

**Minutes of the Parish Council Meeting held on Monday 4th January 2010 at 7pm
The Village Hall, Lingwood Lane, Woodborough, Nottingham**

PRESENT: Cllr. G Parkinson (Chairman), Cllr. Paul Berrisford, Cllr. Margaret Briggs, Cllr. John Charles-Jones, Cllr. Paul Hough, Cllr. Mavis Leafe, Cllr. Jan Turton, Cllr. Charles Wardle, Cllr. Richard Whincup

IN ATTENDANCE: Mark Spencer (Notts County Council), Averil Marczak (Clerk)

889. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr. Boot and Cllr. Wiltshire.

890. MINUTES OF THE PARISH COUNCIL

The minutes of the meeting held on 7th December were approved following minor amendment.

891. MATTERS ARISING

Cllr. Hough informed WPC that he had compiled the rules for the Parish Council's logo design competition and would circulate for approval at the February meeting.

Cllr. Wardle reported that Geoff Baggaley would put the road salt supplied by Notts County Council onto his van and distribute it to problem areas around the village using his discretion.

The chairman read out a letter from Mr Harlow; the clerk was asked to circulate it to members of WPC for their consideration and to write to Mr Harlow to acknowledge its contents.

892. DECLARATIONS OF INTEREST

There were none.

893. COUNTY REPORT

Cllr. Spencer reported that the County Council were coping with the challenge of gritting roads.

Cllr. Spencer reported that, despite the commencement of its construction, the school fence was still a matter of live discussion within County Hall, with the County Council's Legal Department hoping to secure a compromise from the Wood's School. The clerk read out an email received from the Revd Giles in his capacity as Chair of Trustees, stating that the school intended to seek to amend the proposed lease on the Governor's Field from 7 years (sic) to 2 (ending July 2011). The email explained that, should the application for Village Green status be successful, the school might utilise the Governor's Field for a future school playing field. The chairman asked the clerk to respond, stating that the 6 year lease had been signed at the Parish Council meeting on 7th December 2009 and therefore was completed on that date.

Cllr. Wardle and Cllr. Turton put forward their view that notwithstanding WPC's policy of opposing the fence, no actions should be taken that might inconvenience the school children. It was proposed and agreed to remove the secondary padlock allowing normal access via the combination lock.

894. DISTRICT REPORT

There was none given, due to Cllr. Boot's absence.

895. CHAIRMAN'S REPORT

The Chairman reported back on the Parish Event at County Hall held on December 10th. Cllr. Kay Cutts had invited speakers from several parish councils to give feedback on their dealings with County Hall, and expressed her commitment to understanding parish issues. Sue Jaques had given a presentation about funding for parish projects which had the support of their county councillor.

896. CORRESPONDENCE & EXCHANGE OF INFORMATION

The clerk passed around a letter received from Mr and Mrs Newton concerning the fence at the top of the Meadows. It contrasted the active stance that WPC had taken against the school fence with its response to the Meadows fence. It was agreed that the Chairman would respond to the letter, explaining that while the Parish Council had been a consultee on the school fence issue, it had no role in adjudicating between neighbours over a legally constructed fence.

The clerk reported that the Woodborough Ladies had sent a generous donation of £360 to pay for the refurbishment of the baby swings. The Council recorded their thanks to the Woodborough Ladies and agreed to install a plaque to recognise their donation.

The clerk reported that several notes of thanks had been received from the recipients of the Woodborough Charities Christmas distribution, and these were given to Cllr. Leafe as trustee.

Following the distribution of the joint Parish Council/Community Association letter concerning the Village Green application, the clerk reported that 6 supportive responses had been received, and one letter of opposition.

A letter had been received from Paul Reed seeking WPC's help in finding a successor as coordinator for Woodborough in Bloom. It was agreed to invite Mr Reed to the February meeting, and place an appeal in the Post Office and the newsletter (the latter at a cost of circa £10).

The clerk read out a letter from the Revd Giles stating that the church newsletter should not be used for discussing the school fence or any similar sensitive issue. The minutes of the Parish Council will continue to be published.

The clerk reported that a request had been received from the Bridge Club to pay hire fees electronically, and there was no objection to this.

The clerk advised that Laura Wardle of WCA had forwarded some ideas used in other villages that could be applied to Woodborough's red telephone boxes, once they were under WPC's control. The Chairman reported that progress with BT was slow, and told the meeting that he had heard of cases where the cost of lighting the boxes had been considerable; it was agreed that the boxes should not be lit at night once they became WPC's responsibility.

The clerk advised that a circulation had been received from Ian Austin MP concerning vandalism of war memorials, but it was agreed that this was not a problem experienced in Woodborough.

897. PLANNING APPLICATIONS

An application by Dr H Vyas to build a rear ground floor extension at 3 Hawthorn Close, reference 753 09/1084, was considered and there were no objections.

898. FLOOD PREVENTION

Cllr. Briggs reported that she had visited the resilience store at Lowdham, and would meet with the Emergency Committee to consider what might be done in Woodborough.

899. RIGHTS OF WAY

There was nothing discussed.

900. CLERK'S REPORT

The clerk reported that NALC had published revised payscales for 2009-10 which increased SCP 20, (the clerk's hourly rate) by 1.3% and the car allowance to 60.1p per mile, backdated to April 2009. The Chairman stated that it was WPC's policy to honour NALC's pay review. It was unanimously agreed to increase the clerk's salary accordingly. The clerk informed WPC that Roger Hawkins would raise an invoice for the increase in salary between April and September.

The clerk informed WPC that Clement Keys had concluded the audit of the 2008/9 accounts on 1st December 2009, and given an unqualified audit opinion. WPC was unable to provide a copy of the Notice of Conclusion of Audit for the 2008 audit, and Clement Keys requested that a copy of the 2009 closure notice be sent to them. The clerk confirmed that the 2009 annual return and closure notice had been put up on the Village Hall noticeboard that evening, and Cllr. Wardle agreed to display a further copy of both documents in the Post Office noticeboard.

901. FINANCE

The financial statement was approved and 21 cheques totalling £4545.70 were approved for payment. The Chairman noted that hedge cutting works invoiced by D.Clifford should have been brought to the Council for prior approval.

2010/11 budget: the Clerk reported that Gedling BC had indicated that Parish Aid would be frozen in the next year; despite the need to make cuts of 7.4% overall, the Borough Council recognised the valuable work carried out by parishes. Funding was subject to final approval in March 2010, and would be paid in full in April. Parishes were required to submit an outline budget to Gedling BC by January 29th, and to confirm the precept by March 1st.

Cllr. Charles-Jones proposed the draft budget that he had devised with the Chairman, which held the precept at £17,248 and balanced income and expenditure. It was agreed that the budget for improvements to the Village Hall should be increased from £1000 to £2000, as interior decoration was desirable. The Chairman agreed to follow up on the availability of community payback workers to carry out this work. Cllr. Whincup requested an allocation of £1000 to transfer the cemetery records to a database. Cllr. Spencer offered a grant from the County Council for this initiative. Cllr. Charles-Jones proposed that the clerk and caretaker should be paid monthly by bank transfer rather than by cheque and this was agreed. With these changes, the budget was agreed.

902. PLAYING FIELD & GOVERNOR'S FIELD

Cllr. Wardle reported that elimination of moles from the playing field would take place once the ground was softer. Cllr. Berrisford stated that he would ask the sports clubs about subletting once the fixture lists were available in February, and report back at the March meeting.

903. VILLAGE HALL

Cllr. Wardle proposed that WPC take advantage of a change in licensing laws and apply for a permanent liquor licence for the Village Hall, at a cost of £190 for the first year and £180 thereafter. Under the current system, only 12 temporary event notices could be taken out in any 12 month period, meaning that some events lost out. Cllr. Wardle proposed that the cost be passed on to hirers, and suggested that hirers who wished to use the licence be provided with a written summary of their responsibilities. Cllr. Turton requested that the Chairman review the detail for any potential legal pitfalls, and the Chairman agreed to refer his conclusions to the clerk for consideration at the next meeting of the Village Hall Working Party, to be held on January 22nd.

It was agreed that a request to book the hall for dog training should be declined.

Cllr. Hough proposed that all cleaning products should be sourced from NCC Supplies to ensure that safety data was available and this was agreed unanimously.

Cllr. Wardle reported that he and Colin Fraser would strip out redundant fan heaters, speakers and related wiring prior to new equipment being installed; some paint retouching would be required.

904. CHURCH YARD

The Chairman asked Cllr. Wardle to inform the Church Wardens that a provision of £500 had been made for the church yard in the budget.

905. CEMETERY

Cllr. Whincup updated WPC on the proposed purchase of the extension to the cemetery. The land had been pegged out and Alastair Benton's formal survey was awaited. Cllr. Whincup thanked Cllr. Charles-Jones for his help in staking out the land.

906. ALLOTMENTS

The clerk reported that 6 applications to join the waiting list had been received. It had been reported that the water pipe by the trough by the entrance had burst and had now frozen; Cllr. Charles-Jones agreed to check this and the pipe in the cemetery.

907. NEWSLETTER

It was confirmed that an appeal for a new coordinator for Woodborough in Bloom should be placed in the newsletter.

908. AOB

The Chairman thanked Cllr. Wardle for his work installing the Christmas lights.

Cllr. Charles-Jones asked who had responsibility for reading the meters in the Village Hall and the Chairman asked the clerk to ensure it was done.

Cllr. Spencer informed the Council that they were now able to fund their own interactive speed signs (cost to install, £5000-7000, running costs £150 per annum).

909. DATE OF THE NEXT MEETING

The date of the next meeting was confirmed as 1 February at 7pm in the Village Hall.

The meeting ended at 9.45pm.