

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 2nd April 2014

1. **Present:** Cllrs: Mrs P Wise (Chairman), Mrs D Adams, Mrs B Blood, P Burnham, Ms H Crouch, Miss A Halliwell and Mrs P Young. Also present were Ward Cllr P Andrews, and two members of the public.
2. **Apologies for absence:** None received.
3. **Declaration of Personal and Prejudicial Interests**
No interests were declared by Cllrs.
4. **Approval of the Minutes of the Meeting dated 5th March**
It was proposed and seconded that the minutes be approved as a true record and this was agreed.
5. **Matters arising from the Minutes**
 - 5.1 **Highways** - This meeting had not yet been arranged.
 - 5.2 **Sand Kite Man** - No further sightings had been reported.
 - 5.3 **Newstead Abbey** - A meeting had been held on the 13th March whereby members put forward their concerns re the state of Station Ave/Abbey Drive. It was agreed to hold regular meetings with the next being scheduled for September.
 - 5.4 **Notice Board** - The Clerk reported this had now been installed.
 - 5.5 **Telephone Kiosk** - It was noted that repairs had been carried out to the telephone which was now in working order.
 - 5.6 **Post Box** - This has not been replaced and it was agreed that the Clerk would chase up the initial enquiry.
 - 5.7 **Former Coal Stockings Yard** - Cllr Crouch reported that the Police had moved on a number of bikers from this site.
 - 5.8 **Ward Walk** - Cllr Burnham noted that he had still not received the minutes from this walk
 - 5.9 **Proposed Wind Turbine on Newstead and Annesley County Park** - The Clerk advised the date that had initially been offered for a site meeting was not convenient. Alternative dates for the meeting had been sought and offered of either Saturday 26th April or 3rd May. Following discussion, it was agreed the best date for the meeting would be Saturday 26th April with apologies to be sent by Cllr Burnham. The Chairman advised she understood that a public meeting scheduled to be held on the 16th April at the Newstead Centre had been cancelled and it was agreed that the Clerk would inform Cllrs once a revised date for the public meeting was known.

The meeting then closed to allow members of the public to discuss parish matters with the Council

Ward Cllr Mrs P Andrews spoke of her concern regarding developments at West Lodge, where the owner had recently cleared part of the woodland he had recently purchased. There were concerns that the owner may try to use this land to extend his garden. It was agreed she would alert Gedling Planners to the situation. She also asked to be informed of the revised date for the public meeting in respect of the proposed wind turbine as she had been contacted by local residents concerned at the proposal.

The meeting re-opened

6. Accounts

6.1 Receipts and Payments for March 2014

Receipts.

£272.76	Future Newstead - Donation to Parish Council
£110.00	Fees for burial of cremated remains in Newstead Cemetery.

Cheques for approval at this meeting

100062	Newstead PCC	£100.00	Grant agreed towards Easter Fayre
100063	Newstead Youth Club	£100.00	Grant towards redecorating costs
100064	Newstead Centre	£100.00	Grant to the Newstead Volunteers
100065	Newstead Centre	£36.00	Room hire charges for March meeting
100066	Newstead Centre	£12.00	Rent hire for Future Newstead meeting
100067	Clarke's Cemetery Services	£190.00	Install new notice board
100068	Clarke's Cemetery Services	£60.00	Interment of Ashes
100069	Mrs P A Wise	£10.00	Chairman's Allowance (March)
100070	Greenbarnes Ltd	£15.84	Set of spare keys for new notice board
100071	Mrs J Johnson	£289.90	Clerks Wages (March)
100072	Notts County Council	£74.88	Pension Contributions - (March)
100073	Mrs J Johnson	£22.15	Clerk's expenses (February)
	Postage/Other	13.00	
	Tel/Broadband	6.00	
	Mobile Calls	Nil	
	Mileage	<u>3.15</u>	
	Total	<u>22.15</u>	

The accounts were approved as stated

6.2 To Consider Grants to Other Bodies

a) Nomads Cricket Club - A copy of the completed grant application form had been circulated with the agenda. The total cost of replacing the nets had been estimated at £360. The Clerk advised that the club intended the netting to be attached at the top of frame on something equivalent to a curtain track and following use the netting would be pulled back to one of the posts, where it would then be padlocked and chained. During winter it would also be removed completely. She also informed the Council that Ward Cllr Mrs P Andrews had advised that if the Parish Council were minded to offer the sum of £100 towards the nets she would make up the shortfall from a pot of money allocated to her as the Borough Councillor. Following discussion on how many Newstead children were likely to benefit from this proposal, Cllr P Burnham proposed £100 be donated to the Club, seconded by Cllr Wise and agreed with four members in support of the motion and three against.

b) Brownfield First - A request had been received from Brownfield First member Mrs Denise Ireland for £150 towards planning consultants fees towards a response to modifications on the Aligned Core Strategy currently out for consultation. The total cost of his fees would be £500 plus VAT, which she hoped to share between Newstead, Papplewick and Linby Parish Councils. Whilst some progress had been made in reducing the number of homes around Hucknall, more reductions had been made in other villages within Gedling Borough such as Ravenshead, Calverton and Bestwood. It was felt there were still issues to address and this was now the final opportunity to comment on the Core Strategy prior to the Inspector's recommendations coming out. It was proposed and seconded that a grant of £150 be offered and this was agreed.

c) Newstead Primary School and Nursery - A request had been received from the Headteacher for a donation towards the cost of purchasing new outdoor tables and seating with a view to creating an outside study area. The total cost of replacing the seating had been given as £3,405. Cllrs felt that the amount which could be offered to the school by the Parish Council was only nominal compared to the amount they were seeking. It

was also felt the school themselves could look to fundraise for the outdoor learning area and that there were opportunities to secure the amount needed from other sources. Cllr Burnham proposed the sum of £100 towards the costs which was seconded by Cllr Wise. With two Cllrs supporting this motion, one abstention and four against this motion was defeated. Following further discussion on the amount left to spend in the 'donations' budget, it was agreed write declining any financial assistance in this case. The Clerk was also asked to update Cllrs each month on the amount remaining to be spent in this budget as it was noted that funds within this budget were being depleted rapidly.

- 6.3 Appointment of Internal Auditor - Cllrs agreed that Mr John Price would again be appointed as the internal auditor for the Council to look at the accounts for 2013/2014 once complete.

7. Matters Concerning Newstead Village

- 7.1 Disposal of Litter/Waste collected by the Probation Service - This had been put on the agenda as branches and green waste had been left in the car park of the Newstead Centre following work carried out by the Probation Service in cutting down overgrown shrubs along parts of Station Road, Newstead. The Clerk explained that she had been able to speak to Gedling Borough Council who had arranged to remove the pile of brash left in the car park. The amount of waste that had been left behind was substantial requiring a large van and two men to clear up the debris. In future it had been agreed that the Probation Service would speak to Gedling before similar work is carried out so collection of the waste can be arranged with Gedling in advance. It was also agreed that in future should a similar situation arise and Gedling do not or cannot remove the waste, the Clerk be given authority to arrange for removal of any waste generated if work carried out by the Probation Service was for public benefit.
- 7.2 Lights/Highway Faults - Cllr Burnham reported that the street light outside the school was still flashing on and off. Also the central bollard on Tilford Road was not working. Cllr Halliwell also reported a number of lights were out in the village and she was asked to report these to the Clerk. **Clerk to action**
- 7.3 Old Cemetery - Cllr Burnham advised that he and the Chairman would be ordering plants for the old cemetery up to the sum of £150 as previously agreed by the Council.

8. Matters Concerning Newstead Abbey Park

No further matters reported other than those discussed earlier in the meeting.

9. Correspondence

The following items of correspondence were specifically discussed

- 9.1 Addiction Problem Advisory APSA Ltd - This was noted
- 9.2 Gedling Borough Council - Rate relief of 100% was noted for the cemetery
- 9.3 Grant Thornton - Annual return received for year ending 31st March 2014. Internal auditor will need to be appointed.

10 Planning Applications

- 10.1 The following planning applications were discussed: -
- 2014/0142 - Gosford Farm, Newstead Abbey Park (Re-use existing agricultural building (including replacement building for use as ancillary garage) - It was agreed the Clerk would make enquiries with Gedling Borough Council on future plans by the applicants as regards use of the building and whether an Article 4 directive could be applied
- 2014/0270 - Me-Clad Contracts Ltd, 20 Newstead Industrial Park 4 (Construct extension to premises for storage)
- No objections by the Council
- 10.2 Notification had also been received by the Parish Council that planning consent had been granted by Gedling Borough Council to fell a tree subject to a TPO at the following location subject to the following proviso as shown below

2014/0024TPO - Millward, Newstead Abbey Park (Permission sought to fell a Twin Stemmed Tulip - shown as T6 on plan submitted)

Proviso

'A replacement extra heavy standard Beech tree shall be planted in the first planting season following removal of the Tulip tree. Should the replacement tree become diseased or should die within five years of the planting of the replacement tree, the tree shall be replaced with a extra heavy standard Beech tree in the planting season by the applicant or their successors in title'.

11. **Reports from External Meetings**

Garden Competition - Cllr D Adams reported back on a meeting held in respect of the garden competition. Initially judging was to take place mid week and during the day but as a result of further discussion some judging would now take place in the early evening to enable people who worked during the day to enter. She explained there would be a number of categories including best front and best back garden, best yard, best hanging basket, and best wildlife garden. Debbie Widdowson hoped to set up a workshop making hanging baskets. Judges would be Ward Cllr Mrs P Andrews, the director from Bunches Florapost and an 'expert' from one of the local garden centres. Each category winner would receive £50. Flyers are to be produced and will need to put through doors. It was also agreed that the garden competition should run in tandem with the Best Kept Village Competition and that a working party for this was required comprising Cllrs Wise, Crouch, Adams, Burnham and Young. A further meeting to plan the competition was to be arranged when it was agreed to discuss the BKVC. **Clerk to arrange meeting with D Widdowson**

12. **Cemetery Issues**

An unusual request had been made regarding burials/cremations in one plot. This had now been resolved and it was agreed in respect of future queries the Clerk should continue to liaise with all members of the Cemetery Committee for a decision as she had done in this case. Cllr Young felt any issues should be covered in the regulations where Cllrs had spent a lot of time discussing these, although it was noted this particular situation was not covered and was probably unique. Cllr Halliwell felt that letters should now be sent out to plot holders reminding them of the regulations. The Clerk advised that due to number of plot holders, the postage costs alone of sending out letters could be as much as £75. It was confirmed the regulations had been posted on the notice board in the cemetery for over one year and copies of the regulations were sent out to all new plot holders. It was agreed if letters were to be sent they should be directed to those families who continued to breach the regulations. The cemetery committee agreed it would meet and identify those plots where this was occurring. Clerk to send copies of the regulations to all Cllrs on the Cemetery Committee.

13. **Any Other Items the Chairman considers Urgent**

The Lengthsmans Scheme - Confirmation had been received from Cllr C Barnfather that the Notts County Council would be funding the lengthsmen for a further year in line with the original agreement. During this second year only 50% of the cost of the lengthsmen would be paid by the County Council with each of the parishes funding the outstanding balance. In Newstead's case this would entail paying for 6.5 hours of work each month based on a wage of £10.50 per hour. Cllrs discussed whether they wished to remain in the scheme with majority of Cllrs not wishing to commit further funds towards this cost. It was agreed that the Clerk would discuss the matter with Ravenshead Parish Council, as it was not clear whether the Council could opt out of the scheme to which it was previously committed. **Clerk to advise**

14 **Date of Next Meeting.**

The next meeting of the Parish Council will be held on Wednesday 7th May which would be the AGM.

With no further business to discuss the meeting finished at 9.45pm.

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 7 May 2014

1. **Present:** Cllrs: Mrs. P.A. Wise (Chairman), Mrs D Adams, Mr P Burnham, Mrs J Booth, Mrs H Crouch and Miss A Halliwell.
2. **Apologies for absence:** Cllr Mrs B Blood, Mr S Gascoigne and Mrs P Young sent apologies due to ill health. Apologies were also noted from County Cllr Mr C Barnfather and Cllr Mrs P Andrews who were both attending the AGM for Gedling Borough Council.
3. **Election of the Chair**
The Clerk of the Council sought nominations from Councillors for the position of Chairman. Councillor Wise was proposed by Cllr Adams and seconded by Cllr Burnham. No other nominations were received with Mrs Wise being elected as Chair for the ensuing year. The Declaration of Office was then signed by the new Chairman in the presence of the Proper Officer of the Council.
4. **Election of the Vice Chair**
Councillor Adams was proposed by Cllr Burnham and seconded by Cllr Crouch. No other nominations were received with Mrs Adams elected as the Vice-Chairman for 2014/2015. The Declaration of Office was then signed by the new Vice-Chairman in the presence of the Proper Officer of the Council
5. **Council Representatives on other bodies.**
The following representatives for 2014/2015 were agreed as stated: -
Cemetery Committee - Cllrs Wise, Booth, Burnham, Halliwell and Young
Future Newstead Committee - Cllrs P Burnham, P Young, T Wise and H Crouch.
Newstead Meadow - Cllrs T Wise, P Burnham and one resident Mr Paul Bini
Lengthsmans Scheme - No longer applicable
Youth and Community Centre Committee - Cllr P Young
It was agreed that all members attending external meetings should report back to the Council and any minutes taken at meetings should be circulated to all Cllrs for information.
6. **To Agree Dates of Future Meetings**
These were agreed as per the list circulated with the agenda with the exception of November when the meeting would be moved forward by one week to avoid bonfire night.
7. **To Agree an Allowance for the Chairman**
A discussion ensued on whether the existing allowance of £10 per month was adequate to reflect the expenses of the office in terms of telephone calls and travel costs. Members did not feel the current allowance reflected the additional costs of this office and felt it should be increased to £15 per month. Consequently, it was proposed by Cllr Adams and seconded by Cllr Crouch that the allowance be increased to £15 per month and this was agreed by Cllrs.
8. **Declarations of Personal & Prejudicial Interest:** There were no declarations of interest.
9. **Approval of the Minutes**
Annual Parish Minutes - It was proposed and seconded that the minutes be approved as a true record and this was agreed.

Council Meeting - 2nd April - Subject to the following correction that under agenda item 11 - Cllr Burnham's name be removed from working party for the Best Kept Village Competition - it was proposed and seconded that the minutes be approved as a true record and this was agreed.

10. **Matters Arising from the Minutes**

Annual Parish Meeting - 2 April

10.1 Review of the Year by the Chairman - The Chairman advised she had no further update on the position which remains undecided.

10.2 Items Raised by Members of the Public - The Clerk advised she had passed on details of Gedling's Sports Development Officer to Mr Rose. The Chairman advised she would offer help and support to Mr Rose in obtaining grants for the team. _

Council Meeting - 2nd April

10.3 Highways - A meeting had been held with Laura Trusler when a number of issues were raised. The Clerk is to chase Highway Manager for Ashfield for bend warning signs.

10.4 Sand Kite Man - Cllr A Halliwell advised she had not seen the individual concerned recently.

10.5 Newstead Abbey - The continued poor state of the Abbey Drive/Station Road was discussed. The Clerk explained the position as regards the damage to the drive opposite the Granary. It was agreed that the Clerk would contact the manager at Newstead Abbey for an update following the meeting with them.

10.6 Ward Walk - In addition to the minutes of the ward walk, notes relating to a follow up of the actions agreed on the walk was distributed to Cllrs from Cllr P Andrews. In relation to item 7 - 55 Tilford Road - it was noted that bags of rubbish in the garden had not yet been removed, item 9 - This had not yet been litter picked. In relation to item 10 - New street nameplates for Bryon Street /Abbey Road - The Clerk was asked to chase the position on this. Also in relation to this walk, it was noted that a caravan had been parked on the highway adjacent the last terrace house on Tilford Road and also the chair has again reappeared on the pavement outside. It was understood this belonged to a tenant of Gedling Homes. Cllrs queried whether it was legal to park a caravan on the highways for long periods. Matter also to be raised with Gedling Homes. **Clerk to investigate.**

10.7 Proposed Wind Turbine - The Chairman expressed disappointment at the small number of Councillors who attended the meeting held with Rob Crowder of RCAN at the Visitor centre on the Country Park on the 19th April, where the visit had been most informative. A separate meeting would need to be held to discuss the planning application for the turbine as and when received. In the meantime she advised all Cllrs to look up information relating to wind turbines in order to ascertain any points that need to be addressed once the application is received

10.8 Nomads Cricket Club - It was noted that this team had now started to play on the sports ground. Discussions held with the original cricket team suggested this fell though as a result of poor attendance. Support was expressed for the new team, although Cllr Halliwell had not recognised anyone from the village playing.

10.9 Brownfield First - An email thanking the Council had been received from Brownfield First.

10.10 Lights/Highway Faults - Cllr Burnham reported that the bollard on the central reservation on Tilford Road had not yet been repaired. In addition the light on the centre pole was not working - **Clerk to report**

11.11 2014/0142 - Gosford Farm, Newstead Abbey Park - The Clerk advised she had discussed this application with Cllr Young where it was evident from the information contained in the application that it was the intent of the applicant to construct a new dwelling which they would most likely sell on. As a result it was agreed there would be no objection to the proposed conversion, but to request Gedling Borough Council apply an Article 4 direction on the property with a view to restricting permitted development rights in future and a response was sent accordingly. The Parish Council were happy with the action proposed but rather than discuss the findings with one Cllr, it was felt the Clerk should have sought the views of all Cllrs. In future it was agreed that before a response is sent in respect of a planning application that the response is circulated to all Cllrs for comment.

10.11 Garden Competition/Best Kept Village - A date of the 15th May at 7pm in Deborah's office had been agreed for the meeting.

- 10.12 Lengthsman Scheme - The Clerk advised she had spoken to Ravenshead Parish Council who advised it was unlikely that Notts County Council would pay their share of the scheme without matched funding from the respective parishes in the agreement. As a result it was proposed by the Chairman and seconded by Cllr Adams that Newstead Parish Council withdraw as one of the parties to this scheme. This was agreed by members concerned with the exception of Cllr Burnham who abstained from voting.

The meeting closed to allow members of the public to bring up the next matters

Local resident Mrs P Harvey requested an update on the proposed visitor centre at Newstead and Annesley Country Park and also queried what action had been taken respect of the mole problem reported in the cemetery. The Clerk advised she had progressed no further with her inquiries due to time constraints but would look to investigate anti mole bulbs further

Meeting reopened

11. Finance

11.1 Receipts and Payments for April 2014

Receipts.

£955.00	Fees for burial of cremated remains in Newstead Cemetery in burial section plus purchase of plot
£359.95	Refund from HM Revenue and Customs for VAT reclaimed for 2013/14.
£13,615.00	Precept
£2,321.00	Grant from Gedling Borough Council re changes to local tax base

Cheques for approval at this meeting

100074	Nomads Cricket Club	£100.00	Grant towards replacement cricket nets
100075	Brownfield First	£150.00	Donation towards planning consultants fees
100076	CPRE Notts	£6.00	Entry fee for Best Kept Village Competition
100077	Newstead Centre	£36.00	Room hire charges for April meeting
100078	Clarke's Cemetery Services	£670.00	Maintenance of village greens and cemetery
100079	Clarke's Cemetery Services	£270.00	Interment of Ashes and new burial
100080	Aon UK Ltd	£1152.86	Insurance renewal NB Last year £1,135
100081	Mrs P A Wise	£10.00	Chairman's Allowance (April)
100082	Mrs J Johnson	£295.04	Clerks Wages (April)
100083	Notts County Council	£63.02	Pension Contributions - (April)
100084	Mrs J Johnson	£52.59	Clerk's expenses (April)
			Postage/Other 41.19
			Tel/Broadband 6.00
			Mobile Calls Nil
			Mileage <u>5.40</u>
			Total <u>52.59</u>

The Clerk advised that as from the 1st May 2014, the Parish Council would be charged an hourly rate for the use of the room rather than a set rate per meeting. In summary costs would rise from the present charge of £15 plus VAT for room hire charges plus refreshment costs to £14.50 for the first hour of the meeting plus £8 for each additional hour plus refreshments, making a total cost for each meeting of £45.

The Clerk also reminded the Council that the Council also pay the room hire fees on behalf of Future Newstead and this would also increase. At present the charge to the Council was £10 plus VAT per meeting. If charges were increased to the same rate as paid by the Council, this could result in the trembling of the

cost. As a result Cllrs agreed that in future to pay for the first hour only with Future Newstead to foot the bill for any further charges over and above the first hour. **Clerk to notify Future Newstead**

Cllrs then agreed the accounts as presented and cheques signed.

12 Matters concerning Newstead Village

- 12.1 Livingstone Street - It was noted that a hard standing area had been constructed in the front garden of one of the homes on this street but no planning application had been received in respect of a dropped kerb.
- 12.2 Bikers and Mini Motos - Children riding mini motos seen by Cllr Halliwell in various locations within the parish including Pocket Park and in the woods close to the new Cemetery. These included children who appeared no older than 5 riding unsupervised. Use of scrambler bikes also reported over the Bank holiday. It was stressed by Cllr Burnham that all sightings need to be reported to the Police so that the issue is flagged up and will enable the Police to dispatch the motor cycle patrol.
- 12.3 Flooding Issues - Cllr Burnham advised he had been in correspondence with Cllr C Barnfather and Mark Spencer MP who had in turn contacted Severn Trent on the matter. A reply had been received to advise there was no system to take the water and the matter will be taken up by Highways. **Cllr Burnham to follow up this matter** _

13 Matters concerning Newstead Abbey Park.

No additional items raised _

14. Correspondence.

The list of correspondence circulated with the agenda was noted. The following items were specifically discussed:

- 14.1 Revised Mowing Regime - Notification had been received from Gedling to advise they would be reducing areas to be mowed in 2014 as a result of budget reductions and reductions in staff . The area affected would be the expanse of grass between Hazleford Way and Tilford Road where the area will be cut at the close of season in October when the arisings will be raked off and disposed. A number of walking strips will also be mown through the grass
- 14.2 Letter from Private Landlord - The Council approved the action of the Clerk who had written confirming that the Parish Council had no remit to deal with housing disputes.
- 14.3 Poppy Walks and Talks - Details of an artist who is creating a 'dramatised talk' to be performed at the Poppy Walks and Talks to be held in September and October in Gedling has been noted _

15. Planning Applications.

No applications were received.

16. Matters Concerning the Cemetery

- 16.1 Request to Exhume - As agreed via email permission has been granted by the Council for this exhumation to proceed subject to certain criteria being met a) There should be no disturbance of adjacent graves and b) the exhumation takes place before 6am. **Matter delegated to the Clerk to deal**
- 16.2 Next Meeting of the Cemetery Committee - It was agreed to hold a meeting the following Sunday starting at 1.30pm.

17. Reports from External Meetings

None received

18. Items the Chairman considers urgent

- 18.1 MUGA Inspection - Following discussion, it was agreed that the Clerk could instruct ROSPA to undertake an annual inspection of the MUGA to comply with the terms of insurance. It was also noted that as the MUGA is

situated on land leased to the Newstead Centre and that the caretaker of this centre also undertakes frequent inspections of this equipment. **Clerk to Action**

19. Date of Next Meeting.

The next meeting of the Parish Council would be held on Wednesday 4 June at 7.30pm.

With no further business to be discussed the meeting closed at 9.45pm

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 4 June 2014

1. **Present:** Cllrs: Mrs. P A Wise (Chairman), Mrs B Blood, Mr P Burnham, Mr S Gascoigne and Cllr Mrs P Young. Also present were County Cllr Mr C Barnfather, Ward Cllr Mrs P Andrews and Mr D Robinson (Hucknall Dispatch).
2. **Apologies for absence:** Apologies were sent from Cllrs Mrs D Adams, Ms H Crouch, Mrs A Halliwell and Mrs J Booth.
3. **Declarations of Personal & Prejudicial Interest:** There were no declarations of interest.
4. **Approval of the Minutes of AGM**
Subject to the time of the proposed cemetery meeting being corrected to 12.30pm until 1pm (Minute No 16.2), it was proposed and seconded that the minutes be approved as a true record and this was agreed.
5. **Matters Arising from the Minutes**
Annual Parish Meeting - 2 April
 - 5.1 **Highways** - The Clerk advised that confirmation had been received from Ashfield that the current District Manager has now left and correspondence from the Parish Council had been referred to Dave Walker. Correspondence with Western Power confirmed they had no records of who paid the invoice for 3 lamp columns off the service road serving the Youth Centre/Surestart building. In light of this information, the Clerk has written to Highways asking if they would be able to effect a repair to these lights assuming the Parish Council paid for this. Response now awaited.
 - 5.2 **Kite Man** - Cllrs passed on reports of a man who regularly flies his kite on the field but in addition parks his vehicle in the passing place on Station Ave, in which he often has an afternoon snooze. This has the potential to cause an obstruction on the road. A discussion ensued as to whether no parking rules could be enforced. It was agreed that the Clerk would contact Highways to find out whether this part of Station Ave was part of the publically adopted highway
 - 5.3 **Newstead Abbey** - The Council had received an update from Jo Hunt, Manager at Newstead Abbey. This stated that some resurfacing of Station Ave had been carried out in the area around Abbey Fields Farm and that some of the larger potholes had been filled in. In respect of the drainage pond at the Granary, she would talk to the Head Gardener and come back to the Council with information. Cllr Gascoigne confirmed that some resurfacing work had been carried out to the drive and he had since received a telephone call from Jo Hunt who advised that no further funds were available for the current year to pay for any more repairs to the drive. Nothing had been found following drainage of the pond and subsequent inspection of the pipe under the drive that would cause water to pool on the drive outside the Granary.
 - 5.4 **Ward Walk** - The caravan and chair outside of No 23 Tilford Road had been removed along with the bags of rubbish from 55 Tilford Road. The Clerk advised she had written to John Evens at Gedling chasing up the position regarding the new street name plates Bryon Street/ Abbey Road but nothing yet had been heard **Clerk to chase.**
 - 5.5 **Proposed Wind Turbine** - A public meeting will be held on Monday 16th June at the Newstead Centre between 6.00pm and 7.00pm when the public will have the opportunity to discuss plans with Newstead Enterprise group.
 - 5.6 **Nomads Cricket Club** - A copy of a letter sent to the cricket team from Melvin Cryer at Gedling Borough Council re parking on the field had been passed to Cllrs. The situation would now be monitored.

- 5.7 Highway Faults - Cllr Burnham confirmed repairs to the bollard and light in the centre pole on the central reservation in Tilford Road had been completed.
- 5.8 Garden Competition/Best Kept Village - Following the meeting held in Deborah Widdowson's office on the 15th May details of the garden competition had been discussed and also a Fun Day on the 13th July when the prizes for the garden competition would be presented to the winners. It was agreed that a further meeting would need to be arranged for Thursday 22nd May at 7pm (subsequently postponed due to poor weather and rearranged for Thursday 5th June at 11.45am) when notes of work required to prepare for the Best Kept Village Competition would be taken.
- 5.9 Lengthsmans Scheme - The Clerk advised that during the meeting of the 15th May for the garden competition, Cllr P Andrews had advised persons present that parishes could take advantage of further time allocated under the lengthsman's scheme for 2014/2015 without having to match fund. In addition a schedule had been sent from Ravenshead Parish Council which confirmed that Newstead Parish Council during 2013/2014 had 97 unused hours, which could be utilised in the current year. Added to this, if the Council remained in the scheme for 2014/2015, a further 85 hours would be allocated which would cost the parish council nothing. As a result the Clerk had written to Ravenshead Parish Council rescinding the previous instructions to cancel participation in this scheme and confirming that the Council still wished to remain in the scheme. Cllr Burnham felt the Clerk had exceeded her mandate in writing to Ravenshead Parish Council without referring back to the Council. Cllr Young explained that both she and the Chairman were present at the meeting when this action was agreed and that with over 180 hours of 'free' labour available under this scheme, it was in the Council's interest to remain. Work that the lengthsman could undertake was then discussed. The Chairman proposed that a sub-committee be formed to discuss work required. It was also noted that a number of weeds were growing along Tilford Road which made the village look untidy. Cllr Gascoigne also drew attention to grass/weeds in the gutters along Station Ave which could do with clearing from the crossing to start of concrete section. Also noted was cutting back of suckers from the trees along Newstead Abbey Drive and grass under the picnic tables on Newstead Wildlife Meadow. At the meeting scheduled to be held the following day, the Clerk would walk the route for the Best Kept Village and make a list of work that required doing which would include jobs that the lengthsman could complete. This would be presented to the Council for approval. **Clerk to prepare list**
- 5.10 Room Hire Charges - Cllr Young queried the increase in room hire charges. The Clerk explained that in addition to the hourly rate now paid for the room, the Parish Council also paid for refreshments at £1 per head based on a total of 15 people attending the meeting. Cllr Young felt this cost appeared to be extravagant if added up over the year. It was noted refreshments were provided for Cllrs who attended the meeting often straight from work. As a number of Cllrs were not present at the meeting, it was agreed that any decision on this item would be deferred until the next meeting.
- 5.11 Flooding Issues - Cllr Burnham reported this was still ongoing
- 5.12 Revised Mowing Regime - Cllr Burnham had noted that the grass in the triangle at the junction of Tilford Road/Hucknall Road had been cut but the grass cuttings left over the road. He felt these should have been swept up. It was agreed that the Clerk write to Gedling Borough Council to complain. **Clerk to action**
- 5.13 Mail Box - Cllr Burnham was pleased to advise the damaged mail box outside the Post Office had now been replaced. It was agreed that a letter of thanks would be sent to the Royal Mail. **Clerk to action**
- 5.14 Village Nameplate Signs - These had now been installed by Malcolm Lane. Feedback from residents had been favourable and Councillors felt that the nameplates looked extremely good and that the art work on the name plates and colours were excellent. It was noted that funds to complete this work came from the Notts County Council as part of the LIS. It was also agreed that a letter of thanks would be sent to Malcolm Lane for their work on the nameplates.

The meeting closed to allow members of the public to bring up the next matters

Ward Cllr Mrs P Andrew felt that the Chairman during her report should have thanked either no one or everyone as it felt wrong to single out some individuals but not others. This was accepted by the Chairman.

The meeting reopened

6. **Finance**

Receipts and Payments for May 2014

Receipts.

£315.00 Fees for burial of cremated remains in Newstead Cemetery burial section plus purchase of plot
£25.00 Charges for inscription on an existing memorial

Cheques for approval at this meeting

100085	Newstead Centre	£45.00	Room hire charges for May meeting
100086	Clarke's Cemetery Services	£670.00	Maintenance of village greens and cemetery
100087	C J Price	£150.00	Internal Audit Fee
100088	N.A.L.C	£17.00	Local Council Review
100089	Mrs P A Wise	£15.00	Chairman's Allowance (May)
100090	Mrs J Johnson	£294.84	Clerks Wages (May)
100091	Notts County Council	£63.02	Pension Contributions - (May)
100092	Mrs J Johnson	£26.95	Clerk's expenses (May)
			Postage/Other 15.10
			Tel/Broadband 6.00
			Mobile Calls Nil
			Mileage <u>5.85</u>
			Total <u>£26.95</u>
10093	Notts ALC	£90.00	'The Basics of Planning' Seminar. NB This is for three Cllrs to attend

Cllr Burnham also asked for a cheque made payable to Naturescape for an unspecified amount which he would complete at the suppliers to enable him and the Chairman to purchase and pay for plants for the Old Cemetery. It was agreed that up to the sum of £150 could be spent.

The Council approved accounts for payment as presented.

ii) To Review and Update the Council's Risk Assessment - The Clerk's recommendations for changes to the risk register were circulated with the agenda which included updating the insurance details and a suggestion by the internal auditor that the Council may like to look into insuring the notice boards. The Clerk also suggested that the Council may also wish to insure the new village nameplates. It was agreed by Cllrs that quotes for the above should be obtained. **Clerk to speak to Insurers** -

iii) To Consider the Recommendations Arising from the Internal Audit

The following recommendations were received from the Auditor arising out of an internal audit of the Council's accounts completed during the week beginning 18th May. These were as follows:

a) **Receipts** - To include a separate heading in Receipts to include grants received towards capital items rather than included as now under 'Other Income' - **Action Taken** *New heading included on Receipts and Payment Summary of 'Capital Grants'.*

b) **Payments** - Fees for the Society of Local Council Clerks to be moved to Audit/Insurance/Subscriptions rather than Expenses - **Action Taken** *Payment now included under this item*

c) **Risk Assessment** - The Council should consider insuring it's notice boards against property damage.

Action Taken Suggestion put to the Council for consideration.

d) Also the Sum Insured shown in respect of Personal Accident Cover be reduced to £25k as per the present cover and not £50k as shown. Action Taken Correction made to Risk Assessment

e) Deposit Account - The internal auditor has suggested the Council looks to open a deposit account to maximise interest received- Action Taken Clerk has now set up new deposit account with HSBC as previously agreed by the Parish Council.

iv) **To Approve Accounts for 2013/2014** - A report on the accounts had been provided with the agenda on which the Clerk spoke. Overall the Council's accounts were in a healthier position than expected. Cllr Barnfather advised that money for the interactive speed sign came from his allowance as a County Cllr and not LIS as stated in the report. Cllr C Barnfather noted the grant from Gedling Borough Council towards Council Tax Support and commented that further funds had been paid to Gedling from the government, which should have been distributed to Parish Councils. This had worked out at approx £3.5K between 11 parishes. He asked the Council if it would support his efforts to have these funds distributed to parish councils and this was agreed.

With no further questions it was agreed the accounts for 2013/2014 be approved.

v) **To sign the Annual Return** - Having been satisfied that the Parish Council have addressed the matters as outlined in the Annual Return, the Chairman signed the Annual Return on behalf of the Council.

12 **Matters concerning Newstead Village**

- 12.1 Garden Competition - The Chairman advised that Deborah Widdowson was happy with the response received so far. Deborah will also collect the plants for the planters the day after the meeting. There was a noticeable amount of litter in the village She felt the momentum for the Best Kept Village Competition would grow. It was unclear who would attend the meeting on the following day but it was agreed the Clerk would make note of 'hot spots' for action.
- 12.2 Livingstone Street - The Clerk confirmed no application had been received for a dropped kerb however she explained that as the resident could access the hard standing from his existing driveway, no application is likely to be received
- 12.3 Lamp on Bryon Street - The Chairman reported a fault on lamp column 8 which was flashing on/off during the night **Clerk to report**
- 12.4 Newstead Road - Cllr Burnham reported the problem of flooding in the carriageway at a point on this road in front of the new estate. Cllr Barnfather understood that the developer was to carry out improvement work to the Highway and would follow this up. It was agreed that Cllr Burnham would e-mail photos of the flooding to Cllr Barnfather.
- 12.5 Children's Play Area - Further pooling of water was also noted outside the Children's play area. It was agreed the Clerk would write to Gedling pointing out this problem. **Clerk to action**
- 12.6 Teddy Bears Picnic - This event to be held by Gedling Homes on 30th June 2014 was noted. It was confirmed that the reference to Newstead Park in fact referred to Pocket Park
- 12.7 Police - Cllr Burnham advised that following an affray in the village, the Police had taken some 25 minutes to attend a 999 call in what could have been a life threatening situation. He did not feel this was acceptable and it was agreed a letter should be sent to the Police Commissioner advising of the Council's concerns. **Clerk to action**

13 **Matters concerning Newstead Abbey Park.**

- 13.1 Gate Codes - Cllr Young advised that residents received letters notifying them that the codes to the rear gate would shortly be changing as from 1st July.
- 13.2 Thefts from Properties - Cllr Gascoigne advised there had been some recent thefts from homes in the park with lead being removed from roofs and oil tanks drained.

- 13.3 Newstead Abbey Partnership - Cllr Barnfather asked Cllrs whether they were aware of this partnership which was essentially a 'Friends of' group. The Chairman advised she had received details of the next meeting as she had attended the original meeting to establish this group. It was agreed that details of the forthcoming meeting would be passed to Cllr Young.
14. Correspondence.
The list of correspondence circulated with the agenda was noted. The following items were specifically discussed:
- 14.1 Notts Orienteering Club - The Clerk read out a letter of an event to be held in Bryon's Walk on the 12 October where a string course would also be provided. This involves following string around the forest/trees and finding picture boards and was for younger persons. The Club was seeking permission from the Parish Council for use of the grassland between Hazleford Way and the skate park for the string course. The Clerk advised that she had asked for further information from Club but this had not yet been forthcoming, however from the description given, the Parish Council did not own the land and so was unable to give permission. Cllr Burnham advised that the area concerned fell into Ashfield and the Club be referred to them. _____
- 14.2 Minutes of Future Newstead Meeting and Events Calendar - These were noted
15. Planning Applications.
The following planning application was received and discussed:
- 2014/0560 - Unit 22, Hazleford Way, Newstead (change of Use form B Class to Plant Hire Yard)
- Cllr Burnham was concerned regarding implications on the highway regarding the passage of large pieces of plant. It was also agreed that the Parish Council should seek restrictions on the hours the business could operate where it was noted that the applicant was seeking unlimited restrictions. It was noted that the core business activity took place between 0700 and 1800 hrs and that use should be restricted to these hours. The late notification of this application was also noted and it was agreed that representations should be made to Gedling to have applications sent out in a timely manner. It was also agreed the Clerk would write the letter of objection on this application and circulate this to Councillors for approval. **Clerk to action**
16. Matters Concerning the Cemetery
- 16.1 Next Meeting of the Cemetery Committee - As a result of wet weather on the day, the original meeting of the cemetery committee had been cancelled. A further date was agreed for Sunday 29th June starting at 12.30pm in the cemetery.
- 16.2 Pump - The Clerk had been advised by Mick Kimpton that the pump in the new cemetery was becoming difficult to operate as this was sticking due to worn bearings and that a new pump was probably required. He has been asked by the Clerk to obtain an estimate on behalf of the Council which will be brought to future meetings.
- 16.2 Old Cemetery - It was noted by Cllr Burnham that paths had been cut in the grass to the old cemetery but no paths had been cut to the graves at the end of the churchyard as previously agreed. **Clerk to speak to Anthony Clarke.**
17. Reports from External Meetings
The Youth Centre - Cllr Young advised that attendance at the Youth Centre was good. Funding has been obtained for boxing and cookery classes. Also the young people had been involved in a 24 hour walk to raise money for cancer research
18. Items the Chairman considers urgent
None

19. **Date of Next Meeting.**

The next meeting of the Parish Council would be held on Wednesday 2nd July at 7.30pm.

With no further business to be discussed the meeting closed at 9.40pm

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 2nd July 2014

1. **Present:** Cllrs: Mrs. P A Wise (Chairman), Mrs D Adams, Mrs B Blood, Mr S Gascoigne and Cllr Mrs P Young. Also present was Ward Cllr Mrs P Andrews.
2. **Apologies for absence:** Apologies were sent from Cllrs Miss A Halliwell, Mr P Burnham, Ms H Crouch, Mrs Mrs J Booth and also County Cllr Mr C Barnfather
3. **Declarations of Personal & Prejudicial Interest:** The Clerk declared a pecuniary interest in item 17 and would leave the meeting whilst this item was being discussed.
4. **Approval of the Minutes of June Council Meeting**
Subject to the correction to item 13.1 which should read ... 'Codes to the rear *and front gates* would shortly be changing as from the 1st July, *with the rear gates to be used for emergencies only*', it was proposed and seconded that the minutes be approved as a true record and this was agreed.
- 5 **Matters Arising from the Minutes**
 - 5.1 **Highways** - No further progress had been made with regards to a meeting with Ashfield Manager. Confirmation has now been received from the Electrical Operation Manager at Notts County Council who advised they will be willing to provide a quote for the repair of these lights if requested and paid for by the Parish Council.
 - 5.2 **Kite Man** - Following a plan provided by Notts County Council it was noted that Station Ave was not part of the adopted highway but is essentially a private road.
 - 5.3 **Proposed Wind Turbine** - No member of the Council was able to attend the public meeting on the 16th June. It was agreed feedback from the meeting would be sought from R.C.A.N.
 - 5.4 **Nomads Cricket Club** - Ward Cllr Mrs Andrews confirmed she had spoken with both Melvin Cryer at Gedling and Nomads Cricket Club. Essentially the Club are happy to park at Pocket Park but they reserve the right to review the situation if their cars are subsequently broken into. The Clerk confirmed club members had been advised by local residents that Pocket Park was a 'Hot Spot' for theft from vehicles. This was disputed by members of the Council. Mrs Andrews agreed to seek figures on incidents involving theft from/of cars on Pocket Park. The situation would continue be monitored.
 - 5.5 **Garden Competition/Best Kept Village** - The Clerk advised that a litter pick was carried out on the 5th June when a list of items which would need attention was drawn up. Comments had been received back from the judges in respect of the Best Kept Village competition and these were read out. Unfortunately the village had not got through to the final round. Praise was given by the judges in respect of seats, war memorial, flowers/planters and school crossing figures and also the well maintained sports field. Less positive had been weeds in the pavements and some untidy front gardens and also weeds in the planters on Station Road. Cllrs felt that overall a positive start had been made and this could be built on in subsequent years. Also discussed was the garden competition where Cllr Andrews confirmed that a total of 23 entries had been received in the various categories. Cllr D Adams advised she had submitted an entry for the garden competition via the reception desk at the Newstead Centre but had heard nothing further. Cllr Andrews confirmed that she was not aware of Dawn's entry and was not amongst the gardens she had been asked to judge. It was agreed that she would take the matter up with Deborah Widdowson to find out what had happened to her entry.
 - 5.6 **Room Hire and Refreshment Charges** - Following discussion by Cllrs, it was agreed to maintain the status quo.
 - 5.7 **Flooding Issues** - No further information yet available.

- 5.8 Village Nameplate Signs - The Clerk confirmed a letter of thanks had been sent to Malcolm Lane
- 5.9 To Review and Update the Council's Risk Assessment -The Clerk advised she had requested an insurance valuation of the new village nameplates from Malcolm Lane as this information would be required prior to obtaining a quote from the Insurers.
- 5.10 Lamp on Bryon Street - The Chairman reported this had now been repaired.
- 5.11 Teddy Bears Picnic - It was understood by Cllr Andrews that this event had been well attended.
- 5.12 Police - The Clerk advised that she had not yet been able to write to the Police Commissioner and would do so shortly.
- 5.13 Newstead Abbey Partnership - Cllr Young advised that the inaugural meeting of the Partnership had been well attended. A number of persons had been appointed including a Chair, 2 Vice Chairs, Treasurer and Secretary. Governance would be through an executive committee and Cllr Young had been appointed as one of the members of the executive committee. It will cost £5 per annum to join and the partnership hopes eventually to become registered as a charity. The first half of the meeting was for the general public followed by a meeting of the officers. During a presentation to the Partnership it was confirmed that at present Newstead Abbey was cost neutral i.e. revenue covered cost of running. Various plans were discussed to attract further funding including the possibility of the gardener's cottage as a holiday home, the sale of the lodge at the top of the main drive and attracting visitors for geo-caching within the grounds.
- 5.14 2014/0560 - Unit 22, Hazleford Way, Newstead (Change of Use from B Class to Plant Hire Yard) - Further information had been received on this application which outlined the reasons for extended opening hours (i.e. to supply equipment for emergency use) and also that during these hours business activity will be limited to an area in front of the building marked as an hatched area in a plan circulated to Cllrs. A letter of objection had been written by the Clerk and approved by Cllrs and which requested restrictions on business hours to between 0700 and 1800 hrs except for emergencies and that no activity should take place on Sunday or during Bank Holidays. Any plant travelling from the site should also be restricted to a right turn only from Hazleford Way so that access through to the A611 is via Annesley cutting and not Hucknall Road.
- 5.15 Old Cemetery - It was noted by Cllr Young that paths had been cut to the graves at the end of the churchyard as previously agreed.

The meeting closed to allow members of the public to bring up the next matters

Cllr Andrews confirmed that she had seen a number of gardens including two scarecrows under one of the categories. Prizes would be presented at the forthcoming fun day to held on Sunday 13th July. Deborah Widdowson had organised a workshops to create hanging baskets on 5th and 7th June which were now installed in various locations in the village and looked very nice. Cllr Andrews then spoke on the Youth Club where a number of unsubstantiated allegations were made by a councillor to the effect that youths at the centre were standing around smoking weed during sessions at the Youth Centre. Having spoken to the Police and Youth Workers, she advised there had been no such reported incidents. The advice received from the Police was that in future should any member of the public witness such events they talk to the Police at the time of the incident and not bring it up later at a public meeting.

Meeting reopened

6. **Finance**
Receipts and Payments for June 2014

Receipts.

£1360.00	New interment in Newstead Cemetery NB Originally funeral directors sent cheque based on 2013 charges. Full amount now received
£1385.00	New interment in burial section in Newstead Cemetery
£230.00	Charges to erect new memorial headstone

Cheques for approval at this meeting

100094	Naturescape	£	TBA	Plants for the Old Cemetery
100095	Newstead Centre	£	45.00	Room hire charges for June meeting
100096	Newstead Centre	£	27.00	Room hire charges for Future Newstead May meeting.
100097	Clarke's Cemetery Services	£	670.00	Maintenance of village greens and cemetery
100098	Clarke's Cemetery Services	£	220.00	Charges for preparing new double grave
100099	Mrs P Wise	£	15.00	Chairman's allowance
100100	Mrs J Johnson	£	294.64	Clerks Wages (June)
100101	Notts County Council	£	63.02	Pension Contributions - (June)
100102	Mrs J Johnson	£	90.28	Clerk's expenses (June)
				Postage/Other 72.04
				Tel/Broadband 6.00
				Mobile Calls 6.84
				Mileage 5.40
				Total <u>£90.28</u>

The Council approved accounts for payment as presented.

ii) Transfer to Deposit Account - The Clerk advised that a paying in book had now been received in respect of the new deposit account. The Parish Council agreed with the recommendation from the Responsible Financial Officer that the sum of £40,000 be transferred from the current account to the deposit account with HSBC.
Clerk to action

iii) Grants to Other Bodies - A request had been received from Newstead PTA for the Council's support at the to the first summer fair with a view to raising money towards the school funds and a stall had been offered to the Council at the event free of charge. Cllrs agreed to make a financial contribution to support fundraising efforts and a donation of £25 was agreed.

7. The Lengthman's Scheme - A schedule had been attached with the agenda providing details of work identified that could be undertaken by the lengthsmen or others as named in the schedule. She advised that some work had already been carried out such as the removal of weeds from the pavement along Tilford Road and adjacent to the Post Office. In commenting on the list of work proposed Cllr Young confirmed that grass under the picnic benches had been carried out. She also felt that the lack of signage to the Newstead Wildlife Meadow should be addressed with Cllr Adams suggesting a 'brown tourist' sign to draw attention to this facility. Wording on the notice to read 'Newstead Meadow & Picnic Area' with any sign post mounted such that this could be seen easily from Hucknall Road.

Cllrs agreed that the items suggested for the lengthsmen be agreed and that work to weed the planters on Station Road and cutting the hedge adjacent to the Children's play park be given priority. Cllr Gascoigne also suggested the lengthsmen be asked to wash the Musters Road sign. The Clerk advised that the list was not exhaustive and that if Cllrs had further suggestions for work which could be undertaken by the lengthsmen to pass these on.
Clerk to action work as per schedule

8. Matters concerning Newstead Village

- 8.1 Hucknall Road - Cllr Adams asked whether a large branch had now been removed from the side of Hucknall Road close to the bus stop opposite Musters Road.
Clerk to chase

9. Matters concerning Newstead Abbey Park.

None

10. **Correspondence**

Correspondence had been noted as per the attached list circulated with the agenda. These were discussed under relevant agenda items.

11. **Planning Applications**

Notification had been received that the following applications had been granted planning permission

f/3100- Newstead Primary School, Hucknall Road, Newstead (Demolition of brick boundary wall and store, erection of new single storey foundation unit extension and associated external works including extended tarmac car park and new 2400mm high fencing).

2014/0270 - Met-Clad Contracts Ltd, 20 Newstead Industrial Park, Hazleford Way, Newstead (Construct extension for storage)

12. **Reports From External Meetings**

12.1 **Youth Centre** - Cllr Young reported back to the Council as the representative for the Youth and Community Centre on developments which had occurred at the Youth Centre This involved an arrangement put forward by the Trustees of the Newstead Miners Welfare which members of the Youth Centre felt would be detrimental to their interests. The Management Committee of the Youth Centre wanted to meet to discuss these proposals as they had a number of concerns but were advised that the Trustees would not meet with them directly. They were however prepared to meet with Andrea Ward from Notts County Council who is currently in the process of setting up a meeting between both parties.

Cllr Adams sought further details on the proposed changes which Cllr Young advised related to use of the Youth Centre building for other purposes

The Chairman denied reports that the Trustees were not prepared to meet with the Youth Centre and that she would be happy to respond to the concerns put forward on behalf of the Youth Centre. Cllr Young advised at this stage she would be happy to wait a response from the Trustees and will prepare a report back to the Council on the outcome for the next meeting.

13. **Cemetery Issues**

Following the meeting held with members of the cemetery committee, Cllr Young had emailed a list of observations to the Chairman and Clerk in which she felt certain graves contravened the current regulations. These included graves which had more than one flower container or a separate single vase and also several graves which were adorned by a variety of different ornaments included potted shrubs, solar lights, multiple pots of artificial flowers and plants, and in the case of children's graves teddy bears and balloons.

Additionally, regulations specify the need to include plot numbers on the rear of each headstone, however it was noted that many headstones were not numbered especially more recent graves. The Clerk spoke against this requirement which she felt may be unnecessary especially if plots ever had to be renumbered in the future where plots on the ground did not necessarily match up with those numbers shown on the plan.

Other discussions centred on whether existing crosses marking graves should be removed especially as some had been in situ for many years.

Cllr Young felt a way forward would be to tackle some of the more excessive practises such a requiring removal of solar lights and the provision of a reclining angel on one of the graves was touched upon.

Following discussion it was noted that some variation to the present regulations was considered acceptable, such as more than one flower container in the headstone provided these were on retained on the plinth. As not all members of the Council were in receipt of the regulations and therefore not able to discuss proposed changes it was agreed the Clerk would email out an electronic version of these to all members of the Council.

The Clerk confirmed she had received a recent request for a memorial headstone with a container at each end of the plinth and sought confirmation from the Council that this was acceptable, despite not adhering strictly to the regulations. A picture was then shown of the proposed design and Cllrs felt this was acceptable and granted permission for this headstone.

Cllr Adams felt the cost of a headstone was expensive and that some people may not be able to afford them and would disagree with any proposal to refuse to allow crosses.

In summary it was agreed that the observations made by Cllr Young was a good starting point and that the regulations would be reviewed at the next meeting of the Council once circulated to members. Once these were agreed the Council could then take a view on what would or would not be permitted. **Clerk to circulate regulations**

14. **Items the Chairman considers urgent**

None

15. **Date of Next Meeting.**

The next meeting of the Parish Council would be held on Wednesday 3rd September at 7.30pm.

For the next 2 items, the Council resolves to exclude the public and press for discussion of these matters, which involves the disclosure of exempt information as defined in the Local Government Act 1972, schedule 12a, Part One, Para. 3 and 4, where item 16 relates to the affairs of an individual and item 17 relates to an employee

16. Request relating to Recent Exhumation

A request had been received from the father of a child recently exhumed from Newstead cemetery. As one of the conditions for allowing this exhumation to take place, it was agreed by the Council that the plot concerned was relinquished by the plot holder in exchange for permission to proceed. Instead the plot holder had asked if the family be allowed to retain the plot previously occupied by his late daughter in exchange for another plot which the family also owned.

Following discussion of this item it was agreed that the family should be allowed to retain the original plot as per the request in exchange for the surrender of a further plot owned by the same family.

The Clerk left the meeting prior to discussion of the next item.

17. Annual Review of the Clerk's Salary

Following discussion of the above an increase of 4% was agreed to the current rate effective from the 1st July 2014. It was noted that the increase was above the general rate of inflation to acknowledge the work carried out by the Clerk over and above that specified in the employment contract.

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 3rd September 2014

1. **Present:** Cllrs: Mrs. P A Wise (Chairman), Mrs D Adams, Mrs B Blood, Mrs J Booth, Mr P Burnham, Ms H Crouch, Mr S Gascoigne, Miss A Halliwell and Mrs P Young. Also present were Ward Cllr Mrs P Andrews plus one parishioner.
2. **Apologies for absence:** Apologies were sent from County Cllr Mr C Barnfather
3. **Declarations of Personal & Prejudicial Interest:** No interests were declared at this point in the meeting
4. **Approval of the Minutes of July Council Meeting**
It was proposed and seconded that the minutes be approved as a true record and this was agreed.
- 5 **Matters Arising from the Minutes**
 - 5.1 **Highways** - No further progress had been made with regard to a meeting with the Ashfield Manager despite several requests being sent. It was agreed to ask County Cllr C Barnfather to intercede.
 - 5.2 **Proposed Wind Turbine** - Rob Crowder from RCAN advised that only 2 members of the public had attended the public meeting on the 16th June. This included a member from the Golf Club adjacent the site and the Chairman of Annesley and Felley Parish Council.
 - 5.3 **Flooding Issues** - Cllr Burnham advised that he was pursuing a response from Cllr Barnfather.
 - 5.4 **Village Nameplate Signs** - The cost of insuring both the village nameplates and notice boards had been circulated for comment during August. Cllrs agreed to the Clerk's recommendation to insure the village nameplates with immediate effect but that a decision to insure the notice boards would be made at this meeting. The Clerk advised that the village nameplates had now been added to the policy, although the cost was slightly higher than originally quoted where this was initially based on based on the value of one nameplate rather than two. Cllrs discussed the risks facing the notice boards compared to the additional annual premium required to insure them. As these had already been in situ for a number of years without incident, it was agreed not to insure the notice boards.
 - 5.5 **Police** - A response had been received from the Police Commissioners Office which confirmed that operational matters were not under the jurisdiction of this office and that the complaint had been passed to Superintendent Ross Cook to respond. No further correspondence had been received by the Council. The Council agreed to wait a further month for the Police to respond before returning to the Police Commissioner.
 - 5.6 **Newstead Abbey Partnership** - The Clerk reminded the Council that a bi-annual meeting between parish councillors and managers at the Abbey had previously been scheduled to take place on the 18th September and items for discussion were requested. Cllr Young advised she had received some correspondence from the Abbey which advised that it was no longer possible to meet on the date suggested. The correspondence had been passed to the Chairman to respond. The Chairman did not recall the revised date. Cllr Young advised that a copy of the information would be passed to the Clerk with the revised meeting date to be circulated to members of the Council. It was also agreed that topics for discussion would be passed to the Clerk.
 - 5.7 **Old Cemetery** - The Chairman advised she had spoken to the Probation Trust who have agreed they would cut the grass in the Old Cemetery and remove the arisings.
 - 5.8 **Grants to Other Bodies** - The Clerk advised that a donation of £25 had been sent to Newstead PTA and a letter of thanks had been received.

The meeting closed to allow members of the public to bring up the next matters

A resident of Fairfield Drive voiced her objections to a planning application 2014/0845 in that the proposed garage would mean an increase in the original floor space occupied by the dwelling of 58%, which was over and above that considered appropriate for a Green Belt location. She had also received notification that this application was now considered to be a departure from the existing Gedling Local Plan and was being further advertised on lamp columns on Fairfield Drive. She asked if it was necessary to make a further response to the application, to which the answer was no. The Chairman confirmed that the Parish Council had already lodged objections to the original proposal and would continue to do so in respect of the revised proposals.

Cllr P Andrews spoke about the Poppy Walk to be held on Saturday 20th September to commemorate the 100 year anniversary of the start of WW1. This will start at 2pm from the War Memorial on Tilford Road and be approximately three miles long concluding at St Mary's Church, Newstead for tea and refreshments provided by the WI. There will also be a short talk about WW1. Alternatively for those members of the public who did not wish to take part in the walk, they could simply arrive at the Church at 4pm. The cost will be £2.50.

Meeting reopened

6. Finance

a) Receipts and Payments for Sept 2014

Receipts

£430.00	New interment in burial section in Newstead Cemetery (July)
£650.00	New burial plot reserved (July)
£230.00	New headstone in cremations section (Aug)
£780.00	New interment in cremations section (Aug)

Payments made up to 4th August 2014

100103	Newstead PTA	£25.00	Donation to Summer Fayre at Newstead Primary School
100104	Newstead Parish Council	£40,000	Transfer to Deposit Account
100105	Newstead Centre	£39.00	Room hire charges for July Council meeting
100106	Newstead Centre	£17.40	Room hire charges for Future Newstead July meeting. NB One hour only
100107	Paul Newman	£40.00	Weedkill for use in Newstead by lengthsman
100108	Clarke's Cemetery Services	£670.00	Maintenance of village greens and cemetery (July)
100109	Clarke's Cemetery Services	£210.00	Charges for preparing new single grave (July)
100110	Mrs P Wise	£15.00	Chairman's allowance (July)
100111	Mrs J Johnson	£305.03	Clerks Wages (July)
100112	Notts County Council	£65.55	Pension Contributions - (July)
100113	Mrs J Johnson	£41.46	Clerk's expenses (July)
			Postage/Other 32.76
			Tel/Broadband 6.00
			Mobile Calls Nil
			Mileage <u>2.70</u>
			Total <u>£41.46</u>

It was noted that the above cheques were payments previously agreed by the Council in the July meeting or existing commitments paid during the August break.

Cheques for Approval at the September Council Meeting

100114	Aon UK Ltd	£25.54	Premium for insuring village nameplates
100115	Gedling Borough Council	£100.00	Contribution to Garden Competition

100116	Clarke's Cemetery Services	£60.00	Burial fees for new interment of ashes in Newstead Cemetery.
100117	Clarke's Cemetery Services	£670.00	Maintenance of villages green and cemetery
100118	Mrs J Johnson	£304.43	Clerk's wages (August)
100119	Notts County Council	£65.55	Pension contributions - August
100120	Mrs J Johnson	£22.27	Clerk's expenses (Aug)
			Postage/Other 4.57
			Tel/Broadband 6.00
			Mobile Calls Nil
			Mileage <u>11.70</u>
			Total <u>22.27</u>
100121	Mrs P Wise	£15.00	Chairman's Allowance

The Council approved the accounts for payment as presented.

b) Any Other Matters Relating to Finance

External Audit - The Clerk was pleased to advise that the Parish Council had received an unqualified audit of the accounts for 2013/2014, although the following had been received from the auditors Grant Thornton which they wished to draw to the attention of the Council. This stated

'We note that the Council holds a high level of general reserves, approximately 3.78 times the annual precept for 2013/14. The Council should consider the level of general reserves required and take steps to reduce the level of reserves in future years, if necessary.'

The Clerk advised that in making the above comments, the auditor would not have been aware that £40k had been earmarked towards the extension of the existing cemetery. In future the Clerk would ensure the auditors were made aware of the reason for the large reserves.

7. The Lengthman's Scheme - The urgent work identified by the Council had been undertaken and the Clerk had now supplied the lengthsmen with the list of work agreed at the July meeting. The Clerk advised she had included this item on the agenda so that if Cllrs identified further work this could be added to his list. The Chairman noted that the hedge and bushes in the car park/layby adjacent to the cemetery had become overgrown and particularly the hedge on the back wall which required trimming back. **Clerk to speak to lengthsmen**

8. Inspector's Report on the Aligned Core Strategy

A copy of the Inspector's report had been emailed to Cllrs. In summary the Clerk advised that in its original form it was felt by the Inspector that the proposals submitted by Gedling BC were unsound being inconsistent with the ambition for urban concentration with regeneration. During the public inquiry representation made by objectors to the plan had successfully argued that better sites were available which accorded with this strategy including sites at Teal Close and Gedling Colliery. As a result it was proposed by Gedling BC to include an additional 430 homes on the Teal Close Site and 600 on the Gedling Colliery site. It was hoped by objectors that the revised proposals would mean less homes being developed around Hucknall. Instead there had been a small reduction in the number of homes to be built on the Papplewick Lane site i.e from 600 to 300 and no change at Top Wighay, with less homes to be built around Calverton, Ravenshead and Bestwood. Mrs Johnson felt the outcome had been disappointing but did not know what more could have been done to affect the final decision.

Cllrs appreciated that at least an attempt had been made to curtail the extensive development proposed.

9. Matters concerning Newstead Village

- 9.1 Abbey Street/Byron Street sign - The Chairman brought to the attention of the meeting the poor state of the

Abbey Street/Bryon Street sign. She advised that in addition to this sign there were many other signs in poor condition or required cleaning and asked Cllrs to pass on suggestions to the Clerk of such signs. In the first instance it was agreed that the lengthsman be asked to wash the signs to see what improvement could be made. Signs in the village which were noted by Cllrs to be in a poor state were Foundry Terrace and Turton Court.

Cllrs to pass on details of other signs in village requiring attention

- 9.2 MUGA - The Council were advised of vandal damage to the MUGA during August. The Chairman advised the damaged panel had been removed by the caretaker of the Newstead Centre as this presented a health and safety risk. An estimate from Safe and Sound had been obtained at a cost of £370 plus VAT. The matter had been reported to the Police. Cllrs felt there was no option but to give permission for the repair to proceed although it was noted that the MUGA was insured. **Clerk to instruct Safe and Sound to carry out work**
- 9.3 Station Hotel - Cllr Crouch advised she had called out the fire brigade to tackle a fire at the rear of the premises where a lot of rubbish had accumulated. The fate of the land behind the building was discussed and whether plans for new dwellings on the site would include demolition of the original public house. If not, it was felt the building should be protected possibly as a listed building. Access to the site was discussed and the Chairman confirmed developers had approached the Newstead Centre for access to the site via the car park to Newstead Centre. She also confirmed that only part of the present car park to the Newstead Centre belonged to this charity with part owned by the Brewery. Cllr Gascoigne said originally part of the car park served as a bus turn around point.

10. Matters concerning Newstead Abbey Park.

None

11. Correspondence

Correspondence had been noted as per the list circulated with the agenda. The following items were specifically discussed:

- 11.1 Gedling Borough Council - Invite to a Special Planning Meeting 23rd September 2013 - Following discussion of this item, it was agreed that Cllr Mrs T Wise and Mrs P Young would attend this meeting on behalf of the Council.
- 11.2 Consultation on the Community Infrastructure Levy - These documents had been circulated to Cllrs prior to the meeting. This involved the imposition of a levy on all new homes in the borough with the money raised from each new home to be put back into a number of infrastructure projects within the borough. It was noted that Newstead was part of a higher charging zone along with other parts of the ward plus Ravenshead. The Clerk advised that the subject matter was fairly complex and the documents making up the consultation very technical and not at all easy to understand. As she understood it money raised from each new home would be used to finance a number of projects which were included on a Regulations 123 list. At present these included Gedling Country Park, Gedling Relief Road, Arnold Town Centre and Calverton. The Council were concerned that of these projects there was nothing which would directly benefit the resident of the parish despite the fact that many new homes were to be built on the outskirts of Hucknall. The original deadline for the consultation had been extended to the 12th September. It was agreed the Clerk would make representation regarding lack of 'plain English' in the documents circulated and also that additions should be made to the current Regulations 123 to include a project which would be of direct benefit this area.
- 11.3 Ping Legacy - This involved an event undertaken by Sports Nottinghamshire to help communities raise funds for Table Tennis within the Community. No Cllr was able to make the date put forward.
- 11.4 RCAN - Membership form - It was agreed not to join this organisation.
- 11.5 Future Newstead (Update of the Parish Plan and future remit of Future Newstead) -In order to allow for a full discussion of the items raised in this report, it was agreed that the information presented would be discussed at a separate meeting of the Council convened specifically for this purpose when it was agreed that Trustees of the Newstead Centre would also be asked to attend. Suggested dates for the meeting were either Monday 15th September or 22nd September. Clerk to liaise with Paul Bateman, Chairman of Future Newstead on a preferred date for the meeting.

12. Planning Applications

- 12.1 The following planning application had been circulated between meetings and objections raised re inappropriate development in the Green Belt

2014/0845 - 11 Fairfield Drive, Ravenshead (Conversion of existing garage and erection of detached double garage)

Revised plans had also been circulated at the meeting which involved a reduction in the height of the garage and repositioning of the same to allow for additional screening. It was felt the revised proposals did not address the original concerns of the Council and that the Council's original objections would be maintained
NB Discussed in public session.

- 12.2 Notification had been received that the following application had been granted planning permission
2014/0560 - Unit 22, Hazleford Way, Newstead (Change of Use from B Class to Plant Hire Yard)

It was noted that a request from the Council to restrict access to/from the site from Hucknall Road had not been successful.

13. Reports From External Meetings

- 13.1 Youth Centre

Cllr Young reported back to the Council as previously agreed and advised that the Trustees of Newstead Miners Welfare and Community Centre had entered into an agreement to rent out the present Youth Club building to a company working with excluded children. This would involve use of the building on a daily basis between the hours of 9am and 3pm and involve up to 10 young people. From the Youth Club's perspective, this meant them using equipment supplied by the Youth Club and purchased for the village children. It was noted that the Chairman of the Council as a Trustee of the Welfare had spoken with the children at the Youth Club to explain the need for this arrangement but Cllr Young advised they still had some concerns. The Youth Club would no longer be the major user of the Youth Centre where the use was restricted to 3 evenings per week. She understood the MUGA would also be used by the new group and asked what the Council felt about a) use of the MUGA by children from outside the village and b) another group of excluded youngsters being brought into the village .

Cllr D Adams felt that if the Council elected to address these questions she would be prepared to act as the Chairman of the Council for discussion of this item which then would allow for Cllr Wise to respond in her role as a Trustee of the Newstead Centre/Welfare. It was agreed by Council that the matter should be debated now.

As a result Cllr Wise agreed to stand down as Chair for this item and Cllr Adams assumed the role of Chair.

In terms of the questions raised, it was felt by Cllr Adams that as there was no way the Parish Council could police use of the MUGA, then discussion of this item was a moot point. This view was accepted by other Cllrs present.

Cllr Blood expressed her concern that with an existing group of excluded youngsters already using the Youth Club building (i.e. C.A.S.T) she felt there was the potential of the two groups to become rivals. Having worked with youngsters of this nature, in her experience they had little regard for people or property.

On the plus side it was noted that the children would be heavily supervised and there had been little problems experienced from CAST.

Cllr Wise advised that this arrangement was an opportunity to bring in much needed income for the

Newstead Centre where staff had already faced wage cuts and reduced working hours and that a rental agreement had been agreed with the company concerned which included a 3 month notice period to leave. Her priority was to ensure the centre remained financially viable.

Other points raised by Cllr Young Cllr Young were:

- the Youth Club were responsible at present for 100% of utility costs.
- Why the company could not be offered rooms within the Newstead Centre itself
- What about damage to equipment belonging to the Youth Centre
- Further discussion as to provision of locked cupboards.

In respect of the latter point Cllr Wise felt responsibility for damage to the equipment could be incorporated into the rental agreement. The Caretaker from the Centre would also be checking the Youth Club building on a daily basis to note any damage caused. Rooms within the Newstead Centre were mainly used as conference rooms and not suitable for use as a classrooms.

Cllr Young asked whether it was possible for the Youth Club to have sight of the rental agreement and this request was refused. The Clerk asked if it was possible for a copy of the agreement to be passed to the Vice Chairman for scrutiny to ensure that the concerns of the Youth Club where addressed. Again this was not felt to be possible but it was agreed that a written promise of what was included in the agreement could be passed to the Vice Chairman.

Finally it was agreed that the Council would continue to monitor the situation and that further talks would need to be held by the two parties.

14 Cemetery Issues

14.1 Review of Current Regulations and Enforcement of the Regs- It was agreed that due to time constraints to defer discussion of these items until the October Council meeting.

15. Items the Chairman considers urgent

None

16. Date of Next Meeting.

The next meeting of the Parish Council would be the extraordinary meeting to be arranged with Future Newstead (either 15th or 22nd September) followed by the next Council meeting on Wednesday 1st October.

With no further business to discuss the meeting finished at 9.35pm.

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Linby Suite Newstead Centre on Monday 15th September 2014

1. **Present:** Cllrs: Mrs. P A Wise (Chairman), Mrs D Adams, Mrs J Booth, Ms H Crouch, and Mr P Burnham. Also present were Mr P Bateman (Chairman of Future Newstead), Helen Scott and Sharon Herriott (both members of Future Newstead).
2. **Apologies for absence:** Apologies were sent from Cllr Mrs P Young.
3. **Declarations of Personal & Prejudicial Interest:** Tricia Wise declared as interest in matters relating to the Newstead Centre as a Trustee of the Newstead Centre.
4. **To Discuss the Report/Update on the Newstead Parish Plan (specifically matters relating to the Newstead Centre)**

It was agreed to defer discussion of this item until later in the meeting to allow time for any further trustees of the Newstead Centre to attend this meeting.

5. **To Discuss the Remainder of the Report/Update**
For the benefit of Cllrs present Mr P Bateman summarised his Report/Update on the Newstead Parish Plan 2008-2018.

Essentially the remit of Future Newstead had been to implement the aims of the Parish Plan with the support of the Parish Council and residents of Newstead. Since the inception of the Plan some 6 years ago a number of initiatives had been tackled successfully and lots of positive work has been done such as the Facebook page for Newstead. However there have also been some issues which Future Newstead have not been able to influence, nor have any impact and these are coloured coded as red in the plan. Also, the economic climate has changed substantially for the worse since the plan was first written. The question that Future Newstead has raised is whether they spend the next four years sticking to their original remit of trying to address what are now perceived to be unachievable aims in the Parish Plan or evolve into a more independent group to address any new and ongoing issues in the community.

Mr Bateman also acknowledged that funding for the meetings of Future Newstead were paid for by the Parish Council and they were now seeking advice from the Council as to where to go next and what role to assume.

The Chairman noted that many of the objectives listed in the Parish Plan had been achieved and she congratulated FN on their progress to date.

The aims where no progress had been made were then discussed in more detail by Cllrs and members of Future Newstead.

Overall Vision

In terms of preserving the rural environment, it was agreed that this would now be outside the scope of Future Newstead where future development in the areas surrounding Newstead had been determined in the Aligned Core Strategy (i.e. Top Wighay), or had happened already (i.e. Annesley Colliery site)

Communication

Produce Plan of Village - The Clerk advised that although the Council had received details of the plan denoting ownership and responsibility for areas of land in the village, she was continuing to use this as a working document with information to be added to this on an ad hoc basis as and when new details emerged. In term of the lectern/map for visitors, Cllrs agreed that 'Google earth' now fulfilled the same function and as such this was probably not now required. As a result of the Clerk's disclosure, it was felt that perhaps this point should now be accorded with an 'Amber' status rather than 'Red' at present.

Health - It was agreed that in the current economic climate, there would be little point in pursuing the expansion of health care services.

Community Safety

Establish Police Contact Point - Again with the closure of the existing Police Contact Point in Ravenshead and the well documented closure of several Police stations in larger town centres, the chances of meeting this goal were considered to be negligible.

Establish Neighbourhood Watch Scheme - Again without volunteers from the Community interested in establishing a neighbourhood watch, it was recognised this scheme will simply not happen.

Environment

To reduce the impact of motor bikes - Problems continued to occur regarding unauthorised use of motorbikes on Newstead and Annesley County Park. Owners of the land, RCAN have struggled to deal with this issue and have had so many locks cropped they no longer put them on the gates. It was recognised that surveillance would only be improved once the visitor centre was occupied on a permanent basis. Cllr Burnham felt the only solution was to keep reporting offenders to the Police.

To Ensure Streets are Clean - Again it was recognised that as much had been done to encourage residents not to drop litter with particular problems still occurring in respect of dog fouling. It was felt that only when offenders are prosecuted would this lead to any improvement. The Clerk to the Council advised the meeting that in respect of any incidents of flytipping details could be passed to her to report the matter to Gedling Borough Council. Sharon Herriot confirmed she was already on first name terms with the Street Cleansing department at Gedling Borough Council and also regularly reported such incidents.

Transport - The Parish Council could offer no further solutions to address this issue. It was recognised with increasing cuts to local government funding, further movement on traffic lights at the end of Annesley Cutting/A611 would be unlikely. It was agreed the Parish Council would continue to work with Annesley PC to lobby for improvements to this junction

Network Rail - It was considered unlikely that Network Rail would provide a footbridge/ full safety barriers etc. The position regarding a crossing at Bestwood was noted where improvements were put in hand only after the deaths of several individuals whilst crossing the line.

Facilities

Newstead Abbey - It was considered unlikely that unlimited access by car to Newstead Abbey would be granted to residents of the village. On the plus side it was noted that members of the Parish Council were now engaged in regular dialogue with the staff at the Abbey.

Permanent Keep Fit Facility - Mr Bateman advised that a bid submitted to WREN for gym equipment had been turned down, as did a bid for LIS funding. Quotes obtained for the work have now lapsed. In a nutshell following a number of unsuccessful bids for this equipment FN have run out of steam in pursuing this.

Access to Leisure Facilities - Also in terms of providing residents with access to leisure facilities at a discounted rate, it was noted that most of Newstead residents had no means of accessing leisure facilities in Arnold, Carlton Calverton and Redhill. Mr Bateman confirmed that on numerous occasions discussions had been held with Ashfield District Council regarding access by Newstead residents under the 'passport to leisure' scheme. He advised that the matter had been taken up by Deborah Widdowson to no avail. The matter had even been raised at meetings of the Clinical Commissioning Bodies as a means of promoting better health in Newstead but still no success. Future Newstead had written several times to both Councils (Ashfield and Gedling) to work together to produce a compromise, but that also produced no results.

Residents to Shop Locally - Comments received at the meeting indicated that the range of products available in the shop had got worse, not better. It was felt there was no real attempt to integrate into the community by the shop owner. It was recognised that the store was merely ticking over.

Station Hotel - Finally discussion turned to the present state of Station Hotel where it was agreed this building was of local importance and the possibility of applying for a preservation order on the same. Housing proposals on the land behind the Public House were also discussed where it was confirmed by Cllr Wise that developers have been trying to secure access to the site via the car park to the Newstead Centre. She advised that part of the car park was owned by Network Rail and that the Trustees do not want to sell their part of this land as then they would be unable to provide parking for users of the Newstead Centre.

4. To Discuss the Report/Update on the Newstead Parish Plan (specifically matters relating to the Newstead Centre) - *This item has been moved to the confidential section of the minutes* _

6. To Discuss the Future Implementation of the Parish Plan and Remit of Future Newstead in respect of the Above

Mr Bateman advised the Council that a further meeting of Future Newstead would be held on the 16th Sept when recommendations from this meeting would be fed back to other members and a new chairman of the group would be chosen.

The Vice Chairman of the Council advised that councillors agreed with Future Newstead that many of the remaining goals left in the Parish Plan were unachievable and that to exist solely to fulfil the original remit was a waste in terms of volunteer time and money. In her opinion she did not want to see Future Newstead disbanded as she believed there was still a place for a group who could periodically revisit the Plan in the event that either circumstances or the economic climate changed. She also felt that if Future Newstead wished to continue it should do so free of the original constraints.

The Chairman of the Council advised there was a possibility that another group could be formed. She acknowledged there was a problem re the restrictions on the present constitution of the group and that this felt wrong. She acknowledged that circumstances have changed and that the remit of Future Newstead should also change, for example, to look at the Locality Plan and any other ongoing issues. In summary she felt that Future Newstead should be free to morph into something different.

Paul Bateman confirmed that response from the Council would be fed back to other members of Future Newstead at their next meeting who would now look to redefine their role.

7. Any Other Business the Chairman Considered Urgent

No other items were raised.

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 1st October 2014

1. **Present:** Cllrs: Mrs. P A Wise (Chairman), Mrs B Blood, Mr P Burnham, and Mrs P Young plus Mr Bruce Andrews, one resident and Dennis Robinson (reporter).

2. **Apologies for absence:** Apologies were sent from Cllrs Mrs Adams, Mrs Booth, Ms Crouch, and Mr Gascoigne and also Ward Cllr Mrs P Andrews.

It was agreed to waive the Standing Orders of the Council which required a minimum of 5 Cllrs present to be quorate.

3. **Declarations of Personal & Prejudicial Interest:** No interests were declared.

4. **Approval of the Minutes of September Meeting**

It was proposed and seconded that the minutes be approved as a true record subject to the following correction. That under 13.1 (page 6) the wording 'it was agreed that a written promise of what was included in the agreement could be passed to the Vice Chair' to be replaced with 'it was agreed that a written precis of what was included in the agreement with regard to Notts County Council equipment could be passed to the Vice Chair'.

5 **Matters Arising from the Minutes**

- 5.1 **Highways** - An email from Ashfield's Highway Manager, Dave Walker, was read out. Cllrs were unhappy that he was not prepared to attend a meeting with the Parish Council. Cllr Young felt that some positive outcomes had been achieved re the offer to look at painting SLOW signs on the road during the next financial year. Other highway concerns were also brought up by Cllrs including the need for the 30mph sign to be repainted on the road adjacent the entrance to the skate park and also the section of Hucknall Road/Newstead Road from Newstead village to Annesley village where motorists often thought that the national speed limit applied. Cllrs asked whether repeat 30mph signs could be placed along this section of the road. It was also noted that some villages had countdown markers ahead of village gateways warning motorists they were about to enter a 30mph zone. It was agreed to write to Mr Walker thanking him for the offer to consider SLOW signs and that other highway issues mentioned would also be drawn to his attention.
- 5.2 **Flooding Issues** - Cllr Burnham advised a 'vague' response had been received from Cllr Barnfather which he did not entirely understand but he had not been able to chase this up due to personal reasons. He confirmed the area of flooding to which he referred was that near the entrance to the Old Pit Site which was in Annesley and Felley Parish. It was agreed the Clerk will make contact with this Council.
- 5.3 **Police** - The Clerk advised that no response had been received and the Clerk was asked to return back to the Police Commissioner's office as per the original response.
- 5.4 **Newstead Abbey Partnership** - It was agreed that a report would be given later in the meeting
- 5.5 **Old Cemetery** - The Chairman advised she had spoken to the Probation Trust who had said that although they can cut the grass they are unable to remove the arising from the site and can only burn them on site. The Chairman asked whether this was acceptable to the Cllrs. Cllrs confirmed that in absence of any other means of disposing of the waste, they had no choice but to accept this solution. Cllr Burnham asked that the fire take place in the same spot as last year.
- 5.6 **Station Hotel** - It was noted there was further deterioration to the premises where more windows had been smashed.
- 5.7 **Lengthsman Scheme** - It was noted no action had been taken with regard to the hedge at the back of the

cemetery car park opposite the new cemetery . The Clerk advised that whilst instructions had been passed on to the lengthsman, she had only done so recently and this work should be completed shortly.

- 5.8 Consultation on the Community Infrastructure Levy (CIL) - The Clerk advised that in addition to the comments received at the last meeting she had telephoned the Chairman who had agreed that a further comment should be included in the Council's submission, as it had been noted by the Clerk that one of the beneficiaries of the CIL was the new Gedling Country Park. As the Parish Council had long been supporters of the Newstead and Annesley Country Park, the Clerk had suggested that the Council may wish to highlight this as one of the projects in this area to which CIL funds could be directed. This had been agreed by the Chairman and included within the Council's response due by the 12th September. The Parish Council ratified the decision to include the Country Park within the Parish Council's response.
- 5.9 Future Newstead (Update of the Parish Plan and future remit of Future Newstead) - A meeting had taken place between three Future Newstead members and five parish councillors on Monday 15th September. One of the outcomes of this meeting was that the Parish Council had agreed to hold a public meeting with a view to securing further Trustees for the Newstead Centre. A date for this meeting had previously been agreed, between the Chairman (also a Trustee) and the Clerk, for the 14th October. However due to personal reasons the Clerk had asked for this date to be postponed as she did not have sufficient time to complete the paperwork for the meeting. Cllr Young asked whether the minutes of the meeting on the 15th Sept had yet been completed to which the answer was no and it was agreed these would be circulated to Cllrs once available. Another date for the proposed public meeting was also discussed. The Chairman reminded the Council that any future dates for the meeting would also need to be agreed in conjunction with the existing Trustees of the Newstead Centre. It was therefore agreed that dates for this meeting be emailed to Cllrs following liaison with the existing Trustees. In so far as Future Newstead were concerned it was agreed that their remit would be extended to beyond the Parish Plan.
- 5.10 2014/0845 - 11 Fairfield Drive, Ravenshead (Conversion of existing garage and erection of detached double garage) - Nothing further had been heard by the Council with regard to a planning decision.

At this point Cllr C Barnfather entered the meeting after being delayed at an earlier meeting

- 5.11 Flooding Issues - Cllrs asked Cllr Barnfather to update them with matters regarding flooding. In relation to the flooding outside the old pit site, Cllr Barnfather confirmed that Highways had been liaising with developers who were building homes on the site. It had been agreed that these would be responsible for meeting the cost of remedying the flooding issues and a scheme had been agreed but for some reason this had not yet been implemented. Regarding the flood water on Hucknall Road in the vicinity of the Old Cemetery, he advised that Highways had cleared out the gullies at the side of the road, but this had not resolved the issue. The explanation from Highways was that flooding here was mainly down to the camber in the road at this point.
- 5.12 Abbey Street/Byron Street Sign - The Clerk reminded Cllrs that she had spoken to Chris Brown at Gedling Borough Council who advised this sign had been ordered but had been taken by his contractor to Arnold in error. It was agreed he would speak to the contractor to have this sign brought back to Newstead. Cllrs confirmed the original street sign had not yet been replaced and it was agreed the Clerk would follow up this matter.

The meeting closed to allow members of the public to bring up the next matter

Pat Harvey, a local resident, explained that when it originally flooded at Haynes Farm, remedial work had been carried out by Highways, which whilst it was successful in removing water from the highway, it now floods Karen's driveway and the area near the Old Cemetery. Cllr Barnfather advised it may be worthwhile arranging a meeting with highways to discuss all these issues. The Clerk confirmed that the Parish Council had been trying to request a meeting with the Ashfield Manager in relation to other highway issues but had

not been successful. Copies of previous correspondence with Mr Walker were taken by Cllr Barnfather with a view to procuring a meeting.

Meeting reopened

6. **Finance**

6.1 **Receipts and Payments for October 2014**

Receipts.

£230.00	New Headstone in burial section
£80.00	New Headstone in cremations section
£1.78	Interest on Deposit Account (One month)

Cheques for approval at this meeting

100122	Clarke's Cemetery Services	£670.00	Maintenance of village greens and cemetery
100123	RBL Poppy Appeal	£TBA	Wreaths for Remembrance Service
100124	Mrs P Wise	£15.00	Chairman's allowance (Sept)
100125	Mrs J Johnson	£304.63	Clerks Wages (September)
100126	Notts County Council	£131.10	Pension Contributions - (July* and Sept)
100127	Mrs J Johnson	£17.28	Clerk's expenses (Sept)
			Postage/Other 3.18
			Tel/Broadband 6.00
			Mobile Calls Nil
			Mileage <u>8.10</u>
			Total <u>£17.28</u>
100128	Grant Thornton	£240.00	Fees for external audit
100129	HM Revenue & Customs	£5.80	Tax and NI Clerks wages 1.7.14 to 30.9.14

Other Charges taken Direct from Current Account

DD	HSBC	£10.00	Bank charges for stopping cheque 100112
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The Clerk advised the Notts County Council's Pension Department had not received the pension contributions for July (cheque No 100112 for the sum of £65.55), which was sent on the 6th August. HSBC confirmed this cheque had not been cashed and have since placed a stop on this cheque, for which the Council has been charged £10. The payment has been reissued along with September's pension contributions.

In relation to the donation to the RBL Poppy Appeal, the Chairman advised there could be a spare wreath at the centre and that only one may need to be ordered. Cllr Burnham also suggested that a donation also be included in the amount sent. Depending on whether one or two wreaths were required it was agreed the Clerk could send a cheque up to the maximum amount of £34.

The accounts as presented were agreed by the Council.

6.2 **Grants to Other Bodies**

- 6.2a **Future Newstead** - A request had been received from Helen Scott (circulated with the agenda) for a donation towards an event to celebrate bonfire night which would be held on the 8th November. Cllrs felt that the previous event had been a success and agreed they would match the contribution given by Cllr C Barnfather. At this point Cllr Barnfather advised that contrary to what it said in the request, he had given £250 towards this event. It was proposed and seconded that Cllrs would match his donation and the sum of £250 was agreed.
- 6.2b **Newstead PCC** - A request had been passed to the Council via Cllr Burnham for a donation to the Christmas Fayre

to be held at St Mary's Church in order to buy presents for children and prizes for events to be held. The sum requested was £150 and this was agreed by the Council.

7. Matters concerning Newstead Village

- 7.1 Land adjacent 38 Fraser Street - The Chairman advised this land requires clearing back. It was noted part of the site had been the subject of a recent planning application in which permission had been granted for a new detached dwelling. **Clerk to write to the owner**
- 7.2 22 Livingstone Street - It was reported that brambles spilling from the front garden of this home were now over the pavement making passage along the pavement very difficult. **Clerk to write to occupier requesting brambles be cut back.**
- 7.3 Turton Court - It was reported that overhanging branches from trees from within the grounds of Turton Court were interfering with the right of passage along the pavement in front of these apartments and requires trimming back. **Clerk to write to person responsible for maintenance of these apartments.**
- 7.4 Police and Parishes Meeting - Cllr Burnham advised a police meeting which was due to be held at Linby and Papplewick Village Hall on the 6th October had now been rescheduled for the 31st October. This was open for all local residents to attend to discuss issues in relation to police matters arising in the area.
- 7.5 20mph outside Schools - Cllr C Barnfather spoke of a county wide initiative to ensure that all roads outside of schools will in future be subject to a 20mph advisory speed limit.
- 7.6 Newstead Allotments - Vandals have slashed polytunnels, damaged fencing and burnt the portaloo at the allotments. Gedling Homes have requested a meeting with the Chairman and Cllr Burnham as the Tenant's Representative. Although it cannot be proven, there is a good idea who has caused the damage.

8 Matters concerning Newstead Abbey Park.

West Lodge - It was noted that planning permission had been secured to rebuild an outbuilding in the grounds of West Lodge which Cllr Gascoigne previously advised had been an outside toilet. Cllr Young was concerned that this was now a sizeable building and this had been drawn to the attention of Bev Pearson, Planning Officer at Gedling Borough Council. It was also noted that the owner had purchased further land in the woodland behind the house and that the edges were now being blurred between what was the original residential garden and the surrounding woodland. It was advised that the new enforcement Officer for Gedling BC would be asked to take a look at this.

9. Correspondence

Correspondence had been noted as per the list circulated with the agenda. The following items were specifically discussed:

- 9.1 NCC - Proposed Closure of Tilford Road on 8th December - Notification had been received that as a result of work to be carried out by Severn Trent Water, closure of this road would take place from 8am until 6pm at night. Concerns were expressed that whichever route was chosen as a diversion route they would be unsuitable for use by HGV's delivering to or coming from Northfield Construction. Cllr Burnham confirmed he too shared the concerns regarding the alternative routes for Northfield Construction lorries and had visited this company to warn them in advance of the impending closure of the road. Cllr Barnfather also advised that Gedling BC would be notified automatically of the street works taking place. The Chairman thanked Cllr Burnham for his action
- 9.2 GBC - Big Autumn Tidy Up Event - Noted. It was suggested this be forwarded to CAST and Real Education to see whether their youngsters would be interested in taking part in this event.
- 9.3 Christmas Fayre at the Newstead Centre - Deborah Widdowson had written to the Council advising that a tentative date for the Fayre to be held was the 13th December and asked whether the Council wished to have a stall at the Fayre. Cllrs felt the date proposed was fine but did not wish a stall as few residents had visited the stall on a previous occasion.
- 9.4 SLC Funding - The Notts CC had written to all Parish Councils inviting them to submit schemes under the SLC fund (Supporting Local Communities Fund) which replaced the LIS fund. Successful applicants would

receive up to £50,000, where projects must include an element of match funding. Several suggestions had been made including provision of additional play equipment on the play park or skate board park and lights for the MUGA. Cllr Barnfather noted that the existing play park was owned by Gedling Borough Council and was doubtful whether Notts County Council would support a grant for funding to replace equipment belonging to another Local Authority. It was agreed the Clerk would make tentative inquiries with Gedling on this. Cllrs felt that Deborah Widdowson would be in a better position to make a claim for the lights.

10. Planning Applications

- 10.1 The following planning application had been circulated with the agenda and no objections raised.

2014/0963 - Jewel Sapphire Products Ltd, 22 Hazelford Way, Newstead (Fascia sign displaying company logo)

11. Reports From External Meetings

- 11.1 Meeting with Newstead Abbey Managers - Cllr Young advised this meeting had been attended by herself and Cllr Burnham along with Ron Inglis, Rachael Dewsbury and Jo Hunt. In terms of re-tarmacking Station Ave, a further section up to Poets Corner would be completed with any tarmac left over being used to spot fill other pot holes in the Ave running back down to Newstead. Other issues discussed included the confusing road markings from the main exit onto the A60, where many motorists do not realise this is a 2 way road. Any improvements to this junction will have to be carried out by Highways and Abbey staff have asked for a sign on this exit denoting a 2 way road. Also the sides of drive around John Flanders property are crumbling and some road plannings have been acquired by the Abbey to shore up the edges. There are 37 volunteers who actively work at the Abbey mostly in the garden. Discussion also took place on how best to advertise events in the village and one suggestion put forward were banners in the cemetery car park. Cllr Young advised that the Abbey had also agreed that the Parish Council could site a bench near the lake but the bench she had in mind had already been used to replace a bench previously stolen from the village green. Gardeners Cottage is to be refurbished for resident artists and honeymooners. Also in the pipeline is glamping on Paradise Field which will comprise individual wooden camping pods. The Abbey already have schools camping. A cottage in the stable yard is to be renovated as a staff cottage. The lodge at the end of the main drive with the A60 had been withdrawn from auction due to a boundary dispute, which has now been resolved. There is a contract with CAST to clear on weeds in the lakes. Residents living in the Abbey grounds have also been advised by letter of these developments. A further meeting with the Parish Council has been planned for March.

- 11.2 Gedling Borough Council - Invite to a Special Planning Meeting 23rd September 2014 - Cllr Young reported back on this meeting as the only attendee from the Council. She was impressed with the standard of representation by other Councils and described talks at the meeting as very frank and forthright. Unsurprising there had been a high representation by those Councils which through the Aligned Core Strategy faced extensive development proposals in their parish. The main complaint being that Gedling does nothing to address their concerns. Arising from that meeting it had been agreed to send out to all parish councils in Gedling a list of all current planning officers, the areas they are responsible for, and also which officers are responsible for major applications in the borough. These details had since been received by the Council and had been emailed out to Cllrs, .

12. Cemetery Issues

- 12.1 Review of Current Regulations and Enforcement of the Regs - It was agreed due to time constraints to defer discussion of this items until the November Council meeting but in order to ensure there is sufficient time for discussion of this item it will be o discussed immediately after conclusion of the accounts.

13. **Items the Chairman considers urgent**

None

14. **Date of Next Meeting.**

The next meeting of the Parish Council would be the Wednesday 12th November

With no further business to discuss the meeting finished at 9.45pm.

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 12th November 2014

1. **Present:** Cllrs: Mrs. P A Wise (Chairman), Mrs D Adams, Ms H Crouch, Mr P Burnham, Mrs J Booth, Mr S Gascoigne and Mrs P Young. Also present was Cllr Bruce Andrews (arrived during meeting).
2. **Apologies for absence:** Apologies had been received from Cllrs Mrs B Blood and Miss A Halliwell. Also Ward Cllr Mrs P Andrews. and County Cllr Mr C Barnfather.
3. **Declarations of Personal & Prejudicial Interest:** Cllr P Young declared a personal interest in agenda item 6(iii) in respect of a grant application submitted on behalf of Newstead Youth Club - as a member of that committee. No other declarations were received.
4. **Approval of the Minutes**
15th September
It was proposed and seconded that the minutes be approved as a true record and this was agreed.
1st October
It was proposed and seconded that the minutes be approved as a true record subject to the following corrections. That under item 6.2b, it be noted that Cllr Burnham was only the messenger who handed in the application and that under 7.6, it was Cllr Burnham who had requested the meeting with Gedling Homes and not the other way around. With these corrections noted the minutes were approved and then signed by the Chair.
- 5 **Matters Arising from the Minutes**
 - 5.1 **Highways** - The Clerk advised that a response had been sent to Mr Walker as previously agreed but no reply had yet been received. Cllrs agreed that the Clerk should chase up this matter
 - 5.2 **Flooding Issues** - The Clerk read an email received from Cllr Barnfather in which a meeting scheduled to be held regarding the flooding on Hucknall Road had been cancelled at the behest of Cllr Burnham, where he had responded ' since the gullies were jetted the problems appears to be resolved and that he considers a meeting is no longer necessary'. Cllr Booth and Cllr Wise both stated that following the heavy rain on the previous Saturday, flooding again stretched across this part of Hucknall Road. It was agreed this situation needs to be looked at again.
 - 5.3 **Police** - Following a reminder sent by the Council a response had been sent from David Wilkes, Chief Inspector of Notts Police in which he apologised for the poor response time to a 999 call made by a Newstead resident and which had failed to meet their own policy to attend such calls within 20 minutes. This response had been noted and no further action was deemed necessary.
 - 5.4 **Newstead Abbey Partnership** - A planning application had now been received by the Parish Council in respect of the 6 glamping cabins proposed and would be discussed later in the meeting.
 - 5.5 **Old Cemetery** - This work has now been completed. Cllr Burnham asked for a letter of thanks to be sent to the Probation Trust. The Chairman is to find out and pass on the contact address for the Probation Trust.
 - 5.6 **Station Hotel** - It was noted that part of the wood used to board the windows is bowing outwards and there was some discussion as to whether the boarding used was wood or just thick cardboard. It was agreed that the Clerk would write to the Brewery to alert them to this potential problem
 - 5.7 **Future Newstead (Update of the Parish Plan and future remit of Future Newstead)** - The minutes of the meeting held on the 15th September had been circulated as requested. Cllrs were offered two dates for the proposed public meeting of the 25th November or 2nd December with the 25th November being the preferred option. It was noted no further meetings of Future Newstead had taken place since Paul Bateman

had stood down as Chair, so a revised role for Future Newstead had yet to be agreed. Cllrs asked whether the Parish Council would have a continued obligation to fund meeting of Future Newstead, where the remit had now changed. The Clerk advised that it remained the prerogative of the Council as to whether they chose to continue to pay for the meetings once the remit of their new role was known.

- 5.8 2014/0845 - 11 Fairfield Drive, Ravenshead (Conversion of existing garage and erection of detached double garage) - It was noted that permission for this application had been granted despite a number of objections. Copies of the decision notice had been circulated to members.
- 5.9 Abbey Street/Byron Street Sign - Cllrs confirmed the sign had still not been replaced. The Clerk advised she had sent reminders to Gedling Borough Council on this matter but no response had been received.
- 5.10 Future Newstead Bonfire Event - A programme for the event had been circulated to members of the Council. The weather on the day had been atrocious. No Cllrs had attended the event and were not aware at this stage of any feedback from this event.
- 5.11 Land adjacent 38 Fraser Street - The Clerk explained that only one third of this entire site had been subject to a planning application for a new detached dwelling on site and whilst the identity of the owner of this part of the site could be ascertained from that application, it had been necessary to put forward a data protection request to Gedling Borough Council for details of the owners of the remainder of the site. These details had now been received and a letter would be sent shortly.
- 5.12 22 Livingstone Street - A polite request to the householder to cut back the brambles had had no effect. Cllrs agreed the matter should now be reported to Highways.
- 5.13 Turton Court - The Clerk reported she had spoken to East Midlands Housing Association on this matter. The Chairman noted the offending branches had now been cut back.
- 5.14 Police and Parishes Meeting - Cllr Burnham advised he and the Chairman attended this meeting and a report would be given later in the meeting.
- 5.15 20mph outside Schools - A planning application had been received for signage outside Newstead Primary School in relation to the new advisory speed limit of 20mph and no objections raised.
- 5.16 West Lodge - Cllr Young advised that she had spoken to Bev Pearson, Planning Officer, Gedling Borough Council, who had been out to view the outbuilding and although was surprised at the size of the outbuilding nevertheless advised this was in keeping within the terms of the planning permission granted.
- 5.17 NCC - Proposed Closure of Tilford Road on 8th December - Cllr Burnham advised he would be putting a notice through the door of homes on Tilford Road notifying residents of the impending closure of Tilford Road.

As there were no members of the public at the meeting at this point, this item was waived.

6. Finance
Receipts.

£710.00 New interment in burial section

Cheques for approval at this meeting

100123	RBL Poppy Appeal	£32.00	Wreaths for Remembrance Service
100130	Newstead Centre	£117.00	Room hire fees for Council meetings 3/9 & 15/9 and also Future Newstead meeting 16/9
100131	Newstead Events Group	£250.00	Donation as agreed to bonfire event
100132	Newstead PCC	£150.00	Donation to Christmas Fayre
100133	Biffa Waste Services Ltd	£166.00	Match funding agreed in respect of grant obtained for improvements to Newstead Community Meadow
100134	Newstead Centre	£45.00	Room hire for October Council meeting
100135	Safe and Sound	£444.00	Install new panel in MUGA
100136	Clarke's Cemetery Services	£670.00	Maintenance of village greens and cemetery
100137	Clarke's Cemetery Services	£210.00	Fees for digging out new grave

100138	Mrs P Wise	£15.00	Chairman's allowance (Oct)
100139	Mrs J Johnson	£304.43	Clerks Wages (Oct)
100140	Notts County Council	£65.55	Pension Contributions - (Oct)
100141	Mrs J Johnson	£48.14	Clerk's expenses (Oct)
			Postage/Other 39.44
			Tel/Broadband 6.00
			Mobile Calls Nil
			Mileage <u>2.70</u>
			Total <u>48.14</u>

The Clerk advised that in relation to the wreaths, only one had been ordered and a donation of £15 made towards the Poppy Appeal. The Chairman advised that two would be required next year as a wreath stored at the Newstead Centre had now been used.

Otherwise, the accounts as presented were agreed by the Council.

6.2 Report on the Half Year Accounts - The report from the Responsible Financial Officer of the Council had been circulated by email to all Cllrs. In summary, the results at half year were better than anticipated when the budget was set due to increased income from the cemetery and reduced expenditure in terms of the cemeteries and parish maintenance. Questions on the accounts were then invited with none being received. The report on the half year results and revised forecast was noted by the Council.

6.3 Grants to Other Bodies

Newstead Youth Club - An application had been received from the Youth Club for a donation of £250 towards an Art project to be undertaken by the Youth Club. Cllr Young explained that the new project in conjunction with City Arts will engage young people in photography around the village focusing on positive images of young people. The total cost of the whole project will be £500 with the remainder of the funding to be found by the Youth Club. During discussion of this item, it was noted that an award of £250 would represent a substantial proportion of the remaining funds in S137/Donations budget. It was proposed by Cllr Adams and seconded by Cllr Gascoigne that £150 be offered instead and this was agreed by other members of the Council. Feedback from the project was requested, where it was suggested that some of the final photographs be included as an item on the village website. Cllr Wise also confirmed she would be happy to put something on show at the Newstead Centre.

Christmas Fayre at the Newstead Centre - Deborah Widdowson had written to the Council requesting a prize for the raffle to be held at the Christmas Fayre. Councillors agreed to the purchase of a gift voucher from Argos for the sum of £25.

7 Cemetery Issues

7.1 Review of Current Regulations and Enforcement of the Regs

These were discussed with a number of changes both the family regulations and longer regs agreed.

7.2 Enforcement of the Regs

The Clerk read through a number of observations noted by Cllr Young when she had previously inspected the cemetery. It was agreed that the Clerk should write to the families identified as flouting the regulations but that prior to letters being sent the graves are checked again in case the situation has changed. In view of the sensitive nature of the task, Cllr Adams also felt it would be better to defer sending letters to families until February and this was agreed.

7.3 Cemetery Car Park

Cllr Burnham spoke of a previous plan to extend the existing car park by removing the shrubs from in front of the existing wall and transplanting elsewhere and then tarmacking the space occupied by this shrubbery. The Clerk was asked to obtain estimates for extending the existing tarmac with the names of two local

traders being passed on by Cllrs. The Clerk advised it would be necessary to first write a specification for the work and would seek advice from Gedling Borough Council in drawing up this.

8. **The Lengthsman's Scheme**

The Lengthsman had completed the trimming back of the hedge and other bushes in the cemetery car park and it was noted what an excellent job he had made of this. No further suggestions for work the lengthsman could undertake were passed on.

9. **Grant Application under the SLC Fund**

The Clerk advised she had explored two options in connection with this bid and which were as follows: -

a) **New Play Equipment** - Enquiries with Jane Richardson, Parks Officer at Gedling Borough Council confirmed that whilst the park off Tilford Road was maintained by Gedling Borough Council, it was on land owned by the Notts County Council. She had therefore made the following suggestions:-

- i) That the Parish Council write to Gedling BC to establish if there is any preference as to the type of equipment it would wish to see installed and that if the Parish Council did replace some of the apparatus whether Gedling Borough Council would continue to both maintain and insure the new equipment and continue to undertake all the safety checks required such as a weekly inspection
- ii) The Parish Council would also need to approach the Estates Department of the Notts County Council for permission to install the equipment of the land. Once a response to these questions had then been received, the Council could then work with appropriate suppliers of play equipment to put together a bid for funding.

b) **CCTV** - The second option she had explored was a possibility of installing CCTV in the area around the MUGA. The Clerk confirmed she had spoken with Andy Callingham, Public Protection Officer at Gedling Borough Council who had advised that Gedling Borough Council had themselves submitted a bid for funding to install a CCTV camera on the junction of Tilford Road and Fraser Street to monitor the area around the Post Office and Takeaway. Whilst this element was fully funded (assuming bid successful), there was a possibility that a further CCTV could then be installed by the Parish Council in the area around the MUGA, which would effectively 'piggy back' on the system to be installed by Gedling Borough Council. A rough cost for this additional CCTV was given as £11k. The Clerk explained that she had now written to Andy Callingham asking for more details and was currently awaiting a response. She asked permission from the Parish Council to submit a claim under SLC for CCTV, but stressed this could only go ahead if Gedling BC were themselves successful in their bid.

Cllrs were happy to endorse a decision to apply for funding under the SLC Fund for the CCTV as proposed, where it was recognised that any bid for play equipment would not be completed within the deadline.

In respect of new play equipment for the park, it was further agreed that the Council should write as suggested and that subject to the response received, a working group should then be formed to take this project forward and to look at different funders such as WREN.

10. **Matters concerning Newstead Village**

10.1 **War Memorial** - Cllr Young asked it to be noted by the Council that young people from the Newstead Youth Club along with Emma Astill, Notts CC Youth Worker had tidied up the War Memorial in lieu of the service to commemorate Remembrance Sunday.

10.2 **Parking on Triangle**- It was noted that a car had been parked in the middle of the grassed triangle at the junction of Hucknall Road/Tilford Road. Cllrs asked whether this was a regular occurrence. It was agreed that if the same car was seen parked again, the reg number would be passed to the Clerk.

10.3 **Winter Services** - Cllr P Young suggested that the Parish Council need to assess whether there was sufficient grit available to restock existing grit bins in the village. The Clerk advised that some unused grit remained at the Newstead Centre which was the property of the Parish Council. The Chairman referred to a recent break in at

the Centre and that checks should be made to ensure this grit was still available. Cllrs agreed the Parish Council should take advantage of bags offered free by the Notts County Council and that if it became necessary to restock the existing grit bins, it was agreed that the Clerk could order any necessary supplies and also pay for help to refill existing grit bins.

11 Matters concerning Newstead Abbey Park.

None

12. Correspondence

Correspondence had been noted as per the list circulated with the agenda. The following items were specifically discussed:

12.1 R.C.A.N - Request for Letter of support for the Proposed Wind Turbine on Newstead and Annesley Country Park - Although aware of some details Cllrs did not wish to consider such a request until the planning application itself had been received and full details of the application known.

12.2 The Local Government Boundary Commission - A letter had been received from the Boundary Commission seeking views from the public in terms of electoral arrangements for the County Council. Cllrs were also asked to consider if the area covered by their present County Cllr was one they identified with or would they prefer to be aligned elsewhere i.e. with Hucknall or Kirkby. At present the Commission was minded to appoint 67 Councillors to the County Council i.e. the same as now. As it was noted that the consultation did not finish until 19 January 2015, it was agreed to bring this topic back to the January meeting of the Council once Cllrs had had a further opportunity to consider this issue

13. Planning Applications

13.1 The following planning application had been circulated with the agenda and no objections raised: -

H/TRO7171/01 - Newstead Primary and Nursery School, Tilford Road, Newstead (School Keep Clear Markings and No Waiting Time Restrictions)

The following planning application had been circulated and objections raised.

2014/1065 - 4 High Leys Drive, Newstead (removal of Sycamore Trees to allow for creation of a private play area in garden) - Objections had been submitted to the removal of a perfectly healthy trees for the creation of a play area, although these objections would be rescinded if trees were found to be diseased, provided replacement trees were planted elsewhere in the garden to replace those removed.

The following application had been brought to the meeting for Cllrs to view.

2014/1109 - Land Adjacent Newstead Abbey, Newstead Abbey Park (6 Glamping cabins plus associated infrastructure) - No objections were raised where it was recognised the importance of enhancing the tourist potential of Newstead Abbey to ensure the long term financial sustainability of the Abbey outweighed any possible harm caused by this application.

Conditional planning permission had been granted on the following applications: -

2014/0963 - Jewel Sapphire Products Ltd, Unit 22 Hazleford Way, Newstead (Fascia sign)

2014/0839 - Land Adj 38 Fraser Street, Newstead (Erect single dwelling)

14. Reports From External Meetings

14.1 Report from Newstead Youth Club on the Meeting with Trustees from Newstead Youth Club

An email from Cllr Young in which she outlined her interpretation of the meeting held with the Trustees of Newstead Centre had been distributed to Cllrs. Cllr Burnham objected to the matter being discussed at the meeting, whereby the organisation that Cllr Young had been elected onto by the Council was no longer in existence. Cllr Young did not pursue the matter further.

14.2 **Meeting with Gedling Homes**

Cllr Burnham advised that he and Chairman met with Jackie Beecroft to discuss 'problem' families in the village. Follow up meetings are to be arranged and invitations to future meetings extended to East Midlands Housing Association who also own homes in the village. He felt it was important to continue to meet and that it was good to know what was happening in the village.

15. **Items the Chairman considers urgent**

None

16. **Date of Next Meeting.**

The next meeting of the Parish Council would be Wednesday 3rd December, where it was agreed to hold the usual fuddle and to invite individuals and officials previously invited.

With no further business to discuss the meeting finished at 9.45pm.

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 3 December 2014

1. **Present:** Cllrs: Mrs. P A Wise (Chairman), Mrs D Adams (arrived 7.35pm), Mrs B Blood, Mrs J Booth, Mr P Burnham and Mrs P Young. Also present was County Cllr Mr C Barnfather.
2. **Apologies for absence:** Apologies had been received from Cllrs Mr C Gascoigne, Miss A Halliwell and Ms H Crouch. Also Ward Cllr Mrs P Andrews.
3. **Declarations of Personal & Prejudicial Interest.** No other declarations were received.
4. **Approval of the Minutes**

It was proposed and seconded that the minutes be approved as a true record subject to the following being noted 'that the planning application referred to in item 5.3 had come direct from Nottingham City Council on behalf of Newstead Abbey and not from the Newstead Partnership as could be inferred'. With this noted the minutes were approved and then signed by the Chair.
5. **Matters Arising from the Minutes**
 - 5.1 **Highways** - No reply had yet been received. Cllrs agreed that the Clerk should chase up this matter
 - 5.2 **Flooding Issues** - Cllr Burnham advised he had informed Cllr Barnfather and Highways that it would be necessary to re-instate the meeting that had been cancelled.
 - 5.3 **Station Hotel** - It was confirmed by the Clerk that a letter had been sent to the brewery along with a photograph of the premises supplied by Cllr Crouch, which clearly highlighted the extent of the problems faced. Reply now waited.
 - 5.4 **Abbey Street/Byron Street Sign** - There had still been no action on this sign. The Clerk advised she had spoken yet again with Gedling Borough Council who commented that the sign had not been installed as it was missing the arrows denoting which street was which. In an effort to get this matter finalised, the Clerk was now intending to meet with Chris Brown on site, but a date for the meeting had yet to be agreed.
 - 5.5 **Land adjacent 38 Fraser Street** - No letter had yet been sent by the Clerk pending other priorities.
 - 5.6 **22 Livingstone Street** - The Council were advised by the Clerk that notice had been served on the householder by Highways on the 24 November and she was now pleased to advise the offending brambles had been cut back.
 - 5.7 **NCC - Proposed Closure of Tilford Road on 8th December** - Cllr Burnham advised that the road would now be closed on 7th December not the 8th as originally advised and for less time than expected. Notice of the change to the closure date had only just been given.
 - 5.8 **Newstead Youth Club** - A letter of thanks for the donation has been received from Cllr Andrews on behalf of the Youth Club.
 - 5.9 **Christmas Fayre** - A gift voucher had been purchased by the Clerk as directed and passed to Deborah Widdowson of Gedling Borough Council. Cllr Adams had noted on a flyer for this event that the Council's donation had been included as one of the raffle prizes.
 - 5.10 **Cemetery Issues/Enforcement of the Regs** - Cllrs confirmed the alterations to the regs as outlined in an email sent to Cllrs could be approved as stated without further alterations. Copies of the revised regs would now be sent to local Funeral Directors.
 - 5.11 **Cemetery Car Park** - Due to the short time between meetings, the Clerk advised she had been unable at this point to obtain quotes as requested. Cllr Burnham confirmed that he had met with contractors who were to undertake work on the Newstead Wildlife meadow as part of the grant obtained from Biffa. He had discussed the possibility of transplanting various shrubs in the car park and had been given a verbal quote for doing this work of between £1,200 to £1,500. He had asked that this quote be put in writing. Cllrs felt this

cost appeared excessive especially compared to the cost of purchasing new plants/shrubs. Rather than try to save existing shrubs, especially where the success rates of transplanting large plants was not guaranteed, it was agreed that when quotes were obtained for the car park extension, these would need to include the chopping down and removal of the shrubs with the roots to be treated accordingly.

5.12 Grant Application under the SLC Fund

The Clerk advised she had partially completed the application form to Notts County Council in respect of the CCTV. She was pleased to advise that the scheme had received the support of Cllr Barnfather who had now signed the form. Further information was still awaited from Gedling Borough Council

5.13 Parking on Triangle- Cllr Burnham confirmed the same car had been parked in the middle of the grassed triangle at the junction again but he was unable to see the number plate when passing. If there again he would walk back to get the number which would be passed to the Clerk.

5.14 The Local Government Boundary Commission - Cllr Barnfather advised that as far as he was aware, it was not possible for the Council to suggest aligning the village with areas in Ashfield, as Newstead was part of another authority

5.15 Christmas Tree - It had been agreed at the last Council meeting that Gedling Borough Council could supply the Christmas tree at a cost of £260 plus VAT to supply and install. The Christmas Tree had been installed but still required decorating with lights. Cllrs were not impressed with the tree which they felt was on the small size. Although there was little that could be done this year, it was agreed that next year the council may wish to pursue a different supplier.

As there were no members of the public at the meeting at this point, this item was waived.

6. Finance

Receipts and Payments for December 2014

Receipts.

£230.00 New memorial headstone in burial section

Cheques for approval at this meeting

100142	Newstead Youth Club	£150.00	Contribution towards City Arts project
100143	Newstead Centre	£ 45.00	Room hire for November Council meeting
100144	Mrs P Wise	£ 15.00	Chairman's allowance (Nov)
100145	Mrs J Johnson	£304.43	Clerks Wages (Nov)
100146	Notts County Council	£ 65.55	Pension Contributions for Clerk (Nov)
100147	Mrs J Johnson	£ 64.58	Clerk's expenses (Nov)
			Argos Voucher 25.00
			Postage/Other 27.28
			Tel/Broadband 6.00
			Mobile Calls Nil
			Mileage <u>6.30</u>
			Total <u>64.58</u>

The accounts as presented were agreed by the Council.

6.1 Any Other Matters Relating to Finance

None

7. The Lengthsman's Scheme

7.1 Future of Scheme - Cllr Barnfather explained that he felt it was unlikely that Notts County Council would extend this scheme for a third year as non-parished areas had complained this scheme was unfair to them. He did advise however that as a number of parishes still had a number of unused hours in the scheme

that Ravenshead Parish Council would continue to extend the scheme for a further three months after 31st May 2015, to allow the parishes to use all their hours. After that time the scheme would stop.

7.2 Jobs for the Lengthsman - There were a number of suggestions made at the meeting. In no particular order of preference these were as follows:

On jitty between Webb Street and Youth Centre - to side back overgrowth and trim back all overhanging bushes/brambles. To sweep leaves from Tilford Road. To cut back vegetation on Hucknall Road behind bus stop and coming from Forestry Commission land, paint cemetery gates, chop back bushes in cemetery car park ready for extension (subject to project going ahead and the lengthsman still having time in hand).

8. Matters concerning Newstead Village

None except as mentioned earlier.

9 Matters concerning Newstead Abbey Park.

Flytipping - Cllr Young reported that she had seen an old duvet thrown into bushes close to Vicarage Corner. It was agreed that she would check whether this was still in situ on her way home from this meeting and email the Clerk if this was the case.

10. Correspondence

Correspondence had been noted as per the list circulated with the agenda

11. Planning Applications

13.1 The following planning application had been circulated with the agenda and no objections raised: -.

2014/1113 - Gardeners Cottage, Newstead Abbey, Newstead Abbey Park (Proposed change of use from residential to holiday let, with internal refurbishment works, demolition of courtyard stores to retain existing courtyard garden, and rebuilding of existing single storey extension)

12. Reports From External Meetings

None

13. Cemetery Issues

None

14. Any Other Business the Chairman considers urgent

None

15. Date of Next Meeting.

The next meeting of the Parish Council would be Wednesday 7th January 2015.

With no further business to discuss the meeting finished at 8.05pm.

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 7 January 2015

1. **Present:** Cllrs: Mrs. D Adams (Acting Chair), Mr P Burnham, Mrs B Blood, Mrs J Booth, Miss A Halliwell, Mr S Gascoigne, Mrs P Young and also Mr Bruce Andrews.
2. **Apologies for absence:** Apologies had been received from Cllrs Mrs P Wise and Ms H Crouch. Also Ward Cllr Mrs P Andrews and County Cllr Mr C Barnfather.
3. **Declarations of Personal & Prejudicial Interest:**
No interests were declared
4. **Approval of the Minutes - 3 December 2014**
The minutes were approved and signed by the Chair.
5. **Matters Arising from the Minutes**
 - 5.1 **Highways** - The Clerk advised that she would attend the meeting to be arranged with Highways (see below) when outstanding highway issues would be raised
 - 5.2 **Flooding Issues** - Further meeting yet to be arranged
 - 5.3 **Station Hotel** - As no action had been taken on this matter by the owners, a further letter had been dispatched by the Clerk to the brewery reminding them that the building remains a health and safety hazard.
 - 5.4 **Abbey Street/Byron Street Sign** - No dates for a meeting had yet been agreed. **Clerk to chase**
 - 5.5 **Land adjacent 38 Fraser Street** - Not yet actioned
 - 5.6 **Cemetery Issues** - Cllr Halliwell advised she did not feel it was appropriate to continue to charge for inscriptions on memorials. The Chairman advised that this would be discussed at the precept meeting when cemetery charges were reviewed.
 - 5.7 **Cemetery Car Park** - The Clerk advised site meetings had been arranged with contractors on Friday 9th and Monday 12th January. She also understood the main resurfacing of the car park had been undertaken by a company called Abbey Gates and would also try to get a quote from them.
 - 5.8 **The Local Government Boundary Commission** - This had been brought back to the meeting as previously agreed. Further information had been obtained from the Boundary Commission which had confirmed that it would not be possible for the Parish Council to suggest altering the boundaries to align with towns or villages in the Ashfield. However as the purpose of the review was to ensure electoral equality in terms of the number of voters represented by each County Cllr, it was noted that following the adoption of the Aligned Core Strategy, the ward was likely to experience significant growth in terms of the population with a number of major housing developments planned in Bestwood Village and Linby Parish. It was agreed this information would be made known to the Commission.
 - 5.9 **Christmas Tree** - Cllr Halliwell noted that the lights on the Christmas Tree were entirely white and not those purchased previously by the Parish Council, which included a number of multi-coloured strings of bulbs. It was agreed that the Clerk would contact GBC to point this out.
 - 5.10 **Grit Bins** - Cllr Blood pointed out that the grit bins on High Leys Road were now empty following recent snow.
 - 5.11 **Precept Meeting** - In order to allow time for the Clerk to respond on the planning application in respect of the wind turbine. It was agreed to defer the precept meeting by a period of one week so that the date of this meeting would be held on Wednesday 28 January and not the 21 January as originally agreed.

The meeting closed to allow members of the public to bring up the next matters

Mr Bruce Andrews pointed out that between mid January and end of February 2015, Gedling Borough Council were offering to collect up to three items of bulky waste from Gedling residents free of charge. Details of items that could be collected were shown on the Gedling Web site. It was agreed this information should be flagged up for local residents on the village website and that the Locality Co-ordinator be informed so this could be included on the Newstead Facebook page.

Meeting re-opened

6. Finance

6.1 Receipts and Payments for January 2015

Receipts.

£305.00	New interment of ashes in burial section
£1625.00	Biffa - 50% of grant secured towards Newstead Meadow
£1.84	Interest on deposit acct - Sept
£1.91	Interest on deposit account - Oct
£1.84	Interest on deposit account - Nov

Cheques for approval at this meeting

100148	Mrs P Wise	£19.96	Refreshments for buffet
100149	Newstead Centre	£45.00	Room hire for public meeting held on 25 Nov 2014
100150	Newstead Centre	£135.00	Cost of buffet and room hire on 3 Dec 2014
100151	Mrs P Wise	£15.00	Chairman's allowance (Dec)
100152	Mrs J Johnson	£304.43	Clerks Wages (Dec)
100153	Notts County Council	£65.55	Pension Contributions for Clerk (Dec)
100154	Clarke's Cemetery Services	£60.00	Charges for new interment of ashes
100155	Mrs J Johnson	£12.42	Clerk's expenses (Dec)
			Postage/Other 3.72
			Tel/Broadband 6.00
			Mobile Calls Nil
			Mileage <u>2.70</u>
			Total <u>12.42</u>

plus any other payments agreed at the meeting

The accounts were agreed as stated

6.2 There were no other matters relating to finance

7. Grounds Maintenance Contract

Recommendations had been circulated with the agenda for the meeting based on grounds maintenance specification agreed in 2011. Recommendations made by Clerk were agreed as shown in red were agreed. Regarding the mosaic area Cllr Burnham asked that the contractor also be asked to remove tree saplings. Also in terms of the Old Cemetery, the paths are to be cut during April to Oct (one mower width only) and that reference to the cutting of the grass twice a year be removed completely. Under Cemetery Car Park - to add that the area under the rear hedge be kept clear of weeds and debris. In respect of other possible additions to the contract, it was agreed that in respect of the New Cemetery that bushes in the area known as the shrubbery are to be trimmed back at least once a year. It was also noted that levelling of the grave spaces was already included within the contract, as was removal of growth around trees. The Council also

agreed that that the maintenance of planters on Station Road plus cutting of this verge is also added to the specification but that a separate cost is obtained for this aspect of the contract. It was agreed that a letter would also be sent to the railway regarding cutting of the verge on Station Road.

8. The Lengthsman's Scheme

Cllr Halliwell confirmed that work to cut down bushes on Webb Street had been completed by the Lengthsman. She enquired who was responsible for an area of 'no man's land' between the backs of the houses on Webb Street and the Bowling Green. It was felt this land was probably owned by the Newstead Centre and clarification would be sought as to the land owner. No further suggestions for work were put forward.

9 Matters concerning Newstead Village

9.1 Flytipping - Cllr Halliwell reported a sofa left on the village green. Cllr Booth also reported that a fridge had been left to the rear of Chatsworth Terrace **Clerk to report**

9.2 Antisocial Behaviour - Cllr Halliwell reported that there has been an increase in antisocial behaviour over the past few weeks including kids climbing on top of the M.U.G.A, and use of foul language. She had reported a number of incidents to the Police and was highly satisfied with the response received from them. The PCSO she spoke to had also advised it was important for residents to report such incidents or no one would be aware there were still problems. The poor behaviour witnessed involved the same 5 young children between the ages of 8 and 10. Cllrs felt the response by Police was very positive.

9.3 Off road Biking - Problems were again reported involving the unauthorised use of scrambling bikes within the Country Park and Linby Trail, Cllr Gascoigne confirmed he was aware that 3 young motorcyclists are being dropped off from a van in Pocket Park, to ride. None of the bikes concerned were fitted with licence plates. It was agreed that the Clerk would write to R.C.A.N and the Forestry Commission regarding the problems of off road scrambling bikes.

9.4 Pothole - Cllr Burnham drew attention to a pothole situated in the right hand turning section on the A611, at the junction with Hucknall Road at the point when motorists pull up at the traffic lights. **Clerk to report**

9.5 Street Lighting - A number of light columns were reported not working, including lights on Station Ave, Abbey Road, Bryon Road. Details were given to the Clerk. Cllr Halliwell also noted that a number of lights were out in the vicinity surrounding the rail stop. **Clerk to report**

10 Matters concerning Newstead Abbey Park.

Pot Holes on Station Ave - Cllr Young reported that the state of Abbey Drive was continuing to get worse especially on the stretch between the end of Simon's drive and up towards Poets Corner, where the sides of the road are continuing to crumble. When this occurred on the bend up to the waterfall road plantings had been dropped at the side of the road to shore up the road. Cllr Young wondered when this section of Abbey Drive would be scheduled for repair and agreed to speak to Rachael Dewsbury regarding this.

Vicarage Corner to Station Ave - Cllr Gascoigne reported a number of bushes were now encroaching onto the highway making it difficult for cars to pass. This was on the section just before Vicarage Corner, and extending under railway bridge and onwards towards the barrier guarding the entrance to the Abbey grounds. It was agreed the Clerk would ask the lengthsman to trim back the vegetation on the highway.

West Lodge - Cllr Young continued to express concern at the size of the out building at West Lodge. She was sorry to hear that Planning Officer Bev Pearson had now left Gedling Borough Council.

11. Correspondence

11.1 Newstead Footpath 1 - Correspondence had been circulated from Papplewick Parish Council concerning a rights of way issue where a Papplewick parishioner had claimed further metal gates had now been installed on this right of way diverting walkers away from the route of the original path. The Clerk to Papplewick Council had now written to Newstead Parish Council seeking help from the Council in ensuring the right of way was maintained. The Clerk tried to explain the history relating to this path. The Chairman advised it was not

easy to establish what the problem was in this instance and suggested that a visit to the site should be undertaken.

- 11.2 Gedling Borough Council - Invite to attend workshops in connection with the next stages of the Gedling Local Plan - As all of these workshops took place during the day, a number of Cllrs were unable to attend due to existing work commitments.

12. Planning Applications

- 12.1 The following application had been brought to the meeting for Cllrs to view.

2014/1168 - Newstead and Annesley Country Park (Wind Turbine with maximum tip height of 100m, associated infrastructure to include control building with crane hardstanding)

The Clerk was pleased to report that an extension on the time the Council could comment on this application had been agreed by the Planning Authority, which has been extended until the end of January. In view of the complexity involved with this application, Cllrs agreed it was best to discuss this matter at a separate meeting with this being the only item on the agenda. The date of this meeting was proposed for Wednesday 14 January 2015. **The Clerk is to circulate the date to other Cllrs**

- 12.2 The following planning decisions have been granted conditional planning permission. Specific conditions relating to the application are shown: -

2014/113 - Gardeners Cottage, Newstead Abbey Park (Proposed change of use from residential to holiday let)

Specific Condition

The development hereby permitted shall be used for holiday accommodation only and not used as any person's sole or main residence.

- 12.3 The following information has been sent by Gedling for information purposes only.

2014/1115 - The Gatehouse Lodge, Newstead Abbey Park, Nottingham Road, Ravenshead (Proposed change of use from residential and office purposes in connection with the adjoining Abbey to general residential purposes)

Specific Condition

No works permitted under Class A,B,C,D or E of Part 1 Schedule 2 of the Town and Country Planning (General Permitted Development) shall be undertaken without the prior written permission of the Borough Council as local planning authority.

- 12.4 Notice of TPO Consent

2014/1135 TPO - R Islip, The Ranch House, Newstead Abbey Park - (Fell 1 no Oak and 1 No Horse Chestnut (dead) and reduce 1 no Beech Tree away from LV power line)

2014/1127TPO - Mrs S Peacock, Pendlewood, Newstead Abbey Park (Remove Sliver Birch, crown lift Beech Tree approx 5 metres and remove any dead wood crossing limbs to Beech Tree)

13. Reports From External Meetings

None

14. Cemetery issues

None reported

15. Items the Chairman considers urgent

Cllr Burnham raised the matter on behalf of the Chairman Cllr Wise to sound out the idea that a planning subcommittee should again be established. Planning applications would be sent to the committee who would then decide whether they needed to be discussed by full council at a full planning meeting. As it was unclear how this would work in practise and due to the time constraints in which the Council had to respond, it was agreed by Cllrs present there seemed little point in establishing a committee on this basis.

16. Date of Next Meeting.

The next meeting of the Parish Council would be Wednesday 12 January 2015 to discuss the wind turbine, followed by the precept meeting on the 28 January and the next meeting on 4 February.

With no further business to discuss the meeting finished at 9.05pm.

Minutes of the Parish Council Precept meeting held on Wednesday 28th January 2015 in the Sherwood Room of Newstead Centre starting at 7.30pm.

1. **Councillors present:** Cllrs P A Wise (Chairman), Mr P Burnham, Mr D Adams and Mrs P Young.
2. **Apologies for absence:** Apologies received from Cllrs J Booth, H Crouch, and S Gascoigne. Also Cllr P Andrews and County Cllr C Barnfather. *The Council agreed to waive standing orders in terms of the quorum required to enable the meeting to take place, as Gedling Borough Council required the precept information by 31st January.*
3. **Declarations of interest:**
No interests were declared
4. **To Review Cemetery Charges for 2015/16**
Revised charges from A Clarke with effect from the 1. 1 .2015 had been circulated with the agenda. It was noted grave digging costs had increased on average by £15, with the charges for interment of ashes increasing by £5.

Proposed cemetery charges by the Council for 2015/16 were then discussed, and it was agreed that fees for grave preparation would rise in line with the additional fees charged by the gravedigger. Also agreed was a previous suggestion by Cllr Halliwell to eliminate charges for additional subscriptions on existing memorials. Cllrs asked the Clerk to confirm what additional costs were incurred by the Council as a result of further subscriptions onto an existing headstone, to which the answer was none other than the Clerk's time in writing to approve the request. In essence she advised this was another form of income charged by the Council to offset the future running costs of the cemetery. In order to claw back some of the income which would be lost by not applying this fee, it was agreed that costs to erect a headstone would increase by £20 in the case of an headstone erected on a burial plot and by £10 for a headstone erected on a cremation plot. The new cemetery charges for 2015/16 were agreed as follows:

	<u>Resident</u>	<u>Non-Resident</u>
Purchase of a Deed of Right of Burial	£200	£650
Grave preparation fee for 6ft grave	£245	£725
Grave preparation fee for 8ft grave (for 2)	£265	£750
Re-open grave	£225	£515
Purchase of a Deed of Right of Burial in the cremations section	£150	£475
Burial of a casket in the cremations or burial sections	£120	£310
Erection of a headstone in the burial section	£100	£250
Additional inscription	£Nil	£Nil
Memorial on a cremation plot which must be no more than 2ft in height	£90	£240

Cllrs agreed that the new charges would be applicable from the start of the new financial year i.e. 1st April 2015.

5. **To set the Precept for 2015/2016**

A report by the Responsible Financial Officer on the Council's accounts had been attached with the agenda.

The Clerk then explained the sums allocated under various headings as outlined in her report to the Council. In respect of **Receipts** received by the Council, Gedling Borough Council had confirmed that a cash payment of **£3,886** would be paid to the Council to offset the reduction in the tax base as a result of the Local Government Finance Act. Income received in respect of cemetery fees was hard to predict and the amount shown in the **Forecast** assumed no further cremations/burials until the end of the financial year. The estimate for 2015/2016 was a best guess based on an average income received from this source over the past three years. The **VAT refund** was cost neutral as whatever was paid out in VAT was claimed back in the same year. **Bank interest** had been included as a small sum each month was now being received on £40,000 invested by the Council with HSBC

In terms of **Payments**, the figures for 2015/2016 were as noted in the written report which accompanied the agenda. The Clerk explained that under **cemeteries** and **parish maintenance**, costs were expected to increase more than inflation to take into consideration the revised specification on the grounds maintenance contract and that any charges from the new contractor appointed would be fixed for the next three years

The Clerk also advised that she had now received one estimate for the cost of extending the cemetery car park and advised that the total cost of carrying out this work should be completed for a maximum figure of **£7k**. It was noted that the provision set aside within this estimate for the cost of removing the ash tree at £1,000 was felt to be expensive. Cllr Burnham agreed he would approach Acorn Services and Jonathon Rhodes (contractor currently carrying out work in the Newstead Wildlife Meadow) with a view to securing an estimate for removing the ash tree. For the purpose of setting the precept, the Clerk assumed that the Council would choose to proceed with this work in this financial year and so under **Capital Expenses** for 2014/15, she had increased the forecast figure to **£7.5k**. This demonstrated that even with this additional cost, the expenditure of the Council would still be less than income received during 2014/15.

Cllrs then discussed the report and were happy to accept the figures put forward by the Clerk for 2015/16 in respect of the various budget headings. Cllr Burnham felt the Parish Council should try to retain a balanced budget for 2015/16 and his preference was to increase the precept by **4%** to allow for a small surplus of £100. The Chairman felt that many parishioners were still being squeezed financially and that a **2%** increase was her preferred option. A vote was then taken with three out of four Cllrs supporting a **4%** increase in the precept with Cllr Wise against. This resulted in a total precept requirement of **£14,652**.

Form C was then signed by the Chairman and Cllrs Burnham and Young requesting this amount from Gedling Borough Council.

6. Items that the Chairman considers urgent.

None

7. Closure and Date of next meeting

The next meeting would take place on Wednesday 4th February commencing at 7.30pm.

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 4 February 2015

1. **Present:** Cllrs: Mrs. P Wise (Chairman), Mrs D Adams, Mr P Burnham, Mr S Gascoigne and Mrs P Young. Also Mr Bruce Andrews plus one parishioner.
2. **Apologies for absence:** Apologies had been received from Cllrs Mrs B Blood and Ms H Crouch. Also Ward Cllr Mrs P Andrews and County Cllr Mr C Barnfather.
3. **Declarations of Personal & Prejudicial Interest:**
No interests were declared
4. **Approval of the Minutes - 7th January 2015**
With a correction to the wording under 9.2 to read 'children instead of kids', the minutes were approved and signed by the Chair.
5. **Matters Arising from the Minutes**
 - 5.1 **Highways/Flooding issues** - A meeting had been held on the 29 January with Paula Johnson, Highways Officer for Gedling, Cllr Chris Barnfather, the Clerk and Cllr Burnham. A number of issues had been discussed. In regard to the flooding on Hucknall Road, Highways had asked if possible that a photograph of the flooding as and when this occurs be sent to them. Paula will chase up the 'SLOW' road marking as previously requested on Hucknall Road. Other issues discussed were: problems with cars speeding in the 30mph section between Newstead village and Annesley Village, where Paula advised that Highways would not be able to install repeater signs, although it was agreed that the road marking denoting 30mph near to the skate park entrance would be repainted; deterioration of the pavement surface on Hucknall Road just up from Musters Road; potholes at the junction of Tilford Road/Hucknall Road and a number of faulty street lights affecting the Terraces. Since that meeting, however, proposals had been submitted by Notts County Council highway's department for installing signs denoting a new 20mph speed limit outside the school. It was noted that the existing 30ph sign marked on the road was to be removed and replaced by a sign plus flashing amber warning light. The existing interactive speed sign will also need replacing with a dual message 20/30 sign. Cllrs noted that the existing interactive speed sign adjacent to Musters Road was also to be retained and it was pointed out that this too should display a dual message sign in line with the other interactive speed sign. It was agreed the Clerk would raise this point with highways.
 - 5.2 **Station Hotel** - No action had been taken by the owners despite two letters from the Council. The Chairman was unaware of what action could next be taken regarding a private property and proposed no further action be taken. This was agreed.
 - 5.3 **Abbey Street/Byron Street Sign** - A meeting had been held with Chris Brown from Gedling Borough Council when all street nameplates in the village were inspected. These had been divided into signs which were fairly new and required no further action, signs which required cleaning only and signs that required replacing. Instructions had been passed to the lengthsmen to wash the signs on Webb Street, Musters Road, Chapel Terrace and Livingstone Street. The nameplate on Hucknall Road to be straightened with quotes to be obtained to replace signs at Turton Court, Abbey/Bryon Street x 2, Markham Street x 2 (both nameplates at the junction with Frazer Street), Foundry Terrace, Chatsworth and Stonehouse Terraces nameplates and the nameplate opposite Cornerstone House denoting the names of the terraces. The Chairman felt it was not the role of the Parish Council to pay for new signs which she felt were the responsibility of Gedling Borough Council.

- 5.4 Land adjacent 38 Fraser Street - It was noted that part of the land with planning permission for a new dwelling had been up for sale and had now appeared to have been sold. The remainder of this land was to be sold at auction on the 24th February.
- 5.5 The Local Government Boundary Commission - Information sent as requested. No reply yet received.
- 5.6 Christmas Tree - The Clerk advised she had spoken to Gedling Borough Council on this matter. Some confusion had occurred when the contract to install and decorate Christmas trees had changed hands and had been brought 'in house'. It was agreed the matter would be put back on the agenda later in the year when the question of who would supply the tree in 2015 would be discussed. It was also agreed that the Clerk would also communicate with Linby Parish Council to find out what they would be doing regarding their tree after a disappointing tree had also been supplied to them and where costs savings had been achieved in the past based on shared delivery costs between the two councils.
- 5.7 Grit Bins - The Clerk advised that the yellow bins on Tilford Road and High Leys Road had now been filled by the Notts County Council. The blue bins on Musters Road and the junction with Webb Street had been refilled by the Clerk with help from her window cleaner. Eight bags of grit had been purchased by the Clerk at a cost of £1.99 plus VAT which was recouped through her expenses plus £10 paid to the window cleaner for his help in lifting them. As the Clerk's vehicle for transporting the grit was not suitable, the Council discussed alternative means of filling the blue bins. One suggestion agreed by the Council was that the new caretaker at the Newstead Centre be asked to restock the bins should grit be delivered direct to the Newstead Centre with the Parish Council to pay his/her labour cost for doing so. It was agreed that the Chairman would discuss this option with new caretaker once appointed.
- 5.8 Bulky Waste Collection - Cllr Burnham thanked Mr Andrews for the information on the free collection of bulky waste by Gedling during January and February where the service was used by one of his neighbours.
- 5.9 Grounds Maintenance Contract - The Clerk advised she had approached four different companies to quote for the contract including the existing contractor, Acer Ground Maintenance, Uyletts and Gedling Borough Council
- 5.10 The Lengthsman's Scheme - The Chairman did not believe the land between the edge of the bowling green and the rear of the gardens on Webb Street was the responsibility of the Newstead Centre. The Clerk confirmed that not all land had registered owners.
- 5.11 Newstead Footpath 1 - Cllr Young advised that she and Cllr Burnham had walked this path and photos taken at the site were shown to the Council. These highlighted the inclusion of two further metal gates which diverted walkers from the original path/drive down the side of a purpose built path. Previously as no official division had ever been sought to divert the right of way, a compromise had been reached with the residents of South Lodge whereby users going through gaps in the hedge could still walk the original route. Small gates had now been put in these gaps and a sign installed directing users to the 'unofficial' route. Cllr Young confirmed these gates were not locked and that walkers could still use the original path, if necessary. She could foresee a problem if the main gates at the end of the drive were locked say whilst the owner of the Lodge was away. The Clerk advised that whilst ever the original route of the path remained open there was little that could be done. The Council agreed that Notts County Council should be informed of developments on this right of way.
- 5.12 Off road Biking - Cllr Burnham advised that in order to deter use of Newstead and Annesley Park for off road biking, numerous obstacles in the form of tree barriers had been put on the main routes through the Country Park.
- 5.13 Pothole Junction with A611 - Now repaired.
- 5.14 Pot Holes on Station Ave - Cllr Young confirmed that confirmation had been received from the Assistant Building and Operations Manager at the Abbey that the resurfacing of the Drive from just above the waterfall to Poets Corner would be undertaken on the 18th/19th February. Cllr Adams had noted that some potholes on other sections of the drive now appeared to have been filled in. Cllr Gascoigne confirmed that road plannings had been used to fill some of the deeper holes.
- 5.15 West Lodge - Further works on this site were discussed. It was agreed to monitor the situation

- 5.16 North Lodge - Cllr Young noted that the gatehouse on the main entrance to the Abbey had not been sold at auction as it had failed to meet the minimum reserve of £160k

The meeting closed to allow members of the public to bring up the next matters

The resident of 64 Tilford Road drew attention to a tree which required pruning on the green area adjacent to the terraces on the top end of Tilford Road. Low branches from the tree were now creating an obstruction on the highway which the resident felt was now dangerous if someone has poor vision or blind. He had mentioned this problem to the workmen who cut the grass on this triangle but no action had been taken to date and he asked for the Council's help in getting this tree cut back. He also noted that a bollard was missing from the central reservation which he was aware had been removed by vandals. He also commented on a large puddle which forms outside the gate to the play park off Tilford Road. It was agreed this would be drawn to Gedling's attention.

Meeting re-opened

6. Finance

6.1 Receipts and Payments for February 2015

Receipts.

None

Cheques for approval at this meeting

100153	Notts County Council	£NIL	Cheque cancelled as payee written incorrectly
100156	Notts County Council	£65.55	Pension contributions reissued for December 14
100157	HM Revenue and Customs	£6.60	NI on wages 1.10.14 - 31.12.14
100158	Newstead Centre	£45.00	Cost of room hire on 7 Jan 2015
100159	Newstead Centre	£39.00	Cost of room hire for planning meeting 14/1
100160	Newstead Centre	£45.00	Cost of room hire for Precept meeting 28/1
100161	Mrs P Wise	£15.00	Chairman's allowance (January)
100162	Mrs J Johnson	£304.43	Clerks Wages (Dec)
100163	Notts County Council	£65.55	Pension Contributions for Clerk (Dec)
100164	N.A.L.C	£177.23	Annual Subscription
100165	Mr J A Rhodes	£1,290.00	Work undertaken on Newstead Meadow
100166	Mrs J Johnson	£63.77	Clerk's expenses (January) NB includes cost of restocking grit bins

Postage/Other	40.22
Tel/Broadband	6.00
Mobile Calls	Nil
Mileage	<u>17.55</u>
Total	<u>63.77</u>

Cllr Burnham was asked whether the work carried out by J A Rhodes on the Meadow had been undertaken to a satisfactory standard and this was agreed. He also advised that this was only half of the work undertaken by the contractor as part of the Biffa award and that costs represented work undertaken to date rather than the full cost of the work. With this being noted the accounts were agreed as stated

- 6.2 There were no other matters relating to finance

7. Extension to Cemetery Car Park

The Clerk advised that two estimates had been received to date and these were as follows:

i) Fermac Ltd £4,876.95 plus VAT - Dig out 200m below existing concrete level. Remove arisings. Supply and compact 100mm of type one road stone and compact. Set out expansion joints to match existing. Supply and lay 100mm deep of C35 concrete. This quote also included removal of all the existing plants and bushes but with the exception of the removal of the ash tree for which a provision of £1,000 was suggested

ii) Darren Brown £4,150.00 plus VAT - This quote just states to lay road stone 150mm deep and concrete at 100mm. Quote did not include removal of either the tree or surrounding bushes

As agreed at the precept meeting Cllr Burnham had now obtained 2 quotes for removing the ash tree which were: -

Jonathon Rhodes	£360
Acorn Services	£300 (verbal only)

Cllrs then discussed the above and were happy that the project should proceed where final costs would come under that included in the revised budget agreed at the precept meeting. Taking into consideration the difference in costs put forward by the two contractors, it was agreed it may work out cheaper if the company who undertake the work on removing the ash tree also removed all the bushes at the same time. Cllr Burnham was asked to return to the same contractors for a revised estimate to remove both trees and bushes. In order to save time it was agreed these quotes would be emailed out to Cllrs between meetings. Once these were obtained Cllrs would then be in a position to decide which contractor would then be instructed to undertake the work to extend the car park. **Action** Cllr Burnham to obtain revised quotes for removing trees and bushes from the car park.

At the same time it was also noted that a branch from a large conifer in the Old Cemetery had been damaged and was partially hanging down. It was agreed that whichever contractor undertook the work to remove the tree/bushes in the cemetery car park would also be asked to remove this branch.

8. The Lengthsman's Scheme

The Clerk conformed that instructions had been given to the lengthsman to cut back overgrowth on Station Ave from the point before Vicarage Corner to the barrier to the Abbey.

9 Matters concerning Newstead Village

9.1 Bus Stop Opposite Musters Raod - The Chairman drew attention to the poor state of the pavement in the vicinity of the bus layby and stop on Hucknall Road opposite Musters Road where the surface of the pavement had eroded badly. **Clerk to report**

9.2 Parking outside New Cemtery Gates - Cllr Adams noted that a small silver car appeared to be parked directly outside the main entrance gates to the cemetery. Cllr Burnham advised that previously permission had been granted to one of the visitors to the grave to park in this spot as they were disabled. The use of retractable bollards in this area was discussed as was installing a 'No parking - access required at all time' sign. Cllr Booth agreed to obtain a quote from Badgemaster for such a sign

9.3 Post Box - It was noted a post box previously struck by a vehicle had been moved from its original site to

to outside No24 Abbey Drive.

10 Matters concerning Newstead Abbey Park.

None except as mentioned earlier in the meeting

11. Correspondence

None except discussed elsewhere

12. Planning Applications

There were no planning applications to discuss.

13. Reports From External Meetings

- 13.1 **Youth Centre** - Cllr Young was pleased to report the Youth Club had entered 10 young people in the Pride of Gedling Award. The latest figures for Newstead show that there are no 16/17 year olds in the parish that are not in Education, Employment or Training (i.e. NEETS). This was put down to the work done by the Youth Club with CV's and bringing in colleges. A programme of events is being put together to include a Teddy Bears Picnic and a Cleaner and Greener Event. Also mentioned was the Mighty Creative Scheme which is a scheme undertaken by East Midlands Housing to work with young people in their homes. On behalf of the Council, the Chairman wished the Youth Centre good luck in getting to the final of the Pride of Gedling Awards.

14. Cemetery issues

None reported

15. Items the Chairman considers urgent

- 15.1 **Station Road** - Complaints had been made regarding a number of items of rubbish which had accumulated on the track side of Station Road from the junction with Tilford Road up to the Station Car park
- 15.2 **Newstead PCC** - Thank you card had been received for the donation received.
- 15.3 **Elections** - In view of the forthcoming elections it was agreed to defer the AGM originally scheduled for the Wednesday 6th May 2015 to Wednesday 13th May 2015 when there would be a new Council.

16. Date of Next Meeting.

The next meeting of the Parish Council would be Wednesday 4th March.

With no further business to discuss the meeting finished at 9.30pm.

NEWSTEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Sherwood Room of Newstead Centre on Wednesday 4 March 2015

1. **Present:** Cllrs: Mrs. P Wise (Chairman), Mrs J Booth, Mr P Burnham and Mr S Gascoigne. Mr Bruce Andrews plus eight members of the public.
2. **Apologies for absence:** Apologies had been received from Cllrs D Adams, Ms H Crouch and Mrs P Young. Also Ward Cllr Mrs P Andrews and County Cllr Mr C Barnfather. The Clerk advised Cllr B Blood was likely to arrive late.
3. **Declarations of Personal & Prejudicial Interest:**
No interests were declared
4. **Approval of the Minutes**
Precept Meeting 28 January 2015
With a note that it was not usual to record Cllrs names who had voted against an item, these minutes were approved and signed by the Chairman.
Council Meeting - 4 Feb 2015
With the omission noted of Cllr J Booth who was present at the meeting and a correction to item 5.16 to read East Lodge instead of North Lodge, the minutes were approved and signed by the Chair.
5. **Matters Arising from the Minutes**
 - 5.1 Highways/Flooding issues - A response had been received from Highways in which it was pointed out that the existing interactive speed sign just south of Musters Road will remain as a 30mph sign where it is just outside the area when the 20mph would apply. The Chairman felt that as it was outside the area by only a matter of yards this did not make sense. It was agreed that Clerk would write to Highways. Also, no action had been taken with regard to faulty lights on the terraces where it was noted that at least 4 lights continued to flash on and off in a random sequence. Clerk to chase.
 - 5.2 Abbey Street/Byron Street Sign - Nothing further has been heard from Gedling in relation to those signs that need to be replaced. Clerk to chase.
 - 5.3 The Local Government Boundary Commission - A reply acknowledging the response from the Council has been received and would be taken into consideration when the recommendations are drawn up for the number of County Councillors to be appointed.
 - 5.4 Bulky Waste Collection - It was noted this initiative had been extended by a further two weeks.
 - 5.5 The Lengthsman's Scheme - No action appears to have been taken with regard to cutting back the shrubs and overgrown bushes encroaching on Station Ave or over the pavement on Hucknall Road from the bus layby opp Musters Road to the end of the trees near Hazleford Way. Clerk to chase
 - 5.6 Newstead Footpath 1 - Details of the current position together with photos passed on by Cllr Young had been passed to Bob Knowles. Rights of Way Officer with the Notts County Council.
 - 5.7 Off Road Biking - The Chairman advised problems with off road bikers in Newstead and Annesley forest had been reported to the Police and would also be raised at a future Police meeting to be attended by the Chairman and Cllr Burnham at Ravenshead Leisure Centre
 - 5.8 Pot Holes on Station Ave - Cllr Gascoigne confirmed the work to resurface part of Station Ave between the waterfall and Poets Corner had now been completed. The Clerk is to request a follow up meeting with Abbey Staff in April.
 - 5.9 Public Speaking - Work had now been undertaken to remove the lower branches of the tree on the adjacent the terraces at the top of Tilford Road. The Clerk advised she had also inspected the area outside of the gate

- to the play park along with a representative from Gedling BC, but was unable to tell where pooling of water took place as the ground in question sloped either side. Cllrs confirmed the problem stems from the adjacent road drains which are currently not disposing of excess surface water. This then pools over spilling back on the pavement close to the entrance to the Park. Clerk to contact NCC Highways to request rodding of the drains.
- 5.10 Extension to Cemetery Car Park - Following the last meeting further estimates had been obtained by Cllr Burnham for total removal of the tree and bushes from the area concerned which had been emailed to all Cllrs. Following agreement from Cllrs to proceed with the work in accordance with the lowest estimate received, authorisation had been given by Cllr Burnham for Acorn Services to proceed with the clearance in accordance with the estimate supplied of £460. In addition the Clerk had asked the same company to undertake the removal of the large conifer branch in the Old Cemetery which had partially snapped and was hanging down. This work had now been completed and a final invoice submitted for approval. As a result of this work now being undertaken, authorisation had now been given to Darren Brown to complete the resurfacing of the car park (following agreement by Cllrs). The Clerk confirmed that she had spoken to the contractor and an expected time scale to start the work would be third week in March depending on time taken to finish existing work. The Chairman asked the Clerk to inform the Council if the time scale for the start of the work was likely to be delayed.
- 5.11 Bus Stop opposite Musters Road - No action had yet been taken to resurface the badly worn area. Clerk to chase.
- 5.12 Parking outside the Cemetery - Cllr Booth confirmed a sign had been ordered at no cost to the Council.
- 5.13 Station Road - The Clerk confirmed a request had been made to East Midlands Train who were responsible for clearing litter from the line via a link on their website.
- 5.14 Elections - In connection with the elections the Chairman and Clerk on the 17th March would be attending a training session at Gedling Borough Council to discuss the procedural requirements leading up to the election.

The meeting then closed to allow members of the public to bring up various matters

A number of residents from the new estate now built on the former Annesley Colliery site voiced their concerns re the wind turbine proposed for Newstead and Annesley Country Park, particularly the lack of consultation by the Planning Authority. A resident drew attention to ongoing problems caused by empty home at 65 Tilford Road where an accumulation of rubbish had been left (NB Matter to be raised with Gedling Homes), also the untidy state of the allotment adjacent to the play park, the accumulation of assorted items outside no 23 Tilford Road and also the amount of litter on Forestry land immediately behind the bus shelter opp Musters Road.

Mr Jim Spray made a number of observations regarding the revised cemetery regs. -

Meeting re-opened

6. Finance

Receipts and Payments for March 2015

Receipts.

£210 Graham Ward Funeral Director - New interment

Cheques for approval at this meeting

100167	Newstead Centre	£45.00	Cost of room hire for February Council meeting
100168	Acorn Tree Services	£510.00	Clear trees and shrubs from cemetery car park, also includes £50 charged for removing fallen branch from tree in the Old Cemetery.
100169	Clarke's Cemetery Services	£215.00	New interment in Newstead Cemetery
100170	Mrs P Wise	£15.00	Chairman's allowance (February)
100171	Mrs J Johnson	£304.43	Clerks Wages (February)
100172	Notts County Council	£65.55	Pension Contributions for Clerk (February)

100173	Mrs J Johnson	£69.09	Clerk's expenses (February) NB includes cost of full set of colour cartridges
			Postage/Other 57.69
			Tel/Broadband 6.00
			Mobile Calls Nil
			Mileage 5.40
			Total <u>£69.09</u>

- 6.2 Risk Assessment - The changes plus recommendations put forward by the Responsible Financial Officer as circulated with the agenda were approved. It was agreed that as there would be a new Council shortly, one of the first actions of the new Council should be to review existing standing orders and adopt new financial regs.
- 6.3 Grants Requests Received by the Parish Council
Newstead PCC - A request had been received from Newstead PCC for a donation of £150 towards the Easter Fayre. Cllrs felt they had been generous on the past where the PCC had now been advised it was expected that money raised in previous events should pay towards costs of future events. After discussion, it was agreed to send £100 towards the cost of holding the Fayre.
7. The Lengthsman's Scheme
 No further suggestions were passed on regarding work for the lengthsman.
- 8 Matters concerning Newstead Village
- 8.1 23 Tilford Road - Cllrs agreed that this matter would be raised with Gedling Homes where the accumulation of personal belonging outside this home was a blight on this community. Agreed letter be sent to Gedling Homes. Cllr Burnham also agreed he would raise this matter at the next meeting with Gedling Homes.
- 8.2 Road Drains - It was noted that in addition to the road drain on the layby near the park, the drain outside 149 Tilford Road was also failing to drain water from the carriageway and may also require rodding. It was agreed this would also be reported to Highways
- 8.3 Skate Park - The Chairman reported that water was failing to drain away near the half pipe leading to a large puddle forming at the base of this equipment. It was also agreed this area needs to be updated and to include the skate park on the agenda for the next meeting.
9. Matters concerning Newstead Abbey Park.
 None except as mentioned earlier in the meeting
10. Correspondence
 The following items of correspondence were specifically discussed by the Council.
- 10.1 Police Priority Meeting - 10 March - It was agreed that Cllr Wise and Burnham would attend this meeting with the issue of off road bikes being one of the issues to be discussed at this meeting.
- 10.2 New Future Newstead - It was noted that a re-launch of Future Newstead would be take place on the 17 March 2015. Cllrs queried why the Council was still paying for room hire for this group when they were now following a separate agenda to that of the Council. The Clerk felt any decision to stop paying for room hire for this group should be considered at a future meeting of Council as this was not an item specified on the agenda. Both the Chairman and Cllr Burnham felt the decision should be made now and it was proposed by Cllr Burnham and seconded by Cllr Wise that no further payment should be made in respect of room hire costs incurred by Future Newstead. This was agreed by other Cllrs present.
- 10.3 Garden Competition - The Chairman reported she had attended this meeting on behalf of the Council. Much of the format that was followed last year will be followed again. There will probably be less categories to be judged overall but will include a new category of 'Best Dressed Child as a Scarecrow'.

10.4 Employers Pension Contributions - It was noted that the contribution rate of the Council as an employer in respect of the Clerk's pension would be retained at the same rate as applied in the current year i.e. 14.7%

11. Planning Applications

There were no planning applications to discuss.

12. Reports From External Meetings

The Youth Centre

As Trustees of the Newstead Centre the Chairman advised she and Cllr Burnham had arranged a meeting with the representatives from the Youth Centre but due to a mix up in dates agreed this would need to be re-arranged. The Chairman agreed that the Youth Club was now running successfully agreed but tht there were less young people there than she expected.

13. Cemetery issues

None reported

14. Items the Chairman considers urgent

a) Faulty Street Lights - The Chairman drew attention to faulty street lights affecting The Quadrangle.

b) Reserve Funds - The Chairman asked if Councillors would given consideration to alternative projects in the village to which money presently allocated in the Council's reserves towards the cemetery extension could be used. As an examples she suggested the skate park requires updating or alternatively, the reserves could be used towards new play equipment on the park. Cllr Gascoigne drew attention to the BMX track on Watnall Road, Hucknall which he felt was a brilliant facility for children and young people.

15. Date of Next Meeting.

The next meeting of the Parish Council would be Wednesday 1st April .

For the next item, the Council resolves to exclude the public and press for discussion of these matters, which involves the disclosure of exempt information as defined in the Local Government Act 1972, schedule 12a, Part one, para. 3 where this item relates to information which would be commercially sensitive.

16. Grounds Maintenance Contract

Details of all the costs submitted by the various contractor had been broken down for Cllrs to view and were outlined on a schedule passed to Cllrs at the meeting.

The Clerk explained it had been useful holding site meetings with each of the contractors where a number of useful observations had been made.

In terms of cost, Ulyetts had worked out as the cheapest and Anthony Clarke the second lowest, although it was recognised the difference between the two tenders (£50) could easily be offset by any increase in grave digging charges should the present contractor lose the grounds maintenance contract.

The Clerk advised that each contractor had their individual merits but obviously no guarantee could be given regarding the quality of the work of the other contractors until work on the contract was actually underway.

Gedling Borough Council and Acer Grounds Maintenance were ruled out where costs were proportionately higher than those received at the lower end of the scale.

Some Cllrs felt that the present contractor had not performed as well as he could on some parts of the contract, although in general the Clerk advised Mr Clarke had been very reliable with few problems experienced overall. She advised where councillors had noted problems in the past such as extra brushing off of grass on headstones and strimming additional paths to the more recent graves in the Old Cemetery, Mr Clarke had happy to accommodate these requests. The Clerk also stressed that within the hours employed by the Council it was not possible to monitor the grounds maintenance contract which was noted by Cllrs. She also advised that if Cllrs were unhappy about any aspect of the work undertaken by the contractor, they would need to inform the Clerk so she could discuss this with the contractor.

The Clerk also advised there was little evidence to suggest that litter picking had been undertaken in the cemetery car park outside of grass cutting season and it was noted that that moss had not been removed from the main drive to the cemetery for some time. Cllrs also felt the rose bushes surrounding the mosaic were being not pruned properly.

Following discussion and on the basis of 'the better the devil you know', Cllrs agreed that Anthony Clarke should again be awarded the contract subject to the following being drawn to his attention.

- a) Better removal of moss from the main drive of the New Cemetery
- b) More litter picking of the Cemetery Car Park, where the contractor needs to carry out a minimum monthly litter pick at those times of the year when grass cutting seasons ends and the new season begins.
- c) Better pruning of the rose bushes in the mosaic, where these need to be hand pruned rather than trimmed back with a hedge cutter.

With no further business to discuss the meeting closed at 9.45pm.