

**Minutes of the Parish Council Meeting held on Tuesday 8th January 2019 at 7pm
The Village Hall, Lingwood Lane, Woodborough, Nottingham**

PRESENT: Cllr Andrew Gough (Chairman), Cllr Paul Berrisford, Cllr John Charles-Jones, Cllr Patrick Smith, Cllr Colin Starke, Cllr Jan Turton, Cllr Charles Wardle.

IN ATTENDANCE: Cllr Boyd Elliott (NCC, part), Mr David Burgess (Trustee of Woodborough Institute, part), Averil Marczak (Clerk).

3587. APOLOGIES FOR ABSENCE

Apologies were noted from: Cllr John Boot, Cllr Margaret Briggs, Cllr Jane Stone, Cllr Pat Woodfield, Cllr Helen Greensmith (GBC).

3588. DECLARATIONS OF INTEREST

Cllr Smith declared a nonpecuniary interest in the farm business tenancy for the Sam Middup Field. Others as registered.

3589. UPDATE ON WOODBOROUGH INSTITUTE

Mr David Burgess, trustee of the Woodborough Institute, gave some details about the history and covenants in the deeds pertaining to the Woodborough Institute, and its current usage. Although a very popular venue, the Institute has struggled to recruit new trustees and Mr Burgess was concerned that there should be a succession plan to ensure that it would stay open and viable. The Parish Council commended Mr Burgess for his commitment to the management of the Institute over the years. It expressed its strongest support for the Institute and it was agreed to work with Mr Burgess to ensure the Institute's survival and viability.

3590. MINUTES OF THE PARISH COUNCIL

The minutes of the meeting held on 11th December were approved.

3591. MATTERS ARISING

Cllr Wardle reported that he had been unable to source a spare part for the badminton posts, and it was likely that they would have to be used without the rubber pad beneath the base. Cllr Wardle questioned whether there was a fault with the flush in the gents' toilets and it was agreed to assess in conjunction with the original instruction manual. Cllr Smith had reviewed the Epperstone neighbourhood plan; there were no implications for Woodborough.

3592. CHAIRMAN'S REPORT

The Chairman thanked Cllr Charles-Jones and Rob Dixon for their work in designing and building steps to make the playground "House on the Hill" more accessible. Several villagers had passed on positive feedback.

3593. LOCAL IMPROVEMENT SCHEME

Due to Cllr Briggs' absence due to unforeseeable circumstances, it was agreed to defer discussion to February's meeting, noting the application deadline date of February 28th 2019.

3594. ALLOTMENTS – THEFT AND VANDALISM

Five allotment holders with plots near to Foxwood Lane had reported thefts/acts of vandalism committed between 24th and 27th December. Cllr Berrisford and Cllr Charles-Jones had taken

immediate action to block gaps in the hedge. The Clerk had collated a summary of items stolen/vandalised and would forward to Notts police.

3595. NEW PLAY EQUIPMENT

The scheduled repair of the path had not taken place due to heavy rain the day before, and would be rearranged for later in January. HAGS' reply regarding the split posts on the toddler swing was still awaited. The Clerk had made several unsuccessful attempts to communicate with GBC's Parks and Street Care operations manager, Terry Ball, and was still trying to arrange a meeting to explain the difficulties experienced with GBC's play inspections. Cllr Starke had now completed checklists for the Governors' Field equipment and it was agreed to serve notice on GBC, with Cllr Starke and Mr Richard Whincup undertaking inspections on alternate weeks from January 21st. Cllr Charles-Jones had installed new steps on the House on the Hill.

3596. GOVERNORS' FIELD

The Clerk was asked to contact GBC to agree a date for taking down the Christmas lights and to request that the lights be handed directly back for storage in the Village Hall. The number of non-functioning lights, and the cost of repair or replacement needed to be established. The Clerk would endeavour to obtain a quote from GBC for replacement strings.

3597. SAM MIDDUP FIELD FARM BUSINESS TENANCY

It was resolved to agree to a further two-year farm business tenancy with the incumbent tenant, with break clauses as per the previous agreement, and the Chairman signed the agreement with the Clerk as witness.

3598. PLANNING

The Clerk had responded under delegated powers to PC1050, GBC 2018/1147 for a new roof including dormer windows, single storey rear and side extensions at 48 Sunningdale Drive, making no objection. PC1038, GBC 2018/1155 for a replacement dwelling at 12 Bank Hill: it was agreed to observe that the lime trees and their roots outside the property must be protected during work. Cllr Smith asked that the Clerk seek GBC's response to an assertion made in the planning statement that the status of the Conservation Area management plan is unclear. PC1044, GBC 2018/0888, revised plans for a part single storey, part two storey rear extension together with loft conversion, erection of chimney to side elevation and alterations to porch at 131 Main Street: it was agreed to observe that many improvements had been made but to ask GBC to interrogate thoroughly whether the provisions of the Conservation Area management plan were met, with regard to the requirement for extensions to be subservient to the main building and not alter the form and composition of the main elevations.

The Clerk had corresponded with Mike Avery, GBC's Service Manager for Development Services regarding the pillars constructed at 123 Main Street. Mike Avery's response was considered and it was agreed to make further enquiries regarding what had been approved (2014/0866 documents not available online, nor design and materials for drive gates) and the process for evaluating Non-material Minor Amendment (NMA) applications, particularly whether a new amendment would be judged according to the requirements of the Conservation Area management plan. No further correspondence had been received from Mark Spencer MP regarding GBC's handling of 2017/1269.

3599. COUNTY REPORT

Cllr Elliott arrived at 8.20. He reported that a new Rights of Way officer was in place, Helen Spencer (Via EM). A resident email regarding parking on Lingwood Lane at school drop off/pick up time had been forwarded to Cllr Elliott for consideration. Cllr Elliott had put the Clerk in contact with Via EM's Environmental Maintenance Manager regarding a survey of the Governors' Field trees. It was agreed to engage Via EM to undertake the inspection (and production of a written report) at a cost of £45 per hour, subject to knowing the name of the inspector. The Clerk asked Cllr Elliott to expedite the payment of the agreed grants for the Tour of Britain and Christmas lights events. Cllr Elliott proposed funding a new bench in the village and asked the PC to consider a suitable location. There was no update on the Minerals Local Plan. Cllr Elliott left at 8.35.

3600. CEMETERY WINTER MAINTENANCE

Re-turfing and topping up of a number of graves was scheduled for week commencing 14th January. GBC had undertaken their annual maintenance work. While they had done an excellent job in some parts, e.g. clearing overgrowth from the plinths, concern was expressed regarding the wholly unsympathetic pruning of the central yew trees and failure to dig out or treat the stumps of elders. It was agreed to contact Kevin McGuinness of GBC and arrange a meeting at the cemetery to discuss concerns.

3601. VILLAGE HALL

The Clerk had contacted PRS regarding a music licence and awaited their follow up. Cllr Berrisford reported that the spotlights on stage had disappeared and it was agreed to follow up with Woodborough Players. The Clerk had contacted the Village Hall's sound and light manager regarding carry out some training and he was amenable to do so later in the year.

3602. CORRESPONDENCE AND EXCHANGE OF INFORMATION

An email had been received regarding the state of the triangle of land at the corner of Smalls Croft and Main Street. The Woodborough in Bloom team/Cllr Turton had been in touch with GBC, who had agreed to a programme of maintenance. GBC had offered to lay bark chippings on this bed and on the Ploughman Avenue bed, provided WPC clear the leaves. It was agreed to ask Rob Dixon to clear the leaves to take advantage of this offer. NALC had sent some details regarding the timeline for the May 2nd election and the Clerk had prepared a notice for display. The following items were noted: offer of legal services from Gedling Legal, GBC various agendas and press releases.

3603. PLAYING FIELD

The personal trainer in charge of the Boot Camp had agreed to pay £50 per quarter provided he could have a key for the Pavilion. This was agreed. The Clerk reported that the new electricity contract for the Pavilion was on less favourable terms.

3604. NJC NATIONAL SALARY AWARDS

The new rates applicable from 1st April 2019 were noted, for agreement later as part of the budget.

3605. BUDGET

The Chairman, Vice Chairman and Clerk would collate a draft budget week commencing 14th January and it was agreed to forward the provisional precept to GBC based on this draft budget. It was agreed that the budget and precept should be debated and approved at February's PC meeting.

3606. FINANCE

The Clerk presented the financial statement for January and 19 payments, totalling £4329.54 net, were approved for payment. Gross payments over £500: £558 to The Community Heartbeat Trust Ltd (for 2 replacement batteries for village defibrillators). It was agreed to donate £125 to the WCA under S137.

3607. NEWSLETTER AND WOODBOROUGH WEB CONTENT

It was agreed to include the minutes and also the date of the Parish Council election.

3608. AOB

Following comments made at the public meeting, that not all houses had received a copy of the consultation questionnaire, Cllr Charles-Jones recommended that a definitive list of the outlying/harder to find addresses was drawn up and that any future circulars should be sent by Royal Mail to these addresses.

3609. DATE OF THE NEXT MEETING

The date of the next PC meeting was confirmed as 12th February 2019.

The meeting finished at 9.35pm.