

**MINUTES OF THE MEETING OF THE TROWELL PARISH COUNCIL,
HELD IN THE PARISH HALL ON TUESDAY 9TH FEBRUARY 2016, AT
7.15PM.**

Present: Cllrs. Mrs. L. Harley – Chairman, R. McGann, Mrs. C. McGann, G. Lockwood, Mrs. J. E. Bryant, Mrs. M. Birkitt, P. Singer, Mrs. S. Williams, Mrs. H. Cumberpatch, Mrs. P. Cardwell & D. Pringle.
Clerk: Mrs. A. K. Mitchell.

LH welcomed everyone to the meeting.

272/15. DECLARATION OF MEMBERS INTERESTS.
PC & SW declared non-pecuniary interests in items 287/15 & 288/15 on the agenda.

273/15. TO RECEIVE APOLOGIES FOR ABSENCE.
PC moved apologies from LB & KER, seconded by SW. All in favour.

Standing Orders were suspended for 5 minutes to attend to a matter outside of the meeting.

274/15. BOROUGH & COUNTY COUNCILLORS REPORT.
Members were asked to note the content of a letter received from KER.
KER had submitted notes to the Clerk in advance of the meeting & she reported on his behalf that the gully on the footpath near the garden centre will be cleaned out as a one-off gesture of goodwill by NCC.
An enforcement order is to be issued to landowners to repair the holes in their fencing between lamp columns 5 & 6 on Ilkeston Road.
The previously reported blocked gullies on Nottingham Road are to be cleaned out by NCC.

275/15. BOROUGH COUNCILLORS REPORT.
There was no report in LB's absence.

276/15. TO APPROVE MINUTES OF THE OPEN FORUM & FULL COUNCIL MEETING - 12TH JANUARY 2016.
The minutes of the Open Forum & Full Council Meeting were approved & signed by the Chairman as an accurate record.

- 277/15. LOCAL POLICE REPORT – P.C. S. O. FREEMAN.
Members noted the content of the report which had been distributed prior to the meeting.
- The Clerk advised that to date she has not heard anything further in relation to the proposed Police Engagement Strategy visit.
- 278/15. MATTERS ARISING FROM THE MINUTES:
- 278.1/15. Parking Issues on Hill Rise, Smithfield Avenue & Derbyshire Avenue.
It was noted that the previously reported overhanging vegetation on Smithfield Avenue has now been cut back.
GL advised that vehicles are not being parked on the double yellow lines but people are still parking along Hill Rise as before.
- 278.2/15. Drainage issues.
The Clerk advised Members of the latest position. It was noted that the Clerk will pass the petition submitted by Mr. Hutchby to KER at the earliest opportunity.
- 279/15. MATTERS ARISING FROM THE “OPEN FORUM”.
- 279.1/15. Damage to verges on Ilkeston Road.
There was nothing further to report on this issue at this time.
- 279.2/15. Hedge Cutting Issues.
DP commented that he had observed hedge cutting works being carried out early on a Saturday morning. It was noted that if private contractors are being used they will set their operational hours & not NCC.
- 279.3/15 Street Lighting – various issues.
Members were asked to note the response from KER regarding Stapleford Road. It was agreed to request that lights be installed on the opposite side of the road.
- 279.4/15 Church Corner Crash Barrier.
It was noted that there was nothing further to report on this issue at this time.
- 279.5/15 Footway – Stapleford Road.
It was noted that documentation concerning this matter had been circulated to Members prior to the meeting.
As a result it was agreed to request a site visit with the inspector involved.

- 280/15. TO DEAL WITH CORRESPONDENCE.
 APPENDIX 1 attached - Noted.
 GL requested a copy of the Strategic Housing Land Availability Assessment dated 11/12/15. - the Clerk will arrange.
 Report from Clerk in respect of emails - It was noted that since the last full Council meeting the Clerk has processed 405 emails.
- 281/15. TO RECEIVE COMMITTEE REPORTS ETC. AS APPROPRIATE.
Trowell Festival Village Committee.
 The minutes of the Trowell Festival Village Committee (18/01/16) & the proposals contained therein were presented & moved by Cllr. Mrs. Williams, seconded by Cllr. Mrs. Bryant. All in favour.
Parish Hall & Grounds Committee.
 The minutes of the Parish Hall & Grounds Committee (26/01/16) & the proposals contained therein were presented & moved by Cllr. Lockwood, seconded by Cllr. Mrs. Cardwell. All in favour.
Newsletter Editorial Committee.
 The minutes of the Newsletter Editorial Committee (26/01/16) & the proposals contained therein were presented & moved by Cllr. Mrs. Bryant, seconded by Cllr. Mrs. Cumberpatch. All in favour.
School Governor's Report.
 Members were asked to note the content of the report which had been circulated prior to the meeting.
Website.
 Members were asked to note the content of the report which had been circulated prior to the meeting.
- 282/15. FINANCE.
- a) Financial Statements and bank reconciliations.
 It was RESOLVED to approve all financial reports which had been circulated to all Councillors prior to the meeting.
 Updates from HSBC - Members were asked to note the content of the update.
 - 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) 2015/2016 Annual Return Progress Report.
 The Clerk has sent a letter to the internal auditor regarding an audit date - no response has been received to date.
 - e) 2016/2017 Budget Proposals.

The Clerk advised that confirmation has been received from BBC that the precept request has been received in their offices. The budget papers will be uploaded onto the Parish Council website following this meeting.

- f) New Audit Regime – documents previously circulated. Members were asked to note this additional information. The Clerk advised that as the Parish Council has already decided not to opt out it will be classed as a Group 1 authority.
- g) Staff pensions update – documents previously circulated.
It was RESOLVED to select the Notts. LGPS as it is an approved scheme & both the Council’s eligible employees are already members. All in favour.
 Members were asked to note the information from NCC in relation to contracting out arrangements.
- h) National Living Wage – The Clerk will investigate the implications of this in respect of affected staff in time for the F & GP Committee meeting later this month.

283/15. PARISH HALL PLAY PARK UPDATE.

Cllr. Mrs. Cardwell had sent an email on Monday which confirmed that she had validated the latest play park inspection sheet. There were no issues to report.

284/15. OPENCAST ISSUES – TROWELL/COSSALL.

Members were asked to note the latest update from AS on this issue.

285/15. PARISH HALL MATTERS UPDATE.

Cllr. Mrs. Cardwell had emailed Members prior to the meeting asking them to note that she has checked & validated the following reports:

- Monthly means of escape check.
 - Weekly fire alarm checks.
 - Daily Emergency lighting inspection.
- There were no items for concern.

The Clerk reported that she has verified the monthly legionella checks up to & including 3rd February 2016. There were no issues to report.

Parish Hall Re-ordering Project Progress Report – It was noted that so far only LH & GL have responded regarding their availability for a meeting with DB. It was agreed that the Clerk should arrange a meeting with DB & advise members when she has done so.

Non NCC Funding Opportunities – It was agreed that the parish council obtain ballpark costings first to ascertain which is the most beneficial funding route to follow as all will require some level of match funding from the Council.

Use of the Parish Hall car park by the school – documents previously circulated.

Entrance signs – once the cheque has been authorized at this meeting these are ready for collection from the suppliers.

Car Park Marking works – these will be carried out on 5/02/16.

Members approved the draft flyer supplied by the Clerk with one amendment.

Chairs – The Clerk advised Members of the current position.

286/15. BROXTOWE ALIGNED CORE STRATEGY INCLUDING EREWASH CORE STRATEGY.

It was noted that there was nothing further to report at this time.

287/15. FIELD FARM PLANNING APPLICATION.

It was agreed that the Chair & the Clerk should draft a response to STRAG in respect of their recent comments.

288/15. OFFER OF LAND AT FIELD FARM.

It was noted that a letter had been sent to DC as previously agreed.

It was noted that the developers have settled the solicitors account.

It was agreed that a thank you email should be sent to RW.

The Clerk advised that the EA had been in touch & she has arranged for them to attend the March meeting – it was noted that a handout was available for Members this evening.

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

289/15. HS2.

Members were asked to note that mail to their head office had been returned. GL commented that they are due to be opening a local office for the project

290/15. CHRISTMAS LIGHTING.

The report regarding the oak tree in the Church grounds was noted. Members had also been provided with details of replacement lights required for existing sites following the high winds over the festive period.

It was RESOLVED to accept the quote of £40 per set x 13 sets from Leisure Lites to replace the damaged existing sets. All in favour.

It was RESOLVED to obtain quotations to add 2 extra sets of lights at each existing location (transformers permitting) & also obtain a quote to light the tree at the junction of Cossall Road. It was noted that a quote from NCC will also be required for this proposed new location. All in favour.

291/15. QUALITY PARISH COUNCIL STATUS.

It was noted that there was nothing further to report at this stage.

- 292/15. HEALTH & SAFETY UPDATE.
Members were asked to note that a copy of "Working in Confined Spaces" booklet had been distributed to the Caretakers. A new fire assembly point sign has been ordered to replace the badly faded one in the car park.
- 293/15 WINTER GRITTING.
The Clerk has not received any reports of empty bins. It was agreed that in future the bins should be checked "in-house".
Stapleford Road - HC
Barleydale - RMG
Iona - SW
Parish Hall & Church Close - SR
Derbyshire Avenue - DP
Ilkeston Road - tbc
- 294/15. ST. HELEN'S CHURCH, TROWELL - RE-ORDERING PROJECT.
It was noted that there was nothing further to report on this issue at this time.
- 295/15. CHURCH CLOCK.
It was noted that there was nothing further to report on this issue at this time.
- 296/15. STANTON RECYCLING PLANNING APPLICATION UPDATE.
It was noted that there was nothing further to report on this issue at this time.
- 297/15. PROPOSED 50MPH SPEED LIMIT - A609 NOTTINGHAM ROAD, TROWELL (TRO JOB NO 5203) INITIAL CONSULTATION.
It was noted that the incorrect signage reported at the last meeting has been removed - thanks to LB.
Flooding Update - The Clerk advised Members of the latest update from NCC. GL commented that it had been bad the previous Saturday evening.
- 298/15 Planning Application 15/008816/FUL Warehouse adjacent 203 Stapleford Road - information previously circulated.
It was noted that this application has been granted conditional permission.
- 299/15 TFVC - THE WAY FORWARD.
Members were asked to note an enquiry from AL - it was agreed that the TFVC will not be organizing an event for the Queen's Birthday. Members were asked to note the information received from NALC in respect of the Queen's Birthday beacons. Members were asked to note that there had already been an enquiry from an existing hirer regarding the date of the Christmas Event.

LH thanked SW & JEB for all their efforts on the TFVC in the past & advised that the Council now needs to agree how it will stage future events.

It was suggested that a Working Party could be established June-Dec to organize the Christmas Event. It was agreed that SW should approach FOTS to ask if they would be prepared to organize the event if the Council felt unable to do so.

It was agreed hold the future of the TFVC in abeyance at this time & send the former Members a thank you letter from the Council. Thank you letters to regular performers & stall holders will be held in abeyance until a decision about the 2016 even has been decided. Members were asked to note that at present the Clerk's contract specifically excludes administrative support to the TFVC.

292/15.

ANNUAL PARISH MEETING.

It was agreed to follow the same format as previous years, with the addition of tea & cakes being provided at the conclusion of the meeting to mark the Queen's Birthday.

It was noted that a number of Members will not be able to attend this year's Annual Parish Meeting.

300/15.

RISK MANAGEMENT - STATUS REVIEW.

Members were asked to consider the document & submit any suggested changes/additions etc to the Clerk/Chairman in time for the March meeting.

301/15.

PACT MEETINGS/NHW SCHEMES.

It was noted that there was nothing further to report at this time.

303/15

NOTTINGHAM CITY COUNCIL LOCAL PLAN PART 2 - DOCUMENTS PREVIOUSLY CIRCULATED.

Noted.

304/15.

TO CONSIDER EXPRESSING AN INTEREST IN BBC HOLDING A PLAY DAY IN THE PARISH - DOCUMENTS PREVIOUSLY CIRCULATED.

It was agreed to decline this offer at this time.

305/15.

CLERK'S REPORT.

Stapleford Road Polling Station Update - nothing further to report.

Photo opportunity at Pit Lane - LH, HC & SW attended.

Holocaust Memorial Day 2016 - LH & MB attended.

Seat on Nottingham Road - Reported by GL, Clerk gave an update from BBC.

Employer skills survey - Members asked to note the findings.

External Audit Briefing - Noted.

Parish Magazine Donation - It was **RESOLVED** to pay for a 1/2 page static advert per annum rather than giving a donation. All in favour.

Office Broadband Update - Superfast broadband now installed & functioning - the Clerk will now set about obtaining a refund for December & January. Re a suggestion from PS - It was noted that the Council is currently in a 12 month contract with its current supplier.

Review of Nottinghamshire County Council's Guidance Note on the validation of Planning Applications - documents previously circulated. - No comments received.

EU Referendum - Email previously circulated.

Neighbourhood Planning Event - No responses received.

Damage to Crash Barrier, Stapleford Road - Reported to NCC.4

Good Councillors Guide - Updates distributed to Members this evening.

306/15. TO DECIDE ITEMS FOR PRESS RELEASE.

The following items were suggested for the next press release:
Annual Parish Meeting.

307/15. DATE OF NEXT MEETING.

Tuesday 8th March 2016.

There being no further business the meeting closed at 9.30pm.

Signed.....Chairman

Date.....