

MINUTES OF THE MEETING OF THE TROWELL PARISH COUNCIL, HELD IN THE PARISH HALL ON TUESDAY 14TH FEBRUARY 2017, AT 7.15PM.

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

Clerk: Mrs. A. K. Mitchell.

253/16. DECLARATION OF MEMBERS INTERESTS.
PGC & SW declared non-pecuniary interests in items 268 & 269 /16 on the agenda.
DP declared a non- pecuniary interest in item 281/16 on the agenda.

254/16. TO RECEIVE APOLOGIES FOR ABSENCE.
LH proposed that apologies be accepted from HC, seconded by GL. All in favour.

255/16. BOROUGH & COUNTY COUNCILLORS REPORT.
KER reported on the following items:

NCC Responsibilities List – KER advised that this has now expanded to cover the Borough Council too. A copy will be made available to the Parish Council upon its completion. **KER to action.**

Johnson’s Aggregates – It was noted that the proposed site meeting has been cancelled for a second time & the revised date will be sometime in March or April but it is getting close to KER’s retirement date as a result. **KER to action.**

Bridleway 8 – KER reported that he has spoken with DH who is quite happy for the Parish Council to relocate the “Give Way” lines in question & he gives his full permission for this work to be carried out. KER also advised that he has awarded a £250 grant towards these works. PGC thanked KER for this generous donation. He added that he has passed the relevant contractors details to the Clerk.

Field Farm planning application – KER confirmed that the developer has won his appeal, adding that this will have cost BBC a significant sum & he will try & find out exactly what costs were involved.

Church Clock – KER confirmed that he has donated £1,000 to this project via the Parish Council & in his opinion the works should be actioned in one go. The Clerk clarified the Parish Council's position in respect of maintenance responsibilities.

Police Report – KER advised that this can never be accurate as he himself is aware of incidents that are never reported to the Police.

DP raised the issue of the car sales unit on Stapleford Road which is being used for vehicle dismantling purposes & asked if there had been any further developments regarding this matter. KER advised that he matters form a joint responsibility. He has heard nothing further so will make a second enquiry. **KER to action.**

MB asked if KER had any idea when Westerman's would commence building at Field Farm. KER said that he didn't but hoped that it would be sooner rather than later to help BBC meet its house building targets.

256/16

BOROUGH COUNCILLORS REPORT.

It was noted that a written report had not been received prior to the meeting.

257/16.

TO APPROVE MINUTES OF THE OPEN FORUM & FULL COUNCIL MEETING – 10TH JANUARY 2017.

The minutes of the Open Forum were approved & signed by the Chairman as an accurate record.

The Clerk advised that she had received one requested amendment to the draft minutes – this was discussed accordingly.

The minutes of the Full Council meeting were approved unchanged & signed by the Chairman as an accurate record.

258/16.

CASUAL VACANCY PROGRESS REPORT.

To consider an application for co-option to the Council.

It was RESOLVED to conduct a secret ballot on this issue. All in favour.

The Clerk proceeded to facilitate this ballot & recoded the votes as follows: **3 For, 6 Against – no abstentions. The candidate was therefore unsuccessful on this occasion.**

PGC thanked the candidate for applying for the vacancy.

A vote of thanks was recorded for the candidate putting themselves forward for consideration to fill the current vacancy. All in favour.

- 259/16. LOCAL POLICE REPORT – P.C.S.O. FREEMAN.
Members noted the content of the report which had been distributed prior to the meeting.
- 260/16. MATTERS ARISING FROM THE MINUTES: (FOR INFORMATION ONLY).
None.
- 261/16. MATTERS ARISING FROM THE “OPEN FORUM” – FOR INFORMATION ONLY.
- 261.1/16. Church Corner Crash Barrier.
It was noted that there was nothing further to report on this issue at this time.
- 261.2/16 Suggested crossing on Ilkeston Road.
It was noted that there was nothing further to report on this issue at this time.
- 261.3/16 Bridleway 8: Stapleford Road to Garden Centre.
It was noted that KER kindly supplied the Clerk with contact details for the relevant officer ay Tarmac to enable a quote to be obtained. The Clerk has left a telephone message for the officer concerned but to date no response has been received. **Clerk to action.**
- 262/16. 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 800 emails since the January Full Council meeting.

LH advised that although she appreciates that Members do not include the Clerk in email discussions she herself will not be taking part in any further email debates as not all Members respond to them. Other Members concurred that such discussions can only succeed if everyone submits a response.

263/16. TO RECEIVE COMMITTEE REPORTS ETC. AS APPROPRIATE.Parish Hall & Grounds Committee.

The minutes of the Parish Hall & Grounds Committee (31-01-17) & the proposals contained therein were presented & moved by GL, seconded by CMG. All in favour.

Newsletter Editorial Committee.

The minutes of the Newsletter Editorial Committee (31-01-17) & the proposals contained therein were presented & moved by CMG, seconded by GL. All in favour.

Website.

Members noted the content of the report. GL apologized for the briefer than usual report.

264/16. 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.

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 the Clerk has left a telephone message for the relevant officer at Global Pay & is currently awaiting a response.

The Clerk will chase an answer accordingly **Clerk to action.**

e) 2017/2018 Budget proposals & Precept Request - progress report.

It was noted that required documentation had been submitted to BBC as previously agreed.

f) To note the appointment of new external auditors - documents previously circulated. The correspondence was duly noted.

265/16. PARISH HALL PLAY PARK UPDATE.

It was noted that DP had sent an email the previous day confirming that he had validated the latest play park inspection sheets - there were no issues to bring to the Council's attention.

Tree Works -It was noted that the invoice from BBC has now been received & settled. The final cost was slightly lower than the original estimate.

Litter Bin Update - It was noted that the replacement bin has now been installed.

Grounds Maintenance Contract – to consider quotes.

Following a brief discussion **it was RESOLVED to accept the quotation of £724.97 from Broxtowe Borough Council for the 2017/2018 contract. All in favour.** Clerk to action.

266/16. OPENCAST ISSUES - TROWELL/COSSALL.

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

267/16. PARISH HALL MATTERS UPDATE.

Cllr. Pringle had circulated an email the previous day asking Members to note that he has 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.

The Clerk reported that she has verified the weekly legionella checks up to & including 9th February 2017 & the monthly reports up to & including 9th February 2017. The Clerk has also reviewed the monthly First Aid box check list up to & including 13th February 2017. There were no issues to report.

Parish Hall Re-ordering Project Progress Report. Following the earlier approval of the PHGC minutes, the Clerk will now begin looking into funding streams etc.

Parish Hall Floor – It was noted that the works had been aborted due to damage. As a consequence they have been rescheduled for August & the Clerk will be pursuing a claim against HS2. RMG raised the issue of the car park attendants provided by the hirer at the HS2 event who had caused some safety issues in their approach.

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

Clock in the memory of KB. MB had unveiled the clock prior to the start of the meeting as both it & its commemorative plaque had been recently installed by the Caretaker. It was therefore agreed to discharge this matter from the agenda.

Security procedures – to consider a draft Service Level Agreement supplied by BBC & to receive a progress report from the Clerk.

It was **RESOLVED** to accept the draft SLA with the amendments suggested by the Clerk & make the necessary arrangements with BBC accordingly. All in favour. Clerk to action.

Fire appliance servicing contract – to consider a quotation from an alternative supplier.

It was **RESOLVED** to end the current contract & accept the quote provided by O. Heap instead. All in favour. Clerk to action.

Parish Hall Gas & Electricity Contracts – to consider quotes for July 2017 onwards.

It was **RESOLVED** to place the gas supply contract with CNG on a 2 year deal. All in favour.

It was **RESOLVED** to place the electricity contract with Opus on a one year deal. All in favour.

Clerk to action both.

Car Park bollards – to consider a proposal from LH.

Following a detailed discussion, it was **RESOLVED** that the bollards in question are left in the upright position unless the parking spaces affected are in use. The bollards to be placed in the upright position directly after a vehicle has left said parking spaces. Hirers to be provided with a key to operate the bollards as necessary.

All Council staff/Members/Hirers to action – ongoing.

It was noted that once all the bollards in situ a photograph of the site will be submitted to the Council's insurers for their records.

Standing Orders were suspended at this point for refreshments.

268/16. FIELD FARM PLANNING APPLICATION.

It was noted that the appeal was allowed yesterday & the Clerk has provided Members with a copy of the Inspector's report for their records.

GL agreed with KER's comments in respect of the appeal issue.

KER left the meeting at this point.

269/16. OFFER OF LAND AT FIELD FARM.

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

270/16.

HS2.

Meeting with AS – the Clerk confirmed that a short Council meeting had been arranged for Friday 17th February 2017 at 6-7pm in the Parish Hall. The Clerk has issued the necessary agendas as required.

It was noted that a Clerk needed to be appointed for this meeting. Following a short discussion, the Parish Clerk was asked if she could cover the meeting & she agreed to do so. It was noted that this meeting takes place outside the Parish Clerk's current contracted hours.

Clerk to action.

To formulate a response to the current HS2 consultation document.

Following a detailed discussion, it was **RESOLVED that the relevant consultation document should be completed by the Clerk using the working documents submitted to Council by DP, GL & LH to form the basis of the Council's objections. All in favour.**

Clerk to action.

It was also agreed that the consultation response should be emailed directly to HS2 as well, with copies of this email being sent to NCC, BBC, AS, LB, KER & the Stop HS2 Trowell Action Group.

Clerk to action.

Email received from Stop HS2 Trowell Action Group – It was agreed that the Council's response to the consultation document would also form its response to the action group, hence the directive to copy the group into the email being sent to HS2.

RMG expressed his concern that the village's responses from 2013 have been overlooked by HS2 – it was agreed to raise this issue with AS on Friday to see if she can assist.

271/16.

CHRISTMAS LIGHTING – to receive a progress report from the Clerk.

It was noted that the Clerk is in touch with the contractors regarding a quotation for Christmas 2017.

Clerk to action - ongoing.

272/16.

LOCAL COUNCIL AWARD SCHEME.

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

Clerk to action - ongoing.

273/16.

HEALTH & SAFETY UPDATE.

A meeting has been arranged between the Clerk & DP for later this month.

DP & Clerk to action.

- 274/16. ST. HELEN'S CHURCH, TROWELL - RE-ORDERING PROJECT.
Church Clock - to consider a request for financial assistance from Trowell St. Helen's Church in this regard.
- Following a detailed discussion, **it was RESOLVED that the applicant should be asked again how much funding they are planning to contribute to the project. All in favour.** Clerk to action.
- 275/16. STANTON RECYCLING UPDATE.
It was noted that there was nothing further to report on this issue at this time.
- 276/16. ANNUAL REVIEW & ADOPTION OF FINANCIAL REGULATIONS.
It was noted that once the relevant terms & conditions for the card payments have been received the Clerk will draft any required amendments accordingly. Clerk to action.
- 277/16. PRS FOR MUSIC CONSULTATION.
It was noted that the Clerk has just completed this year's response & an invoice for £421.96 has been received, this represents a small reduction on last year's charges.
- 278/16. STANTON DEVELOPMENT - to consider correspondence received from EBC.
Following a brief discussion, **it was RESOLVED to contact BBC, NCC, KER & LB to ask how they responded to the recent consultation carried out by EBC on this issue. All in favour.** Clerk to action.
- 279/16. 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.
- DP commented on how previous boundary changes many years ago had now led to Trowell being classed as "urban" & not "rural" in the current HS2 proposals.
- 280/16. GREENWOOD COMMUNITY TREE PLANTING GRANTS 2016/2017.
SW had nothing further to report at this time.
- The Clerk advised that she had reported the cherry tree issue as instructed but had to date not received a response from BBC. She has

subsequently chased a response & has been advised that the Grounds Maintenance department is investigating the matter.

SW to action.

281/16. PLANNING APPLICATION 16/00653/FUL - 1 SMITHFIELD AVENUE - to note application decision from BBC.

Noted.

SW commented that it was good to see that all the concerns raised by the Council had been incorporated into the decision conditions.

282/16. PLUNKETT FOUNDATION - CALL TO ACTION -for consideration.

It was agreed to defer a decision on this item until the March full Council meeting.

Members to consider.

283/16. CONSULTATION ON M1 JUNCTIONS 23A TO 25 SMART MOTORWAY VARIABLE MANDATORY SPEED LIMIT - to formulate a response to this consultation.

Following a brief discussion, **it was RESOLVED to object to these proposals because of safety concerns as there will be no "hard shoulder" along this section of motorway as a result of these proposed changes. All in favour.**

Clerk to action.

284/16. CONCEALED ENTRANCE - NOTTINGHAM ROAD, TROWELL - documents previously circulated.

It was agreed that the Council had tried, albeit unsuccessfully to address these concerns & it was agreed therefore to discharge this matter from the agenda.

285/16. CLERK'S REPORT.

Clerk's Report - It was noted that the Clerk had not received any queries on this document prior to this meeting.

Dog Fouling - The Clerk has chased a response but no reply has been received to date.

Council Telephone contracts - a new mobile SIM card has been ordered for the Clerk & the fibre discount contract accepted. A quote has been obtained from Talk Talk to supply mobile telephones for the caretaking staff.

Clerk to action.

Ilkeston Advertiser Article - noted.

Volunteer litter pickers - to consider sending a letter of thanks.
RESOLVED.

Clerk to action.

Lakeside Arts Invitation - noted.

To receive feedback regarding agenda's in parish noticeboards – noted.

To consider a letter received from a parishioner – it was agreed to advise the writer of the location of the village de-fib unit & decline the purchase of a red phone box at the present time due to the ongoing maintenance costs that would naturally result. **Clerk to action.**

286/16. TO DECIDE ITEMS FOR PRESS RELEASE.

The following items were suggested for the next press release:

- De-fib unit at the Parish Hall.
- Clock dedicated to KB.
- Vacancy.
- Objections to the HS2 proposals for Trowell.

Clerk to action.

287/16. Date of next meeting.

Tuesday 14th March 2017.

DP gave his apologies for this meeting.

There being no further business the meeting closed at 9.40pm.

Signed.....Chairman

Date.....