



CALVERTON PARISH COUNCIL MEETING MINUTES 20 APRIL 2021

Chairperson	Cllr. PD Bosworth
Vice Chairperson	Cllr M Hope
Councillors	Cllr LK Brown Cllr T Carnachan Cllr S Harris Cllr J Inger Cllr G Jones Cllr PA Marks Cllr A Meads Cllr P Winfield Cllr M Brackenbury Cllr NJ Quilty (joined the meeting at 20:45)
Staff Present	Anne Pallett
Apologies	Cllr Nick Quilty sent apologies that he would be late joining the meeting due to other commitments.
Meeting Commenced 18:50	
1/20042021	Chairman's Announcements Cllr P Bosworth made an announcement that this meeting had been scheduled for 13 April 2021 but had to be cancelled to the death of HRH Duke of Edinburgh.
2/20042021	Apologies received from Cllr N Quilty to say he would be late joining the meeting due to other commitments.
3/20042021	Declarations of interest were received from Cllrs Winfield, Hope and Harris in respect of agenda items concerning the allotments.
4/20042021	Public Participation Standing Orders were suspended by the chairman to allow for public participation. There were three members of the public present, two of which had joined in order to listen to the discussions around the opening of the village hall. Cllr L Brown spoke as a member of the public during this part of the meeting regarding the heritage garden, to say that she and Cllr Inger would like to thank Boyd, Mark, Dave and Ben Horton for their help with the work in the heritage garden. She is hoping to

obtain some bulbs again this year for planting and she and Cllr Inger had put out an appeal for some plants which have since been planted up. Cllr Brown would like a reply as to why the park keeper did not assist with the work in the heritage garden when asked to do so. Standing Orders were reinstated.

- 5/20042021 The minutes of the Parish Council meeting held on 10 November 2020 were approved as a correct record.
Proposed Cllr S Harris Seconded Cllr L Brown
For 8 Against 0 Abstained 3
Cllr Quilty was not in attendance for this vote
- 6/20042021 The minutes of the Parish Council meeting held on 17 November 2020 were approved as a correct record.
Proposed Cllr S Harris Seconded Cllr M Hope
For 6 Against 0 Abstained 5
Cllr Quilty was not in attendance for this vote
- 7/20042021 The minutes of the Parish Council meeting held on 3 February 2021 were approved as a correct record.
Proposed Cllr M Hope Seconded Cllr L Brown
For 6 Against 0 Abstained 5
Cllr Quilty was not in attendance for this vote
- 8/20042021 The minutes of the Parish Council meeting held on 9 February 2021 were approved as a correct record.
Proposed Cllr A Meads Seconded Cllr S Harris
For 8 Against 0 Abstained 3
Cllr Quilty was not in attendance for this vote
- 9/20042021 The minutes of the Parish Council meeting held on 16 February 2021 were approved as a correct record.
Proposed Cllr S Harris Seconded Cllr L Brown
For 5 Against 0 Abstained 6
Cllr Quilty was not in attendance for this vote
- 10/20042021 The minutes of the Parish Council meeting held on 9 March 2021 were approved as a correct record
Proposed Cllr S Harris Seconded Cllr L Brown
For 6 Against 0 Abstained 5
Cllr Quilty was not in attendance for this vote
- 11/20042021 Notts County Councillor Update – Apologies were received from Cllr B Elliot. He was unable to attend as this meeting was during a pre-election period.

- 12/20042021 Gedling Borough Councillors Updates – Cllr M Hope raised the issue that there is a planning application to convert the Baptist Chapel into two dwellings. He requested that this consultation be passed out to all councillors.
- 13/20042021 Matters for decision/discussion
That this Council agrees to take the specified action in respect of each of the “Matters for Decision/Discussion” items as listed below:
Proposed Cllr A Meads Seconded Cllr M Hope
Cllr Quilty was not in attendance for this vote
- 13.1/20042021 Parish Council resolved to give approval for shed 8’x6’ on allotment 18BL
Proposed Cllr A Meads Seconded Cllr M Hope
For 7 Against 1 Abstained 3
Cllr Quilty was not in attendance for this vote
- 13.2/20042021 Parish Council resolved to approve the request to keep 6 chickens on allotment 9CR
Proposed Cllr P Winfield Seconded Cllr A Meads
For 9 Against 1 Abstained 1
Cllr Quilty was not in attendance for this vote
- 13.3/20042021 Council resolved that this request from member of public in respect of pre purchase of a burial plot in Mansfield Lane and the waiver of non-resident fees be refused. Clerk to write to member of public to inform them that at the present time the council will not approve pre purchase of a burial plot in Mansfield Lane cemetery.
Proposed Cllr M Hope Seconded Cllr J Inger
For 9 Against Abstained 1
Cllr Quilty was not in attendance for this vote
Cllr Brackenbury was not in attendance during the discussion of this item and therefore did not vote.
- 13.4/20042021 The Parish Council considered the re-opening of the toilets on St Wilfrids Square. It was resolved that the RFO contact GBC to find out what is required to get the toilets re-opened. If the recommendation from GBC is that a deep clean is required then back to what is in the existing contract for cleaning then this can be agreed and the toilets opened, but, if GBC recommend that extra regular cleaning is required then this has to come back to the Parish Council for a decision.
Proposed Cllr M Hope Seconded Cllr M Brackenbury
For 10 Against 1 Abstained 0

13.5/20042021 The Parish Council resolved to open the village hall from 17 May 2021. Cllr Meads pointed out that Covid 19 health & safety information had been passed to M Bonas for it to be actioned. Concerns were raised regarding staffing at the village hall and how this will be managed. Ensuring the hall is Covid secure. Who is taking the lead on ensuring this happens. Staffing)
A counter proposal was put forward by Cllr T Carnachan that the Village Hall open on 21 June 2021 and that the Village Hall Committee look at the government guidelines to assist the office staff.

Proposed Cllr T Carnachan Seconded Cllr A Meads
For 4 Against 7
Cllr Quilty was not in attendance for this vote

The proposal to open the village hall on the 17 May 2021 was proposed.

Proposed Cllr P Bosworth Seconded Cllr P Marks
For 6 Against 4 Abstained 1
Cllr Quilty was not in attendance for this vote

The Clerk pointed out that the office does not currently have the capacity to take this on and that we do not currently have a caretaker available 7 days a week.

13.6/20042021 & 13.7/20042021

After considering current regulations and guidance the Parish Council resolved to hold the Annual Parish Meeting and the Annual Parish Council meeting on Tuesday 4 May 2021 by zoom. The Annual Parish meeting to start at 6.45pm and the Annual Parish Council meeting at 7:15pm.

Proposed Cllr P Bosworth Seconded A Meads
For 9 Against 0 Abstained 2

13.8/20042021 Cllr Meads gave feedback regarding grants he has applied for and obtained, on behalf of the Parish Council, from Gedling Borough Council, totalling £11574.

13.9/20042021 The Parish Council resolved to sell the parish council owned tractor and trailer at the going market rate. Cllr Meads to get prices in respect of this.

Proposed Cllr A Meads Seconded Cllr P Winfield
For 10 Against 0 Abstained 1

13.10/20042021 Item 6.8 deferred from meeting held on 9 March 2021. To get the Village Hall ready for accommodating the office staff,

It was agreed that Cllr Meads present a plan at the next meeting in respect of accommodating office staff at VH including a partitioned office, telephone line and public counter, moving costs and changes to telephones and security contracts up to the value of £7100.

Cllr Meads deferred this item to the next meeting.

- 13.11/20042021 Item 6.11 deferred from meeting held on 9 March 2021. In order to establish a more efficient system for the security of the Village Hall, all keys to be kept at the office, signed out, reason given and returned within 48 hours, apart from the Caretaker. Cllr P Marks agreed to defer this item until a decision is made regarding key holders in respect of alarms.

- 13.12/20042021 The Parish Council re-considered their previous decision made on 11/8/2021 allowing dogs on allotment sites and decided that Cllr Inger would carry out a survey of allotment holders regarding allowing dogs on the allotments and report back to a meeting once the survey was complete.

Cllr N Quilty joined the meeting at 20:45

- 13.13/20042021 The Council asked for anyone interested in being one of the 3 councillors nominated to view timesheets in situations where disputes may be suspected. This follows on from resolution made 4.4/260121. Three names were put forward. Cllr P Winfield, Cllr A Meads and Cllr J Inger.

- 13.14/20042021 The Parish Council discussed whose details to provide to Gedling Borough Council with regard to the letting of the village hall for elections 6 May 2021. Cllr Inger and Cllr Winfield offered to open and close the village hall and to be contact point on the day. Cllr Winfield agreed that his mobile telephone number could be given to the elections team at GBC for this purpose.

- 13.15/20042021 The Parish Council resolved to make a charge to Gedling Borough Council, at the normal rates, if they wish to have access to the village hall on 5 May 2021, the day before the elections, in order to set up.

Proposed	Seconded	
For 8	Against 3	Abstained 1

- 13.16/20042021 There was much discussion around the opening of the toilet on the William Lee park. The Parish Council are keen to get these facilities open to the public. This led to discussions around job roles etc. It was pointed out by the Clerk that the Council were still in a public session and that staffing matters should not be

discussed during this session. It was agreed by the Parish Council that the line manager urgently discuss and obtain agreement with the park keeper that, on his four days of work and the caretaker on his days of work, that they open the toilets at William Lee Park in the morning when they open the park and that they clean them before locking them in the evening when they close the park.

Cllrs Inger and Winfield agreed to carry out the closure and cleaning on days staff were not available.

Once staff agreement has been confirmed, the toilets are to be opened. If no agreement can be made, then this item needs to go on the agenda for the next Parish Council meeting, to discuss and agree a way forward.

Proposed Cllr P Bosworth	Seconded Cllr S Harris
Yes 10	No 1 Abstained 1

13.17/20042021 To allow the play/nursery group to have a key to the disabled toilet on William Lee park.
This item was deferred awaiting the outcome of item 13.16

13.18/20042021 Council considered a request to purchase green paint for the park keeper to paint the new gates to the wildlife area.

This resolution fell

Proposed Cllr P Marks	Seconded Cllr A Meads
Yes 3	No 9

13.19/20042021 Council agreed that Cllr Brown make contact with Langridge Homes the Dark Lane developer, asking if they would contribute towards the play equipment repairs at James Seely Park
Proposed Cllr L Brown Seconded Cllr N Quilty
Carried unanimously
Cllr Brackenbury was not able to be seen or heard for this vote.
Cllr Marks left the meeting at 21:40 after this vote.

13.20/20042021 Cllr Brown previously requested that councillors consider the draft Management Plan and 5 year plan for the Wildlife Area and that comments and feedback be emailed to her. She has had a very limited response to this request and asked that councillors re-consider the plans and email any feedback or comments to her prior to her putting this forward to Council for adoption.

13.21/20042021 To consider the purchase of a BT Red Phone Box to house a defibrillator on Main Street (old location) and Collyer Road. BT have released more phone boxes to be purchased during April
Councillor Brown suggested deferring this item to a later meeting

13.22/20042021 The Parish Council agreed to monthly adverts in the Calverton & Burton Joyce Local News magazine for an initial period of 3 months to promote the Village Hall at a cost of £50 per issue.
Proposed Cllr L Brown Seconded Cllr J Inger
Carried unanimously

13.23/20042021 To agree to using a shredder to dispose of the wood on the William Lee Park. Cllr Bosworth has been asked to suggest contractors and quotes prior to meeting.
This item was deferred to the next meeting due to time constraints.

13.24/20042021 To consider employing Gedling Legal to commence the required action with Land Registry in respect of the chapel on Mansfield Lane cemetery. (PAPER 5)
This item was deferred to the next meeting due to time constraints.

Resolution

It is likely that the public and press be excluded during consideration of the following item on the grounds that the item may involve the likely disclosure of exempt information as defined under the Public Bodies (Admissions to Meetings) Act 1960 1 (2)
Proposed Cllr P Bosworth Seconded Cllr M Hope
Carried unanimously

Staffing Matters

13.25/20042021 The Council agreed to grant permission to Proper Officer to take on other employment alongside employment with Calverton Parish Council, with the proviso that Calverton Parish Council take priority as the main employer. The Clerk left the meeting for this item to be discussed and voted on. The Chair contacted the Clerk by telephone to inform her of the result of the vote.
Proposed Not clear from recording Seconded Cllr S Harris
For 7 Against 1 Abstained 2
Cllr Marks had left the meeting and did not vote on this item.
Cllr Brackenbury was not able to be seen or heard for this vote.

13.26/20042021 Council decided to offer post of temporary administration assistant to the highest scoring candidate from the recent recruitment exercise.
Proposed Cllr P Bosworth Seconded Cllr S Harris
For 10
Cllr Marks had left the meeting and did not vote on this item
Cllr Brackenbury was not able to be seen or heard for this vote.

- 13.27/20042021 This item was deferred to the next meeting due to time constraints.
- 13.28/20042021 It was agreed the Clerks Report (for information only) would be emailed out to councillors.
- 13.29/20042021 Cheques (All) to be authorised and expenditure (over £100).(PAPER 7)
This item was deferred to the next meeting due to time constraints

Meeting ended 22:00

minutes produced by A Pallett

***I declare that this is a true account of the meeting
(approved at PC meeting held 9/02/2021)***

***Signed
Chair
Calverton Parish Council***

Dated