

**Minutes of the Parish Council Meeting held on Tuesday 8th March 2016 at 7pm
The Village Hall, Lingwood Lane, Woodborough, Nottingham**

PRESENT: Cllr John Charles-Jones (Vice Chairman), Cllr John Boot, Cllr Margaret Briggs, Cllr Patrick Smith, Cllr Jane Stone, Cllr Jan Turton, Cllr Charles Wardle, Cllr Pat Woodfield.

IN ATTENDANCE: Cllr Boyd Elliott (NCC), Cllr Helen Greensmith (GBC), Mrs Lynne Morgan, Steven Tupper (District Commissioner, Notts Scouts), Adrian Bellingham and Tim Fletcher (Concept Architectural Services), 2 members of the public – part; Averil Marczak (Clerk)

2730. APOLOGIES FOR ABSENCE AND ACCEPTANCE

Apologies were received and accepted from the Chairman - Cllr Andrew Gough, Cllr Paul Berrisford and Cllr Colin Starke.

2731. DECLARATIONS OF INTEREST

Non pecuniary interests –Cllr Smith: Woodborough Action Group, planning application GBC 2016/0046; Cllr Turton: Woodborough Action Group, Cancer Research, Woodborough in Bloom; Cllr Wardle: WCA; Cllr Woodfield: allotments, Tennis Club.

2732. PUBLIC SESSION

The meeting was suspended between 7.05pm and 7.50pm to allow comment by members of the public.

A resident addressed WPC regarding planning application 2016/046, for a garden shed at 153B Main Street. He highlighted the excessive size, which would protrude above the boundary fence, and queried its purpose as a soil pipe had already been installed. He highlighted that consent for the new dwelling itself had removed permitted development rights to protect the amenity of neighbouring properties.

Mr Adrian Bellingham (who had developed the extension plans for the pavilion), addressed WPC regarding the issues and opportunities posed by the two different routes of demolition/rebuild and extension of existing pavilion. Comparative quotes for the works could only be obtained when detailed plans existed for both routes, but as a rule of thumb might cost £1400 per m². The plans for the extension route comprised 220 m². There would be an opportunity to increase the footprint of the building slightly if the existing pavilion was demolished and rebuilt, and the design could potentially be improved. Steven Tupper commented that £250,000 maximum was a realistic target for obtaining grant funding and that a new build could be a more attractive proposition for grant providers. Adrian Bellingham, Tim Fletcher, Steven Tupper and Lynne Morgan left the meeting at 7.50pm.

2733. DISTRICT REPORT

Cllr Greensmith reported on GBC's budget setting meeting. Full Council had voted to increase the leader's allowance by 33%. Council tax would not be increased in 2016/17. Cllr Greensmith took in grant application forms for Woodborough in Bloom planters, new cutlery for the Village Hall and a new drinks chiller for the Village Hall and pledged to respond by March 11th.

Cllr Charles-Jones fed back his grave concerns regarding GBC's planning department's handling of developments at 101 Lowdham Lane. Cllr Greensmith left the meeting at 8pm.

2734. PLANNING: 2016/0046 153B MAIN STREET

It was agreed to object to an application for a rear garden shed at 153B Main Street on the following grounds: large size and design including patio doors and plumbing for toilet suggest that the structure is not a typical shed but is to be used as a summerhouse or similar; there are no grounds to change WPC's view that further development on this plot would have an adverse impact on the amenity of neighbouring dwellings. It was further agreed to observe that the papers sent were incomplete, that the scale of the shed on the plan was incorrect and misleading and that the proposed position within the plot had now changed.

2735. COUNTY REPORT

Cllr Elliott confirmed his plans to set up both an online and paper petition for the resurfacing of Main Street. Cllr Elliott was asked to investigate if the verge on Roe Lane could be converted to hard standing, and he committed to arrange a site visit with Bob Knowles and several members of WPC. Two members of the public and Cllr Elliott left at 8pm.

2736. MINUTES OF THE PARISH COUNCIL

The minutes of the meeting held on 9th February were approved.

2737. MATTERS ARISING

Ken Mafham had invoiced WPC directly for £30 and Cllr Turton had returned the cheque paid to her as intended reimbursement. The Clerk had contacted the VOA regarding business rates on the cemetery and established that the rateable value was based on the "UEG" zone only and there were therefore no grounds to appeal. The PC's insurance company had requested further information regarding the accident in the Hall and the Clerk was in the process of collating a response.

2738. NEW COMMUNITY BUILDING/SCOUT HUT

Strong support for the project was expressed. It was agreed that the demolition/rebuild route should be fully explored and costed. Space to the rear of the Pavilion and leading to the car park could potentially be included in an enlarged available footprint. It was further agreed that a tendering process should be put in place so that the team and WPC could consider designs from different architects. Cllr Charles-Jones agreed to discuss this with the project team.

2739. LENGTHSMAN SCHEME

NCC had offered funding for the scheme in 2016/17, and it was agreed to accept their offer. Evidence of the effectiveness of the scheme was required. It was noted that a couple of complaints about litter in the village had been received, and it was agreed to discuss with the lengthsman.

2740. WEBSITE

It was agreed to spend £120 to make the website compatible with mobile devices.

2741. DOCUMENT RETENTION POLICY

The amended draft was adopted.

2742. REVIEW OF SAFETY INSPECTION REPORTS

Geoff Baggaley's safety inspection reports of the play equipment on the Governors' Field were reviewed. It was noted that areas of concern had been addressed with repairs and replacement

parts. It was noted that some records had been made using pencil and it was agreed to specify that ink be used in future.

2743. NEW PLAY EQUIPMENT/WOODBOROUGH GREAT

Woodborough Woods Governor Andrew Prestwich had responded positively to the request to extend the lease period, and the full school governing body would consider the request on 31st March. The results of the application to NCC's *Supporting Local Communities* fund would be known soon.

2744. CPR/DEFIBRILLATOR TRAINING

A second date had been arranged for 6th April from 6pm – 8pm at the Village Hall.

2745. PLANNING

It was noted that 2 horse chestnuts had been felled in Taylors field and several complaints had been received from neighbours; under 2015/1282TCA GBC had granted consent for works to 2 Norway maples. It was agreed to seek clarification from GBC's planners regarding what consents had been sought/granted. There was no objection to PC ref 945, GBC 2016/0040 an application for a single storey side extension and rear extension at Park Avenue, nor to PC ref 948, GBC 2016/0087TPO an application for treeworks at Thorneywood Cottage, Foxwood Lane.

It was noted that further works without planning consent had taken place at the Shelt Hill fishing lakes and it was agreed to report these to GBC.

2746. CHURCHYARD TREEWORCS

The treeworks had been completed. Cllr Charles-Jones advised that it would be prudent to budget for the possible removal of a lime tree in the next year.

2747. PLAYING FIELD

It was agreed to carry out verti draining on the field at a cost of £130 + VAT.

2748. ALLOTMENTS

Three plots were vacant; notices had been put but with only one Woodborough resident on the waiting list it was likely that they would be allocated to non-residents.

2749. HEALTH AND SAFETY

It was agreed to organise a fire awareness training course for staff and key users of the Village Hall at a cost of £305 plus VAT for up to 12 attendees.

2750. RIGHTS OF WAY AND FOOT PATHS

NCC had rebuffed WPC's request to look again at the need to reduce the overgrowth of the hedge on Shelt Hill. It was agreed to apply further pressure via Cllr Boyd Elliott.

2751. CORRESPONDENCE & EXCHANGE OF INFORMATION

Details of the 2016 Best Kept Village Competition had been received and passed on to the WCA. NCC's Nottinghamshire Minerals Local Plan Submission draft had been received; Cllr Smith summarised relevant points: work at the Shelford quarry would start in 2016 and this was likely to result in additional lorries using Gunthorpe Bridge and surrounding roads; extraction of brick clay from Dorket Head would continue; there were no plans for shale gas extraction in Woodborough.

The following items were noted: Notts Police & Crime Commissioner's "The Beat" newsletter; GBC various agendas and press releases.

2752. CEMETERY

There had been one full interment during March and one interment of ashes and two new memorials were scheduled. Cllr Charles-Jones reported that the gravel in the central driveway had been renewed. The grass had been cut and top ups of several sunken grave requested in readiness for Easter visitors.

Cllr Woodfield presented a final draft of the noticeboard artwork which was approved by WPC subject to any comments that the Chairman might make on his return.

2753. VILLAGE HALL

The work to replace the windows had been completed and it was agreed to thank City Glass for a job well done. Work to the bar had been completed and it was agreed to purchase a new drinks chiller at a cost of £300 + VAT and offer the existing fridges to Freecycle. A villager had asked the PC to repair a large pothole in the car park outside the door; Cllr Wardle sought approval to purchase materials to repair the surface and this was agreed. It was agreed to instruct Ashforth Cleaning to clean the vinyl floors in the Hall.

It was noted that the community bus was regularly being left in the car park and it was agreed that the Clerk should contact Rev Giles to ask that the bus be housed elsewhere.

2754. FINANCE

The Clerk presented the financial statement and 26 payments totalling £17635.66 net were approved. Gross payments over £500: Gedling BC £896.89 (Churchyard treeworks), Scott Stone £2730 (work to bar, plumbing and plastering), City Glass and Aluminium £11,992.80 (new windows), Fresh Opportunities £563.68 (reimbursement for purchase of worktops and plumbing supplies for work to bar), Slack and Co £768 (new flooring in bar).

Following consideration of the PC risk assessment, it was agreed that an account should be opened with a second bank to protect funds in excess of £75,000. It was agreed to investigate opening an account with Aldermore which offered 1.1% APR.

2755. CLERK'S REPORT & ANNOUNCEMENTS

The Clerk recommended that WPC move to an external payroll service due to increasing complexity and the introduction of workplace pensions in 2016. One quote had been received for £35 per month and it was agreed that a second quote should be obtained. WPC's staging date for a workplace pension was October 2016, and the clerk recommended that a special meeting be set up to consider options due to the importance of the decisions.

2756. NEWSLETTER

It was agreed to include the minutes, the date of the Annual Meeting of the Parish and information regarding Cllr Elliott's petition for the resurfacing of Main Street.

2757. DATE OF THE NEXT MEETING

The date of the next PC meeting was confirmed as April 5th 2016 at 7pm.

The meeting finished at 10.50pm.