

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 3rd April 2013

1. **Present:** Cllrs: Mrs. P.A. Wise (Chairman), Miss A Halliwell, Mrs J Booth, Mrs B. Blood, Mr P. Burnham, Mrs Evans and Mrs P. Young.

Mr Denis Robinson was also in attendance.
2. **Apologies for absence:** Apologies were noted from Cllrs Gascoigne and Adams.
3. **Declarations of Personal & Prejudicial Interest:** There were no declarations of interest.
4. **Approval of the Minutes**
With a correction to Page 3 - Item 6.2 to note toddler group referred to in the minutes should be Newstead Minors and not Newstead Miners and the omission of a comment by Cllr Young that £500 given to the same group by Cllr C Barnfather be noted, it was proposed that the minutes be approved as a true record. This was agreed.
5. **Matters arising from the Minutes**
 - 5.1 **Newstead Abbey Park** - The Chairman confirmed both she and Cllr Halliwell attended the World Monument Day at Newstead Abbey. She advised that Ron Inglis had talked about the role undertaken by 'Friends of' groups elsewhere and what they had achieved. The Chairman felt the aim of the group would be to recruit volunteers to undertake tasks in the Abbey and also raise funds to tackle outstanding works at the Abbey. Cllr Halliwell felt the meeting lacked specific guidance relating to the aims of the Abbey and what it intended to achieve through this group.
Cllr Young asked whether there had been any feedback on the bid for the Probation team. It was agreed the Clerk would contact Mick Levers to find out.
 - 5.2 **Tree Carvings** - The Clerk advised that the sculptures in Wollaton Park had been undertaken by the late Stan Bullard who passed away in May 2012.
 - 5.3 **Theft of Bench** - The bench had been installed and invoice submitted for payment. Cllr P Young advised she had tested the bench and was happy it was fully secured.
 - 5.4 **42 Webb Street** - Cllr Halliwell did not believe the colour of the bricks would weather however she accepted nothing further was likely to be achieved.
 - 5.5 **Junction adjacent Cornerstone House** - The Clerk advised that Laura Trusler was unable to make the date suggested by the Council and a revised date of 17 April was agreed.
 - 5.6 **To Agree Additional Signatories** - The Clerk advised she had sent off the mandate immediately after the last meeting. As she had not heard from the bank she had called the bank who advised further forms were required from the new signatories. These were collected by the Clerk direct from the bank along with a further form for signing by the Chairman repeating much of the information already given. The Clerk felt the bank was being unnecessarily bureaucratic and felt the forms to be signed by the new signatories were very invasive. She felt the best way of progressing matters was if both she and the new signatories called at the bank directly and it was agreed the Clerk would make the necessary arrangement with the Cllrs concerned. It was also agreed that should the bank continue to be obstructive the Council look to find a new bank.
 - 5.7 **Newstead Meadow** - Cllr Burnham confirmed that work on the wildlife meadow would start within the next few days. As far as the plants in the cemetery were concerned this work had not yet been completed due to the recent poor weather
 - 5.8 **Lengthmans Scheme** - The clerk advised an e-mail had been sent to the County Council as requested but nothing

further had been heard.

- 5.9 Cemetery Matters - The Clerk advised that one of the families concerned who had asked for a previous exhumation would no longer pursue this course, however a relative of the family concerned had written asking for a refund for burial plots purchased in advance as she had since moved house and no longer resided in the area. The Clerk advised she had spoken to the Chairman who agreed the refund in accordance with the approved policy. Cllr Halliwell asked if a sign could be hung at the gates of the cemetery as she was aware that mowing would restart and that any items impeding the grass should be removed. **Clerk to action**
- 5.10 Update Risk Assessment - The Clerk advised she had spoken to the Insurers and confirmed that the war memorial could be insured against a range of standard perils with the additional premium being based on the sum insured. As an example she advised based on a sum insured of £5,000, the cost of insuring the War Memorial for a full year, would be an additional £61.48. The Clerk also advised that the policy was due for renewal shortly when the total premium for the ensuing year would be £951.11 (excluding cover for the memorial). The value of the memorial was discussed by Councillors and a Sum Insured of £5,000 was felt not to be unreasonable and that the memorial should be insured. It was noted that renewal of the existing policy did not fall due until the 1st June and the Clerk felt that the Council may achieve some savings by locking into longer term agreement with the existing Insurers. It was felt that some of the Sums Insured on office equipment seemed high. It was agreed that the Clerk speak to the Council's insurers and to see what could be achieved in terms of discounts available. **Clerk to action**
- 5.11 CCTV Camera - Cllr Halliwell felt the installation of a CCTV camera in the village may encourage less Police presence. Cllr Young had noted that since the meeting with the Police Commissioner she had noted more police in the village namely in patrol cars. Clarity was sought as to whether any monitor for the CCTV would be in the Police control room or at Gedling. **Clerk to clarify with D Gilder.**
The Clerk advised that as requested she had written to Nottinghamshire Police requesting a police presence at the meeting and a response had yet to be received. She did however draw attention to the Nottinghamshire Police web site which included information on Policing in Newstead and Police events to be held in the village. A patch walk is scheduled to take place in the village on the 6th April between 5pm and 8pm and also a street briefing on the 2nd May between 2pm and 3pm when a member of the Neighbourhood Policing Team will be present on Tilford Road to discuss priorities and local issues. Cllrs were not aware of this information nor did they feel that members of the public would be aware either. The Chairman emphasised the need for members of the public to report all incidents of antisocial behaviour to the Police. *Cllr Young left the meeting at this point*
- 5.12 Parking on Station Ave - The Clerk advised she had written to Darren Gilder on reinstalling no parking signs and of his general help in this matter. She also suggested that she writes to Gedling BC who sends out booking conditions for the pitch, asking users to park in car park provided. It was also agreed to put a notice on the door of the Sports Pavilion. **Clerk to Action**

As there were no members of the public present matters proceeded to the next item.

6. Finance

6.1 Receipts and Payments for March 2013

Receipts.

Nat West Bonus Saver Account	4.06	Interest on Bonus Saver Account
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Payments

001056	P Burnham	12.60	Mileage Allowance for trip to
001057	Newstead Centre	36.00	Room hire charges for Council Meeting 6.3.13
001058	Newstead Centre	12.00	Room hire - Future Newstead Meeting 19.3.13
001059	Malcolm Lane & Son Ltd	90.00	Re-location of Existing Seat
001060	Gedling Borough Council	180.00	Inject Japanese Knotweed

001061	Miss H L Pacey	750.00	Refund of pre purchased burial plots
001062	Mrs P.A. Wise	25.00	Chairman's expenses (March)
001063	Mrs J Johnson	193.41	Clerk's salary (March)*
001064	HMRC	48.20	Tax on salary (March)
001065	Mrs J Johnson		Clerk's expenses
			Postage/Others 39.25**
			Tel/Broadband 6.00
			Mobile calls Nil
			Mileage <u>8.10</u>
			Total <u>53.35</u>
001066	Notts County Council	210.61	Pension Contributions for Clerk from 1.1.2013 to 31.3.2013

*includes a deduction of £50.90 representing three month employee's contribution due on the pension.

**includes refund for £30 in garden vouchers purchased for raffle on Parish Plan event

The cheques were approved as stated and signed by Cllrs

6.2 To Consider Grants to Other Bodies

RCAN Subscription - The Council were asked whether it wished to subscribe to this organisation at a cost of £130 per annum. Written correspondence extolling the benefits of joining this organisation were circulated to members. The Chairman advised that advice and help on grant funding came from RCAN anyway, so she could not see what further benefit would be achieved by joining. It was agreed not to subscribe to RCAN.

7. Matters concerning Newstead Village.

7.1 30mph Sign - Cllr Burnham felt that the sign denoting the 30mph speed limit on the entrance to the village from Hucknall Road and bypass should be moved to the brow of the hill opposite the cemetery. He felt that a speed limit of 60 encouraged excessive speed by motorists. He had noted that following the recent fatality on Forest Lane, Papplewick, Papplewick Parish Council had successfully lobbied for the 30 sign to be moved further back from the village. From the top of the hill to the A611, he then proposed that a 50mph speed limit be imposed as there are a number of deceptive bends on the road and motorists have spun off the road into the woods. An example of this was the recent damage to the cemetery wall as a result of a motorist losing control of his vehicle. Cllr Evans spoke of danger to cyclists especially if travelling two abreast. It was also felt the Council should request yellow lines on Station Ave adjacent the sports field.

7.2 Bus Stop and Green, Hucknall Road - Cllr Blood commented on the new bus shelter which she felt looked much better. However to enhance this area further she felt the Council should look at some form of tree planting scheme. This was approved in principle but noted that any planting would have to be carried out so as not to impede visibility at the junction. It was suggested an approach be made to Highways to see what planting either in the form of bushes or small trees would be allowed. Also mentioned was the overgrowth from the woods spilling out into the pavement which she noted was to have been cut back by the Forestry Commission over the previous winter. The Clerk had noted that some trees/shrubs had been cut back further up Hucknall Road in the vicinity of the cemetery. **Clerk to contact Forestry Commission to ask for further strimming in this area, if not already done.**

7.3 Skate Park - Whilst on highway issues the Chairman drew attention to her concern that the entrance to the skate park was obscured from view and she was concerned that children could run/ride out onto road from the skate park into the path of oncoming motorists.

The Clerk reminded the meeting that a site visit would shortly be undertaken with an officer from Highways and it was agreed to mention all these highway concerns in the meeting proposed on the 17th April.

8. Matters concerning Newstead Abbey Park.

High Leys Road - Cllr Blood confirmed she had been discussing the location of a dog bin with Gedling Borough Council and agreed that just inside the 'gate' marking the entrance to the estate would be a good place to site the dog bin. **Clerk to inform GBC**

9. **Correspondence.**

The list of correspondence circulated in the agenda was noted. The following items were specifically discussed:

CPRE - Best Kept Village Competition - It was agreed not to participate in this competition this year.

Localism of Council Tax Support - It was agreed that the Council would support the initiative by NALC to object to this act and to sign and send a letter to Mr Eric Pickles, Secretary of State for the Environment.

Station Hotel - Notification had been received from P Bateman that the public house will be closed on the 2nd June and if not sold by this date will probably be put up for auction. Cllrs felt there had been no investment in the public house for some time and whilst sympathetic did not feel they were able to influence the decision to close the Public House in any way.

Top Wighay - Notification had been received from Brownfield First of an event to raise money for a planning consultant to oppose the development at Top Wighay at the forthcoming Public Inquiry. This would take place on Saturday 18th May at the Griffins Head PH in a marquee and involved a buffet and live music. Tickets would be £15 per head. Cllrs whilst supportive of the cause felt the cost was too expensive.

Boundary Commission - The Clerk advised that the draft recommendation to reduce the number of Borough Councillors representing Ravenshead, Papplewick, Linby and Newstead from the present level of four to three, as from elections in May 2015, had now become final.

10. **Campaign to Promote Responsible Dog Ownership** - The Clerk advised she had spoken to Niki Pekal, Neighbourhood Warden for Gedling Borough Council on the ward walk relating to dog fouling problems and if persons witnessed the deed they could report the matter in confidence to Gedling Borough Council who would send a letter to the dog owners concerned. Cllr Burnham noted that there were three dog bins in the village and some owners were simply not prepared to carry a bag to the bins. Cllr Halliwell noted that worst area was Station Road/Station Ave and the area around Park. It was suggested that editors of newsletters in the village be asked to include articles on responsible dog ownership and also to inform NAG. It was also agreed to contact the school and to suggest prize for the best poster.

11. **Planning Applications.**

The following application was discussed and no objections raised.

2013/0168 - Bunches Florapost, Unit 19, Newstead Industrial Park, Newstead - Proposed warehouse extension and maintenance path.

12. **Reports from External Meetings** _

None except where covered elsewhere.

13. **Cemetery Issues**

None

14. **Items the Chairman considers urgent**

None

15. **Date of Next Meeting.**

The next meeting of the Parish Council would be held on Wednesday 1st May at 7.30pm which would be the AGM. With no further business to be discussed the meeting closed at 9.20pm

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council AGM held in the Sherwood Room of Newstead Centre on Wednesday 1 May 2013

1. **Present:** Cllrs: Mrs. P.A. Wise (Chairman), Mrs D Adams, Mrs B. Blood, Mrs J Booth, Mr P. Burnham, Mrs W Evans, Mr S Gascoigne, Miss A Halliwell and Mrs P. Young.

Mr Denis Robinson (Reporter) was also in attendance along with Cllr W Lewis from Linby Parish Council.

2. **Apologies for absence:** Apologies were noted from County Cllr C Barnfather. Cllr P Andrews advised she may be late as she was attending an earlier meeting at the Youth Centre.

3. **Election of the Chair**

The Clerk of the Council sought nominations from Councillors for the position of Chairman. Councillor Mrs P.A. Wise was nominated by Cllr Mrs Evans and seconded by Cllr Mrs Adams. Councillor Mrs P. Young was nominated by Cllr Gascoigne and seconded by Cllr Mrs Wise

Cllr Mrs B Blood asked if the ensuing vote could be undertaken by way of a written ballot but this motion was defeated.

A vote by show of hands was taken resulting in five members in support of Cllr Mrs Wise with one abstention. Cllr Mrs Wise was duly elected to serve as Chairman for the year 2013/2014. The Declaration of Office was then signed by the new Chairman in the presence of the Proper Officer of the Council.

4. **Election of the Vice Chair**

Councillor D Adams was nominated by Cllr P Wise and seconded by Cllr W Evans and was elected unopposed to serve as Vice-Chairman for the year 2013/2014. The Declaration of Office was then signed by the new Vice - Chairman in the presence of the Proper Officer of the Council

5. **Council Representatives on other bodies.**

The following representatives for 2013/2014 were agreed: -

Cemetery Committee - The Chairman, Councillors Booth, Evans and the Clerk. This Committee would also deal with burial matters affecting the old cemetery

Future Newstead Committee - Cllrs P Burnham and S Gascoigne

Newstead Meadow/Hopping Hill - Cllrs T Wise, P Burnham and one resident Mr Paul Bini

Lengthsmans Scheme - Chairman, Clerk and Cllrs P Burnham and S Gascoigne

Youth and Community Centre Committee - Cllr P Young

6. **To Agree Dates of Future Meetings**

These were agreed as per the first Wednesday of each month with the exception of January when the meeting would be moved forward by one week.

7. **To Agree an Allowance for the Chairman**

The Chairman explained this allowance had previously been paid to her to offset some of the costs of holding office such as telephone calls. More recently many queries were now being resolved by e-mail and it was acknowledged telephone calls were often included free as part of an overall broadband package. As a result the Chairman felt it was no longer appropriate to continue to claim this allowance at the level set previously.

It was therefore agreed that the allowance would be reduced to the sum of £10 per month i.e. £120 per year as opposed to £300 agreed previously. It was also suggested by Cllr Adams that should the Chairman find herself 'out of pocket' she could come back to the Council to ask for the level of allowance to be reconsidered.

8. **Declarations of Personal & Prejudicial Interest:** There were no declarations of interest.

Borough Cllr Mrs P Andrews entered the meeting during discussion of the next item.

9. **Approval of the Minutes**

Council Meeting - 3 April 2013

Cllr P Young wished it noted that her comments should have read 'the £500 given to the Newstead Minors group should be taken into consideration if an application is put into the Council for a grant'. The Chairman commented that the reference to RCAN was worded inappropriately and she had simply meant to stress how helpful they were to the Council. The Clerk advised that an apology from Cllr P Andrews for the last meeting had also been omitted from the minutes. With these comments noted, it was proposed and seconded that the minutes be approved as a true record. This was agreed.

Annual Parish Meeting

It was proposed and seconded that the minutes be approved as a true record. This was agreed.

10. **Matters arising from the Minutes of the Council meeting held 3 April**

- 10.1 Probation Team - The Clerk read an email received from Mick Leivers which stated that a bid had been submitted to the Probation Service as part of the Preferred Partner Network Proposals, the deadline for which had been the 12th April. Mr Leivers confirmed he understood the Probation Service did want to tender out their teams but were not quite so certain now. He was putting together a schedule of work and if there is scope would like to work with other parishes. He is currently waiting confirmation from the Probation service that Newstead has been selected and how the partnership would be developed and has agreed to keep the Council informed of progress.
- 10.2 Tree Carvings - For the benefit of the new Clerk it was explained that following removal of two trees in the new cemetery, the Council would like the remaining stumps to be carved. It was agreed that the Clerk would make contact with John Flanders to progress the matter. Cllr Gascoigne agreed to forward contact details for John to the Clerk.
- 10.3 Junction adjacent Cornerstone House - This item is covered later in the meeting.
- 10.4 To Agree Additional Signatories - The Clerk together with Cllrs Burnham and Young had spent some time with the bank signing relevant forms which would now be passed to Head Office to process. Cllr Young felt the counter staff had been as helpful as they could. Nothing further had been heard from the bank following the visit. It was hoped the matter had finally been resolved.
- 10.5 Lengthmans Scheme - A meeting had been held at Ravenshead Leisure centre and attended by the Chairman and Clerk along with members from other participating councils. At this meeting a contract of employment for the new post of Lengthsman had been discussed along with processes for reporting work. Details of progress had been emailed to Cllrs and adverts for the position of lengthsman was now being advertised. It was noted that under the scheme, Newstead Parish Council had been allocated the equivalent of 3.8 hours of work each week within the parish.
- 10.6 Cemetery Matters - Notice posted in the cemetery as instructed. Cllr Halliwell asked if mowing had started in the cemetery. The Clerk advised she thought it had but Cllr Halliwell did not feel any work had yet been undertaken. She asked whether a letter had yet been sent out to all plot holders. The Clerk advised she had spoken to Mr Clarke who felt there had been some improvements in the situation. Agreed this could form part of a review by the Cemetery Committee.
- 10.7 Update Risk Assessment - The Clerk advised she had spoken to the Insurers and a memo had been sent to Cllrs explaining the current position and potential costs. This included her recommendation to add the MUGA

to the policy, in addition to ensuring that an annual inspection of this equipment was carried out. The Council was also asked whether it wished to lock into a three year contract with Aon to achieve a 5% discount. Following discussion, the Council agreed it was more appropriate to have cover on the MUGA and not to insure either the brick wall or Memorial, where it was felt the risk of damage occurring was less likely than that which could affect the MUGA. It was agreed that delegated authority be given to the Clerk to agree the scope of cover with Aon based on the above and to lock into the Insurers for a further three years.

10.8 CCTV Camera - The Clerk drew attention to an email received from Sgt Mark Marriott following the Council's request for an officer to attend future council meetings. In this e-mail Sgt Marriott confirmed the appointment of a new Beat Officer for Newstead - PC Westlake- who would take up the post in May and with whom he would discuss the Council's request.

10.9 Parking on Station Ave - The Clerk advised she had written to Gedling Borough Council re booking conditions for the sports pitch. She had also spoken to Laura Trusler during the recent meeting held with Highways who thought this part of Station Ave was not in public ownership but belonged to Gedling Borough Council as part of their landholdings. Details of who was responsible for this part of the road would be passed to the Parish Council in due course. **Clerk to Action**

10.10 Matters Concerning Newstead Village/Highway Issues - A précis of the meeting held on the 17 April plus action to be taken by Highways was given for the benefit of Councillors not able to attend this meeting and the following highway issues were discussed:

Junction adjacent Cornerstone House - The Council re-iterated why yellow 'no parking' lines were required
Station Ave - Parking issues adjacent the sports field - Highways confirmed this was not part of the publically adopted highway and would thus not qualify for double yellow lines. Details of landowner to be sent.
Pavement on Tilford Road from Level Crossing to Newstead Centre_- Laura Trusler confirmed that a previous bid for this pavement underwritten by Ian Parker had not been awarded LIS funding. She is to check whether this bid can be resubmitted in the current financial year.

30mph Sign - Highway Officers acknowledged that the Accident Investigation Unit were currently carrying out an assessment of the speed limit along Hucknall Road between the dual carriageway and the village. This may or may not support a lower speed limit along this road and their recommendations were waited

Interactive Speed Sign - It was felt by Cllrs attending the meeting that the newly installed interactive speed sign on Hucknall Road coming from the direction of Annesley village had been installed too close to the village and would not be effective. It was agreed that Highways would look into the reasons why the sign had been positioned in this location. A request had also been made to ensure the Council were happy with the proposed location of the second inactive speed sign.

Skate Park Entrance - it was suggested that the Council may look to submit an LIS bid to improve entrance to the park.

Bus Stop and Green - Highways advised they would prefer to not see trees planted on the green due to visibility issues but would have no objections to planters or other low level planting.

A large pothole on Hucknall Road just after the de-restriction sign was reported by Cllrs. **Clerk to report**

10.11 Campaign to Promote Responsible Dog Ownership - Talks on a poster competition had been held with the Head Teacher who confirmed that the school had other priorities at the moment. The Clerk had spoken to Niki Petal who had directed her to the Keep Britain Tidy website. Two A3 and four A4 posters had been ordered free from this website for display in the village.

Cllr Halliwell had spoken to residents who did not believe allowing your dog to foul was in fact a criminal offence and liable to a fine. It was suggested notices be placed on netting around the football pitch, which was considered the worst area for offending, although she was aware these would probably be pulled down.

The meeting was closed to allow members of the Public to discuss matters with Cllrs

Cllr W Lewis spoke on the progress of matters relating to development proposals around Hucknall and advised that an action group comprising members from Linby Parish Council and residents from Hucknall, Pappewick and Linby had now been established called Brownfield First. He was grateful for the previous donation to Linby

Parish Council, which had been put towards the cost of employing a professional planning consultant to prepare written representations objecting to the Aligned Core Strategy and will be put forward to the Inspector at the forthcoming public inquiry. He had now returned to the Council as the fund raising event scheduled to be held in May had been cancelled due to circumstances beyond the control of the group. A summary of the finances had led the group to conclude there was a £1,500 shortfall towards the costs of employing the consultant to attend and speak at the public inquiry. He advised that Linby Parish Council had offered £300 towards this shortfall with a further £300 promised from the Linby Millennium Fund and the Linby and Papplewick Enterprise group. He yet to speak with Papplewick Parish Council and hoped Newstead Parish Council would give provide a further grant of £300 representing its share of the shortfall. A general discussion took place on the effects on local services and roads of the proposed development. The Chairman confirmed that potentially up to 4,000 new homes could be sited at Top Wighay and she asked to be kept informed of further meetings of Brownfield First. It was agreed this request would be discussed under item 18 of the agenda.

Meeting reopened

11. Finance

11.1 Receipts and Payments for April 2013

Receipts.

Notts Memorials Ltd	£225.00	Headstone on Plot 359
Notts County Council	£400.00	Contribution from Cllr Barnfather towards Interactive Speed Sign
Gedling Borough Council	£12,861.00	Precept for Half Year
Gedling borough Council	£2,321.00	Grant to offset change in tax base

Payments

001067	Newstead Centre	36.00	Room hire charges for Council Meeting 3.4.13
001068	Notts County Council	50.00	Grit
001069	Clarke's Cemetery & Churchyard Services	210.00	New Double Grave
001070	Clarke's Cemetery & Churchyard Services	670.00	Maintenance work around village
001071	Mrs P.A. Wise	25.00	Chairman's expenses (April)
001072	Mrs J Johnson	220.54	Clerk's salary (April)
001073	HMRC	55.00	Tax on salary (April)
001074	Mrs J Johnson	45.80	Clerk's expenses
			Postage/Others 23.69
			Tel/Broadband 6.00
			Mobile calls Nil
			Mileage <u>16.11</u>
			Total <u>45.80</u>
001075	Notts County Council	70.20	Pension Contributions for Clerk from 1.4.2013 to 30.4.2013
001076	Robert Shacklock	490.00	Repairs to cemetery
001077	Aon Ltd	TBA	Insurance renewal

These cheques were approved as stated and signed by Cllrs

11.2 Appointment of the Internal Auditor - The Clerk advised that notification had been received that an external audit of the Council accounts for 2012/2013 had been set for the 24th June. As a result it was now necessary to complete an internal audit of the Council's accounts and she recommended a retired accountant, Mr J Price who resides in Ravenshead. The cost of carrying out this audit is likely to be in the region of £150. It was agreed by the Council that Mr Price be instructed to undertake the internal audit of the Council's accounts for 2012/2013.

12 Matters concerning Newstead Village.

12.1 Anti-social Behaviour in the Village

Cllrs expressed concern that the level of antisocial behaviour in the village had recently increased: bricks thrown at windows; footballs kicked at houses; a portacabin broken into and toilet paper scattered; young children hanging onto the barrier at the level crossing especially during early evening. Cllrs advised that matters have been reported to the Police but they do not seem interested. Some of offenders were tenants of Gedling Homes and it was agreed to raise the matter with them. The Chairman felt it was prudent to hold a separate meeting with Police and to include Dave Wakelin to discuss antisocial issues being experienced and also to send details to Transport Police re level crossing barriers

12.2 Lighting for the MUGA

Cllr Halliwell advised she had received a letter from Deborah Widdowson on behalf of the Youth Centre who were now requesting lighting of the MUGA. The Clerk had spoken to Deborah who had advised that the views of residents near the MUGA were being sounded out before a formal request is to put to the Council for permission to install lighting on this equipment. It was anticipated a member of the Youth Club would speak to the Council at the June meeting. The Council agreed that it wished to carry out its own survey with residents and Cllr Halliwell agreed she would undertake this task. It was agreed the Clerk would draft a questionnaire to assist in this process.

13 Matters concerning Newstead Abbey Park.

High Leys Road - The Clerk advised she had spoken to Mr Tony Opala at Gedling Borough Council who advised that it would not be possible to provide a dog bin as a result of every request received due to current budget restrictions. Stand alone dog bins were not currently being provided and any bin fitted would be a dual purpose litter and dog bin. He went on to advise 'If the Councillor concerned had been promised a dog bin that promise would be honoured, otherwise the area would be monitored and if found to have persistent problems, a bin would be installed'. Cllr Blood confirmed that she had spoken to an individual but would need to consult with her diary as to when and possibly with whom the conversations took place. Details would be passed to the Clerk. **Clerk to inform GBC**

Station Avenue - Cllr Young advised that the speed bumps along this part of Station Avenue inside Newstead Abbey Park had now been painted and it was agreed to thank Penny Beniston at the Abbey for arranging this work to be carried out. A discussion ensued as to when repairs would be carried out to Station Ave as improvements on the 'front' drive to the A60 were continuing. Cllr Young conformed that previously the City Council had sought one off payments from some residents in the park in lieu of future maintenance of the Avenue and now should exercise their responsibility to the residents. Cllr Young agreed to draft an item for the press.

14 Correspondence.

The list of correspondence circulated with the agenda was noted. The following items were specifically discussed:

Community Speedwatch Scheme - Cllrs did not feel it was appropriate to undertake voluntary speed watch duties within their own village for fear of reprisals from local residents. No further action proposed.

East Midlands trains - Cllr Halliwell to check whether foot passengers will be allowed to cross the line throughout this time

GBC - Details of Planters - The Clerk advised she had been asked to obtain further information by Cllr Burnham on where the new planters would be sited and who would be carrying out the maintenance. The matter was now in the hands of D Widdowson who had advised that planters would be situated near the triangle opposite the school, the Newstead Centre and close to the railway line.

Youth and Community Group - There was some confusion about what the aims and intentions of this group would be. Cllr Young felt it was to co-ordinate information amongst service providers for young people. Agreed to seek further information from Deborah Widdowson.

15. Planning Applications.

No applications were received.

16. Reports from External Meetings

16.1 Parish Plan Celebration Day

The Chairman advised the Council that this event postponed earlier in the year due to poor weather was now scheduled to take place on the 11th May. Volunteers were asked to attend the stall on which there would be information relating to the Parish Council. Cllr P Burnham volunteered to attend on the day. Cllr P Young also advised she may be able to attend the event

17. Cemetery Issues

17.1 Newstead Old Cemetery - Cllr Burnham advised that he and the Chairman had visited Naturescape for advice on planting out and maintaining the old cemetery. Whilst some advice was not considered cost effective other enquires made by Cllr Burnham suggested that planting of plant plugs into the existing grassed surface would be the best means for establishing plants. The Council previously agreed that a sum of £150 could be delegated for purchasing of plants hence the visit to Naturescape. Cllr Burnham asked if the Clerk could establish links with Naturescape to allow for plants to be chosen and paid for directly by the Council. This was agreed **Clerk to action**

17.2 Newstead Wildlife Meadow - An A4 size copy of the interpretation board to be sited in the wildlife meadow was passed around the meeting for Cllrs to view. Work has now started on the A Frame gate. Cllrs were very pleased with the work carried out so far and thanked Cllr Burnham for the work he had undertaken.

18. Items the Chairman considers urgent

18.1 Donation to Brownfield First - Following the address by Cllr W Lewis of Linby Parish Council, it was agreed that the Parish Council would donate a further £300 to Brownfield First towards the cost of a professional planner appearing at the forthcoming public inquiry. This was agreed

18.2 MUGA - It was agreed the Clerk could arrange an annual inspection of this equipment in order to comply with the terms of insurance. As problems were occurring with kids climbing up the MUGA and onto the new net roof, it was agreed warning signs should be installed on the MUGA. The Clerk would ask Mr A Clarke to put up relevant notices.

19. Date of Next Meeting.

The next meeting of the Parish Council would be held on Wednesday 5 June at 7.30pm.

With no further business to discussed the meeting closed at 10.05pm

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 5 June 2013

1. **Present:** Cllrs: Mrs. P.A. Wise (Chairman), Mrs D Adams, Mrs B. Blood, Mrs J Booth, Mr P. Burnham, Mr S Gascoigne, Miss A Halliwell and Mrs P. Young. Also present were:
Ms Deborah Widdowson (Gedling Borough Council), Emma Astill, Youth Worker, Notts County Council, Ward Cllr Mrs P Andrews, four members of the Youth Centre and one resident.
2. **Apologies for absence:** Apologies were noted from Cllr Mrs W Evans and County Cllr C Barnfather.

Following agreement by the Council, it was resolved to consider Item 7 (i) as the next item of business

7.1 **Lighting of the MUGA**

D Widdowson spoke to the Council regarding the proposed lighting scheme for the MUGA. This will either be solar or wind powered and should emit no glare. Lighting would be controlled by a timer and could be turned off at a specified time, either 8pm or 9pm at night, and could be fitted with a sensor, so if no one is using the MUGA, the lighting will turn off automatically. It will also make the area safer. Following criticism of the original letter sent out to residents on behalf of the Youth Centre, which put the emphasis on local residents to respond, a second survey had been carried out. Out of a total of 30 responses received, 20 residents were in support of the proposal, several residents were neither for nor against, with only one resident objecting directly to the scheme. In addition it was confirmed that the Youth Centre would be responsible for ongoing costs of the lights. Ms Astill confirmed that the young people undertook the survey themselves and many residents congratulated them on their initiative. She would also like to extend an invite to all Cllrs to call in at the Youth Centre and see/experience for themselves the activities on offer in the Centre.

The Chairman confirmed she had received some objections to the scheme from residents on Tilford Road with young children in terms of noise from the site when trying to put them to bed. D Widdowson confirmed that in Summer children play on the MUGA until late so the position is no different. She again emphasised the lights could be switched off at say at 8pm which in the winter months would give some 4 hours additional use of the MUGA. The proposal had received support from Police as it would move people away from the shops.

In answer to a question from the Chairman, Ms Widdowson confirmed there would be four lights which would be fitted within cages and this should prevent any vandalism. Ms Widdowson also advised that prevention of light spillage would be the prime consideration by the Planning Authority in considering permission for the lighting.

In addition to permission from the Council it was acknowledged that permission would also need to be obtained from the landowners who were the Trustees of the Newstead Centre. A further discussion ensued on offensive language used by some of the children. The young people present did not feel it fair that all youngsters were tarred with the same brush for the actions of a small minority.

Cllr Adams felt that the Council needed to ensure residents were happy and that the Parish Council should look to have its own survey carried out and this was supported by a number of Councillors. The Chairman felt that the Council needed to know beyond any doubt residents are happy with this proposal. Cllr Halliwell volunteered to undertake the survey. Cllr Blood felt the survey should only be with those residents not

consulted by the Youth Centre lest this undermine the work already carried out by them. Cllr Young asked if the proposed questionnaire the Clerk sent is agreed by all the Council.

3. Declaration of Personal and Prejudicial Interests

Cllr T Wise declared a personal interest in Planning Application 2013/ 0244 where this was her home. Cllr P Young declared a personal interest in her own application in respect of a double garage and workshop.

4. Approval of the Minutes of the AGM held on 1st May

It was proposed and seconded that the minutes be approved as a true record. This was agreed.

5. Matters arising from the Minutes

5.1 Probation Team - No further developments.

5.2 Tree Carvings - The Clerk conformed she had made contact with John Flanders who had advised he would visit the cemetery to look at the remaining stumps and then come back to the Council once he had thought further regarding this matter.

5.3 To Agree Additional Signatories - Nothing heard from the bank.

5.4 Lengthmans Scheme - Interviews had been held for the position of Lengthsman and a job offer has been made to a suitable candidate. Meanwhile the parishes have been asked to put forward details of work to be undertaken by the Lengthsman. Cllr Adams suggested that cutting of the grass verge on Station Road and weeding of the raised flower beds should be undertaken as a priority and this was agreed. Cllr Burnham suggested that the pavement from edge of village to A6011 needed weedkilling and siding out. It was confirmed this side of the pavement was the responsibility of Ashfield District Council and it was agreed that a letter be sent to them to request this work is undertaken. The Chairman also suggested that the Council need to sit down to discuss jobs at a meeting specifically held to discuss this matter and this would be set up by the Clerk. In the meantime Cllrs were asked to forward details of jobs that could be undertaken by the lengthsman.

5.5 Cemetery Matters - The Chairman advised she and Cllr Evans had visited the cemetery and highlighted a number of concerns. Although the grass had been cut some cuttings had not been removed. A number of graves had sunk and required topping up. Christmas wreaths and other dead flowers were still on the graves. Shrub areas needed cutting back and she felt some parts of the cemetery looked neglected. It was agreed that the Cemetery Committee should meet to discuss areas of concern and that the contractor is also asked to attend this meeting. As Cllr Evans was away shortly she asked if Cllr Halliwell could be included as a member of this committee and this was agreed.

5.6 Update Risk Assessment - The Clerk advised she had spoken to the Insurers and the policy was now renewed. As agreed the MUGA has been added to the policy based on a Sum Insured of £25k. Cover on the Chapel has been reduced to £75k and the brick wall has been removed from the policy. The Sum Insured in respect of the photocopier has been reduced to £500 and extended to cover general office contents. The seats are covered on the same terms as before and the contract agreed with Aon for the next three years.

5.7 CCTV Camera - The Clerk had received an email from the new Beat Officer - PC Westlake. She had advised that although she was unable to come to the meeting tonight she would look to change her shift to attend the July meeting of the Council. No further information had been received on the theft from the homes of some elderly residents in the village but that CID were investigating the same.

5.8 Parking on Station Ave - The Clerk read out a response from Gedling Borough Council in which they confirmed they had written to the football and cricket clubs who use the pitch reminding users to park appropriately and that a further reminder would also be sent out next season. It was also confirmed that Gedling Borough Council own the concrete section of Station Ave which lies adjacent to the sports field.

5.9 Matters Concerning Newstead Village/Highway Issues - A response had been received from Laura Trusler as follows: -

Request for parking restrictions/ junction of Tilford Road and the Service Road to the terraces:

Having investigated this matter further I do believe that it may be possible to resolve the problem at a local level. My concern is that we will put this scheme forward only for it to be met by a high level of objections

from the residents as was previously found on Tilford Road. I understand that Cornerstone House and Cast are responsible for the majority of the parking issues at this location and I would suggest that initially the Parish Council writes to these two organisations and adjacent residents outlining the problems that their parked vehicles are causing at this site. Please be assured that I am happy to revisit this matter should it be required.

Parking Issues - Station Avenue:

As advised at our meeting, the adopted highway (the land that NCC are responsible for) ends at the level crossing. I have attached copy of our adoption plan for your perusal ("NCC Adoption Plan - Station Road, Newstead") and the highway is indicated by the green hatched area. I have copied Mr John Evens at Gedling Borough Council in on my email to see if he can confirm if Station Avenue is under the maintenance responsibility of the Borough Council. However, if this is not the case, I would respectfully refer you to Land Registry who hold details of private land ownership. Their Nottingham Officer can be contacted on 0115 9065353.

LIS bid to install a footpath - Tilford Road (from the level crossing to the Newstead Centre):

I have liaised with the Programme Manager for the Local Improvement Scheme and she has stated that the reason the scheme was not been included in last year's programme and the current programme is that there were a substantial amount of applications for the Newstead Division. Unfortunately other schemes were considered to be a higher priority. She advised that the Parish Council should have received a letter confirming this and also to say that the scheme will be carried forward for consideration in future years. If an opportunity presents, then it will be accommodated in the programme. I am sorry that I am not able to respond in a more positive manner on this item but please be assured that the bid is still registered.

LIS bid to improve the Skate Park entrance - Hucknall Road:

The Parish Council would need to submit an LIS bid for the improvements at this site. I understand that you have the necessary paperwork to do this but if this is not the case, please let me know and I will send it to you (I am conscious that there are already a number of items attached to this email!). In terms of seeking advice on design and costings, this location falls within the remit of the Ashfield Highways Team and I would like to refer you to the District Manager for the area (Ian Wyatt). I have copied him in on this email and his email contact is ian.wyatt@nottsc.gov.uk

Positioning of existing Interactive Speed Sign and proposed sign - Hucknall Road:

I have liaised with the Project Engineer that oversaw the implementation of the sign to the side of the Skate Park and also the proposed site near to the bus stop. She stated that she received confirmation from the Parish Council (Mr John Chisholm) that the locations of the signs had been discussed and minuted at the Parish Council meeting and it had been decided that the locations were satisfactory. On the basis of this information, the installation of the sign beside the Skate Park went ahead. I have attached a copy the email from John Chisholm (previous Parish Clerk) and the location plans. With regards to the sign that the Parish Council are funding near to the entrance of the village, I am happy to meet you again if required to ensure that you are completely happy with its location.

With this response noted Cllr D Adams said if the Council had agreed the positions of the interactive signs previously then it would have to live with this decision. However she did feel that the interactive speed which had just been installed on Hucknall Road required some further calibration. She advised that when she drove past the sign it did not display her speed until almost past the sign and felt this was too late to act as a warning to motorists to slow down in enough time to enter the village. It was agreed the Clerk would raise this issue with highways **Clerk to action.**

Cllr Burnham reported that the large pothole on Hucknall Road had not been filled in. **Clerk to report**

- 5.10 Campaign to Promote Responsible Dog Ownership - Posters have now been displayed in parish notice boards. Nicki Pekal has arranged that two large signs will be displayed on the boundary fence surrounding the sports field warning it is an offence to not clean up after your dog. Maximum penalty £1,000.
- 5.11 Anti-social Behaviour in the Village - Cllr Andrews confirmed she had spoken to Gedling Homes and advised that the tenants concerned were being monitored. Cllr Burnham had also spoken to the housing officer but was not happy with the reply. He confirmed an officer was willing to attend the next meeting. The Chairman

felt that rather than groups tackle antisocial behaviour problems on a piecemeal basis it would be better if all groups with an interest did this together. Cllr Andrews confirmed there had been developments, but was unsure of which groups the Chairman referred. She felt the crucial issue is the policy of Gedling Homes on antisocial behaviour which should be outlined within the tenancy agreement.

A member of the public attending the meeting queried why the Council's web site was not being kept up to date as according to her iphone the latest minutes available were dated March 2012. The Clerk advised she had been posting minutes to the webmaster and when last viewed the website was up to date and had no explanation on why the later minutes could not be accessed. Information on police website was also passed to the same resident.

6. Accounts

6.1 Receipts and Payments for May 2013

Receipts.

£225.00	Headstone on Plot 359
£207.53	VAT refund from 1.1.13 to 31.3.2013
£415.00	Interment fees for new burial

Payments

001077	Aon Ltd	1135.53	Insurance Policy
001078	P Burnham	21.60	Mileage to Naturescape
001079	Brownfield First	300.00	Donation as agreed
001080	Nottingham City Council	10.00	Newstead Abbey Gate pass for Cllr D Adams
001081	C J Price	150.00	Fee for carrying out internal audit
001082	Notts A.L.C	16.00	Local Council Review - Newsletter subscription
001083	Mrs P.A. Wise	10.00	Chairman's expenses (May)
001084	Mrs J Johnson	329.74	Clerk's salary (May - including rebate of tax)
001085	Mrs J Johnson	15.00	Clerk's expenses
			Postage/Others 3.60
			Tel/Broadband 6.00
			Mobile calls Nil
			Mileage <u>5.40</u>
			Total <u>15.00</u>
001086	Notts County Council	70.21	Pension Contributions for Clerk from 1.5.2013 to 31.5.2013
001087	Clarke's Cemetery & Churchyard Services	670.00	Grounds maintenance throughout village and in Cemeteries.
001088	Naturescape	150.00	Plants for the Old Cemetery

The list of cheques were approved with the exception of 001087 where it was agreed to arrange a meeting between the contractor and the Cemetery Committee pending a number of outstanding concerns and 001088 where Cllr Burnham felt that the Council may not need to spend as much as this on plants and further instructions would follow.

6.2 Report from Internal Auditor - There were two items to note arising out of the Internal Audit. These were: -

- Draft accounts included two cheques which had not been cashed and were now out of date NB Figures on accounts amended by £55, where cheques now written back.

b) Risk Assessment - Officials indemnity on risk document previously agreed by Council showed the Sum Insured as 15k but should be 250k as per current insurance schedule. Action taken - Risk Assessment Document now updated to show correct figures.

Cllrs were happy with the action taken to address the findings from the audit and no further comments received.

- 6.3 **To Approve Accounts for 2012/13** - A written report on the accounts from the Responsible Financial Officer was tabled at the meeting. The position was noted regarding the outstanding refund from the Notts County Council where it was confirmed by the RFO that any funds received were over and above that anticipated at the time the precept was set. With this noted, the accounts for 2012/2013 were approved as shown and signed by the Chairman.
- 6.4 **To Agree and Sign Annual Return (Section 2)** - The Council agreed that Section 2 of the Annual Return could be Completed and signed by the Chair.

7. **Matters Concerning Newstead Village**

7.1 **Lighting for the Muga**

This item was discussed earlier in the meeting.

7.2 **The Marching Band**

Cllr Adams advised that she asked this item be included on as an agenda item following a number of complaints received over the bank holiday due to excessive noise being created due to band practice on the adjacent sports field. This was not helped by the fact the sound was amplified. Cllr Young was also concerned by unauthorized entry into the sports field by vehicles belonging to the band and unauthorized camping and this had prompted her request to Melvin Cryer. His reply had been circulated to Cllrs and this concluded *'until now I have kept a light touch on this matter but if the Parish Council wish to stop the band practice because of complaints they are receiving. I will comply with this request'*

The Chairman advised the band had now been given three months to quit the Newstead Centre. Cllr Adams felt this still left three months for the band to practice which virtually wrote off the summer for many residents. It was also noted that the brewery had withdrawn permission for the band to practice on their field. Cllr Young felt the band had misrepresented use of key and it was agreed that it would not be acceptable for residents to suffer further noise pollution. Agreed Gedling Borough Council be advised that the band no longer be allowed to practice on the field with immediate effect.

8. **Matters Concerning Newstead Abbey Park**

Emergency Code - Cllr Young had noted that more vehicles were gaining access along the Avenue through the back entrance and had emailed her concerns to Penny Beniston that the emergency code has been compromised. The Chairman confirmed that all deliveries should enter the Abbey from the main drive and that the Newstead entrance is for emergencies only. Reply awaited from Ms Beniston.

9 **Correspondence.**

The list of correspondence circulated with the agenda was noted. The following items were specifically discussed:

2013/0168 - Bunches Florapost, 19 Newstead Industrial Park, Hazelford Way - Noted that conditional planning permission has been granted on this application

Department for Communities and Local Government - A response had been received which states that there is to be no change in current policy but it is the Governments expectation that billing authorities will work with parish and town councils to pass down funding so that precepts can be reduced to reflect reductions in the council tax base.

Heritage Project - It was confirmed that a link had been put on the village website to the heritage project undertaken by Newstead Enterprise.

Community Food Bank - Details of this scheme based at St John's Church Hall in Kirkby Woodhouse would be included on Council notice boards. Anyone wishing to obtain a food parcel is required to complete a referral form details of which can be obtained from a number on the notices to be displayed.

The Chairman and Cllr P Young did not participate in the discussion of the next item.

10. Planning Applications.

The following planning applications were discussed and no objections raised:

2013/0244 - 37 Byron Street, Newstead (Erect Conservatory)

Ref Not Yet Known - Elysium, Station Ave, Newstead Abbey Park (Erection of Double Garage and Workshop and Removal of Existing Shed)

11. Reports from External Meetings

None

12. Cemetery Issues

Covered earlier in meeting

13. Items the Chairman considers urgent

- 13.1 Donation to NAG - A request had been received from NAG in respect of a grant of £480 towards of the Summer Church Fayre to be held in August. It was explained by Cllr Adams that as part of the theme for the event, the group were planning to hold pony rides at a cost of £290 and a mechanical bull for older children and teenagers at £190. The events held by the Church had been especially well attended and it was hoped to provide an attraction for all ages in the village. Cllr Young reminded the Council that funds of the Council were tight and some of the available funding had already been used for other matters. Cllrs discussed funding only one of the attractions to be put on by NAG's and it was agreed to award a grant of £290.

14. Date of Next Meeting.

The next meeting of the Parish Council would be held on Wednesday 3 July at 7.30pm.

With no further business to discussed the meeting closed at 10.05pm

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 3 July 2013

1. **Present:** Cllrs: Mrs. P.A. Wise (Chairman), Mrs D Adams, Mrs B. Blood, Mr P. Burnham, Mr S Gascoigne, Miss A Halliwell and Mrs P Young. Also present were Ward Cllr Mrs P Andrews, D Gilder, Senior Neighbourhood Warden, Gedling Borough Council and two residents.
2. **Apologies for absence:** Apologies were noted from Cllrs Mrs J Booth and Mrs W Evans.
3. **Declaration of Personal and Prejudicial Interests**
No interests were declared by Cllrs.
4. **Approval of the Minutes of the Council Meeting held on Wednesday 5th June**
With a correction on item 5.4 to read A611 and that under 'Correspondence' it is noted that - contrary to the impression given in the minutes - people cannot self refer to any food bank and have to be referred by a GP, social worker, school or Surestart, it was proposed and seconded that the minutes be approved as a true record. This was agreed.
5. **Matters arising from the Minutes**
 - 5.1 **Probation Team** - Mr M Leivers advised on the 10 June he was asked to forward supplementary information in relation to the bid to the Probation Trust and will know more in four weeks
 - 5.2 **Tree Carvings** - As nothing further had been heard from John Flanders, the Clerk advised she had spoken to him again immediately prior to this meeting. Due to existing commitments Mr Flanders confirmed he had not yet been able to visit the cemetery and would come back to the Council once he had the opportunity to look at the remaining stumps.
 - 5.3 **Lengthmans Scheme** - A meeting of the Council had taken place on the 1st July when it was agreed that strimming and siding out of the pavement on Hucknall Road from the village to the A611 should be put forward as a priority for work to be undertaken by the Lengthsman on the grounds of health and safety. As it was anticipated this would take some considerable time, it was agreed the lengthman's efforts should be directed solely towards this work. Immediately following this meeting the Clerk confirmed she had passed the appropriate work sheet to Ravenshead Parish Council to be processed in line with procedures agreed previously. Mr Paul Newman has been appointed as the lengthsman and it was understood he was a landscape gardener.
 - 5.4 **Cemetery Matters** - This would be discussed later in the meeting.
 - 5.5 **CCTV Camera** - The Clerk advised she had not received a further response from PC Westlake
 - 5.6 **Highway Issues** - The Clerk confirmed that a response had been received from Laura Trusler which confirmed that engineers had been asked to look at the new speed restriction sign on Hucknall Road and to recalibrate the same if deemed necessary. Following discussion with the Chairman of the Council an email had been sent to Highways asking for an update on the findings from the Accident investigation Unit in connection with the lowering of the speed limit on Hucknall Road from the A611 to Newstead village. This was noted. Cllrs were asked for their support in pursuing the LIS bid for a pavement on Tilford Road between the level crossing and Newstead Centre and it was agreed this should be pursued. The Council also agreed it would continue to press for parking restrictions at the junction on of Tilford Road and the Service Road to the terraces.
 - 5.7 **Anti-social Behaviour in the Village** - Information was circulated to Cllrs regarding the policies of Gedling Homes in tackling antisocial behaviour.

- 5.8 Web Site - It was noted that the web site was up to date and that the problem in accessing the updated site was specific to the search facility of the individual concerned which had automatically picked up a former version of the web page. Any new enquiries would generally be directed to the current web site.
- 5.9 The Marching Band - Following a further incident of noise over the weekend after the last Council meeting, it was noted that Gedling Borough Council had withdrawn permission for the band to use the sports field from 10th June. Cllr Adams advised she had held talks with PC Westlake who now understood the position with regard to the band should they attempt to hold further practise sessions on the field. The Chairman advised the band would be coming back to practise sessions at the Newstead centre during August but this should not be a problem if residents were not affected by noise issues.
- 5.10 Planters - Cllr Adams commented that the planters looked beautiful and did much to enhance the village. Other positive comments were also received.

Public Session

Daren Gilder confirmed that he was also authorised to sign off referrals to the food bank and will travel to any individual if they are unable to get to him to sign the form. He also asked the Council's help in passing on the names of any vulnerable persons in the village who may require this service.

Cllr Andrews explained that the idea for the planters was entirely the initiative of Deborah Widdowson who had secured sponsorship for the planters and worked with the school and she felt a note to Deborah saying how nice the flowers looked would be appreciated. It was agreed that the Council would write to thank her for her work on this scheme.

6. Accounts

6.1 Receipts and Payments for June 2013

Receipts.

£225.00	Headstone on Plot 161
£53.96	Interest on Bonus Saver Acct from 5 th March - 5 June 2013

Payments

001088	Naturescape	150.00	Payment now cancelled
001089	Newstead PCC	290.00	Donation towards Church Fayre (S137)
001090	Newstead Centre	36.00	Room Hire costs for June Council meeting
001091	Newstead Centre	12.00	Room Hire for Future Newstead meeting 21/5
001092	Mrs J Johnson	103.21	Purchase of new photocopier (NB This assumes Clerk is able to obtain cash back of £40)
001093	Mrs P.A. Wise	10.00	Chairman's expenses (June)
001094	Mrs J Johnson	275.14	Clerk's salary (June)
001095	Clarke's Cemetery & Church	670.00	Invoice for maintenance of cemeteries/greens Services
001096	Mrs J Johnson	32.70	Clerk's expenses
			Postage/Others 18.60
			Tel/Broadband 6.00
			Mobile calls Nil
			Mileage <u>8.10</u>
			Total <u>32.70</u>
001097	Notts County Council	70.21	Pension Contributions for Clerk from 1.6.2013 to 30.6.2013

All payments were approved as stated

- 6.2 **Other Matters** - The Chairman reported on several telephone conversations with the Council's bankers. In summary all the documentation relating to the Council's account has been mislaid and a new set of paperwork would need to be completed with all signatories to the account having to fill in paperwork and prove their identities. In light of this and the poor service received from the Bank it was felt prudent to open a new account with a new bank which still retains a branch in Hucknall. It was agreed the Clerk should make enquiries with local banks with the signatories to remain as previously stated - Cllrs Booth, Burnham, Evans, Gascoigne, Wise and Young. The Clerk confirmed the Annual Return plus other documentation as requested had been forwarded to the external auditors.
7. **Matters Concerning Newstead Village**
- 7.1 **Lighting for the Muga** - A survey of residents in close proximity to the MUGA had been completed by Cllrs A Halliwell and P Young on the 18th and 19th June 2013. From a total of 36 homes some 22 households had responded with 16 households in support of the scheme subject to lights being turned off by 9pm. Cllr Adams felt that households had now twice been given the opportunity to comment on the proposal and the Council should look to make a decision. She was happy to support the proposal provided the Youth Centre installed the lighting in accordance with the terms outlined in a previous presentation to the Council. As a result Cllr Burnham proposed and Cllr Adams seconded that permission be granted by the Council on this basis and this was agreed. It was also agreed to pass on information relating to financial difficulties of the lighting company which the Youth Centre had looked to use and Cllr Young would mention this to the Youth Centre.
- 7.2 **Village Signs** - The Chairman asked whether there had been any progress on this matter. The Clerk confirmed that since submitting the drawing she had received a monitoring form but no other correspondence from the Notts County Council. The Chairman asked the Clerk to chase. Cllr Gascoigne said he had come across a web site of a company that produces signs in various types and formats and would pass details to the Clerk
- 7.3 **New Cemetery** - Cllr Adams reported she felt the cemetery looked very tidy.
- 7.4 **Street Sign** - Cllr Burnham reported the sign on Frazer Street remained broken. Clerk to report
- 7.5 **Newstead Wildlife Meadow** - Cllr Young commented that whilst the meadow looked nice some of the grass was overgrown and required cutting back especially around the picnic tables. She was also concerned about the lack of signage to the Meadow and felt that a sign was required in the car park to the cemetery stating 'Newstead Meadow Picnic Area'. It was agreed that the Clerk should obtain a quote for a sign which could be hung on the wall to the car park. Cllr Burnham confirmed that area was already being used and once fully established a maintenance contract would need to be agreed which could be an addition to the existing grounds maintenance contract already in place for the cemeteries and village green. He confirmed that at present arrangements had been made to cut the grass at the back end of the year. He also reported the number of orchids on site has doubled.
- 7.6 **Planting Scheme on Station Road** - Cllr Adams felt maintenance of this scheme should be one undertaken by the Lengthsman. She was aware that Paul Bateman had already weeded the raised beds but more regular maintenance is required and should be undertaken as part of this scheme.
- 7.7 **ID Badges** - In conducting the recent survey of the MUGA Cllrs felt it would be advantageous to have some form of ID to show residents. It was agreed that Cllr Burnham would obtain a quote from Badge master.
8. **Matters Concerning Newstead Abbey Park**
- 8.1 **Byron Festival** - Cllr Young had noted a number of VW campervans and scooters around the Abbey as part of the Byron Festival but was unsure how this related to Byron.
- 8.2 **Newstead Abbey Park** - As part of her regular visits to the Abbey she had spoken to a parishioner who complained there was nowhere to sit within the park and asked whether the Parish Council would be able to install a bench near the lake. It was noted that requests of a similar nature had previously been refused by the Abbey. The Clerk was asked to contact Penny Beniston on the proviso that if the Council could not install a bench could it at least contribute towards one. Agreed Clerk to make enquiries
- 8.3 **Gate Code** - P Young explained there may have been a mix up in communications on this matter. Whilst Penny did

get back to her in relation to the code to advise this had now been changed Cllr Young felt that this referred to the code at the front entrance gate not the back entrance. Cllr Gascoigne felt the matter regarding the breached code at the rear entrance should be brought to Penny's attention and the Council should write formally to her. This was agreed

- 8.4 Notice boards - The poor state of the notice board at the entrance to the Abbey was discussed and whether the present location was vulnerable to vandalism. Cllr Young felt the present location of this notice board was acceptable and also referred to need for a notice board on High Leys Road. It was agreed the Clerk would obtain quotes for installing two new notice boards to be considered by the Council in September.

9. Correspondence.

The list of correspondence circulated with the agenda was noted. The following items were specifically discussed:

- 9.1 Newstead Children and Young Peoples' Action Plan and Agenda - The Clerk advised that as yet the Council had not appointed someone to attend these meetings. As the representative of the Youth Centre it was agreed that Cllr Young should be elected as the representative on this committee and if unable to attend a meeting the Chairman would attend in her place.
- 9.2 Notification of Broken Pump - The Clerk explained that the problem with the pump was that it had lost suction. To remedy this problem, this required the pump to be primed by pouring water into the top of the pump. Cllr Gascoigne advised he had spoken to Mr Kimpton who completed the work free of charge and also advised that a new barrel was required where the existing was thick with sludge. It was agreed that the Council would send a letter of thanks to Mr Kimpton
- 9.3 Map of Newstead - It was explained that Future Newstead were trying to develop a map of the village in which the identity of all landowners relating to public/open land in Newstead Village. Cllrs were asked for their help in identifying other areas of open land in the village and respective owners.
- 9.4 Future Newstead - An email had been received from Paul Bateham drawing attention to a number of issues including the poor state of the notice board outside the Abbey Gates and a number of slats which had been removed from the seat adjacent Fraser Street. The Clerk explained she had been able to obtain an estimate to replace the slats at a cost of £65 plus VAT which included replacing existing screws with snap off tops. As this was the second time within the last few months this bench had been vandalised a discussion ensued as to whether it should be removed. Cllrs agreed that in view of the low cost of repairs that repairs are undertaken, but if further instances of vandalism occur that the seat is removed. Cllr Halliwell noted that the bench near the Newstead Centre also had some screws removed and it was agreed to ask the contractor to replace these whilst repairs were undertaken to the damaged seat.

10. Planning Applications.

Cllr Young explained the issues relating to an unauthorised development at Abbey Fields Cottage which centred on an interpretation of permitted development and whether the development is situated on land forward of the principal elevation. Cllr Young and Cllr Gascoigne had already made observations on the matter it was felt many of their comments had been discounted. Cllr Young asked whether the Council would support a letter being sent to the Chief Executive of Gedling Borough Council which responded/addressed many of the observations raised in the response from Planners. Cllr Young confirmed that the key point of the argument was that the development was situated on the front elevation which required planning permission and they had supplied evidence to support this. In the letter to be sent by the Council she proposed that planning officers hold a meeting with her and Cllr Gascoigne when further evidence could be presented.

Cllr Adams felt that before responding she would like to see copies of the original copies of the letter to Gedling, copies of their response and subsequent letter to be sent and it was agreed that Cllr Young would e-mail copies to all Cllrs for comment prior to a response being sent.

11. Reports from External Meetings

None

12. **Cemetery Issues** - The Chairman advised that a meeting was held with the contractor when a number of matters were discussed. She felt there were a couple of issues that need to be raised once the contract comes up for renewal including the collection of grass which is currently removed from the paths by a blower.

In terms of the trees and Rhododendrum bushes in the centre, the Contractor was able to advise that he hadn't undertaken any work on these. The Chairman was able to recall that Acorn Tree Services had removed a Holly bush from the middle of the Rhododendrons previously and had probably been responsible for the poor chopping back of this.

In respect of problems with sunken graves the Chairman advised that whilst new graves are filled under the contract, for graves which have been there for some time topping up would be an extra cost. As a result of the visit a number of graves had been identified as requiring topping up and re-turfing and an estimate had been provided by Anthony Clarke for the sum of £375 to top up and re-turf a total of 18 graves. A further quote had been received in respect of trimming back the Rhododendron bush at a cost of £125.

A discussion ensued as to whether this work should be carried out immediately or any decision deferred until September when details of the Council budget would be presented.

The Chairman felt the topping up the graves caused much distress to the relatives of those buried in the cemetery and this work should proceed immediately whilst Cllr Adams felt this should any decision on this matter should be deferred until September.

Following further discussion it was agreed that the topping up of the graves would have to be implemented as soon as possible but a decision on the cutting of the Rhododendron bush would be deferred until September.

Other issues raised included ash seedling on the Old Cemetery. It was agreed that the saplings may need to be poisoned as direct removal of the saplings could cause further damage to the existing graves. It was agreed that the Clerk would seek advice from other burial authorities and following receipt of this advice talk to the Council's contractor.

It was also noted that within this cemetery are some graves behind the Chapel which are still visited but are not currently tended and there is no path to them. Whilst it was noted any additional strimming over and above the present contract would result in an additional cost, it was suggested that those paths that are cut could be cut less wide but over a longer area to provide better access to these graves. Clerk to raise matter with contractor.

13. **Items the Chairman considers urgent**

Japanese Knotweed - Cllr Burnham raised the issue of Japanese Knotweed which was spotted on a small area of ground no longer actively farmed between Newstead Meadow and the Old Cemetery. The landowner in question was believed to be Marshall Farms in Papplewick. It was agreed the Council would contact the owners whom it was acknowledged may not be aware of this problem. Cllr Burnham also confirmed he would not be ordering any plants for the cemetery as it was now too late in the season.

14. **Date of Next Meeting.**

The next meeting of the Parish Council would be held on Wednesday 4th September at 7.30pm.

For the next item the Council resolved to exclude the public and press for discussion of these matters, which involves the disclosure of exempt information as defined in the Local Government Act 1972, schedule 12a, Part one, para.4 where this item relates to an employee

The Clerk declared a prejudicial interest in the next two agenda items and left the meeting whilst discussion of these items took place

15. Clerk's Contract of Employment

Cllrs were informed by the Chairman that Cllr P Young has asked for this item on the agenda where she felt the Clerk's contract with regard to serving of a probationary period is open ended. Condition 3.1 of the contract states that the Clerks appointment is:

'subject to satisfactory completion of a probationary period of not less than 13 weeks'

As probation period served by the Clerk had now exceeded this date, Cllr Young felt the Council should consider whether new Clerk should be offered the position on a permanent basis and that any decision is recorded in the minutes.

The Council agreed that the Clerk had completed her probation period to their satisfaction and that the position be made permanent.

It was also noted that the hourly rate of the Clerk would increase from £7.50 per hour to £8 as from the 1st July 2013 in accordance with the contract of employment agreed between her and the Council.

16. Pension Arrangements for the Clerk

It was proposed by the Chairman and seconded by Cllr P Burnham that the Council adopts the following resolution: -

'The Parish Council resolves to make the necessary arrangements for the Clerk to become a member of the Nottinghamshire County Council Local Government Pension Scheme effective from the date of her employment with the Council.'

This was agreed unanimously and the papers for admittance to the scheme were signed by both the Chairman and Vice Chairman of the Council.

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 4th September 2013

1. **Present:** Cllrs: Mrs P A Wise (Chairman), Mrs D Adams, Mrs B Blood, Mr P Burnham, Mr S Gascoigne and Miss A Halliwell. Also present were: D Widdowson, Gedling Borough Council, P Bateman, Future Newstead, P C Westlake and PCSO D Scatchard, Linby Cllr Mr W Lewis plus three residents
2. **Apologies for absence:** Apologies were noted from Cllrs Mrs W Evans and Mrs P Young. Apologies also received from Ward Cllr Mrs P Andrews.
3. **Declaration of Personal and Prejudicial Interests**
No interests were declared by Cllrs.
4. **Approval of the Minutes of the Council Meeting held on Wednesday 3rd July**
With a correction to item 7.7 to state Cllr Burnham would speak to Cllr Booth to speak to Badgemaster, it was proposed and seconded that the minutes be approved as a true record. This was agreed.
5. **Matters arising from the Minutes**
 - 5.1 **Probation Team** - No further update received from M Leivers.
 - 5.2 **Tree Carvings** - Nothing further had been heard from John Flanders. The Chairman agreed to speak to him.
 - 5.3 **Highway Issues** - A email had been received from Ian Wyatt, District Manager at Ashfield confirming that at present he had not heard from the Accident Investigation Unit and that to date he had not been informed of any alterations to the speed limit on this section of Hucknall Road. This response was discussed and it was agreed the Council wished to continue to pursue this matter. Agreed that the Clerk would write directly to the Accident Investigation Unit for their findings.
 - 5.4 **Cemetery** - A Halliwell advised she was not happy with the topping up carried out.
 - 5.5 **Village Nameplates** - Two designs in respect of the village nameplates had been circulated to the Council for comment. The Clerk explained that copies of the original drawings had been passed to the contractor. It was not possible to replicate the original design but instead the contractor had utilised part of the design. She also advised that in other villages, village nameplates did not have to be identical so having got to this stage the Council could give consideration to looking at other designs for the nameplates. The Council agreed that it would consult further on other possible designs. Cllr Burnham proposed that as the Chairman would not be at the next meeting any decisions on this matter be deferred until the November meeting and this was agreed.

Public Session

Mrs Long, Mrs Kirk and Mrs Bentley asked whether the Council would consider extending cutting of the paths in the Old Cemetery to the grave of their parents, the late Mr & Mrs Smith. At present the contractor cuts a path close to the grave but due to infirmity it had become more difficult to access the grave which was tended on a regular basis. There was some confusion as to whether strimming to this particular grave was part of the contract but the Chairman assured three residents attending that in future a path to the grave would be strimmed and that when the grounds maintenance contract is renewed in 2014, it would be included in the specifications for the new contract. The Clerk confirmed she had already spoken to the contractor who in future would strim a path to the grave. They also advised there was nowhere to put dead flowers and requested return of the bin that used to be in the churchyard. It was explained that emptying the bin would incur an additional charge and that bins were available for use in the new cemetery.

Mr P Bateman commented in respect of the village nameplate felt it would be nice to celebrate the heritage of the village and suggested themes of the railway or mining.

Mr W Lewis advised he had come to thank the Council for their past contributions which had been used towards fees incurred by a professional planning consultant who had responded on the Aligned Core Strategy of Gedling, Broxtowe and Nottingham City. The public hearing into this matter would take place during October. Recently the Councils had commented on a planning application for additional homes on Teal Close, and are in contact with a developer regarding development on the former Gedling Colliery site. In addition recent figures obtained from Gedling demonstrated that on average over 200 new homes each year come from windfall development but this is not recognised in their part of the Core Strategy. These additional sites mean less pressure to develop sites around Hucknall. The Planning Consultant would be responding to questions raised by the Inspector who is chairing the Examination in Public and his fees for representation at the public hearing will be £5,000. Currently the Councils have £2,800 towards these costs and will be holding a fundraising event at the Griffins Head on 20th September details of which had been circulated to Cllrs. He stressed the need to sell as many tickets as possible to raise funds. Further work would also be undertaken on traffic assessments in the area as it was felt insufficient consideration had been given on the cumulative effect of traffic on local roads given Ashfield's additional housing requirements.

PC Westlake introduced herself and her colleague. She explained that year on year despite the recent spate of antisocial behaviour crime figures were down by 50%. The main problem is anti social behaviour. They have a reasonable idea who is causing the damage and three children in the village have now been signed up to acceptable behaviour contracts. There is also considerable liaison with Gedling Homes. In terms of reporting crime PC Westlake confirmed that whenever a crime is in progress she would ask to the public to ring 999, no matter the scale of the crime. In addition the Beat Team have spoken to schools and hold police surgeries in the village where crime prevention advice is given, however attendance by local residents is poor

A discussion ensued as to how these policing sessions were advertised which was via the Police web site. The Council asked whether it was possible to have details of when future beat surgeries would be held and this was agreed with details to be passed to the Clerk.

Other problems brought to the attention of the Police included children using the MUGA as a trampoline.

PC Westlake advised that a football team had been set up and regular training sessions held which children enjoyed coming to. They have also been warned that if the antisocial behaviour continues the training will be cancelled.

The Chairman felt the visit by PC Westlake had been helpful.

6. Address by D Widdowson on the Newstead Locality Plan

D Widdowson spoke on the Newstead Locality plan and handed out information for Councillors to consider. In summary the plan builds on statistics collected from ONS (Office for National Statistics) which provide information on such as age, relationships, wealth, employment status, and wellbeing of residents in the village. She felt there was a need for a further plan as the existing Parish Plan had been drafted before the current recession. She had been put into post by Gedling Borough Council where it was recognised that Newstead village itself had separate issues from the remainder of Newstead ward which was fairly affluent. Currently the village comprises 1,000 residents from a total of 2,300 in the ward. It is intended for the new document to build upon the existing parish plan. A facebook page for Newstead has been established. The plan can be used to attract funding to the village and will consist of a number of different themes which include: Children and Young People, Community Safety, Economic Wellbeing, Environment and Housing, and finally Health and Wellbeing. Papers were circulated to the Council advising of initiatives under each heading. She

stressed that these goals were not written in stone and that the document would be going to the Cabinet in December. She asked for input of the Council into this document.

The Chairman advised that many Councillors were aware of the problems facing parishioners and that the Parish Council should have been consulted earlier before outlines of the plan were drawn up. She advised she would need to look at what had been written so far in the information provided.

Ms Widdowson explained that the document was not written in stone and could be amended to incorporate further ideas. She welcomed further input from the Council.

The Chairman thanked Ms Widdowson for attending the meeting.

7 Accounts

7.1 Cheques for Approval

Receipts and Payments for July/August 2013

Receipts.

£5,351.50 Notts County Council - Contribution to MUGA extension

£25 Graham Ward Funeral Services - Strewing of ashes

£1350 AW Lymn - for internment held on 22nd August

The following cheques were approved for payment by Cllrs and cheques signed.

Payments

001098	Newstead Centre	30.00	Room Hire Costs for Lengthsman's meeting
001099	Newstead Centre	36.00	Room Hire costs for July Council meeting
001100	Newstead Centre	12.00	Room Hire for Future Newstead meeting 16/7
001101	Malcolm Lane & Son	78.00	Repair seat on village green
001102	Mrs P.A. Wise	10.00	Chairman's expenses (July)
001103	Mrs J Johnson	289.70	Clerk's salary (July)
001104	Clarke's Cemetery & Churchyard	670.00	Maintenance of village green and cemeteries Services
001105	Notts County Council	74.88	Pension contributions for Clerk for July
001106	Mrs J Johnson	32.70	Clerk's expenses
			Postage/Others 14.50
			Tel/Broadband 6.00
			Mobile calls Nil
			Mileage <u>4.95</u>
			Total <u>25.45</u>
001107	Notts ALC	40.00	Planning Course by NALC
001108	Clarke's Cemetery & Churchyard Services	375.00	Topping up of graves
001109	Clarke's Cemetery & Churchyard Services	670.00	Maintenance of village green and cemeteries
001110	Clarke's Cemetery & Churchyard Services	210.00	New double grave
001111	Mrs P A Wise	10.00	Chairman's expenses (Aug)
001112	Mrs J Johnson	289.70	Clerk's salary (August)
001113	Notts County Council	74.88	Pension contributions for the Clerk for August
001114	Mrs J Johnson	26.85	Clerk's expenses
			Postage/Others 9.60

Tel/Broadband	6.00
Mobile Calls	Nil
Mileage	<u>11.25</u>
Total	<u>26.85</u>

001115 P Burnham 40.65 Refreshments for Community Haymaking Day

7.2 Update on the Council's Accounts

A written report had been circulated to Cllrs on the accounts of the Council and including payments from 1st April 2013 to up to Cheque No 001114. In summary most expenditure was as anticipated however an additional contribution towards the MUGA meant there was scope for further expenditure by the Council over that originally anticipated. No further questions were put to the Clerk and the position on the accounts was noted.

7.3 HSBC - The Clerk advised that she and the Chairman had met with the HSBC's local business advisor on 12th August. The meeting was a breath of fresh air as the branch had previous experience of dealing with parish councils and would be able to send information to the Clerk even though she was not a signatory. Documents had been sent to the Council for signing by signatories and the following resolutions were agreed:

- That a bank account be opened with HSBC
- The bank is authorised to pay all cheques and other instructions for payment by two Cllrs
- That Jane Johnson as the Proper Officer or two signatories can act on behalf of the Council in any other transaction with the Bank

Cllrs who had not already signed the mandate proceeded to complete the paperwork which would be forwarded to the bank by the Clerk. Also completed was a letter of transfer which would be sent to Nat West.

8. Matters Concerning Newstead Village

8.1 Newstead Meadow - Cllr Burnham thanked all the Cllrs who helped out on the community haymaking day held on the 1st September. Volunteers from Leen Valley Conservation had also attended the day and it was agreed that a contribution of £50 be made to this organisation. **Clerk to liaise with Lee Scudder on how this will be paid.**

Cllr Burnham explained that a grants claim will be submitted for continued improvements to the wildlife meadow including the purchase of a strimmer, new boundary fencing and a new name plate denoting Newstead Meadow from the adjacent car park/Hucknall Road. The grant itself will be submitted via Landfill Communities Fund and will be for a total sum of £5,000. He advised that as part of this grant, it will be necessary to put in an element of matched funding representing 5% of the total claimed, in this case £250. It was proposed by the Chairman and seconded by Cllr Gascoigne the Council pledge the sum of £250 as the match funding required and this was agreed.

8.2 Newstead Bonfire Event - A request had been received from Clare James, Community Leisure Manager, GBC working with Future Newstead with a view to holding a bonfire event for the community. The idea was to bring the community together and would involve a series of workshops for creating lanterns, fire-sculpting and face painting. Paul Bateman confirmed the bonfire would be held on Pocket Park and local people will be asked to bring food. Whilst the Council were in support of the event generally, Cllr Halliwell had concerns re taxpayers money being spent on fireworks which she felt were often a nuisance in the run up to bonfire night. It was felt that members would want to support the workshops and liked the idea of a community event but felt there were other priorities in terms of funding and it was agreed not to provide a grant. There were no objections to providing 'in kind' support.

8.3 Faulty Streetlight - A street light was reported to be flashing intermittently on the triangle adjacent the bus stop on the junction of Hucknall Road/Tilford Road. **Clerk to action**

9. Matters Concerning Newstead Abbey Park

- 9.1 Abbey Drive - Cllr Gascoigne drew attention to vegetation across Abbey Drive particularly in the vicinity of the waterfall where bushes particularly a large rhododendrum bush was encroaching onto the drive. Further bushes encroaching onto Station Ave in the vicinity of Vicarage Corner and under bridge **Clerk to action**
- 9.2 Parking on Station Ave adjacent Sports Ground - Cllr Gascoigne advised that although improved recently cars were again parking on Road adjacent to the pitch. It was felt this was a new team. Agreed that the Council would write to Melvin Cryer asking him to remind the new team not to park on this road. **Clerk to action**
10. **Correspondence.**
The list of correspondence circulated with the agenda was noted. Most items had been covered elsewhere in the meeting.
11. **Capital Projects for Consideration by the Council**
- 11.1 Notice Boards - The Clerk advised that an estimate had been received from Malcolm Lane in respect of replacement notice boards to match those already in situ in Newstead Village. The cost of each notice board was given as £1,605 plus VAT. Cllr Blood commented that as far as Fairfield Drive was concerned, she did not feel a new notice board was worth the cost as it probably would not be looked at. It was agreed that the Clerk would seek alternative quotes for a notice board to be brought back to a future meeting . Cllr W Lewis offered to pass on the name of a person who supplied an oak notice board for Linby Parish Council.
- 11.2 Rhododendron Bushes - It was proposed by Cllr Wise and seconded by P Burnham that Anthony Clarke be asked to cut back bushes in the new cemetery as per his quote of £125 held over from the previous meeting. **Clerk to instruct contractor to proceed with the work.**
- 12 **LIS Applications**
- 12.1 Application for Gym Equipment by Future Newstead - Details of an LIS claim to be put to the Notts County Council on behalf of Future Newstead for outdoor gym equipment had been circulated to Cllrs by Paul Bateham on behalf of Future Newstead. Paul Bateman explained that ideally the equipment will be available for the 13 plus age group and adults and was based on the Parish Plan ideal of promoting healthy living within the community. The equipment will be located close to the existing kick wall within pocket park and he had already spoken to Newstead Enterprises (owner of this land) for permission to site the equipment. It was felt that lights from Northfield would provide some illumination of the equipment on dark evenings. Cllr Wise and Adams both supported the idea of equipment but concern was raised by Cllr Halliwell on the proposed location which she felt may draw children across the level crossing. It was explained that equipment was not aimed at young children.
- 12.2 New Applications by the Parish Council - The Clerk explained that the final date for submission of new LIS bids for consideration next May would be the 27th September 2013. Previously in 2012, the Council had submitted an LIS bid for a new pavement on Tilford Road between the level crossing and Newstead Centre which had not been successful. She asked whether the Council would like her to resubmit this bid for consideration next year and this was agreed. **Clerk to Action**
13. **Report on the Lengthsman's Progress** - The Clerk reported that to date the lengthsman had completed strimming of Hucknall Road and was now in the process of siding this out. As part of this work he had asked if the Council would pay for weedkiller to be used on weeds between pavement and road. This had been agreed following consultation with the Chairman. It was also agreed that the lengthsman be instructed to trim back tree branches around a Children's playground sign on the approach to the village from Annesley. —
14. **Planning Applications**
- 14.1 Unauthorised Development at Abbey Field Farm Cottage.
A response to concerns raised by the Council on this matter had been circulated to Cllrs together with a copy of proposed reply from the Council in which Cllr Young had asked the Council to support a formal complaint to Gedling Borough Council. The Clerk was able to advise that since writing this response, Gedling BC had

been in touch with Cllr Young with a view to setting up a meeting as previously requested. As a result of this and the absence of Cllr Young from the meeting, it was agreed not to send in a formal complaint at this stage pending further advice from Cllr Young and outcome of the meeting with Gedling Planners.

14.2 Planning Applications/Permissions

The following planning application had been previously circulated to the Council during the August break and no objections raised:

2013/0737 - 15 Fairfields Drive, Ravenshead (Ground floor side extension to create an entrance porch)

The following applications were discussed by the Council and no objections raised:

2013/0883 - 4 Copse Close, Ravenshead (Conversion of existing garage to living accommodation, erection of a garage and creation of a balcony to front)

2013/0669 - West Lodge, Station Ave, Newstead Abbey Park

15. Reports from External Meetings

None

16. Cemetery Issues

16.1 Policy for Strewing of Ashes - The Clerk had received a request for the strewing of ashes onto an existing plot in the New Cemetery. Having discussed this with the Chairman it was agreed on this occasion to grant the request and to make a nominal charge of £25 to cover admin fees where the Council would hold the formal paperwork relating to the death. As there was no previous policy on this matter, the Chairman now asked whether the Council could agree a formal policy. Following discussion it was agreed that the amount charged of £25 was an acceptable charge for strewing of ashes should any future requests be received.

16.2 Damage to Post and Wire Fence, New Cemetery - Confirmation had been received from the Forestry Commission that they accepted liability and would carry out repairs once logs removed. This was agreed by the Council.

16.3 Strimming of Old Cemetery - Cllr Burnham asked whether it was possible for the Clerk to arrange for strimming of the Old Cemetery by the Probation Service as carried out the same time last year. This was agreed by Cllrs. **Clerk to contact Probation Service**

17. Items the Chairman considers urgent

17.1 ID Badges - Examples of ID badges proposed were shown to the meeting by Cllr Burnham. The commercial cost of each badge was £6 although it was suggested that a more favourable deal may be reached with Badgemaster. Cllrs approved the design of the badge and the Clerk was given a contact number for this company

17.2 Wreaths - Cllr Burnham asked if the Clerk could find out details of when these need to be ordered.

17.3 Art Boards - Cllr Burnham confirmed he had been contacted by Martin Curtis of Gedling Homes who wanted to know where to display some painted art boards. Cllr Burnham said he was not aware of any information relating to these boards and asked if any other Cllrs could shed light on this matter. No other Cllrs were aware of this initiative

18. Date of Next Meeting.

The next meeting of the Parish Council would be held on Wednesday 2nd October at 7.30pm.

With no further business to discuss the meeting finished at 10.10pm

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 2nd October 2013

1. **Present:** Cllrs: Mrs D Adams (Chairman), Mrs B Blood, Mrs J Booth, Mr P Burnham, Miss A Halliwell and Mrs P Young. Also present were: County Cllr C Barnfather and one parishioner..
2. **Apologies for absence:** Apologies were noted from Cllrs Mrs P A Wise, Mrs W Evans and Mr S Gascoigne. Apologies were also received from Ward Cllr Mrs P Andrews.
3. **Declaration of Personal and Prejudicial Interests**
No interests were declared by Cllrs.
4. **Approval of the Minutes of the Council Meeting held on Wednesday 4th September**
It was proposed and seconded that the minutes be approved as a true record. This was agreed.
5. **Matters arising from the Minutes**
 - 5.1 **Tree Carvings** - No further news.
 - 5.2 **Highway Issues** - Confirmation had been received from the Accident Investigation Unit that there were no plans to reduce the speed limit on this section of the road. No further action proposed at this stage
 - 5.3 **Cemetery** - It was agreed that a further meeting should be arranged between the contractor and the Cemetery Committee but deferred until the Chairman returned from vacation.
 - 5.4 **Village Nameplates** - Cllr P Young suggested that a possible design for the nameplate could be the logo adopted by Newstead Enterprise.
 - 5.5 **Public Session** - The Clerk advised that additional work on strimming the path to the grave of their parents had been carried out by the contractor by the time the residents had spoken to the Council.
 - 5.6 **Police Surgeries** - An email had been sent to Cllrs advising them of dates when future Police surgeries would be held in the village
 - 5.7 **Newstead Meadow** - The Clerk advised she had emailed Lee Scudder advising the donation could be paid but had yet to hear back from him.
 - 5.8 **Newstead Bonfire Event** - Cllr C Barnfather asked the Council if it would reconsider the decision not to provide a grant in respect of this event. He advised that he had agreed to pledge the sum of £250 from his allowance as a County Councillor and understood the position adopted by the Council where he himself was not entirely comfortable with the thought of contributing towards fireworks. He confirmed that in terms of funding Future Newstead currently have the sum of £1,000 towards this event, whereas a minimum of £1,800 is required. He explained this figure was based on the cost of an organised display where the bonfire and fireworks were the principal event and that if this does not happen, then the remainder of the event ie workshops, etc will not proceed. An application had been made to the Arts Council for the remainder of funds required. It was hoped that an organised display would prevent children misusing fireworks. Cllr Halliwell felt the proposed location of the event on Pocket Park was too close to existing housing. Cllr Burnham felt that the Council had been misrepresented at a meeting of Future Newstead as the village had been given the impression that Council were not interested in supporting this event. The Chairman advised that the letter sent by the Clerk made it clear that although no financial commitment was agreed, the Council had agreed to support the event 'in kind'. A proposal was then put forward by the Chairman that the Council agree to match the contribution pledged by Cllr Barnfather of £250. Five Cllrs voted in favour of this proposal with one against, so this motion was carried.

- 5.9 Faulty Street Light - It was confirmed that the street light mentioned adjacent the triangle had now been repaired but lights at the bottom of Webb Street/Musters Road were not working. It was agreed that the Clerk would be sent the numbers of the faulty lighting columns so these can be reported. ___
- 5.10 Parking on Station Road - Letter received from Gedling Borough Council confirming that at the time in question, no team had officially booked to use the pitch. They stressed that all footballers who officially book and play on the pitch had been written to regarding parking and advised that the situation would be monitored. If the problem continues they have asked that the Council let them know.
- 5.11 Notice Boards - The Clerk confirmed that she had made further enquiries and was now waiting quotes from contractors. These would be brought to the next meeting.
- 5.12 Rhododendron Bushes - This work has now been carried out. The Clerk advised that the contractor would carry out further work if Cllrs felt the bushes required further pruning back .
- 5.13 LIS Application - Confirmation had been received from Notts County Council that the bid for the pavement on Tilford Road from the level crossing up past the Newstead Centre would be considered as an LIS project for next year. The Chairman asked the support of the County Cllr on this bid. Cllr Barnfather advised that this fund was vastly oversubscribed.
- 5.14 Lengthsmans Scheme - Cllr Barnfather stressed that it was important for the Council to continue to send work for the lengthsmen as some councils in the scheme did not send work, whilst other Councils had more than their share of time. The Clerk advised that in terms of present work she had asked the Lengthsmen to cut back the tree branches around the Children's playground sign as agreed and to continue to side out the pavement on Hucknall Road. It was felt that as this work was particularly onerous and should be carried out by more than one person, it was agreed to ask highways to carry out the remainder of this work.
- 5.16 ID Badges - The Clerk advised that she had spoken to Badgemaster and a quote obtained. There would be a one off charge of £55 for the artwork involved plus a further charge of £4.95 per badge. The Council were asked if it wished to see a logo on the badge and the Clerk suggested the logo previously used on envelopes sent out by the Council. A digital photo was also required in respect of each Cllr. The costs in respect of the ID Badges were approved and it was agreed the Clerk would send copies of the logo to Cllrs for approval before proceeding with the order
- 5.17 Poppy Day - It was agreed to purchase two wreaths based on same design as last year

6 Accounts

6.1 Cheques for Approval

The Clerk explained that as a result of conversations between the Chairman and the Bulwell branch of Nat West it had been agreed to withdraw all money from the accounts held with the Nat West. A bankers draft had been given to the Chairman which had now been deposited with HSBC. As a result a number of cheques going through for payment at the time had been stopped and these had now been reissued on the new account. The Clerk confirmed the amount of funds received from the Nat West did reconcile with the amount expected assuming these cheques were not cashed.

Receipts.

£55,170.21 - Bankers draft for all money held in Nat West Accounts

Stopped Cheques

001066	Notts County Council	210.61 Clerk's Pension contributions (Jan to March)
001075	Notts County Council	70.20 Pension contributions (April)
001086	Notts County Council	70.21 Pension Contributions (May)
001097	Notts County Council	70.21 Pension Contribution (June)
001105	Notts County Council	74.88 Pension Contribution (July)
001108	Clarkes Cemetery & Churchyard Services	375.00 Topping up of graves
001109	Clarkes Cemetery & Churchyard	670.00 Maintenance of Green and Cemeteries (Aug)

001110	Services Clarke's Cemetery & Churchyard Services	210.00 New double grave for burial 22.8.2013
001111	Mrs P A Wise	10.00 Chairman's Allowance (Aug)
001112	Mrs J Johnson	289.70 Wages (Aug)
001113	Notts County Council	74.88 Pension Contributions (Aug)
001114	Mrs J Johnson	26.85 Expenses (Aug)
001115	P Burnham	40.65 Refreshments for Community Hay Making event

Payments

The following payments have been made on the new HSBC account to replace cheques that were previously stopped by the bank. These were: _

100001	Clarke's Cemetery & Churchyard Services	375.00 Topping up of graves
10002	Clarke's Cemetery & Churchyard Services	670.00 Maintenance of village green and cemeteries
10003	Clarke's Cemetery & Churchyard Services	210.00 New double grave
10004	Mrs J Johnson	289.70 Clerk's salary (August)
10005	Mrs J Johnson	26.85 Clerk's expenses (August)
		Postage/Others 9.60
		Tel/Broadband 6.00
		Mobile Calls Nil
		Mileage <u>11.25</u>
		Total <u>26.85</u>
10006	P Burnham	40.65 Refreshments for Community Haymaking Day

Cheques for approval at this meeting

100007	Newstead Centre	36.00 Room hire costs for Sept Council meeting
100008	Newstead Centre	12.00 Room hire costs for Future Newstead meeting
100009	Paul Newman (Lengthsman)	30.00 Weedkiller for Hucknall Road
100010	Clarke's Cemetery & Churchyard Services	670.00 Maintenance of village green and cemeteries
100011	Clarke's Cemetery & Churchyard Services	125.00 Trim Rhododendron bushes and clean shrubbery in New Cemetery.
100012	Mrs P A Wise	20.00 Chairman's Allowance (August and September)
100013	Mrs J Johnson	289.90 Wages (Sept)
100014	Notts County Council	645.87 Pension Contributions from January 2013 to end of Sept 2013
100015	Mrs J Johnson	46.95 Clerk's expenses (September)
		Postage/Other 36.45
		Tel/Broadband 6.00
		Mobile Calls Nil
		Mileage <u>4.50</u>
		Total <u>46.95</u>

These payments were agreed as stated

- 6.2 HSBC - The Clerk advised that a form had been requested from HSBC that if completed would allow the Clerk to participate in telephone banking. This would enable her to request a balance via telephone and order cheque books etc but not to direct payments. This form was completed by two Cllrs as per original mandate agreed.
7. **Matters Concerning Newstead Village**
- 7.1 MUGA Lighting - Cllr Young asked for an update on the position regarding lighting
- 7.2 Planters - Cllr Young agreed the planters had look fabulous over the summer and suggested the idea of winter planting with pansies. It was agreed that the Clerk would speak with D Widdowson.
- 7.2 Pavement opp Bus Stop on Triangle - Overgrowth from Annesley forest was now encroaching into the footway. It was agreed the Clerk would write to the Forestry Commission asking for this to be cut back.
- 7.3 MUGA Extension - Cllrs were concerned that the netting at the top of the MUGA had developed a number of large holes. It was agreed the Clerk would talk to the suppliers re problems whilst work still under guarantee.
- 7.4 Fraser Street Sign - Clerk to follow up original request. Cllr Barnfather confirmed that GBC was responsible for street signs and suggested the clerk talked to John Evens at Gedling Borough Council. **Clerk to action**
8. **Matters Concerning Newstead Abbey Park**
- 8.1 Station Ave - Concerns were again expressed regarding the many potholes which have developed along the length of Station Ave. The main areas of concern were adjacent to the top waterfall, from Vicarage Corner to the entrance gate at the Abbey and beyond. Clerk to contact Penny Beniston at the Abbey. Concern was also expressed regarding the speed driven along this road by some motorists. Cllrs were ask to take note of the car number plate of one particular offender.
9. **Correspondence.**
- The list of correspondence circulated with the agenda was noted. The following items were specifically discussed:
- 9.1 Notts County Council re supply of salt - Following discussion as to the amount of grit remaining in the existing grit bins it was agreed to order 5 bags of salt in addition to the 5 free bags of salt supplied by the Notts County Council and that these should again be stored at the Newstead Centre.
- 9.2 Elvedon Forest - The Clerk advised that the cost of supplying a 20 ft spruce by Elvedon Farms had increased to £360 plus VAT. Cllr Barnfather advised that Gedling Borough Council were able to supply trees and would be ordering the tree for Ravenshead. It was suggested that the Clerk speak to either John Evans or Chris Brown at Gedling Borough Council. In addition they would also install the tree and subsequently remove and shred. They could also supply lights and arrange for the tree to be decorated. Clerk to email Cllrs with the results of her talks with Gedling.
- 9.3 Woodland Trust - A letter had been received from the Woodland Trust asking whether the Council would be interested in leasing part of Newstead Priory Wood. It was agreed that Newstead Parish Council did not have the resources to commit to the upkeep of the wood and would decline the offer.
- 9.4 Christmas Event - An email had been received from D Widdowson confirming she was planning to hold a Christmas event on the 30th November which will include a Santa's Grotto, craft stalls and tombolas and also to include Crime and Community Services. The request asked whether the Council would like to include a stall to promote its services. It was agreed that as an information stall had already been held at an earlier event in the year not to take part.
- 9.5 NAG Request for Donation to Christmas Fayre - The Chairman read a letter from NAG asking for a grant towards the Christmas Fayre. The grant would be towards costumes for Santa's helpers and also towards presents for the children and was an annual event. The date of this event had been moved from 7th December to 23rd November. It was proposed and seconded that a grant of £200 be offered and this was agreed unanimously.

10. **Planning Applications**

10.1 Unauthorised Development at Abbey Field Farm Cottage - A meeting had yet to be arranged.

10.2 **Planning Applications/Permissions**

Cllr Young drew attention to the following planning application which had previously been circulated to the Council and no objections raised:

2013/0669 - West Lodge, Station Ave, Newstead Abbey Park

Cllr Young advised that following her return from holiday she had requested sight of this application which was sent to her by the Clerk. She explained to the Council her main objections to this application were the roof lights to be installed in the south facing slope of the roof, which did not respect the character of the Lodge and not sympathetic to the heritage of the building. A number of Cllrs who had seen the application had missed the proposed installations of the roof lights and it was agreed that an objection would be sent.

11. **Reports from External Meetings**

11.1 NALC Planning Training - Cllr P Young confirmed she had attended the planning training session held by NALC and found it very informative. She has the notes from the meeting should any member of the Council wish to look at these

11.2 Youth Centre - Cllr Young was pleased to report that a new boiler has been installed in the Youth Centre which unfortunately broke down after two days. A letter of thanks is to be sent on behalf of the Youth Centre to the Trustees, particularly Mrs P Wise, for her work in obtaining this grant.

12. **Cemetery Issues**

12.1 Strimming of the Old Cemetery - The work to undertake strimming of the Old Cemetery has started with the Probation Service to return next week to complete the work. The Clerk advised that when she had spoken to them it was on the same terms as before when the Council had given them a grant of £200 towards a strimmer. The Council did not feel minded to pay for their services direct when work was carried out in other parishes for free but they were willing to consider a donation towards equipment used by them. **Clerk to contact Probation Service**

17. **Items the Chairman considers urgent**

None

18. **Date of Next Meeting.**

The next meeting of the Parish Council would be held on Wednesday 7th November at 7.30pm.

With no further business to discuss the meeting finished at 9.10pm

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 6 November 2013

1. **Present:** Cllrs: Mrs P A Wise (Chairman), Mrs B Blood, Mrs J Booth, Mr P Burnham, Miss A Halliwell, Mr S Gascoigne and Mrs P Young. Also present were: Borough Cllr Mrs P Andrews and Mr D Robinson (Reporter).
2. **Apologies for absence:** Apologies were noted from County Cllr C Barnfather. *Belated apologies were also received from Cllr D Adams who was unable to attend the meeting due to a burst pipe in her kitchen.*
3. **Declaration of Personal and Prejudicial Interests**
No interests were declared by Cllrs.
4. **Address by D Widdowson on the Newstead Locality Plan**
Prior to the address, copies of a report to the Cabinet at Gedling Borough Council regarding the Locality Plan had been circulated for Cllrs information. In addition copies of the Locality Plan were distributed to members of the Council by Ms Widdowson, who advised that rather than talk now on the plan, she felt it was better that Cllrs first digest the contents of the plan and then she will address the Council at a future meeting.

She advised a decision had been made by Gedling Borough Council, that as a result of the improving picture in Newstead and a deteriorating one in Killisick, Arnold, she would with immediate effect be reducing the time spent at Newstead to become the Locality Co-ordinator for Killisick as well as for Newstead village. Effectively her time would now be shared equally between Newstead and Killisick and she hoped to continue to work from the Newstead Centre every Thursday/Friday plus alternative Wednesdays. The Locality Plan had been produced to address specific actions required in the village and she hoped in terms of performance management and evaluation of the Plan she would very much like the Council to be involved in the process. She had enjoyed working with the people of Newstead, had made many friends and was pleased to be remaining in the village for part of the time. The reasons for the move had been outlined in the report to the Cabinet distributed earlier.

The Chairman advised she was pleased that Ms Widdowson would continue to remain in the village in the foreseeable future and thanked Ms Widdowson on behalf of the Council for all the hard work completed by her during the time she had been assigned to the village. She also had been devastated to learn that Deborah would no longer remain in the parish on a full time basis and wished her well in her new role.
5. **Approval of the Minutes of the Council Meeting held on Wednesday 2nd October 2013**
It was proposed and seconded that the minutes be approved as a true record. This was agreed.
6. **Matters arising from the Minutes**
 - 6.1 **Newstead Meadow** - The Clerk confirmed she had spoken to Lee Scudder who advised that in terms of a donation he would prefer cash and provided that the Council had no objections this would be paid by the Clerk and reclaimed as expenses. Cllrs had no objections to this arrangement. He also advised that weather permitting he would return and finish removing the long grass from Newstead Meadow, if at all possible.
 - 6.2 **Faulty Street Lights** - These had not yet been reported by the Clerk as she was still waiting details of the lamp columns involved. Cllrs Burnham and Halliwell would note the numbers when next in the vicinity.
 - 6.3 **Parking on Station Ave** - No further sightings had been made of the team who caused the parking problems in September. Cllr Gascoigne drew attention to an individual using the sports field with a 'sand kite'. There

- were concerns that the speed reached with this equipment especially as a result of loss of control could result in injury to other persons using the playing field. Details of the vehicle concerned was passed to the Clerk who agreed to forward these details to Melvin Cryer at Gedling Borough Council.
- 6.4 LIS Application - Despite cuts to this budget the Chairman reiterated the determination of the Council to continue to pursue the case for a pavement on this side of Tilford Road.
- 6.5 Lengthsmans Scheme - The Clerk advised that she had spoken to the lengthsmen who had advised that the siding out of the pavement on Hucknall Road was almost complete apart from a small section close to the A611. As a result she had not pursued the matter with the Highways Authority. She now requested additional work for the lengthsmen and had suggested that as one of the options, he be asked to paint the black metal railings which front the crossroads between Tilford Road/Fraser Street. She confirmed she had spoken to the lengthsmen who would be happy to carry out this type of work but that the Council would be responsible for the cost of supplying the paint estimated to be £23.81 plus VAT. It was agreed that the Council would fund the paint required. The planting on Station Road was again discussed and was agreed to write to Future Newstead regarding whether there was a maintenance programme for the same.
- 6.6 Poppy Day - The Clerk advised that the original order for the wreaths had not been received and she had re-ordered these on Monday which should arrive on Thursday. It was agreed that Cllr Burnham would attend the morning service with the laying of the wreath on the war memorial along with Cllr J Blood on behalf of the Council. The Chairman would attend the evening service to be held in the Church along with Cllr A Halliwell.
- 6.7 MUGA Lighting - Cllr Young asked the Chairman whether the Trustees had given permission for the lighting Cllr Mrs Andrews advised that permission had now been received from the Trustees.
- 6.8 Planters - Cllr Young asked what was happening with the planters with regard to winter plants. It was confirmed these had been planted out with pansies and primroses.
- 6.9 MUGA Extension - The Clerk advised that a site meeting would be held with contractors on Friday 8th November
- 6.10 Fraser Street Sign - The request for the new sign had been received by Gedling who were to look into this matter
- 6.11 Christmas Tree - It was agreed that the tree would be purchased from Gedling Borough Council at a cost of £200
- 6.12 Unauthorised Development at Abbey Fields Cottages - The Clerk explained she attended a meeting at Gedling Borough Council along with planning officers Peter Baguley and Richard Marshall and Cllrs Young and Gascoigne. Evidence had been put forward to suggest that the south elevation of Abbey field Cottage was in fact the principal elevation and not as Gedling Borough Council believed the north side. Despite the evidence presented, Gedling Borough Council had taken the view this was not conclusive but they would be willing to look at further evidence to support the view the south elevation was the principle elevation. Enquiries had been made and Cllr P Young was able to track down a former occupant of her cottage who was able to provide written statements and photographs confirming the presence of outside privies to the north of the cottages. This evidence had now been sent to Gedling Borough Council and further developments awaited
- 6.13 2013/0669 - West Lodge, Station Ave, Newstead Abbey Park - Councillors were advised that that part of the proposal to install two new roof lights within on the south elevation of the existing roof had been withdrawn by the applicant
- 6.14 Youth Centre - Cllr Young confirmed the boiler was now working correctly. Cllr P Andrews commented that there were a number of exposed copper pipes within the building and Notts. County Council will now pay to have these boxed in. She also advised that the new heating system had made a tremendous improvement.
- 6.15 Strimming of the Old Cemetery - The Clerk advised she had already spoken to the Probation Service to find out when they were to return to finish cutting of the grass in the cemetery. Unfortunately the person in charge of the work was not available at the time of the Clerk's call but his colleague had agreed to speak to him to find out when the work would be completed.

7 Accounts

- 7.1 Cheques for Approval

Receipts and Payments for November 2013

Receipts.

£300.00	Cremation fee for Late Mrs Winfield
£20.00	Fees for additional inscription on headstone
£175.00	Fees for New Burial Plot - Mr & Mrs J Nuthall

Cheques for approval at this meeting

100016	Grant Thornton	240.00	Cost of External Audit
100017	Royal British Legion Poppy Appeal	34.00	Cost of two wreaths re Poppy Appeal
100018	NAG's	200.00	Donation towards Christmas Fayre
100019	Future Newstead	250.00	Donation towards Bonfire Event
100020	Newstead Centre	36.00	Room hire costs for October Council meeting
100021	Clarke's Cemetery & Churchyard Services	670.00	Maintenance of village green and cemeteries
100022	Clarke's Cemetery & Churchyard	55.00	Cost of burial of casket
100023	Mrs P A Wise	10.00	Chairman's Allowance (Oct)
100024	Mrs J Johnson	289.90	Wages (Oct)
100025	Notts. County Council	74.88	Pension Contributions - October
100026	Mrs J Johnson	27.60	Clerk's expenses (Oct):
		Postage/Other	9.60
		Tel/Broadband	6.00
		Mobile Calls	Nil
		Mileage	<u>12.00</u>
		Total	<u>27.60</u>

Payments were approved as stated.

There were no other matters relating to finance

8. Notification of Casual Vacancy on the Council

The Chairman read out a letter of resignation from Cllr Mrs W Evans. The Chairman was very sorry to see Mrs Evans leave and spoke of her many years on the Council. Cllr Young advised that where anyone leaves the Council it is custom to present them with a gift. A sum of £75 was agreed for the gift with the Chairman to discuss an appropriate gift directly with Mrs Evans, who would also be invited to the Christmas fuddle following the next Council meeting. In addition as a mark of esteem to Mrs Evans, she would also be asked to switch on the Christmas Lights at the forthcoming Carol Service. The Clerk was also asked to send a letter of thanks to Mrs Evans for her many years of service to parishioners.

The Clerk explained that notices advertising the vacancy had been posted on notice boards in the parish. Electors of the parish then have 14 days, as from the 30th November, to request the vacancy is filled via an election. If no election is called within the specified time period by ten or more electors, the Council is then free to co-opt a new member by whatever means it agrees. It was therefore suggested that if no election is called, a notice be placed in the Council notice boards that should anyone wish to stand they simply write to the Council stating their intent. If more than one application is received, Councillors will vote for their preferred candidate via means of a written ballot and this was agreed.

Cllr Halliwell left the meeting at this point

9. Matters Concerning Newstead Village

- 9.1 Speed Limit on Hucknall Road - Cllr Burnham said he had noted new 50mph speed limits had appeared on roads in Linby and Papplewick and requested that a member of Highways or the Accident Investigation Unit

talk to the Council as to why its requests for a speed limit of 50 mph on Hucknall Road have been ignored. It was agreed to invite a representative to the January meeting of the Council.

- 9.2 Village Signs - No alternative suggestions other than that proposed by Cllr Young had been received by the Council Cllr Wise explained she felt it was disrespectful not to use the original design as this had been designed in a competition held by the Council involving the local school with the winner being awarded a small prize. Copies of the proposed design was then circulated to members who felt the first option out of the two designs put forward was the preferred option.
- 9.3 Potholes - Cllr Burnham spoke of a large pothole appearing on the junction of Tilford Road with Hucknall Road. Cllr Young confirmed this had now been refilled. Cllr Burnham also drew attention to a rut in the road adjacent to the entrance to the car parking area serving the new cemetery. **Clerk to action**
- 9.4 Flytipping - Cllr Booth reported a mattress and items of garden furniture had been fly tipped on the grass verges between Hazleford Way and a footpath to the terraces. **Clerk to action**

10 Matters Concerning Newstead Abbey Park

- 10.1 Station Ave- Cllrs Young and Gascoigne confirmed that resurfacing of part of the Station Ave had taken place in the vicinity of Vicarage Corner. Rhododendron bushes had been cut back at the A60 end of the Abbey Drive through not yet opposite the waterfall as per the Council's previous request. The Clerk suggested that a further meeting be held with Penny Beniston at the Abbey as held earlier in the year and this was agreed. Mr D Robinson said he had understood that Ms Beniston had now left or would shortly be leaving to move to Wollaton Hall. The Clerk was asked to find out latest position.

11. Capital Projects

- 11.1 Notice Board on Station Ave - The Clerk advised that she was now in receipt of two quotes for a basic notice board in powder coated aluminium which she felt would be more durable than wood in this exposed location. The quotes for the notice board had come in at £670.44 plus VAT and £658 plus VAT. The Clerk advised that she would prefer to use the services provided by the contractor with the more expensive quote as the service had been better and in view of the small difference in cost she felt that the supplier could be persuaded to reduce his costs to match the other quote received. In addition there would be a further charge for removing the existing notice board and installing the new. It was agreed that a new notice board could be ordered and left to the Clerk to negotiate any discount with the suppliers.
- 11.2 Christmas Lights - Cllrs ratified the decision to purchase 15 strings of LED lights for the Christmas Tree which were ordered through Gedling Borough Council at a total cost of £375 plus VAT as per the clerk's email. A further estimate had also been received from Gedling Borough Council for the cost of redecorating the tree and subsequent removal and disposal for the sum of £200. The Chairman confirmed that disposing of the tree was always difficult and it was agreed that Gedling Borough Council be instructed to complete this work. The tree would be delivered on the 18th November. Cllr Wise then advised it was usual to have a small ceremony for lighting up the tree. Previously school children had sung carols and she would like to arrange this again. Newstead Centre had provided refreshments usually in the form of tea, coffee, squash and mince pies to which the Council had previously contributed. She then asked the Council what sort of limit she could spend up to on refreshments and a limit of £50 was agreed. A proposed date for the Carol Service would be Friday 29th November subject to other commitments at the centre. If this date was not possible she would email alternative dates to other Cllrs.

12 Correspondence.

The following items of correspondence were specifically noted:

- 12.1 Greenwood Community Tree Planting Grants - No suggestions received
- 12.2 Flood Meeting with Your MP - A public meeting to discuss issues connected with flooding was to be held at Rainworth Village Hall on Saturday 16th November from 1 to 3pm by Mark Spencer, MP

- 12.3 LIS - An email had been received from Cllr Richard Butler confirming that funding for LIS was to be reduced by at least 50% in the next financial year out of which £1 million pounds is to be put aside for Economic Development Initiatives leaving just £500,00 for LIS projects. NB Down from £3 million in current year.
- 12.4 Parish Council Liaison Meetings - The minutes of the last meeting had been circulated to Cllrs

13 Planning Applications

- 12.1 Consultation on the Issues and Options Document of the Gedling Local Plan - As this involved looking at many topics connected to planning, it was agreed that a separate meeting would be arranged to discuss the issues involved. Following consultation a date of 18th November at 7.30pm was agreed for this meeting.
- 12.2 Amendments to Application 4/V2012/0570 & 7/2012/1493 - Newstead and Annesley Country Park. Details of the revised works had been circulated to members. The Clerk reminded the Council that previously it had raised no objections to the original proposal, the revised proposal was for the same scheme with the exception of Lake 5 which would no longer be infilled. Cllr Burnham confirmed he personally objected to any material being transported into the Country Park and had previously opposed this in the past. No other Councillors supported his objections and it was agreed no objections would be raised to this scheme.

14. Reports from External Meetings

- 14.1 Neighbourhood Watch Scheme - The Chairman reported on a number of burglaries which had taken place during one evening all involving elderly residents. She reported that the Police have agreed to a meeting with a view to establishing a Neighbourhood Watch Scheme for Newstead village. This will be advertised at the Christmas Fayre to be held on the 30th November and she appealed to any Cllrs who would like to become part of this. Gedling Homes, representatives from Gedling Borough Council and also members of Ravenshead Neighbourhood Watch Scheme will also be attending this meeting to discuss the practical aspects of setting up the scheme. Further advice will follow after 30th November.
- 14.2 Sewage Issues - The Chairman also reported on a further meeting to be held on the 7th November when Severn Trent Water would be meeting with residents affected earlier in the year by discharge of raw sewage in the street

15. Cemetery Issues

A letter had been received from Mick Leivers requesting whether it was possible to fell a further 15 trees in the cemetery with a view to enabling 2 local youngsters to receive tutoring in the use of chainsaws. This request was agreed with Cllr P Burnham to agree with Mr Leivers precisely which trees were to be felled. Cllr Young said she was still awaited details of whether the bid to the Probation Trust had been successful. The Chairman advised there had been no further news on this matter

16. Items the Chairman considers urgent

ID Badges - Cllr Halliwell had previously confirmed she did not like the logo that had been emailed to Cllrs. The Chairman advised she did not feel it necessary to have a logo on the badge and to proceed without and this was agreed. It was agreed to ask Cllr Gascoigne to bring his camera to the next meeting of the Council.

17. Date of Next Meeting.

The next meeting of the Parish Council would be held on Wednesday 4th December when it was usual for refreshment and a buffet to be served. A number of guests would be invited. The sum of £5.25 per head was agreed.

With no further business to discuss the meeting finished at 9.10pm

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 4th December 2013

1. **Present:** Cllrs: Mrs P A Wise (Chairman), Mrs B Blood, Mrs J Booth, Mr P Burnham, Mrs D Adams, Miss A Halliwell, Mr S Gascoigne and Mrs P Young. Also present were: Borough Cllr Mrs P Andrews, Hayley Crouch and Cllrs Sam Wilson and Gail Turner from Selston Parish Council who wished to address the Council on the effects of HS2.
2. **Apologies for absence:** Apologies were noted from County Cllr C Barnfather and also the Clerk.
3. **Declaration of Personal and Prejudicial Interests**
No interests were declared by Cllrs.
4. **Approval of the Minutes of the Council Meeting held on Wednesday 6 November 2013**
It was proposed and seconded that the minutes be approved as a true record. This was agreed.
5. **Matters arising from the Minutes**
 - 5.1 **Address by D Widdowson** - Invite to be sent to Deborah to speak to the Council on the Locality Plan at February meeting. A member from Highways will be asked to speak at the January meeting.
 - 5.2 **Parking on Station Ave/Sand Kite** - A response had been received from Melvin Cryer. This use is contrary to Gedling's bye laws in force on the Sports field and the matter has been put into the hands of Gedling's Neighbourhood Wardens.
 - 5.3 **Lengthsmans Scheme** - Paul Bateman has advised that he hoped to get Network Rail to take responsibility for the verge on the crossing side of Station Road but to no avail. Maintenance of the planting beds is currently either through the Probation Service or volunteers and arrangements are ad hoc. Paint has also been purchased for lengthsmen to paint the metal railings on the Tilford Rd/Fraser Street junction.
 - 5.4 **MUGA Extension** - The Clerk met with Stephanie Chambers of Safe and Sound Playgrounds who has agreed that they will patch the holes in the netting and also replace some of the end caps on the MUGA and repair end goal mouth netting. This will be carried out at no cost to the Council.
 - 5.5 **Fraser Street Sign** - Following a meeting between Chris Brown, Gedling BC and the Clerk, the Borough Council has now confirmed both Fraser Street signs will be replaced and these have now been ordered.
 - 5.6 **Strimming of the Old Cemetery** - This work has now been carried out. The Council is still waiting to hear from the Probation Trust as to what equipment they would like.
 - 5.7 **Notification of Casual Vacancy on the Council** - Please refer agenda item 7
 - 5.8 **Hucknall Road Speed Limit** - Deferred to January meeting
 - 5.9 **Village Nameplates** - Notts County Council instructed to put work in hand on village nameplates as agreed.
 - 5.10 **Newstead Abbey** - Confirmation received of Ms Beniston's replacement and emailed to Cllrs. Further meeting with Council to be arranged once the replacement for Ms Beniston starts in the New Year.
 - 5.11 **Notice Boards** - The preferred supplier has reduced costs to match alternative estimate obtained and this has now been ordered. Eight to ten weeks delivery.
 - 5.12 **Christmas Lights** - The Christmas tree is now up and has been decorated by Gedling Borough Council with the new lights purchased.
 - 5.13 **Cemetery** - Letter sent to Mick Leivers confirming permission granted to fell trees under advice from Cllr Burnham. Advance notice to be given to Mr Leivers of expected funerals so any service is not disturbed. The Clerk has subsequently spoken to Mr Leivers who has advised that the bid to the Probation Trust is no further forward pending their restructure, although further suggestions have been emailed to him

re regular work the probation service could undertake in the village. Cllr Burnham confirmed he had not yet heard from Mr Leivers.

5.14 ID Badges - No further progress as the Council needs to take face shots for badges.

5.15 Highway Issues - A number of items have been reported to Highways. These include

a) Pot hole on Tilford Road - Ref 102977362

b) Resurfacing of rut in entrance to car park to cemetery - Ref 102977394

c) Blocked drain on Hucknall Road adjacent Musters Road - Ref 102977417

d) Flashing street light adjacent bus stop at junction of Hucknall Road/Tilford Road (new) - Ref 102977403

6. Accounts

6.1 Receipts and Payments for Approval

Receipts

£14.40 Reimbursement from Newstead Centre for unused refreshments purchased from Cllr Burnham following hay making day

A previous cheque (100018) sent to NAG had been stopped where payment not received and payee incorrect. A £10 fee has been incurred in respect of bank charges. A replacement cheque has been sent out and redrawn in the name of Newstead Parochial Church Council.

Cheques for approval at the meeting

100027	Newstead PCC	200.00	Donation towards children's presents
100028	Newstead Centre	36.00	Room hire costs for November Council meeting
100029	Newstead Centre	30.00	Room hire costs for Council meeting held 18th November re issues and options document
100030	Newstead Centre	12.00	Room hire costs for meeting of Future Newstead on 19th November.
100031	Mrs P A Wise	10.00	Chairman's Allowance (Nov)
100032	Mrs J Johnson	289.50	Wages (Nov)
100033	Notts County Council	74.88	Pension Contributions - (Nov)
100034	Mrs J Johnson	30.89	Refund for paint and brushes purchased by the Clerk for lengthsman re railings on Fraser St
100035	Mrs J Johnson	28.08	Assortment of Christmas cakes for tree lighting event (NB Council agreed up to £50)
100036	Mrs J Johnson	28.70	Clerk's expenses (Nov)
			Postage/Other 7.20
			Tel/Broadband 6.00
			Mobile Calls 1.55
			Mileage <u>13.95</u>
			Total <u>28.70</u>
10037	Mrs P A Wise	21.00	Drinks for the Christmas Buffet.

The accounts were approved as stated.

6.2 Any Other Matters Relating to Finance

There were no other matters relating to Finance

7. Notification of Casual Vacancy on the Council

An application to join the Council had been received from Newstead village resident Hayley Crouch following notification of the vacancy in Council notice boards when no poll had been requested within the deadline

specified. Details of her application had been circulated to Cllrs who all agreed to co-opt Hayley onto the Council. The Declaration of Office was signed by Ms Crouch in the presence of the Proper Officer of the Council.

8. Matters Concerning Newstead Village

- 8.1 Faulty Street Lights - A number of lights were reported not working. Cllrs to pass on details to the Clerk
8.2 Pothole on Tilford Road - This has now been patched.

9. Matters Concerning Newstead Abbey Park

There were no matters raised under this heading

10. Correspondence.

The following items were specially discussed:

Cllr C Barnfather (re comments on the Lengthsmans Scheme) - It was agreed to discuss this item at the January Council meeting

Notts County Council (Bus Consultation) - It was agreed to defer this item until the January meeting

11 Planning Applications

- 11.1 Amendments to Application 4/V2012/0570 & 7/2012/1493 - Newstead and Annesley Country Park. Information had been forwarded to Cllrs that a meeting of the Planning Committee held on the 12th November had deferred decision on this application pending further advice on lorry routing. Information subsequently obtained from Notts County Council confirmed they were now proposing a number of different options to access the site which involved HGV traffic travelling either to or from the site along Hucknall Road to the signalised junction with the A611.

The Chairman advised she had already held discussion of the Clerks on the basis of a proposed objection in that all HGV's to the site should continue to access the site through Annesley Cutting and not along Hucknall Road due to a number of highway concerns she then outlined. It was agreed that objections would be sent including lack of consultation with existing residents.

- 11.2 The following planning applications had also been circulated to members attending a meeting held on the 18th November and no objections received.

2013/1299 - Bunches Florapost, 19 Newstead Industrial Park (Proposed warehouse extension, first floor mezzanine & maintenance path - Resubmission of 2013/0168)

2013/1064 - 8 Fairfields Drive, Ravenshead (Proposed car port to front of property)

12. Reports from External Meetings

None

13. Cemetery Issues

The following persons were elected on this Committee following resignation of Cllr Evans.

Cllrs J Booth, P Burnham, A Halliwell, P Wise and P Young

14. Any Other Items the Chairman considers Urgent

There were no issues raised under this heading

15 Date of Next Meeting.

The next meeting of the Parish Council will be held on Wednesday 8th January 2014

It was agreed the next item would be deferred for consideration to the January meeting of the Council

16. Grounds Maintenance Contract - Option to Extend

With no further business to discuss the meeting finished at 7.40pm.

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 8th January 2014

1. **Present:** Cllrs: Mrs D Adams (Acting Chairman), Mrs B Blood, Mr P Burnham, Ms H Crouch, Miss A Halliwell, and Mrs P Young. Also present was reporter Mr D Robinson. Cllr P Andrews arrived later following attendance at another meeting elsewhere.
2. **Apologies for absence:** Apologies were noted from Cllrs Mrs P Wise, Mrs J Booth and Mr S Gascoigne. Apologies also received from County Cllr Chris Barnfather.
3. **Declaration of Personal and Prejudicial Interests**
No interests were declared by Cllrs.
4. **Address by Joel Marshall of Notts County Council on Newstead and Annesley Country Park
Planning Application**

Mr Marshall began by informing the Council that the initial application from RCAN to carry out landscaping on the country park had been received over a year ago. Following concerns expressed by Notts. County Council, a much larger scheme which included the infilling of Lake 5 for carp fishing had been withdrawn, due to concerns that had been raised about the harmful effects on the existing ecology and wildlife particularly birds. As a result the scheme had been scaled down to the infilling of Lake 2 and the visitors centre. In order to make Lake 2 safe for fishing, some infill is required to reduce the depth of the lake and this requires some 17,000 cubic metres of infill material to be brought into the site, which compares to 40,000 cubic metres under the original scheme. He explained that when the matter was brought for consideration of the Planning Committee on the 12th November, members had asked him to further explore routing of lorries into the site, namely, they did not believe that access to the site should be solely via Annesley Cutting. As a result four alternative options had been put to the Planning Committee all which involved the use of Hucknall Road to the signalised junction with the A611. A letter of objection had been received from the Parish Council bemoaning the lack of consultation with the village on this eleventh hour change. A decision had now been taken to defer any decision on this proposal until further consultation had been undertaken and further options for re-routing of the lorries to the site were now out for consultation.

Details of the proposed options had been circulated to Cllrs. Mr Marshall stressed that lorries would not be travelling down Tilford Road to gain access to the site whatever was agreed and that contrary to what was said in his report, the matter would now be deferred until the February meeting of the Planning Committee to allow time for further consultation. It was estimated that 1,800 deliveries would be required equating to an average of 13 to 40 deliveries a day. These would be timed between 8am and 4pm, Monday to Friday only.

Cllrs discussed objections to the routes proposed, namely the use of Hucknall Road including:

- a) Annesley Cutting remained the most efficient and shortest way to the A611.
- b) Close proximity to school, cemetery, number of homes directly affected including homes in Annesley
- c) If the junction between Annesley cutting and A611 was deemed dangerous for lorries turning right this should be sorted out as many Cllrs were travelling this way to work along many other villagers and were all equally at risk

- d) Hucknall Road is not lit, also derestricted, contains a number of sharp bends and is insufficient width for larger vehicles to pass. Also there are a number of concealed exits/entries directly onto the road serving various farmsteads.
- e) Lorries would need to pass the entrance to the industrial estate and thereby at a greater risk of accident from other vehicles exiting/entering this site.

Cllr Young asked what powers are available to prevent lorries using Hucknall Road, if Annesley Cutting was agreed as the sole route to the site. Mr Marshall advised that they (the applicants) would be in breach of planning conditions and Notts. County Council could intervene.

Mr Marshall also advised that Notts. County Council were investigating the recent passage of a number of HGV's through Newstead village in December as a result of delivering soil onto the site. He explained that a previous application had allowed for some landscaping around the visitors centre and it was debatable as to whether the materials brought in during December constituted permitted development. They were continuing to investigate this matter.

Following recommendations from the County Ecologist (Nick Crouch), it was noted that work would have to be undertaken outside of breeding season so would most likely be carried out over winter.

Mr Marshall agreed that comments made by the Council would be taken onboard and that he would speak to Highways on his return, in lieu of the report he was to prepare for the Planning Committee.

Hw also explained to the meeting was that funding for the whole project was very much contingent on funding secured by infill.

Mr Marshall was thanked by the Chairman for attending and following his address left the meeting.

5. Approval of the Minutes of the Council Meeting held on Wednesday 4th December 2013

The Clerk advised that the following corrections had been made to the minutes to be signed. Under agenda item 6.1 - Cheques for approval - wages, pension contributions and expenses for the Chair and Clerk are for November and not December as originally stated and under agenda item 13 - Cemetery issues - that Cllr Mrs P A Wise be added to list of councillors on this committee. With these corrections noted, it was proposed and seconded that the minutes be approved as a true record and this was agreed.

6. Matters arising from the Minutes

- 6.1 Address by D Widdowson - The Clerk advised that no officer from the Accident Investigation Unit could be spared to speak to the Council but an email had been forwarded to Cllrs explaining why Hucknall Road did not qualify for a speed limit of 50mph. Cllr Burnham advised he had asked for a member from Highways to speak at the March meeting instead.
- 6.2 Sand Kite Man - Further sighting had been made over the Christmas period where it was thought the individual involved had been sleeping overnight in his van. Details of the car registration had been passed on to Darren Gilder, Neighbourhood Warden at Gedling Borough Council. Cllr Burnham advised that Darren had since spoken to him to confirm he had asked the Police at Arnold to trace the owner of the vehicle and once these details were known he would call on him. Cllr Mrs P Young also raised the problem of children on Quad bikes using the sports field. It was felt that these should be using the loop. Cllr Halliwell was aware of the young persons concerned and felt they were too young to be using the loop
It was also noted that dog walkers were continuing to park their vehicles in a passing place on Station Ave and not in designated parking areas. Leaving a note on the windscreen was discounted as the Council did not hold an appropriate license for this. It was agreed that details of the vehicle concerned should be passed to the Clerk.

- 6.5 Fraser Street Signs - It was noted these signs had now been replaced.
- 6.6 Strimming of the Old Cemetery - The Clerk advised that nothing further had been heard from the Probation Trust in respect of the donation.
- 6.7 Village Nameplates - As nothing further had been heard since an email was sent to the County Council on the 7th November, the Clerk had written to the County Council chasing the position
- 6.8 Newstead Abbey - The Clerk advised that Penny Beniston's replacement, Jo Hunt, had started on the 6th January 2014 and an email had been sent requesting a meeting with the Council and also for permission to replace the existing notice board on Station Ave.
- 6.9 Notice Boards - The notice board had been delivered to the Council and was currently being stored in the Newstead Centre. Permission was now sought from Notts. City Council to take down the original and replace with new.
- 6.10 Christmas Lights - Whilst most members were happy with the new lights Cllr A Halliwell was not impressed. She felt the hanging of the lights themselves could be improved with many being put on as a clump near the base of the tree. The Clerk explained that initially some lights had been fitted on a temporary basis pending arrival of the new lights ordered and agreed these had been put on the tree badly. It was suggested that the Clerk speak to Gedling next year regarding improvements in dressing the tree in future
- 6.11 ID Badges - No further progress as the Council needs to take passport style photos for badges.
- 6.12 Highway Issues - The work to the highways as outlined at the previous meeting had been completed. Cllr Halliwell advised that the light on the Youth Centre side of the jitty on Webb Street had not yet been repaired. A street light directly outside the primary school was reported to be flashing on and off. To aid the Clerk Cllr Burnham passed on a map showing the position of all street lights in the village and asked for the offending lights to be pointed out, which they were. **Clerk to report to Highways.**

7. Accounts

7.1 Receipts and Payments for Approval

Receipts.

£75.00

A W Lymn - Memorial stone for burial plot.

Cheques for approval at this meeting

100038	Newstead Centre	135.12	Room hire and Buffet costs for December Council meeting
100039	Greenbarnes Ltd	801.77	New notice board on Station Ave
100040	Mrs J Johnson	50.00	Refund for cash donation made to Leen Valley Conservation Volunteers
100041	Mrs P A Wise	10.00	Chairman's Allowance (Dec)
100042	Mrs J Johnson	289.90	Wages (Dec)
100043	Notts. County Council	74.88	Pension Contributions - (Dec)
100044	Mrs J Johnson		Clerk's expenses (Dec)
			Postage/Other 16.03
			Tel/Broadband 6.00
			Mobile Calls Nil
			Mileage 4.95
			Total 26.98
100045	Society of Local Council Clerks	87.00	Subscription to Society of Local Council Clerks
100046	Mrs J Johnson	76.59	Gift (garden vouchers) and Card for Mrs W Evans

The accounts were approved as stated.

7.2 **Any Other Matters Relating to Finance**

There were no other matters relating to Finance

8. **Matters Concerning Newstead Village**

8.1 Tilford Road - It was reported that a settee had been left adjacent the end terrace at the bottom of Tilford Road. **Clerk to contact Gedling Borough Council re flytipping**

8.2 Livingstone Street - A settee in the garden of a house on Livingstone Street was reported.

8.3 Tilford Road - Cllr Burnham reported that a further pothole had appeared on Tilford Road just past the primary school. The position of the pothole was marked on the maps distributed earlier. **Clerk to report**

9. **Matters Concerning Newstead Abbey Park**

There were no matters raised under this heading

10. **Correspondence.**

The following items were specially discussed:

10.1 Notts. County Council (Bus Consultation) - The Clerk had obtained details of bus services both in Gedling and Ashfield which were affected by cuts to services. As this do not include the 3a or any other services passing close to the village no comments would be made

10.2 Lengthman's Scheme - Cllr Barnfather welcomed feedback on the scheme. Cllrs did not feel that the service necessarily offered value for money, especially as the Council will either need to fund the service by 50% in the next financial year as per the original agreement, or if funding for the scheme is scrapped, may be responsible for 100% of the cost. In terms of the workload over the past few months, the lengthsman had sided out Hucknall Road and removed branches from a road sign.

11 **Planning Applications**

11.1 Amendments to Application 4/V2012/0570 & 7/2012/1493 - Newstead and Annesley Country Park

As discussed earlier in the meeting it was agreed that the Clerk would draft a further letter of objection to include those points made earlier in the meeting. This would be circulated to Cllrs for comment prior to sending.

12. **Reports from External Meetings**

None

13. **Cemetery Issues**

None

14. **Any Other Items the Chairman considers Urgent**

Cllr P Young asked whether it was possible to defer the date of the precept meeting where she hoped to attend a lecture by Dr David Amos. A revised date of 29th January was agreed for this meeting.

15 **Date of Next Meeting.**

The next meeting of the Parish Council will be held on Wednesday 29th January which will be the precept meeting followed by the usual council meeting on Wednesday 5th February.

For the next item, the Council resolves to exclude the public and press for discussion of these matters, which involves the disclosure of exempt information as defined in the Local Government Act 1972, schedule 12a, Part one, para. 3 where this item relates to business affairs of an individual.

16. Grounds Maintenance Contract - Option to Extend

The Clerk advised that in the original offer letter to A Clarke there was an option to extend the existing contract for a further 12 months. In order to forward plan, the existing contractor had now asked the Council for confirmation as to whether the present contract would now be extended. As part of the consideration Mr Clarke outlined a number of additional extras not specified in the original contract, which he would undertake over the next 15 months. This included:

- a) Additional paths to be strimmed in the Old Cemetery
- b) All headstones and plaques in cemetery to be individually blown and swept with a hand brush
- c) All benches to be swept with a hand brush to remove all grass.

It was agreed by five votes to one to extend the contact with Mr A Clarke for a further year but for his performance to be monitored. The grounds maintenance contract will therefore expire on the 31st March 2015.

With no further business to discuss the meeting finished at 7.40pm.

Minutes of the Parish Council Precept meeting held on Thursday 30th January 2014 in the Sherwood Room of Newstead Centre, Tilford Road, Newstead Village, commencing at 7.00pm.

1. **Councillors present:** Cllrs P A Wise (Chairman), Mr P Burnham, Ms H Crouch, Mr S Gascoigne and Mrs P Young.
2. **Apologies for absence:** Apologies received from Cllrs D Adams and Mrs B Blood. Also Cllr P Andrews.
3. **Declarations of interest:**
No other interests were declared

4. **To Review Cemetery Charges for 2014/15**

Revised charges from A Clarke with effect from the 1. 1 .2014 had been circulated with the agenda. Cllrs requested the extent of additional charges which may be imposed by the gravedigger relating to oversized coffins and out of hours work. The Clerk explained that Mr Clarke preferred funeral services to be held no later than 3pm, as services held later would cause problems in filling the graves on dark winter evenings. The Clerk advised that additional charges would be ad hoc depending on the circumstances or size of coffin rather than a set amount each time. The list of present charges was then discussed and revised charges agreed as shown.

	<u>Resident</u>	<u>Non-Resident</u>
Purchase of a Deed of Right of Burial	£200	£650
Grave preparation fee for 6ft grave	£230	£710
Grave preparation fee for 8ft grave (for 2)	£250	£735
Re-open grave	£210	£500
Purchase of a Deed of Right of Burial in the cremations section	£150	£475
Burial of a casket in the cremations or burial sections	£115	£305
Erection of a headstone in the burial section	£80	£230
Additional inscription	£25	£105
Memorial on a cremation plot which must be no more than 2ft in height	£80	£230

In order to allow time for the Clerk to write to all funeral directors, it was agreed that the new charges would be applicable from the start of the new financial year i.e. 1st April 2014.

5. **To set the Precept for 2014/2015**

A report by the Responsible Financial Officer on the Council's accounts had been attached with the agenda and a further sheet was handed out which highlighted the following changes:

- Since writing the report Gedling Borough Council had advised the tax base had been adjusted downwards from **346.42** to **345.14**. New figures were noted in respect of amount of precept to be collected
- Cllr Burnham had drawn attention to an amount of £150 the Council had pledged to contribute towards plants for the Old Cemetery and as a result the forecast figures for 2013/2014 in respect of **cemeteries and village maintenance** were increased from **£8,150** to **£8,300**

The Clerk then explained the sums allocated under various headings as outlined in her report to the Council. In respect of **Receipts** received by the Council, Gedling Borough Council had confirmed that a cash payment of **£2,321** would be paid to the Council to offset the reduction in the tax base as a result of the Local Government Finance Act. Income received in respect of cemetery fees was hard to predict and the amount shown in the **Forecast** assumed no further cremations/burials until the end of the financial year. The estimate for 2014/2015 was a best guess with funerals being split equally between residents and non residents. The **VAT refund** was cost neutral as whatever was paid out in VAT was claimed back in the same year. This figure had reduced as no large items of expenditure were forecast during the next financial year. **Bank interest** had been reduced to zero as the Council currently had no deposit account. The Clerk advised that as the new account established she would make further enquires with HSBC on deposit accounts and this action was agreed by Cllrs

In terms of **Payments**, the figures for 2014/2015 were noted as per the report by the RFO. Councillors were pleased to note the reduction in **expenses**. It was noted that the figure under **cemeteries and village maintenance** did offer some scope for other work to be carried out. Cllr Young noted that as this heading also included money spent in other parts of the parish, it should be renamed as **cemeteries and parish maintenance** and this was agreed.

Cost in respect of **audit/insurance and subscriptions** were noted, whilst in respect of **room hire** costs for the 2014/2015, the Chairman explained the Newstead Centre was currently in the process of reviewing its fees and charges for room hire, which would undoubtedly mean a price increase.

Mr Burnham queried the budget under **£137/donations** and said in view of present cash restraints, he felt the figure of **£1,400** was too high and should be held at the same level as last year i.e **£1,225**. This was agreed by the other Cllrs present and the figures amended. The need for bodies to complete a grant application form in advance was also stressed rather than requests simply being presented to the Council on the day.

The Clerk also explained that since she had written her report, the possibility of parish councils being required to hold a referendum if the precept rise proposed was more than 2% had been reopened and NALC advised that a new judgement was due shortly. This meant that 2014-2015 could be the final year the Council could charge above a set amount without triggering the requirement to hold a referendum. In view of this Cllr Burnham proposed an increase in the precept of **10%**, however this proposal was not seconded by any other member of the Council. A motion to increase the precept by **5%** was proposed by Cllr P Young and was seconded by Cllr Gascoigne. A vote was taken with four out of five Cllrs in favour of increasing the precept by **5%**, with one against resulting in a total precept requirement of **£13,615**.

6. Items that the Chairman considers urgent.

None

7. Closure and Date of next meeting

The next meeting would take place on Wednesday 5th February commencing at 7.30pm.

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 5th February 2014

1. **Present:** Cllrs: Mrs P Wise (Chairman), Mrs D Adams, Mrs J Booth, Mr P Burnham, Ms H Crouch, Mr S Gascoigne and Miss A Halliwell. Also present were Cllr P Andrews and one member of the public.
2. **Apologies for absence:** Apologies were noted from Cllrs Mrs B Blood and Mrs P Young. Belated apologies were also received from County Cllr Chris Barnfather.
3. **Declaration of Personal and Prejudicial Interests**
No interests were declared by Cllrs.
4. **Address by D Widdowson on the Newstead Locality Plan**
This address did not take place as the speaker cancelled at short notice due to flu. _____
5. **Approval of the Minutes of the Council Meeting held on Wednesday 8th January 2014**
Subject to the following correction - that the meeting finished at 8.40pm and not 7.40pm as shown - it was proposed and seconded that the minutes be approved as a true record and this was agreed.
6. **Matters arising from the Minutes**
 - 6.1 **Address by Joel Marshall** - The Clerk advised the matter would be discussed at a meeting held at County Hall on 25th February. A letter of objection from the Council would be circulated shortly for comment. Cllr P Wise queried whether further consultation had been undertaken by the County Council and in what form. The Clerk advised no further correspondence had been received by the Parish Council. The Chairman advised she was disappointed that no further consultation appeared to have been undertaken and that the County Council should be informed.
 - 6.2 **Highways** - Clerk to request an officer to address the Council in March
 - 6.3 **Sand Kite Man** - Cllrs said use of the sports field by the sand kite man continues particularly over the weekends. It was reported that Darren Gilder had advised Cllrs that until he personally sees the man using this equipment on the field, there is little more he can do. Cllrs were advised to ring 101 to report further incidents. Cllrs were also asked by the Clerk to report sightings direct to D Gilder where she was not always available to report these sightings immediately. **Clerk to contact D Gilder re latest sightings.**
 - 6.4 **Village Nameplates** - Cllrs were happy with the proposed design, which had been emailed. Cllr Crouch raised a question re colour of written words as she felt the lighter colours may fade in time. The Clerk explained that the colours on the template emailed to Cllrs were not representative of the final design. Councillors were happy to instruct Malcolm Lane to proceed with the order with a view to the nameplates being installed around the end of March. **Clerk to instruct Malcolm Lane to proceed.**
 - 6.5 **Newstead Abbey** - the Clerk advised that Jo Hunt had confirmed she would be happy to meet with the Council and requested dates for the meeting. An email had been sent by the Clerk asking whether it would be possible to arrange an evening meeting. No reply had yet been received. **Clerk to chase**
 - 6.6 **Notice Boards** - Permission received from Notts. City Council to replace existing notice board. Estimates currently being obtained for the cost of installation.
 - 6.7 **ID Badges** - It was agreed all Cllrs would arrange for their own passport photos to be supplied to the Clerk
 - 6.8 **Highway Issues** - Cllr Halliwell reported the lamp on Webb Street had been repaired. This in turn had raised a further query as to who was responsible for the three street lights between Webb Street and the cut through up to Tilford Road. Further enquiries to be made with the Newstead Centre

- 6.9 Tilford Road - Although the settee had now been removed, rubbish was reported as being left on the street outside the same home. **Clerk to report**
- 7.0 Livingstone Street - This settee had now been removed but it looked as though the garden was currently being excavated. The Clerk confirmed no planning applications had been received in respect of creating a new driveway over the front garden and it was agreed that Cllrs would continue to monitor the situation
- 7.1 Lengthsman Scheme - The Clerk advised she had been contacted by the lengthsman following painting of the railings to advise he had approximately half a can of paint remaining and whether there was anywhere else within the village where the paint could be used. The Clerk had directed the lengthsman to a number of public seats and litter bins in the areas around the MUGA and village green; and also to the litter bin in the cemetery car park. Further suggestions were welcomed from Cllrs who endorsed the actions of the Clerk in putting forward the suggestions outlined above.
- 7.2 Grounds Maintenance Contract - An email had been sent to A Clarke confirming the Council's decision to extend the existing grounds maintenance contract by a further year subject to the additions outlined in his letter to the Council and circulated with the agenda.

The meeting closed to allow members of the public to bring up the next matters

The following items were discussed: The amount of litter on Hucknall Road particularly on the side of the forest e.g. Woodside. Cllr Andrews proposed that the Council should consider a litter pick later in the year when weather picks up possibly in April.

The amount of water again on Station Ave adjacent to Abbeyfield's Farm was discussed with Cllr Gascoigne explaining the history of the problem.

A parishioner queried why the speed limit sign did not convey the speed at which a motorist was travelling until almost level with the sign.

Cllr Andrews felt there were powers which could be exercised by Gedling Borough Council to force homeowners, particularly private owners, to tidy up their gardens and she would look into this.

7. Accounts

7.1 Receipts and Payments for January 2013

Receipts.

£750.00 A W Lymn - New cremation

Cheques for approval at this meeting

100047	Newstead Centre	£36.00	Room hire for January Council meeting
100048	Newstead Centre	£12.00	Room hire for Future Newstead Meeting
100049	Mrs P A Wise	£10.00	Chairman's Allowance (Jan)
100050	Mrs J Johnson	£289.70	Clerks Wages (January)
100051	Notts County Council	£74.88	Pension Contributions - (January)
100052	Mrs J Johnson	£43.29	Clerk's expenses (Jan)
			Postage/Other 31.89
			Tel/Broadband 6.00
			Mobile Calls Nil
			Mileage <u>5.40</u>
			Total <u>43.29</u>

The accounts were approved as stated

7.2 To Consider Grants to Other Bodies

a) Garden Competition

Details of a garden competition to be held in Newstead Village and organised by Debbie Widdowson had been circulated to Cllrs with the agenda. Cllrs felt the idea of the competition was sound but would like further information on the categories to be judged. Cllr Gascoigne also asked whether it was possible for the competition to include the whole of the parish, not just the village. As Ms Widdowson was currently off ill it was assumed that a meeting originally scheduled for the 6th February would not take place. The Parish Council agreed to sponsor the event and pledged the sum of £100 towards this.

8. Matters Concerning Newstead Village

- 8.1 Flying Skip - To counter the problems of flytipping in the parish, it was suggested that the flying skip service be reinstated. This was discounted however on the grounds of cost where the cost of providing this service was in the region of £1700 and thus prohibitive. The service offered by Gedling to collect larger items was discussed and it was agreed to circulate details of these costs. **Clerk to obtain details of the collection service and costs from Gedling Borough Council.**
- 8.2 Overgrowth on Footpath - Cllr Booth reported overgrowth growing through the fencing on the footpath between the access road serving the northern end of the terraces and Hazleford Way. **Clerk to report**
- 8.3 Telephone Kiosk - It was agreed to write to BT to remove the dilapidated telephone kiosk on the village green where it was evident this had not been in public use for many months and was now becoming a magnet for vandalism and general eyesore.
- 8.4 Post Box - The lip to the entrance to the post box on the wall of the Post Office had been damaged and there is now the potential for someone to cut their hand if posting a letter. It is believed that the owners of the Post Office have reported this matter to the Royal Mail. The Council has agreed to write to the Royal Mail requesting repair.

9. Matters Concerning Newstead Abbey Park

- 9.1 Flytipping - Cllr Gascoigne reported a number of black plastic bags had been left on Vicarage Corner. **Clerk to report**
- 9.2 Former Coal Stockings Yard/Linby Newstead Trail - It was reported that children on scrambling bikes have started using this area and churning up the landscape. It was agreed that Cllrs would pass on details of reg no of the bikes causing problems. The Clerk to contact Notts CC to warn them of problems. **Clerk to action**
- 9.3 Junction 27 M1/Boy Racers - Noise of motors racing down the by-pass had been heard the previous Sunday evening by Newstead residents. The Clerk advised that she was travelling home that evening and been overtaken by a number of boy racers who had gathered at Junction 27 and who were racing between the island at junction 27, the dual carriageway past Sherwood Business Park and down the A611 to Hucknall. It was agreed this problem should be brought to the attention of the Police where problems relating to 'boy racers' at this junction had been successfully stamped out previously.
- 9.4 West Lodge - Cllr Gascoigne raised concern regarding an area of woodland which he believed had been purchased by the new owners of West Lodge and which had now been scraped back. It was felt at this stage no planning permission would be required for tidying up the land but the situation needed to be monitored. He was also concerned that the new owners had diverted the course of the original watercourse through their garden and a rough sketch map was drawn up of the proposed deviation and handed to the Clerk. **Clerk to report the matter to the Environment Agency.**

10. Correspondence.

The following items were specially discussed:

- 10.1 Ward Walk - Details of a revised date would be forwarded to Cllrs.
- 10.2 Update from Future Newstead - The following updates were noted:
- Network Rail have replaced the old picket fencing with white metal railing
 - LIS bid for gym equipment turned down due to lack of funds
 - A Greenwood grant had been obtained towards fruit trees for the communal orchard.

- Planters/Raised beds had been weeded and topped up with soil donated by parishioners but theft of plants still occurring
- CISWO agreed to a meeting with Future Newstead and Trustees of the Newstead Centre to explore further opening hours of centre

10.3 Burial Records - Cllr Halliwell asked for further details on the request to see plans of the old cemetery. The Chairman explained arrangements had already been made with the persons concerned to view the plans prior to the start of the Council meeting.

11 **Planning Applications**

None received

12. **Reports from External Meetings**

None

13. **Cemetery Issues**

None

14. **Any Other Items the Chairman considers Urgent**

No urgent items were raised by the Chair

15 **Date of Next Meeting.**

The next meeting of the Parish Council will be held on Wednesday 5th March.

With no further business to discuss the meeting finished at 9.05pm.

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 5th March 2014

1. **Present:** Cllrs: Mrs P Wise (Chairman), Mrs D Adams, Mrs B Blood, Mrs J Booth, Mr P Burnham, Ms H Crouch, Miss A Halliwell and Mrs P Young. Also present were Ward Cllr P Andrews, County Cllr C Barnfather and one member of the public.

2. **Apologies for absence:** None received.

3. **Declaration of Personal and Prejudicial Interests**

No interests were declared by Cllrs.

4. **Address by D Widdowson on the Newstead Locality Plan**

Hard copies of the plan were passed to Cllrs. Deborah Widdowson explained that she was employed by Gedling Borough Council to tackle many of the issues affecting the village. The Locality Plan could be described as her work programme and is more focused on economic development than the Parish Plan. Two areas covered in the plan relate to children and young adults, the absence of facilities for age ranges 5 to 12 has been noted, and also economic well being, which included initiatives on employment and training. The plan itself will include an annual evaluation of the plan and interim reviews and she wished the Council to be involved in this.

She raised concerns that the proposed closure of the Newstead Childcare centre could also result in Sure Start moving from their current premises in Newstead to the Tin Hat Centre or Annesley. The proposed closure would be discussed in further detail at the next meeting of the Children and Young People's group. Alternative childcare provision would also be more expensive and as a result it may no longer be financially viable for some parents to work.

Finally, in respect of the garden competition she advised that in principle there were no objections to this being parish wide and help would be needed to advertise the competition to remainder of parish. She also felt there may be a need for a separate category for the gardens of residents in the Abbey. The next meeting to plan the competition and fun day would be held at the Newstead Centre on 27th March 2014 at 7pm.

5. **Approval of the Minutes**

5.1 **Precept Meeting**

Cllr Burnham felt he had expressed a wish at the precept meeting that the budget allocated in respect of S137/Donations should have been lower. The Clerk advised that figure had been reduced to the same amount as agreed last year in accordance with Cllr Burnham's comments. With this noted, it was proposed and seconded that the minutes be approved as a true record and this was agreed.

5.2 **March Council Meeting**

It was proposed and seconded that the minutes be approved as a true record and this was agreed.

6. **Matters arising from the Minutes**

Precept Meeting

6.1 There were no matters arising from these minutes

Council Meeting - 5th February

6.2 **Address by Joel Marshall** - A letter had been sent to Notts. County Council as agreed ahead of the planning meeting to held on the 25th February. Following this and further consultation with residents along Hucknall Road and the Accident Investigation Unit, officers had recommended the use of Annesley Cutting as the sole access to the site. Cllr Barnfather advised that the Planning Committee had agreed to accept the

recommendations put forward by officers and that photographs along the route of Hucknall Road had been taken by Joel Marshall, Planning Officer and displayed at the planning meeting. These clearly showed the bends in the road and number of gaps in field fences. It was felt that Mr Marshall had taken on board comments put forward by the Council and the Council was appreciative of the work carried out by him. The Chairman also thanked Cllr Barnfather for speaking at the planning meeting to ensure a successful outcome on this matter.

- 6.2 Highways - The Clerk advised she had been unable to persuade an officer to attend an evening meeting but had received confirmation that an afternoon site meeting could be arranged. Cllrs P Wise, Burnham and Young would be able to attend during the day and it was agreed the Clerk would arrange a suitable date, which would also be circulated to all other Cllrs in the event they could take time off work to attend.
- 6.3 Sand Kite Man - The Clerk confirmed she had spoken to Niki Pekal who advised that both the Neighbourhood Wardens and Police/PCSO's were aware of the use of the playing field by this individual. Nothing further would happen until the individual was caught in the act. Cllrs were asked to report any sightings using the 101 number as this would alert any PCSO's who happened to be on duty at the time. Cllr Young also noted the sports field was being used by a person flying a model helicopter and queried whether this was in Gedling's terms of use. Most Cllrs did not feel this was a problem and the Chairman felt this activity may be of interest to local children.
- 6.4 Village Nameplates - The Clerk advised that instructions had been sent to Malcolm Lane to undertake work and now it was just a matter of time before nameplates installed.
- 6.5 Newstead Abbey - A date for a meeting had been put forward of Thursday 13th March at 10am in the Abbey. Cllrs Wise, Burnham, Young and the Clerk to attend. **Clerk to confirm**
- 6.6 Notice Boards - An estimate of £190 had been received from Mr A Clarke for the cost of installing the new notice board and removing the existing. This was below the provision of £200 included in the budget forecast for this work. The Council agreed the work could proceed. **Clerk to action**
- 6.7 ID Badges - No further developments
- 6.8 Highway Issues - It was agreed that responsibility for the lights between Webb Street and Tilford Road would be raised at the next meeting with Highways. It was noted that one of the lights had been repaired previously by the County Council.
- 6.9 Tilford Road - This had now been cleaned up. —
- 6.10 Livingstone Street - No longer a problem.
- 6.11 Lengthsman Scheme - The Clerk advised she had passed instructions to the lengthsman to trim back vegetation on the cycle route /footpath from the terraces to Hazleford Way.
- 6.12 Flying Skip - Details of the collection service offered by Gedling had been circulated to Cllrs. Discussion ensued as to whether it was possible for the Parish Council to have three skips delivered to the car park at the Newstead Centre. Cllr Burnham felt that three small skips would not be anywhere sufficient to accommodate the amount of goods that would be disposed of by residents.
- 6.13 Overgrowth on footpath - See also 6.11. Cllr Booth reported that although the grass bank had been strimmed on one side of the path but it was noted that vegetation still coming through the railings.
- 6.14 Telephone Kiosk - The Clerk advised she had received a response from BT who advised that they would not normally remove a telephone where there was a proven need and an engineer would be instructed to carry out any repairs necessary. The Clerk had sent a further letter advising that the phone had been out of action for many months and that no public demand existing for its repair. No further action required pending visit by engineer.
- 6.15 Post Box - The Clerk advised she had made a number of phone calls trying to establish who was responsible for the replacement of the post box. Eventually she was advised that the local delivery office would have to request action to repair/replace the mail box and she had therefore written to the Hucknall Sorting Office
- 6.16 Flytipping - The black bags had been picked up
- 6.17 Former Coal Stocking Yard - Activity on this land had now ceased but Cllr Halliwell reported a number of scramble bikes were seen accessing Freckland Road and going towards the Country park. Cllrs were advised to ring 101 to report the bikes as a problem.

- 6.16 Junction 27/M1 - No further cars racing had been heard. Cllr C Barnfather advised that the Police were well aware of the problem, but the previous injunction obtained by the Police to stop the problem was time limited. The racers had initially moved to Netherfield but an injunction had now been served on this location hence the return to Jct 27.
- 6.17 West Lodge - Cllr P Young raised concerns that the owner of West Lodge might try to extend the curtilage of his garden into the woodland.
- 6.18 Ward Walk - Cllr Burnham confirmed that he and the Chairman had participated in this walk. Minutes taken during the walk had yet to be received

The meeting then closed to allow members of the public to discuss parish matters with the Council

Mrs P Harvey advised that the Newstead Residents Association had now been wound up and that the proceeds remaining in their bank account had been split between Newstead PTA and the Parish Council. She hoped the Parish Council would use the proceeds to pay for the next newsletter. Cllrs had no objections to this arrangement and a cheque for the sum of £272.76 was presented to the Council. The Clerk asked Mrs Harvey to ensure that the printer sent their account for the next edition of the newsletter to the Parish Council for payment. Mrs Harvey also raised the problems of moles in the cemetery. The Clerk was asked to find out further information on bulbs previously planted to deter moles.

The meeting re-opened

7. Accounts

7.1 Receipts and Payments for February 2014

Receipts.

£225.00 A W Lymn - Memorial headstone for recent cremation

Cheques for approval at this meeting

100053	Nottinghamshire County Council	£25.00	5 bags of 25kg Salt
100054	Newstead Centre	£36.00	Rent hire for February Council meeting
100055	Clarke's Cemetery Services	£60.00	Cremations costs
100056	Notts ALC	£182.89	Annual Subscription for NALC
100057	Mrs P A Wise	£10.00	Chairman's Allowance (Feb)
100058	Mrs J Johnson	£289.70	Clerks Wages (February)
100059	Notts County Council	£74.88	Pension Contributions - (February)
100060	Mrs J Johnson		Clerk's expenses (February)
			Postage/Other 24.44
			Tel/Broadband 6.00
			Mobile Calls Nil
			Mileage <u>2.70</u>
			Total <u>33.14</u>
100061	Gedling Borough Council	£815.00	To supply, decorate and dispose of Christmas tree lights and new lights

The accounts were approved as stated

7.2 To Consider Grants to Other Bodies

a) Newstead Community Volunteers - A grant application had been received from this newly established group who hoped to carry out a series of events for the community at the Newstead Centre for local residents to enjoy. The amount requested of £100 would be put towards food for a gig held at the Newstead

Centre on the 28th February. Any surplus made from that concert would then be ploughed into the next event and so on. Cllr Adams felt the evening had been a great success. Proposed by Cllr Burnham and seconded by Cllr Adams that donation of £100 be paid and this was agreed.

b) Newstead PCC - A request for a grant of £250 towards the Easter Fayre had been received from Newstead PCC. As this was a substantial percentage of the amount held in this budget and to allow for it to be shared equally between all groups/requests, it was proposed by Cllr Burnham and seconded by Cllr Young that a contribution of £100 was made. This was agreed.

c) Newstead Youth Centre - A request had been received from Cllr P Andrews on behalf of the Youth Centre for a £100 contribution towards the £650 cost of redecorating the centre. The work would be carried out by one of the youth club members and part of the cost covered the labour involved. It was proposed by Cllr Wise and seconded by Cllr Burnham that a grant of £100 be offered and this was agreed.

d) Nomads Cricket Club - The Clerk advised she had been approached by this cricket club to ask if the Council would be prepared in principle to contribute towards the cost of replacing damaged cricket nets. It was agreed that an application form should be sent to the club and they be asked what provision would be in place to ensure any replacement nets were not damaged and also how many local children the team were hoping to involve.

7.3 Pension Provision for the Clerk

The Clerk advised that Notts. County Council had carried out the tri-annual valuation of the Local Government Pension Fund. As a result from April 2014 and for next 3 years the contribution rates paid by Newstead Parish Council as an employer would fall from the present level of 18.2% of the Clerk's salary to 14.7%, which would save the council approximately £11 each month. **Cllrs to note information**

8. Matters Concerning Newstead Village

8.1 Pre school Learning Alliance/Surestart - Cllr Couch explained that closure of the childcare centre would badly affect single mums in the village as this was the only place in the village that offered this service which was both local and considerably cheaper than alternative child care facilities elsewhere.. The Chairman advised that negotiations had been underway between Surestart and the Newstead Centre and these were at an early stage. This would not be a nursery however. It was noted that the childcare centre was not financially viable and an attempt to save costs by reducing the hours of opening had resulted in less use of the centre. Cllr Barnfather had held a meeting with the County Manager at the Pre School Alliance. Although an action group had been set up it was not clear what support could be offered by the Council.

8.2 Hucknall Road - Cllr Burnham felt a number of trees on Woodside were leaning over into the highway and he was concerned these may cause a hazard. Cllr Barnfather suggested the Council write to the landowner and ask if their tree surgeon could inspect these trees and certify them as safe. **Clerk to action**

8.3 Lamp Post - The lamp post outside the former chip shop was reported as faulty. **Clerk to report**

8.4 Former Chip Shop - Cllr Andrews advised that the large amount of rubbish that had accumulated in the rear yard of the chip shop had now been removed and the dilapidated wall taken down. She explained that the Chief Executive and Deputy were in the village on another matter when she asked them to view the problem. They both agreed the situation was not acceptable and the cleaning up operation took place almost immediately. As a result she had written to the Chief Executive/Deputy thanking them for their actions. It was agreed that an excellent job had been carried out

9. Matters Concerning Newstead Abbey Park

9.1 Station Ave

It was agreed that ahead of the meeting arranged for the 13th March the Clerk would send a letter outlining the Council's main concern and lack of progress on repairing pot holes on Station Ave. Cllr P Young agreed to forward information to the Clerk in advance of the meeting, which she had previously drawn up and which would be passed to Nottingham City Council.

10. **Correspondence.**

The following items of correspondence were specifically discussed

10.1 CPRE - Details of the Best Kept Village had been circulated to Cllrs.

10.2 Marie Curie Cancer Care - Free Will Writing service advertised for the over 55's - This scheme was noted with details to be included on notice boards in parish

11 **Planning Applications**

11.1 Proposed Wind turbine on Newstead and Annesley Park - Newstead residents had received a mail shot referring to an application on Newstead and Annesley Country Park in respect of a wind turbine with a tip height of 126 m that was capable of supplying electricity to the equivalent of 700 homes. Further information had been requested and an environmental statement had been received. It was agreed that a separate meeting would be required and as the application was tied in very closely with progress at the visitor centre, a visit to the centre and country park should be arranged to enable the Council to assess the merits of the proposal and to raise concerns with the applicant. Due to a number of Cllrs who worked during the week, the Clerk was asked to arrange a site meeting for a Saturday morning. **Clerk to contact Chief Executive at RCAN to arrange site visit.**

11.2 The following application was also discussed with no objections

2014/0065 - 24 Abbey Road, Newstead (Porch Extension)

12. **Reports from External Meetings**

None

13. **Cemetery Issues**

None

14. **Any Other Items the Chairman considers Urgent**

No urgent items were raised by the Chair

15 **Date of Next Meeting.**

The next meeting of the Parish Council will be held on Wednesday 2nd April. Apologies for this meeting were given in advance by Cllr C Barnfather.

With no further business to discuss the meeting finished at 9.35pm.