

CALVERTON PARISH COUNCIL MINUTES

PARISH COUNCIL MEETING 10 June 2014

Present:

Chairman: J Bailey

Vice Chairman: N J Quilty

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

Staff present: G W Bott

Apologies: Miss E J Bailey (personal meeting).

The meeting commenced at 6.47pm.

781 **DECLARATIONS OF INTEREST**

None.

782 **MINUTES**

Prop. N J Quilty, Sec. B R Marriott.

Resolved: Minutes of meetings held 13 and 22 May 2014, having been circulated to all members, were taken as read, approved and signed by the Chairman.

783 **MATTERS ARISING**

Min. 767 – Mrs P A Marks asked whether the GBC Grounds Maintenance contract had been received. The Clerk confirmed it had not and would chase GBC again.

Min. 780 – Proposed Community Hall and Sports Pavilion on William Lee Memorial Park – Mrs P A Marks asked whether instructions had been issued to GBC to move to Phase 2 of the contract for delivery of the Community Hall and Sports Pavilion. The Clerk confirmed that instructions had been issued and a meeting with GBC staff is arranged for 17 June 2014.

Min. 767 – Mrs E E Quilty wished the minutes to reflect that the Parish Council had debated concerns about the condition of the site at 34 Main Street on numerous occasions. M J Hope noted that a planning application had now been submitted for demolition work on the site.

Min. 777 – Exchange of Information Reports by Councillors with Responsibility – D S Musson asked what difficulties were being encountered in accessing the Speedwatch speed gun. R A Marks reported that there appeared to be no clear arrangements for allocation of the gun and that other users with more regular volunteer support pushed for more access. The meeting was informed that the original agreement was for each of the three partner Councils to have two week access slots in turn. The Clerk was asked to contact the Clerks at Woodborough and Lambley to clarify an allocation schedule and handover arrangements. The Clerk was also asked to insert an advert in the Calverton Echo seeking volunteer support for Speedwatch in the village.

784 PLANNING OBSERVATIONS

Responses to the applications listed had been dealt with outside of the meeting.

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| 2014/0434 | Lodge Farm, Oxton Road. Proposed new manege for personal use only. No objection. |
| 2014/0591 | 45B Broadfields. Proposed rear single storey extension. No objection. |

W Mellors raised concerns that a substantial development is taking place on the old colliery site and no application has been received by the Council. M J Hope confirmed that he had seen no application at GBC. The Clerk was asked to enquire whether the development has suitable planning permission.

N J Quilty offered to draft comments for ratification by Councillors on an application to erect a wind turbine on green belt land in the GBC area to lodge the Council's opposition to such developments.

The Chairman adjourned the meeting at 7.04pm.

PUBLIC PARTICIPATION - For Information Only

Four members of public present.

Mr Wright expressed his belief that the Cricket Club had allowed car access via James Seely Park outside of permissions granted by the Parish Council. He also asked that the pre-arranged dates for events where car access on the park was permitted to be posted on the Council's notice board. The Clerk will check with the Cricket Club that the access agreement was not being broken and publicise the agreed event dates.

Mr Wright also complained about the condition of a number of footpaths. Councillors explained that footpaths were the responsibility of NCC.

Mr Smith addressed the meeting with concerns about the 34 Main Street site which adjoins his property. He noted that the site is an eyesore, attracts a range of anti-social behaviour and is a health and safety issue. He believes the property was allowed to fall into disrepair in order to increase the likelihood of permission being granted for its demolition. He believes the owners should be required to address the problems. He asked if the Parish Council were aware of the owners' plans for the site. Mrs E E Quilty noted her understanding of the planning requirements in a conservation area meant that the planning authority should discount any deterioration which occurred during the applicant's ownership and that any application to demolish the property should be linked to development plans for the site. A number of Councillors agreed that the owners should be required to set out their plans and resolve the problems with the site in a reasonably short timeframe. M J Hope noted the need for a larger surgery and current difficulties with funding NHS schemes of this nature. He referred to earlier conversations about identifying an alternate site in NCC ownership which might better allow the surgery development and release the problem site for more appropriate conservation area development.

County Councillor Elliott suggested engaging the Fire Service to inspect the property from a community safety perspective which may result in a formal requirement on the owners to make the site safe. N J Quilty indicated that the Parish Council's comments on the application for demolition should include retention of the building structure. The Clerk was asked to invite a representative of the owners to attend a subsequent meeting to set out their plans for the site and to respond to concerns raised by Councillors.

Mr Lloyd requested the support of the Council for the Royal British Legion's "Lights Out – One Million Candles to Remember" event planned for the evening of Monday, 4 August 2014, commemorating Britain's entry into WW1. The Council agreed to allow access to the Cemetery (Cenotaph) and the Memorial Garden for the event. Mr Lloyd provided a sample event poster.

Mr Barton reported that the Oasis on Burnor Pool was also becoming a problem site and needed careful monitoring.

Mr Barton suggested that in the past Calverton had supported other villages' Speedwatch operations so might reasonably request reciprocal assistance. He further suggested direct collaboration with Police speed operations might be beneficial.

Mr Barton suggested that individuals might use the NCC on-line problem reporting service to address footpath and highway issues.

Mr Barton referred to an agenda item requesting permission to keep chickens on an allotment. He suggested that before deciding on this, and any subsequent requests, the Council might develop a policy covering issues such as animal welfare, structure size and impact on neighbouring plots. He referred to the Norwich City Council model. Mrs P A Marks agreed that a working party approach to develop a policy with the Allotment Association would be positive.

The Chairman reconvened the meeting at 7.55pm.

785 COUNTY COUNCILLOR REPORT

The Chairman invited County Councillor B Elliott to address the meeting

Councillor Elliott noted that the weight restriction was now in place and invited residents to notify any concerns to him by email or telephone.

Councillor Elliott indicated that he would contact the Clerk at Woodborough Parish Council about setting up a diary for the allocation of the Speedwatch equipment.

Councillor Elliott reported that he had visited the Brambles development and noted that parking restrictions would be put in place along that side of Collyer Road from after the allotments site to the northern end. Also pavement and street lighting improvements would be put in place.

Councillor Elliott reported that he had received communications from residents near to the Admiral Rodney raising concerns about the "Rodneystock" event, which had proved problematical previously. D S Musson noted that the event would be subject to GBC Licensing and Police approval and residents could make representations to the licensing authority.

MATTERS FOR DECISION/DISCUSSION

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

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 4 June 2014 and debated at the meeting held on 10 June 2014.

Agreed.

786 REQUESTS TO PLACE BENCHES IN MANSFIELD LANE CEMETERY

Following deferral of a request from the May meeting, the Chairman and Clerk had inspected the area and determined that a maximum of 2-3 more benches might be accommodated. Councillors raised concerns with liability for ongoing maintenance of donated benches.

Prop. N J Quilty, Sec. R A Marks.

That the two applications received be agreed subject to the condition that the Council made clear its authority to remove any bench no longer in a safe and presentable condition. Agreed.

787 REQUEST TO ERECT A POLYTUNNEL ON ALLOTMENT 50 COLLYER ROAD

Prop. N J Quilty, Sec. E E Sturman.

The request be declined on the grounds that the proposed structure is too large. Agreed.

788 CPRE MEMBERSHIP

Renewal of CPRE membership 2014.

Mrs E E Quilty expressed concern with the appropriateness of the location chosen for the CPRE Annual General Meeting.

Prop. N J Quilty, Sec. Mrs P D Bosworth.

That membership be renewed at a cost of £36.00 and a letter be sent noting the Council's concern with the choice of Annual General Meeting venue. Agreed.

789 APPLICATION TO USE HOLLINWOOD LANE FIELD FOR CAR BOOT SALE

The item was deferred to allow the Clerk to explore potential terms of hire.

790 GRANT APPLICATION FROM ST WILFRID'S CHURCH

Following debate around the importance of the Church to the village and the relative responsibilities and capacity of the Church and the local community to maintain the building, N J Quilty proposed and E E Sturman seconded that the Council make a grant of £2,000, funded from reserves, towards the costs of the church repairs. Agreed.

791 APPLICATION TO KEEP CHICKENS ON COLLYER ROAD ALLOTMENTS

Following debate in the public participation section of the meeting, this item was deferred pending the development of a policy for the keeping of animals on Council allotments.

792 RISK MANAGEMENT

Oversight of Risk Management arrangements.

Councillors reviewed the Risk Schedule and approved the management arrangements in place. The Chairman and Clerk signed the schedule as a record of the Council's approval.

793 PROVISION OF NOTICE BOARDS AND PARK SIGNAGE

Following the unsuccessful LIS bid, Councillors deferred a decision to replace the notice board adjacent the Core Centre in order to investigate further the need for this notice board and to establish whether provision elsewhere would provide better community benefit.

The provision of a park entrance sign on William Lee Memorial Park was referred to the Parks & Leisure Liaison Group.

The Clerk was asked to proceed to acquire the supply and erection of health and safety signs for the play areas on James Seely and William Lee Memorial Parks.

794 COUNCIL ROOM MAINTENANCE

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

That the windows in the Council Room office be replaced in line with the quotations reported by the Clerk. Agreed.

795 STATEMENT OF ACCOUNTS

Prop. J Bailey, Sec. D S Musson.

That this Council formally approves the attached Statement of Accounts (subject to internal and external audit) for the Financial Year 2013/2014 and agrees that the balances carried forward are reasonable and are not considered significant when compared with the annual precept and other receipts. Agreed.

The Chairman and Clerk duly signed the Statement of Accounts.

796 ANNUAL GOVERNANCE STATEMENT

Prop. J Bailey, Sec. D S Musson.

That this Council approves the Annual Governance Statement as detailed in the Annual Return for the year ended 31 March 2014. Agreed.

The Chairman and Clerk duly signed the Annual Governance Statement.

797 CLERK'S REPORT

The Clerk reported progress on addressing a number of health and safety and signage issues.

The Clerk reported on a quotation to repair stone steps in St Wilfrid's Church Yard.

Prop. N J Quilty, Sec. B R Marriott.

That the steps be repaired at a cost of up to £400. Agreed.

The Clerk noted that the advertisement for recruitment of Seasonal Park Keepers closes on 11 June 2014 and arrangements are needed to review applications and plan for selection interviews. The Clerk was asked to arrange a meeting of the HR, Employment and Staffing Liaison Group to undertake these tasks.

798 **EXCHANGE OF INFORMATION REPORTS BY COUNCILLORS WITH RESPONSIBILITY**

Planning - no further report.

Footpaths / Highways / Environment - no further report.

Parks / Leisure - no further report.

Allotments - the Clerk was asked to organise a meeting of liaison Councillors and Allotment Association representatives to develop policy proposals for keeping livestock on allotments.

Core Strategy / Large Developments / Planning Policy - Mrs E E Quilty noted the ACS Inspector's decision to defer the inspection report publication date into August.

Mrs E E Quilty also noted the receipt of an email from the Save Mapperley Golf Club group raising concerns with ACS submissions made by the Parish Council. The Clerk was asked to circulate the email to Councillors, agenda the item for the next meeting and respond to the email to this effect.

HR / Employment / Staffing – the Clerk will organise a meeting for Seasonal Park Keeper recruitment.

Website / IT / Communications - no further report.

Cemeteries - no further report.

Finance – no further report.

Neighbourhood Plan - no further report.

Speedwatch – no further report.

799 **CHEQUES TO SIGN**

Prop. J Bailey, Sec. N J Quilty.

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

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| DCK Beavers Ltd | £581.64 | Year End 2013/14 Accounts Preparation |
| Corden Hardware Co Ltd | £28.55 | Parks Equipment - PPE |
| Notts ALC | £121.50 | Local Council Review Order 2014 |
| Cash | £200.00 | Petty Cash |
| CPRE Notts | £8.00 | Entry to Best Kept Village Competition 2014 |
| UK Safety Management Ltd | £84.00 | PAT Testing |
| Notts ALC | £10.00 | Pensions Briefing |
| Post Office Ltd / HMRC | £968.72 | May Salaries PAYE & NICS |
| NCC Pensions | £180.56 | May Salary Pension Contributions |
| Child Support Agency | £398.91 | May Salary Deductions |
| Viking Signs Ltd | £36.81 | Parks Signage (CCTV) |
| Mrs J M Stone | £50.00 | Training Support for Clerk (Year End) |

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|---|----------------|--|
| D K Papers* | £25.00 | Recruitment Advert – June Echo |
| DCK Beavers Ltd* | £432.00 | Preparation on 2013/14 Accounts |
| Calverton & Woodborough Allotment Association* | £28.00 | Subscriptions collected on Initial Letting |
| Ken Mafham Associates* | £650.00 | Professional Advice on ACS |

*Cheques marked with asterisk to be signed at meeting

The meeting closed at 9.10pm.

GWB/LJH
12-Jun-14