting immediately preceding the deadline with the single agenda item of planning.

Reference 666 2007/0462, Mr G Biant, Covert Springs Fisheries, Extension to fishing lodge, no comment

Reference 667 2007/05, Barnes & West Ltd at 133 Main St, Crown lift yew tree, no objections

Reference 668 2007/0533, Mr M Stredder at 29 Main Street, Porch extension, no objection.

Reference 669 2007/0544, Greene King at the Nag's Head, Decking & gazebo, no objection.

The Clerk arrived at 19.55 pm

Reference 670 and 671 2007/0558 and 559, Mr M Bellamy at Woodborough Hall, Change of use & outside seating. The Parish Council while not objecting in principle to the application agreed to comment on the inadequate car parking and the excessive noise as reported by neighbours to the Hall. The conversion of a flat for accommodation potentially changed the use from a restaurant to a small hotel.

The Parish Council had received complaints about a children's play area that has been created in the grounds of the Hall but adjacent to properties situated on Main Street; the clerk was asked to write to the planning authority.

Smoking Area Outside Four Bells. The meeting was informed that Gedling BC enforcement officer had taken action and the tent had been removed.

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

The clerk briefly reported on a Clerk's Conference recently attended when amongst other items there was a discussion on the use of e-mail to notify members of meetings and when it was largely recognised that provided council agreed, it was acceptable to circulate papers by e-mail. It was agreed the clerk should e-mail the agenda and other papers to those members wishing to opt for e-mail.

The clerk informed the meeting that the village had not been successful in this year's Best Kept Village Competition and that it would be essential to appoint a committee to oversee next year's competition. It was agreed to discuss with Cllr. Richard Pietkiewicz the possibility of establishing a joint action committee with the Woodborough Community Association

The meeting was reminded that the clerk would be on holiday from 18<sup>th</sup> August to 2<sup>nd</sup> September and that the agenda for the September meeting would be issued early.

**350. CEMETERY**

Cllr. Jan Turton informed the meeting that there was subsidence in the cemetery and asked if John Harris could be instructed to make good. Cllr Richard Whincup responded that he had already spoken to John who was aware of the problems but had been waiting for suitable weather.

The meeting was informed that Cllr Richard Whincup and Cllr. Charles Wardle had pruned the trees outside the cemetery and would at some time remove the slag heap and relocate the dog bin.

A meeting had been held on site to discuss the tree presently supported by the blue rope and the advice of the County tree specialist was that this was probably doing more harm than good and should be removed.

There was a brief discussion on the need to lay some new concrete plinths and whether to relocate the wild flowers to the southwest corner of the cemetery and create a place for green burials.

Cllr. Margaret Briggs arrived at 20.30 pm

Other jobs identified included, replacement of the notice board inside the gate and to include a copy of the cemetery guidelines; tarmac the entrance around the gate and creation of a garden of remembrance. The clerk informed the meeting that the current landowners did not wish to sell the adjacent land and it was suggested the golf club might sell some land that could be integrated into the cemetery. Cllr Richard Whincup agreed to make preliminary contact.

It was agreed it would be necessary to renegotiate the grass-cutting contract with Gardenscape at the end of the year.

Cllr. Jan Turton left the meeting at 20.50 pm

It was agreed Cllr Richard Whincup should hold the Cemetery registers while the clerk was on holiday and the voice mail message in the office would be appropriately amended

**351. CHURCH YARD**

A quote from Park Tree Services for the felling and removal of two trees and the removal of a third tree from the Churchyard was approved, total cost £455.

The Chairman informed the meeting that there were other trees in need of attention and a meeting would be arranged before Christmas to discuss what action to take.



**352. VILLAGE HALL**

The Chairman outlined the recommendations of the Village Hall Working Party to replace the gas boiler. It was agreed to accept the quote of T&S Heating, total cost £6,983.03.

The meeting was told that the scout hut was being closed due to a leaking roof and that the cubs, brownies and scouts would be meeting in the village hall. A number of regular bookings had been made recently and occupancy of the hall was very high.

The clerk informed the meeting that the Woodborough Players had asked if they could book the Friday evening of pantomime week but the Indoor Bowls Club had objected. It was agreed to defer a discussion on this item until the September meeting.

**353. FINANCE**

The clerk introduced the financial statement that now showed expenditure in real terms for the current year and compared to the budget. The statement was approved.

The clerk presented the Annual Accounts. Cllr Joanne Roper confirmed the end of year balances had been checked against bank statements and were correct. The accounts for 2006-07 were approved and signed by the Chairman and RFO.

The clerk reported that David Brookes had conducted the internal audit and had found everything to be in order and had signed the Annual Return without any comments. Payment for the internal auditor was maintained at the same level as last year. The Annual Return and Statement of Assurance were both approved and signed by the Chairman and Clerk.

The accounts for payment were approved and 16 cheques were authorised and signed totalling £2576.29 including £42.75 VAT.

The clerk presented a report on the reserves of the Parish Council that now stood at £60,897. Cllr. Paul Hough asked what was the usual process for determining spending priorities and it was agreed there should be a discussion at the next Annual Parish Meeting.

**354. CODE OF CONDUCT**

It was agreed to adopt the Code of Conduct including clause 12.

**355. PLAYING FIELD & GOVERNORS' FIELD**

Nothing to Report

**356. RIGHTS OF WAY**

The meeting was informed that the Manor Farm footpath was badly overgrown and the County's rate for clearing the path was minimal. It was suggested the Rights of Way officer be invited to visit and inspect.

**357. FLOOD PREVENTION**

The meeting was told desilting of the watercourses had started and after a short break would be restarting again on Tuesday.

It was reported that the dyke in the NE corner of the Playing Field was collapsing and the concrete wall failing. A tape barrier had been erected and remedial action would be necessary.

Cllr. Margaret Briggs suggested an open meeting should be called and representatives from the Environment Agency invited together with suppliers of flood prevention products. A suggested date was Wednesday 26<sup>th</sup> September.

358. **CORRESPONDENCE & EXCHANGE OF INFORMATION**

In view of the late hour it was agreed to defer correspondence until the September meeting.

Cllr. Kathryn Wiltshire informed the meeting that she believed Himalayan Balsam was becoming an increasing problem in the village especially on Bank Hill and that she had spoken to the County Highways Department who had promised to take action.

359. **ANY OTHER BUSINESS**

The date of the next Parish Council Meeting was confirmed as Monday 3<sup>rd</sup> September 2007.

The meeting ended at 10.30 pm

**Minutes of the Parish Council Meeting held on  
Monday 3<sup>rd</sup> September 2007 at 7:00 pm at  
The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

**PRESENT**

Cllr. Geoff Parkinson (Chairman), Cllr. Margaret Briggs (Vice Chairman), Cllr. Mavis Leafe, Cllr Richard Pietkiewicz, Cllr. Joanne Roper, Cllr Charles Wardle, Cllr Richard Whincup and Cllr Kathryn Wiltshire.

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk)

**360. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr. John Boot, Cllr Paul Hough and Cllr. Jan Turton.

**361. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Monday 6<sup>th</sup> August 2007 were agreed with one minor amendment and signed by the Chairman.

**362. MATTERS ARISING**

The clerk confirmed he had written to Cllr. Richard Pietkiewicz asking for the Woodborough Community Association to consider how it might help organise the Best Kept Village Competition in 2008.

**363. REGISTRATIONS OF INTEREST**

None given.

**364. DISTRICT REPORT.**

The Chairman reported that he had asked Cllr. John Boot to help arrange for the road sweeper to visit the village.

Cllr. Kathryn Wiltshire arrived at 7.10 pm.

**365. PLANNING**

It was noted that the application to construct 12 dwellings on Ash Grove had been withdrawn.

The Chairman reported that Cllr. Jan Turton had contacted him to say a satellite dish had been installed without planning permission but when he had spoken to Gedling BC on this subject they were already aware as they had received a complaint from a member of the public and would be sending an enforcement officer to investigate when the member of the public wrote in.

Application reference 672, by Mr M Whittaker to erect an extension to 4 Whites Croft. The council considered this application in details and agreed to object on the grounds that it represented an over intensive development of the site

Application reference 673, conversion of a barn to a dwelling at Wood Farm, no comment

Application reference 674, for an extension to the fishing lodge at Covert Springs Fisheries, no comment

Application reference 674, to convert garage stables into holiday accommodation at the Old Lido, Moor Lane, no comment.

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

The clerk tabled a schedule of suggested meeting dates for 2008 and after some minor amendments this was agreed; meetings would be held on the first Monday in the month at 7.00 pm and the Annual Meeting of the Parish on Monday 28<sup>th</sup> April 2008.

A letter from Nottinghamshire CC concerning Post Office closures was considered and it was agreed that no response was necessary at this time.

The clerk introduced a letter from BBC Radio Nottingham asking for programme topics for the Groundswell programme, this was noted.

It was agreed the clerk should circulate a programme of training opportunities recently received from Nottinghamshire RCC and in response to a letter offering training for those involved in Neighbourhood Watch it was agreed to include this on a future agenda.

A letter from Gedling BC describing a review of polling Districts and Polling Places was discussed and it was agreed the arrangements for Woodborough were acceptable.

**367. FINANCE**

Cllr. Charles Wardle gave the meeting a brief summary of a training course recently attended and in particular a discussion on approval for Parish Council expenditure. It was RESOLVED to authorise Cllr. Charles Wardle to approve expenditure to a maximum of £150 per job of work after consultation with either the Chairman or Vice Chairman or one other councillor.

The clerk presented the half yearly financial summary that indicated that expenditure for the year so far was in line with expectations and within budget.

The monthly financial statement was approved and 20 cheques and one direct debit were authorised and signed totalling £9794.23 including £1058.92 VAT. The clerk was asked to apply for capital aid grant in respect of the new gas boilers installed in the village hall.

**368. SPEEDWATCH**

Cllr. Richard Pietkiewicz reported that excellent progress had been made and Speedwatch was now fully operational and a timetable had been agreed between the parishes for the use of the equipment. It was expected to operate in the village in the coming week from one of five locations approved with at least three volunteers. Vehicles exceeding the limit would be recorded and a note taken of registration, make, model and colour and would be reported to the police.

**369. PLAYING FIELD & GOVERNORS' FIELD**

The Chairman reported on a meeting held on site with Worth Drainage to discuss options for land drains and repair to the banks of the watercourse. The clerk confirmed that a quote for these works had not been received.

It was likely that the floods probably destroyed the verti-draining recently installed but it was agreed not to take action but to monitor the condition of the playing field over the winter.

The RoSPA Safety Report on the play equipment was noted. Cllr. Charles Wardle reported that the rocking horse had now been fully repaired.

It was agreed that the play equipment should be inspected weekly and as this was a Health & Safety issue that Cllr. Paul Hough would be asked to undertake these inspections.

There was a discussion on the rose beds around the beacon and the rhododendron bushes near the gate, the upkeep of these relied on volunteers and it was agreed to

redesign the area and ask Gardenscape to assist. Paul Reed would also be asked for his comments and all members were asked to look at the area before the next meeting.

It was agreed Cllr. Charles Wardle should obtain quotes for painting the railings around the Governor's Field.

Cllr. Margaret Briggs arrived at 9.00 pm.

A working party was arranged for Wednesday at 5.30 pm to weed the pinfold. It was reported that the brick wall was in need of attention and the gate was loose. It was agreed to ask Mark Stanbrook to investigate.

There was a discussion on whether the pinfold could be made more use of with perhaps a bench and notice board installed. The clerk reported that at Laxton this had been done with the help of a Building Better Communities grant from Nottinghamshire CC. The Chairman agreed to discuss with the Historical Society before considering further.

#### 370. **VILLAGE HALL**

The new gas boilers had been installed as agreed in the roof space on time and to contract. The next phase would be to obtain quotes for the refurbishment of the kitchen.

The clerk explained that the Woodborough Players had asked the Indoor Bowls Club to forego a Friday evening booking to allow the pantomime to be performed over three consecutive nights but the Club had refused. It was agreed that in these special circumstances that the clerk should write to the Club stating it was the wish of the council that they gave up their booking.

#### 371. **RIGHTS OF WAY**

Cllr. Kathryn Wiltshire reported that she had had a number of discussions with the County Rights of Way officer who had offered to resign the footpath that runs around the play field.

The Himalayan Balsam had been cut back on Bank Hill but next year it would reappear and would have to be treated with weed killer.

The County had undertaken some maintenance of footpaths and the bridleway leading from the cemetery would be cut wider.

#### 372. **CHURCH YARD**

It was noted that the three trees had been felled and removed from the church yard and it was agreed the church warden should be invited to the November Parish Council meeting to discuss what further tree works were required.

#### 373. **CEMETERY MATTERS**

Cllr Richard Whincup reported that he and Cllr. Charles Wardle had pruned the trees outside the cemetery. A meeting had been held with the County's tree specialist who had advised that the tree currently being supported would be stable without support and the rope should be removed but confirmation in writing was awaited.

A discussion had been held with Paul Reed to consider relocating the wild flowers to the northwestern corner of the cemetery, this suggestion was not unreasonable but enquiries would be made to determine who had donated the wild flowers originally.

A new notice board was required and the Historical Society had offered to assist in producing a historical description of the cemetery.

An informal discussion would be held with the Golf Club when the manager returns from holiday to see if they would consider selling land.

374. **WOODBOROUGH CHARITIES**

It was agreed to defer this item until Cllr. John Boot was present.

375. **CORRESPONDENCE**

The following were noted; Nottinghamshire CC, advising that the Transport Voucher scheme had been withdrawn pending a review, an invitation to attend a “Discovering Lost Ways” workshop, acknowledgement of receipt of old Parish Council records by the Archive Office and a letter highlighting the threat of Post Office closures.

A letter from RJ Brumpton suggesting the watercourse along Main Street where it had been enclosed should be opened was noted.

A letter from RP Holehouse on hedge cutting was noted.

Nottinghamshire Police Authority, Annual Policing Plan 2007/8, noted.

376. **ANY OTHER BUSINESS**

Cllr. Margaret Briggs confirmed the Open Meeting to discuss Flood Prevention & Protection would be held on Thursday 26th September at 7.00 pm in the Village Hall. The Environment Agency had agreed to attend and two manufacturers of flood protection equipment had also confirmed attendance.

There was a road-flooding problem on Lingwood Lane and it was believed the County Highways Department were the responsible agency but proving ownership was difficult. It was hoped to arrange an on-site meeting.

Cllr. Margaret Briggs reported briefly on a meeting she had attended earlier in the evening for Flood Wardens and it was noted that a distinction should be made between the predictable flood, based on flow measurement and gauges and flash floods. A parish disaster plan should be developed and the Environment Agency and the County had offered to help but it was also important to get a commitment for regular, annual desilting.

The date of the next Parish Council Meeting was confirmed as Monday 1<sup>st</sup> October.

The meeting ended at 10.10 pm

**Minutes of the Parish Council Meeting held on  
Monday 1<sup>st</sup> October 2007 at 7:00 pm at  
The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

**PRESENT**

Cllr. Geoff Parkinson (Chairman), Cllr. Margaret Briggs (Vice Chairman), Cllr. John Boot, Cllr Paul Hough, Cllr. Mavis Leafe, Cllr Richard Pietkiewicz, Cllr. Jan Turton, Cllr Charles Wardle, Cllr Richard Whincup.

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk) and five members of the public.

The Chairman welcomed members of the public to the meeting and invited them to address the council on the matter of double booking of the village hall and a new booking policy.

**377. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr. Joanne Roper and Cllr Kathryn Wiltshire. Cllr. Mark Spencer (Nottinghamshire CC) also sent apologies.

**378. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Monday 3<sup>rd</sup> September 2007 were agreed with one amendment and signed by the Chairman.

**379. MATTERS ARISING**

Cllr. Jan Turton asked for the background to the decision taken at the last meeting to allow expenditure up to £150 to be permitted without prior approval of the Parish Council. Cllr. Jan Turton sought assurances that any expenditure arising in connection with the village maintenance contractor would be within the budget, this was confirmed.

**380. REGISTRATIONS OF INTEREST**

None given.

**381. VILLAGE HALL**

The Chairman explained that the Village Hall was currently very popular and bookings were very high. This success did bring with it problems, one of which was the occasional conflict of bookings an example being Woodborough Players wishing to book the hall for a pantomime performance on a Friday evening when the Indoor Bowls Club had booked the hall. The Village Hall Working Party had considered this and had drawn up a new Booking Policy. After lengthy discussion it was RESOLVED to adopt the policy.

Cllr. John Boot arrived at 7.20 pm

Members of the public all left the meeting.

It was agreed that the clerk should write to all regular users of the hall with a copy of the Booking Policy which should also appear in the Newsletter and be displayed on the notice boards.

The Village Hall Working Party had considered the hire rates and recommended an increase from £6.50 to £7.00 per hour for residents and £10.00 to £11.00 for non-residents to be effective from 1<sup>st</sup> April 2008. This was agreed.

The Chairman reported that he had had a site meeting to discuss refurbishing the kitchen and had an appointment arranged with a second company shortly and hoped to have quotes before the next meeting. Realistically work would not take place before the February half term.

382. **DISTRICT REPORT**

Cllr. John Boot told the meeting that the review by Gedling BC of the Lambley Conservation Area had been completed and work should start on the Woodborough review next year.

The road sweeper had visited the village but many of the roadside gulleys were blocked and needed emptying.

383. **PLANNING**

Cllr Richard Whincup declared a personal interest in item reference 678 and took no part in the discussion.

Reference 676, Mr & Mrs Galliford of 17 Smalls Croft, to construct a porch & study extension. No objections. Cllr. Jan Turton reported that the Planning officer had granted an extension to the response deadline for this application.

Reference 677, Mrs VA Simpkin of 25 Lowdham Lane, to erect a prefabricated concrete garage. No objections.

Reference 678, Clower Developments Ltd, approval of reserved matters, 12 dwellings on Ash Grove. It was noted that previous comments on this application by the Parish Council had been incorporated into this revised application. Cllr. John Boot informed the meeting that the Urban Planning Design Officer had had an input into this application which had been beneficial. No objections.

Reference 679, Mr C Lacey of 32 Bank Hill, kitchen & dining room extension. No objections.

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

A letter and guide on Climate Change had been received from DeFRA; this was noted.

A training course offered by Nottinghamshire RCC on health & safety was noted.

Cllr. Richard Pietkiewicz outlined some possible advantages of becoming a member of Gedling CVS and it was agreed the clerk should make an application.

The clerk reported on a conversation with Alan Wright, the churchwarden, about the condition of the trees in the churchyard. The Chairman confirmed he had invited Alan to the November Parish Council meeting to explain in more detail the results of a survey of the trees. In the meantime it was agreed to approve expenditure of £75 to prune a cherry tree in the churchyard that was in need of immediate attention.

385. **FINANCE**

The financial statement was accepted and 18 cheques and four direct debits were authorised and signed totalling £2,518.75 including £12.71 VAT.

The clerk reported that expenditure was approximately in line with the budget. Income was ahead of budget and a capital aid grant had been received from Gedling BC to cover the cost of the new gas boilers.

386. **SPEEDWATCH**

The scheme was working well and the volunteers had received much support from the public. Details of cars exceeding the speed limit had been passed to the police who would be sending out letters. Woodborough volunteers were working well with Calverton but Lambley were still awaiting a risk assessment of their proposed sites and were not yet up and running.

The Chairman had been asked to pass on a message of thanks from the police to all volunteers.

Cllr. Richard Pietkiewicz noted that the fluorescent jackets had not yet been received.



387. **PLAYING FIELD & GOVERNORS' FIELD**

Cllr. Charles Wardle reported that he was awaiting a quote for the repainting of the railings around the Governor's Field.

Cllr. Jan Turton told the meeting that she and her gardener had spent time maintaining the rose bed. There was a discussion on the rhododendron bushes and it was agreed to postpone a decision on whether these should be removed for six months. The clerk asked for clarification on who was responsible for the rose bed and bushes and it was agreed that the Parish Council should accept responsibility.

Moles had returned to the Governor's Field and Robert Hanson had offered to take action.

The decision of the Parish Council taken at the September meeting that Cllr. Paul Hough should be responsible for a weekly inspection of the play equipment was confirmed. Cllr. Paul Hough reported that a hole had developed underneath the swings and Cllr. Charles Wardle confirmed he had the materials to make a repair.

Cllr. Charles Wardle reported that he was still pursuing the idea of a teenage play area in the village and had had a meeting with Peter Dooley from Gedling BC who had advised against being too ambitious in the first instance. Four ideas had been discussed; a ball par, a skateboard area, a cycle track and a climbing frame. Members expressed some concern at the possible problems of noise and also of the importance of involving the youth of the village in any decision on what should be provided. Cllr. Jan Turton expressed her opposition to a playing area and believed the suggested site to be totally inappropriate.

It was reluctantly agreed that the pinfold was probably too small to make use of but it was in need of maintenance; an earlier restoration had not used lime mortar and there were now problems, the gate had been hung not on the gate post but on the wall and the wall required attention and originally the inside was probably painted with lime wash. Mark Stanbrook had been asked to make report and quote for remedial work. The Historical Society had offered to help with the design of a storyboard.

Cllr. Charles Wardle suggested more litter bins were required at strategic locations and offered to make approaches to Gedling BC.

388. **CEMETERY MATTERS**

Cllr Richard Whincup advised the meeting that he had still not received a written report on the recent meeting with Dave Simpkin but nevertheless thought it prudent to remove the restraining rope from the tree in the cemetery and planned to do this later in the week.

It was recommended that at least two more concrete plinths should be laid and the clerk was asked to provide details of the contractor used previously.

Cllr. Jan Turton related a conversation with Paul Reed who now asked the Parish Council to reconsider moving the wild flower bed from the current position to the northwest corner. It was agreed to postpone a decision for 12 months and in the meantime attempts would be made to establish who originally planted these flowers.

It was agreed a new notice board was required and the Historical Society had again offered to help with the design. The Cemetery Guidelines should also be displayed.

389. **WOODBOROUGH CHARITIES**

Cllr. John Boot had carried out some research into those Woodborough charities which directly affected the Parish Council and which were still current. There were two such charities; the Town Lands Charity (registered number 241520) and the Poors Land Charity (registered number 241521). The Town Lands Charity had been awarded land under the Woodborough Inclosure Award (1798). Part of that land

had been sold and the proceeds invested through the Charity Commissioners. The remaining land awarded, namely a field on Foxwood Lane is still held for the benefit of the charity; it is now used as the village allotment gardens and is currently administered by the Parish Council. The Poores Land Charity had been awarded land in Calverton parish under the Calverton Inclosure Award. All that land was sold in 1849, the greater part of the proceeds had been applied as the Woodborough parish contribution to the special call made upon the parish for building the Basford Union Workhouse. There is a small cash balance from the sale held by the Charity which is also invested through the Charity Commissioners..

The trusts of both Charities are to apply the income for the benefit of the poor, which is normally considered by the trustees and dealt with at Christmas in every year. The capital still forms the permanent endowment of the charities. Under the provisions of the Charities Act the Charities have up to four trustees who are appointed by the Parish Council. The trustees sit for a fixed period (normally four years) and are usually eligible for re-appointment

It was agreed the rental income of £169 from the allotments for last year should be paid into the charity account.

**390. CORRESPONDENCE & EXCHANGE OF INFORMATION.**

There was a discussion on the outcomes of the recent open meeting when the Environment Agency, Nottinghamshire CC and Gedling BC were represented. A vote of thanks was recorded for Cllr. Margaret Briggs in appreciation of this very successful Flood Prevention meeting. The clerk had produced some notes on the meeting and these would be circulated once approved. A number of action points had been identified and Cllr. Margaret Briggs agreed to monitor progress. Cllr. Margaret Briggs and Mrs Viv Saddler had attended a Flood Wardens meeting at County Hall which had proved very helpful, it was agreed that it would be advantageous if more wardens could be recruited and a note would go in the next newsletter.

It was noted that Mr & Mrs Batt would be celebrating their 50<sup>th</sup> wedding anniversary on Friday and it was agreed to send a card.

**391. ANY OTHER BUSINESS**

The date of the next Parish Council Meeting was rearranged for Wednesday 7<sup>th</sup> November to avoid a clash with Bonfire Night.

The meeting ended at 10.15 pm

**Minutes of the Parish Council Meeting held on  
Wednesday 7<sup>th</sup> November 2007 at 7:00 pm at  
The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

**PRESENT**

Cllr. Geoff Parkinson (Chairman), Cllr Paul Hough, Cllr. Mavis Leafe, Cllr Richard Pietkiewicz, Cllr. Jan Turton, Cllr Charles Wardle, Cllr Richard Whincup.

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk) and seven residents

The Chairman invited the residents present to address the council. Concerns were raised at the proposal to develop facilities for teenagers in the village. While recognising the need for appropriate facilities there was a strong feeling that not enough consideration had been given to public opinion.

The Chairman explained that these were very preliminary ideas and it had always been the intention of the council to hold a proper consultation with teenagers and other residents before any decisions were taken.

The meeting was told that the latest accounts were not available on the parish web site. The clerk explained that this was simply because they had not been audited but they could be posted with this comment added.

**392. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr. Margaret Briggs (Vice Chairman), Cllr. John Boot, Cllr. Joanne Roper, Cllr. and Cllr Kathryn Wiltshire. Alan Wright and Cllr. Mark Spencer also sent apologies.

**393. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on Monday 1<sup>st</sup> October 2007 were agreed with and signed by the Chairman who also asked that a copy of the recently approved Village Hall Booking Policy be attached.

**394. MATTERS ARISING**

It was noted that the scout hut was now closed.

The Chairman told the meeting that while nobody had done anything wrong recent events concerned with any facility for youth in the village could have been managed better by the council. It was necessary to look carefully at the way forward. It was agreed a working party comprised of members and non-members should be created and a proposal would be put to the council at the December meeting.

**395. REGISTRATIONS OF INTEREST**

None given.

**396. PLANNING**

Reference 680 Mr A Robinson of 18 Smalls Croft, an application to erect front and rear extensions. No objections.

Reference 681 Mr S Smith of Shelt Hill Farm, change of use of redundant agricultural building to workshop. The Parish Council welcomed this development and supported the application with no objections.

Reference 682 Mr JM Leivers of 20 Main Street to convert two single garages to one double. It was noted that the proposed development was within the Conservation Area and that a similar application had been refused by Gedling BC previously. The Parish Council had no objections.

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

It was agreed to replace the ageing notice board outside the Post Office and Cllr. Charles Wardle agreed to discuss with Paul Sail possible alternatives to the one quoted.

The clerk explained that his employment contract with the council was not based on the nationally agreed contract for clerks and while this had been acceptable in the past he thought there were good reasons to adopt the new contract. The Society of Local Council Clerks and NALC were both keen to see the new contract adopted as amongst other things it would be updated, annually if necessary, to reflect changes in legislation. It was agreed the Chairman would study the contract and report back at a later meeting.

The clerk tabled information on training courses arranged by NALC.

It was agreed that the clerk on behalf of the Parish Council should apply for full membership of Gedling CVS.

The clerk reminded the meeting that Sue Sail from Gedling BC would be attending the December meeting to talk about the Code of Conduct and the new declaration forms.

**398. FINANCE**

The financial statement was accepted and 18 payments approved totalling £2,831.95 including £33.69 VAT.

The clerk highlighted expenditure to date, especially that of the village contractor, and reported that there may be a small overspend compared to the budget. A draft budget would be prepared for the next meeting and it was agreed that an increase in the precept could not be ruled out.

It was agreed to increase staff pay rates by 2.475%, backdated to 1<sup>st</sup> April, in line with nationally agreed rates and the clerk would prepare a report on the caretaker's terms and conditions for the next meeting.

**399. SPEEDWATCH**

Cllr. Richard Pietkiewicz reported on the success of the Speedwatch initiative. The Chairman reported that of the 50 or so letters written to those found exceeding the speed limit only two went to residents of Woodborough.

Cllr. Richard Pietkiewicz said he believed further improvements could be achieved by better signage on the roads into the village, similar to that on Bank Hill, and the clerk was asked to discuss this with Cllr. Mark Spencer.

The Chairman asked if the dates when Speedwatch would be operating should be published and Cllr. Richard Pietkiewicz was asked to consider.

**400. PLAYING FIELD & GOVERNORS' FIELD**

Cllr. Charles Wardle suggested a working party was required to remove the fallen leaves from the Governor's Field. Disposal of the leaves could be a problem and a trailer would be required.

Moles had reappeared in the field, expenditure up to £120 was approved, and Cllr. Charles Wardle agreed to contact contractors to undertake the work.

The clerk reported on the Green Flag award for open spaces and it was agreed the Parish Council should apply.

The Chairman explained the procedure for installing the Christmas lights and it was agreed that this year a hydraulic platform should be hired to put up and take down the lights. A quote of £160 for each visit from Jack Kent services was approved.

On the Playing Field it was agreed to approve expenditure of £800.00 to lay a drain and to stabilise the bank and award the work to S R Rose Ltd after satisfactory discussions with ray Robson.

Expenditure of £92 was approved to install new shower control valves in the pavilion.

Cllr. Charles Wardle suggested it was no longer necessary to maintain three trees along the boundary of the field and that they could be removed along with the high fence. The Chairman agreed to examine the deeds and court order to determine the legal status. It was noted that the trees were not in prime condition and they had been staked too long. If removed replacement trees would be planted elsewhere in the parish.

#### 401. **VILLAGE HALL**

A recommendation had been made to install three litterbins; one in the car park, one near the gate to the field and one near the Church Walk footpath. It was agreed to discuss these suggestions with the caretaker to assess requirements.

Cllr. Paul Hough declared an interest and took no part in the following discussion.

The clerk introduced a letter from Woodborough Pre School which highlighted the financial position of the pre school. It was agreed no action was necessary.

The clerk reported that there had been little reaction to the recently introduced Booking Policy. Regular bookings remained high and income to date was slightly ahead of budget. A request had been received from the Guide Association to inspect the hall with a view to giving approval for guide sleepovers. It was agreed to arrange the inspection and consider the request when more information was available.

The Chairman introduced two quotes received to install a new kitchen and declared a personal interest. It was agreed to accept the lower quote of £10,325 from In House

It was agreed further negotiations were necessary and the Chairman and Cllr. Jan Turton were authorised to discuss details with the contractors. It was noted that Gedling BC Environmental Health had offered to review the final plans and this was accepted.

It was agreed Cllr. Paul Hough should review the Fire Risk Assessment report and that he would attend the next meeting the clerk had with the caretaker to discuss this and the lone worker policy and use of ladders policy.

#### 402. **CHURCH YARD**

A report on the state of the trees in the church yard prepared by Alan Wright, Church Warden, was considered. It was agreed that in view of the costs involved a second quote was required.

#### 403. **CEMETERY MATTERS**

Cllr Richard Whincup reported that the rope securing a tree in the cemetery had been removed.

It was recognised that additional concrete plinths were required and quotes would be obtained.

Informal contact had been made with the Golf Club and it was possible that they would be prepared to sell some land adjacent to the cemetery. It was agreed Cllr. Jan Turton should talk to Alistair Benton for professional advice.

The clerk reminded the meeting that Gardenscape's contract needed to be reviewed and quotes obtained for grass cutting etc. A notice would be posted in the village asking interested companies to provide quotes.

404. **COMMUNICATIONS**

The clerk told the meeting that Cllr. Margaret Briggs had informed him that Balfour Beatty would return to the village the following Monday to continue desilting. further CCTV may be required. Ownership of the various drains and watercourses is still not resolved.

On Lingwood Lane, Nottinghamshire CC Highways have agreed to clear the blocked drain uphill from vicarage towards Mr Rose.

405. **ANY OTHER BUSINESS**

The date of the next Parish Council Meeting was confirmed as Monday 3<sup>rd</sup> December 2007 at 7.00 pm.

The meeting ended at 10.45 pm

**Minutes of the Parish Council Meeting held on  
Tuesday 20<sup>th</sup> November 2007 at 6:00 pm at  
The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

**PRESENT**

Cllr. John Boot, Cllr. Mavis Leafe, Cllr. Joanne Roper, Cllr. Jan Turton, Cllr Charles Wardle and Cllr Richard Whincup.

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk)

406. **APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr. Geoff Parkinson (Chairman), Cllr. Margaret Briggs (Vice Chairman), Cllr Paul Hough, Cllr Richard Pietkiewicz and Cllr Kathryn Wiltshire.

407. **REGISTRATIONS OF INTEREST**

None given.

408. **PLANNING**

In the absence of the Chairman and vice Chairman Cllr. Joanne Roper was elected Chairman for the meeting.

Application Reference 686 (2007/0958) by S P Butler to crown clean and remove selected branches to restore the informal shape of a cedar tree subject to TPO N56-5 G64 at 10 Lingwood Lane.

The meeting recognised this as a beautiful tree but accepted it is not visible from Main Street. The meeting also recognised that safety is a paramount factor and on the basis of the report by the county tree specialist that stated there is undue loading on the tree the council agreed not to object to a careful program of work undertaken by specialists.

The meeting also agreed to comment on a nearby ash tree within the conservation area also the subject of an application to prune. The meeting recognised this as a valuable and magnificent tree clearly visible from the Governor's Field, Main Street and Roe Lane and strongly believed this should be the subject of a TPO. There are apparently conflicting reports on the condition of the tree and the council considers it sensible to re evaluate the tree's status and consider a TPO before any work is undertaken.

409. **ANY OTHER BUSINESS**

The date of the next Parish Council Meeting was confirmed as Monday 3<sup>rd</sup> December at 7.00 pm.

The meeting ended at 6.20 pm

**Minutes of the Parish Council Meeting held on  
Monday 3<sup>rd</sup> December 2007 at 7:00 pm at  
The Village Hall, Lingwood Lane, Woodborough, Nottinghamshire.**

**PRESENT**

Cllr. Geoff Parkinson (Chairman), Cllr. Margaret Briggs (Vice Chairman), Cllr. John Boot, Cllr Paul Hough, Cllr. Mavis Leafe, Cllr Richard Pietkiewicz, Cllr. Joanne Roper, Cllr. Jan Turton, Cllr Charles Wardle, Cllr Richard Whincup and Cllr Kathryn Wiltshire.

**IN ATTENDANCE**

Mr Roger J Hawkins (Clerk) and 6 local residents

**410. MINUTES OF PREVIOUS MEETING**

Minutes of the meetings held on Wednesday 7<sup>th</sup> and Tuesday 20<sup>th</sup> November 2007 were agreed with no amendment and signed by the Chairman.

**411. MATTERS ARISING**

The clerk was asked to copy correspondence held over from the November meeting to all members.

The clerk was asked to look at the web site, as some members had not been able to access the agenda from the site.

Cllr. John Boot asked about the proposal to establish a working party to look at the provision of teenage play facilities and the establishment of a Youth Forum. Cllr. Richard Pietkiewicz explained that he had been in discussion with Nottinghamshire Rural Community Council who advised against splitting off this part of the Parish Plan and dealing with it as a separate item. Consequently Cllr. Richard Pietkiewicz proposed inviting Sue Budden from Nottinghamshire RCC to the January meeting to address the council on how to produce a parish plan. It was agreed to do this and to ask volunteers to join a Parish Plan Working Party under the chairmanship of Cllr. Richard Pietkiewicz.

**412. REGISTRATIONS OF INTEREST**

None given.

The Chairman invited Mrs Sue Sale, Head of Democratic services at Gedling BC to address the council on the new Code of Conduct. Mrs Sail explained that the borough standards Committee had a statutory responsibility to promote and maintain high standards in public life, monitor and to advise and train. The Committee was not aware of any complaint made against any councillor in the Borough.

The new code differed in some important respects from the original code, namely in the way confidential information can be managed, the definition of prejudicial interest, gifts and hospitality and the complaints procedure.

Cllr. John Boot told the meeting that there was a vacancy on the Committee for a representative from the parish councils.

**413. DISTRICT REPORT.**

Cllr. John Boot informed the meeting that the report on the Examination in Public to consider the draft East Midlands Regional Spatial Strategy had been published. One of the main recommendations was the preservation of the greenbelt to the west of Nottingham between the city and Derby but the abolition of the greenbelt to the East and South.

Cllr. Richard Pietkiewicz asked if Cllr. John Boot thought the Borough would adopt a Woodborough Parish Plan. The clerk was asked to write to Gedling BC asking if any parish plans had been adopted.



Cllr. Joanne Roper pointed out there was a section 106 agreement as part of the planning consent for the development of Ash Grove but had no details. Cllr. John Boot agreed to investigate and report.

#### 414. **PLANNING**

Reference 683 and 684, application by Mr M Pearson to demolish a bungalow and build a 4 bedroom detached house at 7 & 8 Lowdham Lane. After some discussion the Chairman invited Mr Pearson to answer questions. Mr Pearson explained that he had held site meetings with planning officers from Gedling BC and the original design had been modified to incorporate their suggestions. Cllr. Richard Pietkiewicz told the meeting he had received two adverse comments from residents who were concerned about the increased building density and decrease in privacy and that there were concerns on over shadowing. It was agreed not to object but to comment that consultation with the Environment Agency was essential and that Cllr. Richard Pietkiewicz comments be noted.

Reference 685 an application by Mr & Mrs Beresford of 25a Main Street to replace windows. No objections.

Reference 687 an application by Mr & Mrs A Russell at 24 Dover Beck to erect a front extension. No objections.

#### 415. **FINANCE**

The clerk presented the financial statement which was accepted and 23 cheques and direct debits were approved to a total of £278.91 including £57.69 VAT.

The clerk reported that the costs for the Village Contractor had exceeded the budget but that some of this expenditure was for the Village Hall.

The draft budget was discussed and some amendments made, in particular it was agreed to increase the hourly rate for the Village Contractor and to increase the caretaker's hours to 22 per week in recognition of the high number of regular bookings and the extra associated work.

Cllr. Charles Wardle outlined the new specification for mowing and hedge trimming in the village. The clerk reported that no new contractors had come forward following the notice in the Newsletter and tender forms would be sent to the three contractors who had previously expressed an interest.

Cllr. Richard Pietkiewicz proposed applying for a grant from Gedling CVS to fund an awareness campaign and agreed to present detailed proposals at the February meeting. This was agreed.

Cllr. Joanne Roper reported that the Alliance & Leicester bank now insisted on a maximum of five signatories; it was agreed the following should be mandated, Cllr. Geoff Parkinson, Cllr. Margaret Briggs Cllr. Mavis Leafe, Cllr. Joanne Roper and Cllr. Jan Turton.

A mandate was signed to pay future British Telecom invoices by Direct Debit.

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

Cllr. Charles Wardle reported that he had recently found the pavilion to be in appalling condition and the clerk was asked to write to Woodborough football club requesting they initiated a regular cleaning routine.

Cllr. John Boot raised the question of removing trees from the playing fields to the rear of Mrs Ebelin's house; the Chairman agreed to study the court order and report back.

The Christmas lights would be put up the following day with the help of a small working party and a cherry picker.

It was agreed a review of fees for use of the playing fields should be an agenda item for January's meeting.

**417. VILLAGE HALL**

Cllr. Jan Turton reported that the recently introduced booking policy had worked very well and regular users appeared satisfied with the outcome.

The kitchen refurbishment was likely to be brought forward slightly to better correspond with half term. The clerk was asked to convey this information to the pre school Group and it would be up to them whether to close or not while work was taking place.

Cllr. Richard Pietkiewicz left the meeting at 9.05 pm.

There was further discussion on the provision of a dishwasher. The Chairman reported that this had been discussed several times by the working party who had agreed not to install a dishwasher but to future proof by providing plumbing and electrics in the new kitchen. A site visit to another village hall with a dishwasher was proposed.

A quote had been received for the new floor of £986, this was accepted. The Chairman declared a personal interest as he was acquainted with the contractor.

**418. CHURCH YARD**

Cllr. Charles Wardle reported that second quote had been requested for the tree works required in the churchyard.

**419. CEMETERY MATTERS**

The clerk confirmed that tender forms had been sent to three contractors for the laying of three additional concrete memorial rafts.

Cllr. Jan Turton reported that Alistair Benton had agreed to act for the Parish Council if any land became available for purchase to provide an extension to the cemetery.

**420. SCHOOL**

Cllr. Joanne Roper reported that there had been a number of breakins at the school and it had been decided to install a 2.8m high security fence. No further details were available.

**421. WOODBOROUGH CHARITIES**

It was proposed and agreed that Mr Alan Bates be appointed a trustee of the Woodborough Town Lands and Poors Charities jointly with Cllr. Mavis Leafe, Rosemary Wood and Lynn Haughton. It was suggested two of the trustees should consider resigning and then be reappointed so that in future years two trustees would resign every other year.

It was agreed the clerk should make the annual return to the Charity Commissioners.

**422. ALLOTMENTS**

Cllr. Kathryn Wiltshire reported that following the recent theft from the allotments some tenants had made temporary repairs to the hedge. It was agreed to reimburse costs.

**423. ANY OTHER BUSINESS**

Paul Crowther questioned what was happening following the open meeting to discuss the various flood issues and suggested the Parish Council was not giving these problems the priority they deserved. The Chairman and Vice Chairman both responded and explained what the Parish Council was doing and the actions they hoped other agencies would be doing in the future. It was noted that the article in

the Newsletter asking for volunteers for both the role of Flood Warden and to join a Working Party to write an Emergency Plan for the parish had not resulted in anybody coming forward.

The date of the next Parish Council Meeting was confirmed as Monday 7<sup>th</sup> January 2008 at 7.00 pm in the Village Hall.

The meeting ended at 10.30 pm