

**Minutes of the Parish Council Meeting held on Monday 14th September 2015 at 7pm
The Village Hall, Lingwood Lane, Woodborough, Nottingham**

PRESENT: Cllr Andrew Gough (Chairman), Cllr John Charles-Jones, Cllr Phil James, Cllr Patrick Smith, Cllr Colin Starke, Cllr Jan Turton, Cllr Pat Woodfield.

IN ATTENDANCE: Averil Marczak (Clerk), Cllr Boyd Elliott (NCC, part), 2 members of the public (part)

2569. APOLOGIES FOR ABSENCE AND ACCEPTANCE

Apologies were received and accepted from Cllr Paul Berrisford, Cllr John Boot, Cllr Margaret Briggs, Cllr Charles Wardle, Cllr Helen Greensmith (GBC).

2570. DECLARATIONS OF INTEREST

Non pecuniary interests - Cllr Smith: Woodborough Action Group; Cllr Turton: Woodborough Action Group, Cancer Research, Woodborough in Bloom; Cllr Woodfield: Tennis Club; Cllr Gough: planning application 2015/1004 (friend of applicant). Pecuniary interests –Cllrs Gough, Smith, Turton: Local Planning Document.

2571. PUBLIC SESSION

Between 7.05pm and 7.10pm the meeting was suspended to allow public comment. The applicants for a new dwelling at Hanson Farm, Shelt Hill explained why an onsite presence was needed for the businesses at the address (a livery yard and greyhound kennels) to continue to operate.

2572. PLANNING

Following discussion it was agreed to make no objection to PC 928, GBC 2015/0769, an application for a new dwelling with access at Hanson Farm, Shelt Hill as (1) the property would meet a business need; (2) the property would be well screened from the road and there would be no obvious impact on neighbours. At 7.20pm 2 members of the public left the meeting. There was no objection to PC 926, GBC 2015/1004, an application to create private access to Brantwood off Lowdham Lane. PC 927, GBC 2015/0940, an application for a garden outbuilding at 14 Old Manor Close was considered briefly but it was noted that the scale on the plan was inaccurate and a new plan would be required for observations to be made.

2 letters had been received regarding a potential development at 21 Lowdham Lane; it was noted that no further paperwork had been received from GBC and therefore it was not appropriate for WPC to discuss. The Clerk reported that during the summer break she had responded to 2 applications under delegated power, making no objection to PC ref 925, GBC 2015/0928TPO, an application for tree works at 32 Main Street, nor to PC ref 924, GBC 2015/0650, a proposed 2 storey and single storey extension and works to outbuildings at 153 Main Street, but requesting that GBC monitor any impact on the recorded distinctive features.

It was noted that following a protracted email debate between Cllr Turton and Bentons land agents, the hedge at Taylors Croft had been cut back to ensure the safety of the pavement users.

It was further noted that GBC had yet to take enforcement action regarding the construction of 2 garages at 101 Lowdham Lane and the installation of solar panels at Foxwood Lane, both carried

out without planning consent. It was agreed that the Chairman should write to John Robinson, CEO of GBC, expressing the need for urgent action.

2573. CO-OP SITE

Cllr Turton had been in contact with the site owner and understood that plans for 5 townhouses were to be resubmitted to GBC, and that the hedge trimmings would shortly be cleared.

2574. MINUTES OF THE PARISH COUNCIL

The minutes of the meeting held on July 13th were approved.

2575. CHAIRMAN'S REPORT

The Chairman asked members to remember that they should refrain from conducting debates by email when information pertaining to an agenda item was pre-circulated. It was important that members came to meetings with an open mind.

2576. COUNTY REPORT

Cllr Elliott reported that he had met with Cllr Wardle to discuss potential funding for new gateway signs. A new NCC scheme *Supporting Local Communities* would be launched imminently, and £20k had been ring fenced for gateway signs. WPC could apply but would need to match fund any contribution by NCC. Cllr Elliott recommended that WPC make an early application.

Cllr Elliott requested that the clerk apply for 3 blue grit bins on the winter supplies form, and email him to confirm that charges should be met from his budget.

2577. INSURANCE

It was resolved to renew the insurance policy with the Zurich at a cost of £1615.26.

2578. USE OF TENNIS COURTS BY PRESCHOOL

The Chairman reported that he had recently been approached by both the preschool and the chair of Woodborough Tennis Club regarding the arrangements for use of the tennis courts by preschool. An informal agreement had existed for many years which allowed preschool children to play outdoors on the tennis court. It was noted that the tennis club's timetable informed members that they would still have priority and that one member had insisted on this right. The Chairman proposed that WPC re-negotiate the Tennis Club agreement to guarantee preschool access to the courts from 10.00 to 11.00 and 14.00 to 15.00 on Monday, Tuesday, Thursday and Friday. This was agreed unanimously. It was noted that on occasions preschool children had used crayons and other inappropriate items on the courts and it was agreed that preschool's responsibilities might also be noted in the new agreement. There was brief discussion regarding the Tennis Club's hire of the courts to tennis coaches, and there was no objection to these arrangements continuing.

2579. FLOOD SCHEME

The Environment Agency had forwarded a revised collaborative agreement, pertaining to 2015/16 only and naming the EA as lead partner. The scope of the agreement included design and applying for consents and permissions, and would commit WPC to paying £6,000 to the EA to fund applications for consents and permissions. Cllr Charles-Jones recommended that WPC agreed to this expenditure, as already resolved in July 2014. In his experience, the EA rarely

showed such enthusiasm about a project. Subject to some minor typographical adjustments, it was resolved unanimously to sign the agreement.

2580. VILLAGE SIGNS

With Cllr Wardle absent, the Chairman deferred any decision about the merits of the signs to a later meeting. In light of Cllr Elliott's advice to apply for funding quickly, it was agreed that an application should be made on the basis that, if successful, WPC was not committed and could decline to match fund.

2581. PLANNING STRATEGY

The Green Belt Assessment had been published. Cllr Smith reported that part 2 of the Local Planning Document was now scheduled to go to Cabinet for approval on December 17th and that consultation could be expected thereafter.

GBC had forwarded a presentation summarising the results of the community workshop held in the village on March 18th, and it was agreed to paste a link to the document on the website.

2582. CONSERVATION AREA APPRAISAL AND UPDATE TO TPO

Commenting on work pre-circulated, the Chairman thanked Cllr Smith for his many hours of hard work in reviewing TPOs and assessing the current status of those trees included. Cllr Smith reported that he had reviewed all of the sites where trees, groups of trees and woods were mentioned in the 1969 schedules. He had taken photographs from public areas and also reviewed aerial photography from NCC and GBC planning portal websites. The Green Belt Assessment published by GBC recognised the importance of trees in Woodborough. A substantial proportion of the trees mentioned in 1969 was still in existence, meaning that the TPOs were still enforced and enforceable. Work was still in progress. Cllr Smith had received the documented amendments to the TPO from GBC, and had also received a statement from Peter Baguley regarding protected trees. In conclusion Cllr Smith was satisfied that the paperwork and the commitment received from GBC, combined with his new review, were adequate to meet WPC's concerns regarding protection for trees in Woodborough, and acknowledged that it was unrealistic to expect a full revision of the TPO.

Cllr Smith reported on the status of the conservation area review; Tony Player (GBC's consultant) had completed an assessment of the potential development sites in the village. He had also commenced desk research for the conservation area review. Due to budget constraints, GBC planned to undertake a review without consulting residents at the outset if funding from WPC was not immediately forthcoming. It was known that a process involving consultation of residents at the start was Tony Player's preference. Cllr Smith proposed that WPC undertake to make their £3800 contribution immediately, without requiring a written update to TPO. This was agreed unanimously.

2583. REQUEST TO INSTALL MEMORIAL BENCH ON FOXWOOD LANE

NCC had consulted WPC on a request to install a new bench on Foxwood Lane. It was agreed to comment that the verge was narrow, the location was near a bend, and the siting of a seat within the 60 mph zone should be considered carefully.

2584. BEST KEPT VILLAGE SIGN

The WCA had asked for WPC's endorsement of their recommendation to locate the best kept village sign on the grass at Smalls Croft, instead of the Governors' Field. This was agreed.

2585. DEFIBRILLATOR

It was agreed to order a 3rd defibrillator plus lockable box to be installed on the external wall of the Village Hall (quote £1,180 plus VAT, installation costs to be confirmed). It was noted that a power supply was required and the location would need to be determined in conjunction with the electrician tasked with installation.

2586. GOVERNORS' FIELD

Cllr Starke had attended RCAN's course on playground inspection and drawn up a new checklist that Geoff Baggaley would use weekly. It was agreed that GBC's monthly inspections should now be cancelled. It was agreed that a replacement seat for the "Tornado" should be ordered at a cost of £214.50 + VAT.

Cllrs Briggs, James and Starke had met with the Woodborough GREAT team to understand progress made to date. A provisional estimated cost for new equipment was £70-£90k and the team had identified several potential sources of funding. A further meeting was planned. The Chairman questioned whether there were any means of improving the appearance of the old equipment in the short term, without prejudicing future funding.

2587. NEW COMMUNITY BUILDING/SCOUT HUT

The Clerk read out an update from Lynne Morgan. The survey had yielded positive results and the team had commissioned designs and a building survey.

2588. LENGTHSMAN

The Clerk confirmed that Gareth Oakley had been appointed as lengthsmen. *CONFIDENTIAL STAFFING ITEM*

2589. CORRESPONDENCE & EXCHANGE OF INFORMATION

An email had been received complaining about noise at the hall and this was discussed in detail under the item "Village Hall". A request had been received from Woodborough Players to display their banner for a month; a 2 week timescale was agreed. Details of NALC's AGM had been received and Cllr Turton agreed to attend. NCC had notified WPC of a new 20mph advisory speed limit to be introduced outside the school as part of a county wide initiative. It was agreed to forward a comment regarding the location of the eastern sign on Main Street. SLCC renewal papers had been received and it was agreed that the Clerk's membership should be renewed at a cost of £131. Details of Greenwood Community Tree Planting grants had been received and all members were asked to think of potential locations. NCC had offered to supply salt to parishes and it was agreed to accept the free supply of 5 x 25kg. The following items were noted: date for the next police priority setting meeting; an update on code of conduct training; NCC letter regarding seasonal decorations; GBC various agendas and press releases.

2590. ALLOTMENTS

An allotment would shortly be vacant and it was agreed to advertise for a new tenant.

2591. CEMETERY

It was agreed to accept Gardenscape's quote of £195 for additional works to trees and hedges. One grave had been re-turfed to meet the expectations of family members.

Cllr Woodfield presented her ideas for the cemetery noticeboard and it was agreed to progress artwork.

2592. VILLAGE HALL

Cllr Woodfield presented an update from the VHWP. Water usage at the hall had increased significantly and it was surmised that this could be attributed to 2 occasions on which the tap in the bar had been found running; it was agreed to keep a close eye on the meter readings. A second bin was on order. Louis Ayre, the new sound and light equipment coordinator was now on-board.

The concerns of neighbours complaining about noise had been considered at length and it was agreed that (a) terms and conditions be changed to require music to stop at 23.30 and both the hall and car park to be vacated by midnight; (b) for Saturday night bookings a deposit of £100 to apply, cheques to be cashed and the money refunded provided all terms and conditions met; (c) sound limiting equipment to be investigated.

The completion of the bar refurbishment had been delayed until November due to the availability of the tradesmen. It was agreed that 3 quotes for the replacement of the windows should be obtained for discussion in October. Two missing small tables belonging to the hall – recently replaced at a cost of £142 – had been found in a garage. The Clerk had agreed to renew the electricity supply contract with Opus Energy under delegated powers.

2593. FINANCE

Grant Thornton had returned the audited Annual Return and the closure of the audit was being advertised on the noticeboard. The Clerk presented the financial statement and 25 payments totalling £6783.09 net were approved. Gross payments over £500: Geoff Baggaley £526.18 (work to railings), Natural Cut Stone £1071.60 (stone for railings), Zurich £1615.26 (insurance), Severn Trent £613.25 (water).

It was agreed that the Clerk should attend NALC CiLCA training (3 days) at a cost of £240.

2594. NEWSLETTER

It was agreed to include the minutes, advertise the allotment and the Greenwood Tree Planting grants.

2595. RIGHTS OF WAY

Cllr Berrisford had sent a written report: the way marker had been replaced on Shelt Hill and he had reported the broken traffic calming post on Main Street.

2596. DATE OF THE NEXT MEETING

The date of the next PC meeting was confirmed as October 12th 2015 at 7pm.

The meeting finished at 10.06pm.