

MINUTES OF THE MEETING OF THE TROWELL PARISH COUNCIL, HELD IN THE PARISH HALL ON TUESDAY 11TH APRIL 2017, AT 7.15PM.

Present: Cllrs. D. Pringle – Chairman, Mrs. L. Harley, P. Singer, G. Lockwood, Mrs. H. Cumberpatch, Mrs. M. Birkitt, Mrs. C. McGann, R. McGann, Mrs. S. Williams, Mrs. L. Ball B.E.M. (Borough)(part meeting) & K. E. Rigby (Borough & County) (part meeting).

Clerk: Mrs. A. K. Mitchell.

329/16. DECLARATION OF MEMBERS INTERESTS.

SW declared a non-pecuniary interest in items 344 & 345/16 on the agenda.

330/16. TO RECEIVE APOLOGIES FOR ABSENCE.

None.

331/16. BOROUGH & COUNTY COUNCILLORS REPORT.

KER reported on the following items:

Planning Issue Stapleford Road – Nothing further to report at this stage. **KER to action.**

Drainage works – Ilkeston Road: KER updated Members in respect of the road closure situation.

HC raised the issue of the anti-skid surface. KER advised that this should be completed later this year. The issue of the crash barrier will also be kept under review.

Graffiti on the Nottingham Road M1 Bridge – Nothing further to report.

KER to action.

Bridleway 8 – additional white lines – Nothing further to report.

KER to action.

Horse riding on footpaths – Reported to BBC for investigation.

KER had also asked the Council to investigate an issue in Grange Wood.

HC reported a recent issue with mud on the footpath which was remedied directly.

DP raised the issue of herbicides being used on the grass verges by BBC & their effects on pets. KER will enquire as to which product is currently being used. **KER to action.**

- 337.1/16. Church Corner Crash Barrier.
It was noted that this matter had been dealt with as part of Cllr. Rigby's earlier report.
- 337.2/16 Suggested crossing on Ilkeston Road.
It was noted that there was nothing further to report on this issue at this time. It was agreed to discharge this matter for the time being.
- 337.3/16 Bridleway 8: Stapleford Road to Garden Centre.
It was noted that an order has been placed with NCC but that no response has been received to date.

It was noted that the Garden Centre are putting in a slip road adjacent to their premises & it is affecting a public footpath.

The Clerk was asked to make the NCC ROW officer aware of this issue. **Clerk to action.**
- 338/16. TO DEAL WITH CORRESPONDENCE.
APPENDIX 1 attached - Noted.
It was noted that the Clerk has not received any queries in respect of this item prior to the meeting.

It was noted that the Clerk had processed over 500 emails since the March Full Council meeting.
- 339/16. TO RECEIVE COMMITTEE REPORTS ETC. AS APPROPRIATE.

Website.
Members noted the content of the report.
- 340/16. FINANCE.
a) Financial Statements and bank reconciliations.
It was RESOLVED to approve all financial reports which were circulated to all Councillors prior to the meeting.
Following receipt of the 2017/2018 precept payment it was RESOLVED to transfer £30,000 to the Council's CCLA investment account & £10,000 to the Council's Co-Op current account. All in favour. Clerk to action.
b) Accounts paid prior to the meeting - Appendix 2 attached.
It was RESOLVED to approve for payment the accounts listed in the appendix.
c) Accounts for payment at the meeting - Appendix 3 attached.
It was RESOLVED to approve for payment the accounts listed in the appendix.

- d) Merchant account enquiries – progress report.
It was noted that arrangements are in hand with Global Pay.
Clerk to continue to action.
- e) 2016/2017 Annual Return Progress Report. Members were asked to note that the relevant documentation has been received from the external auditors & closedown is now underway. A copy of the letter received from the external auditors has been circulated to all Members for their records. **Clerk to continue to action.**
Internal Audit appointment – it was noted that the Internal Auditor will be visiting the Clerk on the 20th April to carry out this year’s internal audit.
Annual Governance Statement – It was RESOLVED that the Annual Governance Statement be approved. All in favour.
The form will now be signed by the Chairman & Clerk as appropriate.
- f) Risk management – status review. It was noted that this had been completed as agreed at the previous Council meeting.

341/16. PARISH HALL PLAY PARK UPDATE.
It was noted that DP had validated the latest play park inspection sheets & circulated an email the previous day– there were no issues to bring to the Council’s attention.
FIT Plaque – It was agreed that this should be fitted near to the main playpark gate.

342/16. OPENCAST ISSUES – TROWELL/COSSALL.
It was noted that there was nothing further to report on this issue at this time.

343/16. PARISH HALL MATTERS UPDATE.
It was noted that Cllr. Pringle visited the hall & he checked & validated the following reports:
Monthly means of escape check.
Weekly fire alarm checks.
Daily Emergency lighting inspection.

There was nothing to bring to Members attention & an email to this effect had been circulated to Members the previous day.

The Clerk reported that she has reviewed the First Aid box check list up to & including 4th April 2017. It was noted that the plasters need to be replaced by the end of the month – the Clerk will action this accordingly. **Clerk to action.**

The Clerk reported that she has verified the weekly legionella checks up to & including 6th April 2017 & the monthly reports up to & including 4th April 2017. There were no issues to report.

Parish Hall Re-ordering Project Progress Report.

It was noted that the Clerk is arranging a meeting with GL & HC on this issue. **Clerk to action.**

Parish Hall Floor – It was noted that the claim has been acknowledged by Hiscox insurers.

Card payment options – progress report. Members were asked to note the Clerk’s earlier report on this issue.

Security procedures – The Clerk is awaiting a response from BBC on this issue.

Public Wi-Fi connection at the Parish Hall – progress report.

It was noted that this is being installed on Monday 24th April 2017.

FOTS 2017 Christmas Event Update.

FOTS have confirmed that they are liaising with the Festival Inn regarding additional parking for the event.

Plumbing Works –

It was RESOLVED to accept the quotation from Antony Grice Ltd to replace the leaking PRV. All in favour.

HC requested that the issue of an additional external noticeboard for the Parish Hall be placed on the next PHGC agenda. **Clerk to action.**

344/16. FIELD FARM PLANNING APPLICATION.

It was noted that the site access works are now underway.

345/16. OFFER OF LAND AT FIELD FARM.

It was noted that Members had met recently with Mr. Westerman to discuss the EA’s proposals in respect of the site.

Following a detailed discussion **it was RESOLVED that the Council should continue to negotiate with Mr. Westerman to accept the land & then negotiate directly with the EA, if appropriate following a consultation with residents. 8 For & 1 Abstention.**

Standing Orders were suspended for 10 minutes to allow for a refreshment break.

LB left the meeting at this point.

- 346/16. HS2.
It was noted that some Members of the Council had met with representatives of HS2 on 30th March 2017. DP will email Members his notes from the meeting for their records. **DP to action.**
- 347/16. CHRISTMAS LIGHTING - to receive a progress report.
It was noted that the Clerk has chased quotations for 2017 from the contractors involved.
- 348/16. LOCAL COUNCIL AWARD SCHEME.
It was noted that the Clerk will do some work on her portfolio over the Easter break. **Clerk to action - ongoing.**
- 349/16. HEALTH & SAFETY UPDATE.
The Clerk will pick this up again after the internal audit has been completed. **Clerk to action.**
- 350/16. ST. HELEN'S CHURCH, TROWELL - RE-ORDERING PROJECT.
It was noted that there was nothing further to report on this issue at this time.
- 351/16. STANTON RECYCLING UPDATE.
It was noted that HC had contacted the EA recently on this issue.
- 352/16. ANNUAL REVIEW & ADOPTION OF FINANCIAL REGULATIONS.
It was noted that draft amendments to these will be made as soon as the merchant account agreement has been finalised. **Clerk to action.**
- 353/16. PRS FOR MUSIC CONSULTATION.
It was noted that there was nothing further to report on this issue at this time.
- 354/16. STANTON DEVELOPMENT - progress report.
It was noted that a copy of NCC's response had been forwarded to members prior to this meeting.
- 355/16. BOUNDARY COMMISSION FOR ENGLAND - INITIAL PROPOSALS FOR NEW PARLIAMENTARY CONSTITUENCY BOUNDARIES IN THE EAST MIDLANDS - UPDATE.
It was noted that there was nothing further to report on this issue at this time.
- 356/16. GREENWOOD COMMUNITY TREE PLANTING GRANTS 2016/2017.
It was noted that the Clerk is currently awaiting a response from BBC on this issue.

- 357/16. CONSULTATION ON M1 JUNCTIONS 23A TO 25 SMART MOTORWAY VARIABLE MANDATORY SPEED LIMIT - Update.
It was noted that the latest email from Highways England on this issue had been forwarded to members on 20th March 2017.
- 358/16. 2017 ANNUAL PARISH MEETING ARRANGEMENTS.
The room layout & arrangements for refreshments were finalized.
Clerk to action.
- 359/16. CLERK'S REPORT.
Dog Fouling -Nothing further to report.
Council Telephone contracts - the Caretaker's contracts are to be resolved after the Bank Holiday. **Clerk to action.**
Volunteer litter pickers -following a suggestion from MB it was agreed to supply some collection bags to the individuals involved. An accompanying letter to be sent pointing out that they undertake these duties at their own risk.
Fly Tipping - the Clerk has reported an incident to BBC on behalf of PS.
Paving contractors sign - it was agreed to write to the company asking them to come & collect the sign within 30 days or it will be destroyed & requesting a £50 nominal fee to cover the administrative costs involved with dealing with the unauthorized sign. **Clerk to action.**

Railway vehicles - it was noted that these are still causing problems on the verges near the Stapleford Road railway bridge. It was agreed that the Council should contact NCC to ask them to consider installing a dropped kerb & other preventative measures at the site. The Council to suggest asking Network Rail to contribute to the cost of accommodating their vehicles safely & without causing damage to the footway, verges etc. **Clerk to action.**
Newsletter distribution - this was agreed & packs circulated as appropriate.
- 360/16. TO DECIDE ITEMS FOR PRESS RELEASE.
The following items were suggested for the next press release:
- Annual Parish Meeting.
- Vacancies.
Clerk to action.
- 361/16. Date of next meeting.
Tuesday 9th May 2017 - Statutory Annual Parish Meeting.
HC gave her apologies for this meeting.
There being no further business the meeting closed at 9.21pm.

Signed.....Chairman

Date.....