

CALVERTON PARISH COUNCIL MINUTES

PARISH COUNCIL MEETING 13 May 2014

Present:

Chairman: J Bailey

Vice Chairman: N J Quilty

Councillors: Mrs P D Bosworth, M J Hope, Mrs P A Marks, B R Marriott, W Mellors, Mrs E E Quilty, E E Sturman, J Wood, R D Wood.

Staff present: G W Bott

Apologies: Mrs S D Bereznyckyj (illness), R A Marks (illness), D S Musson (holiday).

The meeting commenced at 6.47pm.

760 **DECLARATIONS OF INTEREST**

None.

761 **ELECTION OF CHAIRMAN**

Prop. N J Quilty, Sec. Mrs P A Marks.

Resolved: J Bailey elected as Chairman.

762 **CHAIRMAN'S ACCEPTANCE OF OFFICE**

The Chairman signed the declaration of acceptance of office.

763 **ELECTION OF VICE CHAIRMAN**

Prop. W Mellors, Sec. E E Sturman.

Resolved: N J Quilty elected as Vice Chairman.

764 **ELECTION OF COUNCILLORS WITH LIAISON RESPONSIBILITIES**

The Councillors with Liaison Responsibilities were confirmed as those currently serving with the following changes:

Planning – B R Marriott removed.

Footpaths/Highways/Environment – N J Quilty added.

Allotments – B R Marriott added.

Website/IT/Communications – Mrs P D Bosworth added.

Cemeteries – W Mellors added.

Finance – Mrs P A Marks added.

Neighbourhood Plan – M J Hope added.

Speedwatch – J Bailey added.

765 **NOTTS COUNTY COUNCILLOR REPORT**

Due to the limited time available to County Councillor Boyd Elliott, the Chairman invited his report. County Councillor Elliott noted that he will pay over the £1000 pledged to support proposed CCTV development in the village. He also noted that he will be donating £500 to support Calverton Play Day 2014 and wanted to work with the Parish Council to ensure these funds were directed effectively. He further noted that NCC had strimmed the area of Himalayan Balsam on Georges Hill and asked M J Hope to update the Council on further control measures. M J Hope reported plans to form a volunteer group to work with the landowner to hand pull the offending plants over a series of sessions. Mrs P D Bosworth reported that following the latest litter picking session she was working with County Councillor Elliott to provide more litter bins in the area of the old Police Station.

766 **MINUTES**

Prop. Mrs P D Bosworth, Sec. E E Sturman.

Resolved: Minutes of meeting held 8 April 2014, having been circulated to all members, were approved as a correct record, subject to the following amendment:

Min. no. 758 Exchange of information reports by Councillors with responsibility

Parks / Leisure – W Mellors congratulated the Park Keepers on the improvement in the Parks and Cemetery.

N J Quilty requested that improved Parks opening time signs be erected. The Clerk was asked to obtain quotations.

B R Marriott asked about damage to a piece of play equipment on James Seely Park. The Clerk noted that a quotation was awaited from GBC.

767 **MATTERS ARISING**

Mrs P D Bosworth asked about the following:

Min. 745/735 – Car Parks, St Wilfrids Square – the Clerk confirmed that the additional comment had been submitted on the Crookdole Lane planning application.

Min. 748 - Grant Application – Debz4Coffee

Min. 749 - Grant Application – Calverton Scouts and Guides Supporters Association – the Clerk reported that the cheques had been presented and publicity should appear in the June Echo.

Min. 754 – Collyer Road Allotment Site Fencing – M J Hope confirmed that following the efforts of GBC Planning the developers had agreed to erect a fence along the boundary with the allotment site. The Clerk was asked to follow up the contact with the developers to establish if a meeting could be set up to agree the fence line and construction.

Min .757 – Clerk's Report – Mrs P D Bosworth reported that the GBC Ward Walk had taken place and a number of matters were being progressed including pot holes, management of green spaces, fly tipping and graffiti. Further issues were noted which need to be addressed including replacement/refurbishment of direction posts and local flood prevention measures. N J Quilty noted that the Flooding Forum was aware of some of the local measures put in place. Mrs E E Quilty enquired whether the problem site off Main Street/St Wilfrid's Square was covered. M J Hope noted that GBC had given the owners a week to secure the boundary or would do the work in default and some fencing work had been carried out. M J Hope was asked to check whether GBC understood their requirement had been met, and if not, what further action would be taken.

Mrs P A Marks asked if the GBC Grounds Maintenance contract had been received (Min 745/738). The Clerk confirmed it had not, however, GBC had now cleared the contract and it was expected shortly.

N J Quilty relayed the thanks of Calverton Miners' Welfare for the use of Hollinwood Lane field for car parking during a recent football tournament.

The Chairman adjourned the meeting at 7.37pm.

PUBLIC PARTICIPATION - For Information Only

Two members of public present.

Mr Sellors thanked Notts County Council for work on the footpath on Georges Lane and noted the need for hedge trimming on a number of footpaths. The Clerk was asked to contact the NCC Footpaths Officer to establish responsibility for hedge cutting in relation to footpaths from Georges Lane to James Seely Park, Georges Lane to the Golf Course, Renals Way and Dark Lane. Councillor N J Quilty suggested investigating a scheme to engage "free workers" to undertake public works of this kind. Councillor Mrs E E Quilty suggested the Council issue a request for volunteers. Councillor Mrs P D Bosworth noted that the Church were looking into organising parish footpath walks.

Mr Sellors went on to note the quashing of planning permission for a local wind turbine which had been erected. The Council were asked to consider writing to GBC to ask what action will be taken specifically in the wake of this decision and in more general terms in the light of a range of issues with planning policy and decisions (see later section on Exchange of Information – Planning). Councillor M J Hope noted the planning service responses to Scrutiny questions around the development of the Local Planning Document and the position of safe-guarded land.

Mrs Brackenbury asked whether a greater Police presence could be achieved in the village. Councillors felt that in the current financial climate that was unlikely.

The Chairman reconvened the meeting at 8.15 pm

768 PLANNING OBSERVATIONS

2014/0397 Hollinwood House, Hollinwood Lane.
Conversion of outbuildings into cattery and residential annex.

No objection. However, the Parish Council would like a condition placing on the permission restricting further conversion to residential use at any time in order to limit residential development in the Green Belt area.

MATTERS FOR DECISION/DISCUSSION

Prop. J Bailey, Sec. N J Quilty.

That this Council agrees to take the specified action in respect of each of the "Matters for Decision/Discussion" items as listed on the Agenda dated 7 May 2014 and debated at the meeting held on 13 May 2014.

Agreed.

769 LETTERS FROM RESIDENT

To discuss issues raised by local resident in relation to their property.

Mrs E E Quilty presented photographs of the problems being suffered by the resident. She explained that a civil matter was being progressed and it was not appropriate for the Council to become involved with that. She raised concerns with the advice provided by GBC planning officers about the erection of a fence on the resident's property boundary and the loss of access to an historic communal pathway. The Clerk was asked to write to GBC Planning Service to enquire whether the erection of the fence should have been subject to planning permission and to note the residents' loss of access to a communal pathway.

770 GRANT APPLICATION FROM CALVERTON TWINNING ASSOCIATION

The application was considered at length. Councillors raised views that limited sums available for donations might be used more effectively for the benefit of parish residents in other ways.

Prop. W Mellors, Sec. Mrs P A Marks.

That the application be declined.

Prop. N J Quilty, Sec. B R Marriott

An amendment that a donation of £50 be made.

The amendment was put to the vote and lost by 6 votes to 4.

The original proposal was then put to the vote and carried by 6 votes to 4.

771 MANSFIELD LANE CEMETERY GATES

To discuss the use of the gate onto Park Road.

Councillors noted that the gates onto Park Road had been used for many years by pedestrians and that their closure represented the loss of an important amenity especially given the poor access offered by the nearest alternative gates on Mansfield Lane. Councillors also recognised that the current poor condition of the ground surface meant that pedestrian use was dangerous. M J Hope noted the GBC Chief Executive's offer to investigate making good the access for pedestrians should the Council agree that pedestrian access was desirable. Councillors agreed that such access was desirable and consequently M J Hope was asked to make enquiries with GBC about making good the access point and report progress to the Council meeting in June.

772 WILDLIFE AREA MANAGEMENT PLAN – WILLIAM LEE MEMORIAL AREA

Ref to Min. 646 dated 8 October 2013.

Mrs P A Marks noted that the Council had previously agreed to fund the management plan up to £3,900 if the LIS bid failed. She had received confirmation that the bid was unsuccessful. She was now working with Notts Wildlife Trust to develop the plan noting the conditions set out by the Council as regards control of ragwort and ongoing cost implications for the Council.

773 REQUEST TO PLACE A BENCH IN MANSFIELD LANE CEMETERY

After careful consideration of the request, Councillors decided to defer the application to the next Council meeting to allow more details of the existing provision to be established.

774 BEST KEPT VILLAGE COMPETITION

To discuss preparations for the competition.

Following a meeting of the working party, it was agreed that the focus for this year should be identifying the key issues which need to be addressed ahead of next year's competition.

775 VAT ADVICE

To update the Council on advice received regarding VAT on the proposed Sports Pavilion/Community Hall development.

The Clerk updated the Council on the VAT implications of the proposed Community Hall and Sports Pavilion on William Lee Memorial Park following consultant's advice. The Chairman agreed to call an Extraordinary Meeting of the Council to put the advice in the context of the overall project and agree a way forward.

776 CLERK'S REPORT

- The Clerk reported on progress with various health & safety issues.
- The Clerk noted that he had obtained quotes for window and door replacement works at the Council Room.
- The Clerk reported that the local advertisement for recruitment of seasonal Park Keepers had met with no response and the advertisement would now be posted in the June edition of the Echo.

777 EXCHANGE OF INFORMATION REPORTS BY COUNCILLORS WITH RESPONSIBILITY

Planning – Following the Public Participation session earlier in the evening, Mrs E E Quilty proposed and W Mellors seconded that a letter be sent to GBC Planning service asking what action is to be taken in the light of the appeal decision to quash the planning permission granted to the local wind turbine which had already been erected. This course of action was agreed.

Footpaths / Highways / Environment – Mrs P D Bosworth noted the success of the recent litter-picking session.

Parks / Leisure – No further report.

Allotments – Mrs P A Marks and B R Marriott agreed to complete the latest allotments inspection.

Core Strategy / Large Developments / Planning Policy – Mrs E E Quilty noted that recent LDP comments would be loaded on the website and that she was drafting a response to GBC's refusal of the Council's Freedom of Information Act request to access the original URS Master-Planning report.

HR / Employment / Staffing – No further report.

Website / IT / Communications – No report.

Cemeteries – No report.

Finance – A Finance Group meeting was scheduled for 15 May.

Neighbourhood Plan – N J Quilty noted that he was attempting to access external support to develop the plan.

Speedwatch – Mrs P A Marks reported on behalf of R A Marks the difficulties with engaging volunteers and accessing the shared speed gun. An option was to investigate purchasing a speed gun for the Council's use.

778 **CHEQUES TO SIGN**

Prop. J Bailey, Sec. N J Quilty.

Resolved: That the following cheques be authorised and/or signed*:

Goodbrooks Electrical Services Ltd	£30.00	Repair/replace light tube Council Room
Trevor Stubbins	£240.00	Hedge Cutting - William Lee Memorial Park
Cash	£100.00	Petty Cash Top Up
Debz4coffee	£200.00	Grant (080414)
Calverton Scouts & Guides Supporters Association	£200.00	Grant (080414)
1 st Access Locksmiths	£432.78	Lock/Keys Collyer Road Allotments
Corden Hardware Co Ltd	£12.00	Parks Equipment
Post Office / HMRC	£667.50	April Salary PAYE & NICS
NCC Pensions	£180.56	April Salary Pension Contributions
1 st Access Locksmiths	£75.00	Extra Keys Collyer Road Allotments
Corden Hardware Co Ltd	£6.00	Parks Equipment
Mr D Dooley	£10.00	Allotment Key Deposit Refund
Calverton & Woodborough Allotment Association	£190.00	Contract Works Jan-Apr 14 – (less contribution to Lock changes)
PCM-IT	£36.00	PC Repair
NCC Supplies	£27.18	Stationery + Parks Equipment
Baker Tilley Tax & Accounting Ltd	£2,250.00	VAT Advice for Pavilion / Community Hall Project
Cash	£200.00	Petty Cash
Gedling Borough Council	£288.40	Trade Waste – Cemetery and Council Room
IMI	£1,280.64	Refurbishment of Polish Cross
Reprotec Connect For	£23.46	Photocopying / Printing
Grimshaw Kinnear Ltd	£130.80	Replacement Tennis Net – William Lee Memorial Park
Corden Hardware Co Ltd	£9.72	Parks Equipment (Lock)
Corden Hardware Co Ltd	£7.80	Parks Equipment (Galv. Spray)

*Cheques marked with asterisk to be signed at meeting

The meeting closed at 9.37pm.

EXTRAORDINARY PARISH COUNCIL MEETING
22 May 2014

Present:

Chairman: J Bailey

Vice Chairman: N J Quilty

Councillors: Mrs S D Bereznyckyj, Mrs P A Marks, R A Marks, B R Marriott, E E Sturman.

Staff present: G W Bott

Apologies: Miss E J Bailey (prior commitment), Mrs P D Bosworth (holiday), M J Hope (other business), W Mellors (holiday), D S Musson (holiday), Mrs E E Quilty (prior commitment), J Wood (prior commitment), R D Wood (work commitment).

The meeting commenced at 6.45pm.

779 **DECLARATIONS OF INTEREST**

None.

780 **PROPOSED COMMUNITY HALL AND SPORTS PAVILION ON WILLIAM LEE MEMORIAL PARK**

Councillors discussed various aspects of the project including:

- Elements of the proposed scheme;
- Costs and funding of the scheme;
- VAT liability mitigation measures;
- Access to S106 funds;
- Potential for accessing grant funding;
- Borrowing approval; and
- Progress to Phase 2 of the GBC contract for design and construction services.

Mrs P A Marks proposed and E E Sturman seconded that the Council instruct GBC to undertake Phase 2 of the design and construction services contract. Agreed unanimously.

Councillors reviewed the outline scheme costs and contents and asked the Clerk to engage with GBC through the delivery of Phase 2 of the contract to ensure that the Council's priorities for the design, in terms of technical content, ongoing usability and visual appearance, were met as far as available funding allowed; and that desired timescales for delivery of the facility were achieved.

Councillors reviewed advice received regarding VAT mitigation measures and indicated that their preferred course was to resolve to opt to tax on the facility. The Clerk advised that this decision should be taken to come into effect directly before any construction work begins (Phase 3 of the GBC contract).

Following debate around some technical aspects of this course of action the Clerk was asked to:

- a) write to HMRC setting out the Council's intentions regarding opting to tax together with the professional advice received asking for feedback on any difficulties that might be foreseen; and
- b) check with the Council's professional advisors on the VAT status of certain input costs for the overall project.

After consideration of the Clerk's report on borrowing approval, N J Quilty proposed and Mrs P A Marks seconded that the Council seeks borrowing approval for £800,000 in order to progress the delivery of the proposed Community Hall and Sports Pavilion on William Lee Memorial Park. Agreed unanimously.

N J Quilty proposed and R A Marks seconded that the Clerk write to GBC to seek drawdown of the S106 funds previously identified as being directed to support this project. Agreed unanimously.

The meeting closed at 7.40pm.

GWB/LJH
27-May-14