

**MINUTES OF THE MEETING OF THE TROWELL PARISH COUNCIL,
HELD IN THE PARISH HALL ON TUESDAY 12TH JANUARY 2016, AT
7.15PM.**

Present: Cllrs. Mrs. L. Harley – Chairman, R. McGann, G. Lockwood, Mrs. J. E. Bryant, Mrs. M. Birkitt, P. Singer, Mrs. S. Williams, Mrs. H. Cumberpatch, Mrs. P. Cardwell, D. Pringle & Mrs. L. Ball (Borough).

Clerk: Mrs. A. K. Mitchell.

LH welcomed everyone to the meeting.

238/15. DECLARATION OF MEMBERS INTERESTS.
PC & SW declared non-pecuniary interests in items 253/15 & 254/15 on the agenda.

239/15. TO RECEIVE APOLOGIES FOR ABSENCE.
JEB moved apologies from CMG & KER, seconded by PC. All in favour.

240/15. BOROUGH & COUNTY COUNCILLORS REPORT.
There was no report in KER's absence.

241/15. BOROUGH COUNCILLORS REPORT.
LB advised that she has not heard anything regarding either the open cast or Field Farm.

She advised that she has not had any queries from parishioners.

GL raised a query regarding the new style BBC glass recycling bags. LB will make enquiries. HC pointed out that red lidded bins are also available for glass recycling.

DP raised concerns that horse riders are using the footpaths off Nottingham Road rather than the designated bridlepaths. LB agreed to look into this issue.

HC advised that although the new 50mph signs have been put up on The Moor, one of the national speed limit signs is still in place. LB will report this accordingly.

242/15. TO APPROVE MINUTES OF THE OPEN FORUM & FULL COUNCIL MEETING - 10TH NOVEMBER 2015.

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

243/15. 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 the Council will be receiving a visit from Police Officers at a forthcoming Council meeting (date t.b.c) as part of the Police Engagement Strategy.

MB reported that intruders had been observed around sheds in Salcey Drive.

JEB reported a shed break in on Trowell Park Drive where a bike was stolen.

DP advised that an offender who had been prosecuted in relation to previous incidents in the village had recently been sentenced to 5 years imprisonment.

PC reported that both she & HC had attended the recent PSM meeting & advised that officers Chris Archer & Andy Freeman will be providing dates of when they too can attend a Council meeting.

244/15. MATTERS ARISING FROM THE MINUTES:

244.1/15. Parking Issues on Hill Rise, Smithfield Avenue & Derbyshire Avenue.

It was noted that the Clerk had sent an email to NCC supporting the TRO as requested. The yellow lines have now been installed.

GL advised that cars aren't parking on the yellow lines.

245/15. MATTERS ARISING FROM THE "OPEN FORUM".

245.1/15. Damage to verges on Ilkeston Road.

Members noted the response from NCC regarding the verge on Stapleford Road near the pedestrian crossing.

245.2/15. Hedge Cutting Issues.

There was nothing further to report on this issue at this time.

245.3/15 Street Lighting - various issues.

- It was noted that the Clerk is yet to receive a response from KER on this issue & she will chase accordingly
- 245.4/15 Church Corner Crash Barrier.
PS reported that another serious accident had taken place on Church Corner recently.
- 245.5/15 Overnight Parking on Ilkeston Road.
Members were asked to note the response received from KER on this issue.
- 245.6/15 Flood prevention works at Boundary Brook.
The Clerk has contacted the EA as instructed. The comments have been passed on to the relevant team.
LH advised that the EA want a meeting regarding proposed new flood prevention works at Field Farm.
MB advised that she has heard that the relief brook is to be cleared shortly.
- 246/15. TO DEAL WITH CORRESPONDENCE.
APPENDIX 1 attached - Noted.
Report from Clerk in respect of emails - It was noted that since the last full Council meeting the Clerk has processed 743 emails.
Following a discussion regarding the 3 month trial in respect of emails from Members both the Chairman & the Clerk advised that it was making the job more difficult rather than easier - it was therefore agreed to revise the directive.
HC proposed that in future all emails from Members to the Clerk should also be copied to the Council Chairman for information, seconded by RMG. All in favour.
- The Clerk updated Members in respect of the internet connection issues currently being experienced at the Parish Hall.
- 247/15. TO RECEIVE COMMITTEE REPORTS ETC. AS APPROPRIATE.
Parish Hall & Grounds Committee.
The minutes of the Parish Hall & Grounds Committee (24/11/15) & the proposals contained therein were presented & moved by Cllr. Lockwood, seconded by Cllr. Mrs. Cumberpatch. All in favour.
Planning & Environment Committee.
The minutes of the Planning & Environment Committee (08/12/15) & the proposals contained therein were presented & moved by Cllr. Mrs. Williams, seconded by Cllr. Pringle. All in favour.
Finance & General Purposes Committee.
The minutes of the Finance & General Purposes Committee (08/12/15) & the proposals contained therein were presented &

moved by Cllr. Pringle, seconded by Cllr. Mrs. Cardwell. All in favour.

Trowell Festival Village Committee.

Members were asked to note the resignation of Mrs. S. Pringle as Secretary of this Committee.

JEB advised that she was currently covering this role.

School Governor's Report.

It was noted that there was no report this month due to the timing of the latest Governor's meeting. It was noted however that DP has just undertaken some Ofsted training as part of his new role.

Website.

Members were asked to note the content of the report.

GL thanked those who had already fed back regarding the websites compatibility with mobile devices.

Priority Setting Meeting.

Members were asked to note that PC & HC had attended this meeting on the Parish Council's behalf. It was agreed that PC will circulate the minutes of the meeting by email & that the Clerk will retain a hard copy on file in the Parish Office.

248/15.

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.

It was noted that 2 monthly bank reconciliations had been distributed to Members since the last meeting. Further reconciliations are to follow but progress is being impeded by the current internet connection issues.

Banking updates from the Co-Op & HSBC - Members were asked to note the content of the updates.

b) Accounts paid prior to the meeting - Appendix 2 attached.

It was RESOLVED to approve for payment the accounts listed in the appendix.

The Clerk addressed a query from PC regarding the sanitary contract.

c) Accounts for payment at the meeting - Appendix 3 attached.

It was RESOLVED to approve for payment the accounts listed in the appendix.

d) 2014/2015 & 2015/2016 Annual Return Progress Reports.

The Clerk advised that a copy of 2014/2015 Annual Report has now been loaded onto the website. It was agreed therefore to discharge this matter from the agenda.

2015/2016 - The Clerk is currently working her way through the monthly bank reconciliations & the budget process is due to be concluded this evening. The Clerk will contact the Internal Auditor following the approval of the last set of F & GP minutes being approved this evening. There are no items of concern to report at this stage.

e) 2016/2017 Budget Proposals.

It was noted that documents on this issue had been submitted to Members prior to this meeting for consideration & no questions had been forthcoming.

The Clerk reported that final grant confirmation had not yet been received from BBC & that the precept request needs to be with BBC by 29th February 2016.

Following a detailed discussion **GL proposed that code 75 Replacement Parish Hall Fund set a budget of £2,500 for 2016/2017. Seconded by HC. All in favour.**

It was RESOLVED that the Council set a budget of £63,101 for 2016/2017 requiring a precept request of £60,437.

f) Appointment of a new representative on the Pension Sub Committees - documents previously circulated.

Noted - no interest.

g) New Audit Regime - documents previously circulated.

It was RESOLVED not to opt out of the sector led body audit procurement arrangements for the next five years. All in favour.

h) LGPS - Employer training opportunities - documents previously circulated.

Noted - no interest.

i) Staff pensions update - documents previously circulated.

Noted.

249/15.

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.

The Clerk advised that she is to chase ROSPA as soon as the office internet connection issues are resolved as the skeleton inspection sheet has yet to be received.

250/15. OPENCAST ISSUES - TROWELL/COSSALL.

The Clerk will chase AS on this issue.

251/15. 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 was a query on 2 fire alarm checks which the Clerk is looking into but there is no reason for concern.

The Clerk reported that she has verified the monthly legionella checks up to & including 7th January 2016. There were no issues to report.

Parish Hall Re-ordering Project Progress Report – It was noted that documentation has been received today & the Clerk has circulated copies to all Members this evening. It was agreed that these will be discussed further at the forthcoming PHGC.

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

Entrance signs – these have been ordered from a local supplier.

Line Marking – **It was RESOLVED to accept the quotation of £1,300 exc VAT from Jointline Ltd (an approved NCC contractor) to mark out the Parish Hall carpark into appropriate parking bays & walkways. All in favour.**

It was agreed to request that these works be carried out during the February half-term week.

It was RESOLVED to place an order for a 5mph sign for the car park. All in favour.

It was agreed that the Clerk should write to Trowell School & let them know what is planned.

Table Tennis Table Update - The Clerk reported on an email received from TAAC on this issue & also on the response given. Members were asked to note this.

252/15. BROXTOWE ALIGNED CORE STRATEGY INCLUDING EREWASH CORE STRATEGY.

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

253/15. FIELD FARM PLANNING APPLICATION.

Members were asked to consider the recent correspondence from STRAG on this issue. It was noted that planning notices have been put up on site.

254/15. OFFER OF LAND AT FIELD FARM.

Members were asked to note the latest update from the solicitors.

Members were asked to consider a letter from DC - it was noted that this has been acknowledged.

Following a detailed discussion it was agreed that the Clerk should write to DC advising him that if/when the land in question is gifted to the Parish Council then its future use will no doubt be subject to a public consultation exercise involving parishioners.

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

255/15. HS2.

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

256/15. CHRISTMAS LIGHTING.

It was agreed that following the gale damage to the tree in the church yard that the Clerk should check its condition with BBC before considering 2016/17 display sites further.

257/15. QUALITY PARISH COUNCIL STATUS.

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

258/15. HEALTH & SAFETY UPDATE.

Members were asked to note that a copy of the updated fire risk assessment document had been circulated to all Members for their records. However, an alternative style document has been received via BBC & so the Clerk will review this to assess whether it is a more appropriate publication.

- 259/15 WINTER GRITTING.
There was nothing further to report at this time.
- 260/15. ST. HELEN'S CHURCH, TROWELL - RE-ORDERING PROJECT.
It was noted that there was nothing further to report on this issue at this time.
- 261/15. CHURCH CLOCK.
It was noted that there was nothing further to report on this issue at this time.
- 262/15. STANTON RECYCLING PLANNING APPLICATION UPDATE.
It was noted that there was nothing further to report on this issue at this time.
- 263/15. PROPOSED 50MPH SPEED LIMIT - A609 NOTTINGHAM ROAD, TROWELL (TRO JOB NO 5203) INITIAL CONSULTATION.
It was noted that the accident stats review carried out by GL had been circulated to all members as previously requested. The Clerk advised Members that she had reported the flooding issues to NCC as requested & reported the response received to date.
- It was agreed that the Clerk should report to NCC that the gullies between Pinfold Hill to the M1 bridge are all blocked.
- DP reported that just before Christmas there had been significant STW activity along Nottingham Road/Ilkeston Road.
- 264/15. TO REVIEW THE PARISH COUNCIL'S APPROVED PUBLICATION SCHEME.
It was noted that this had been amended as agreed, signed by the Chairman & all Members have been supplied with a fresh copy for their records. It was therefore agreed to discharge this matter from the agenda.
- 265/15. NEIGHBOURHOOD PLANS.
It was noted that BBC had been advised that the Parish Council does not wish to proceed with a NP itself at this time. Members were asked to consider an invite to a forthcoming Neighbourhood Planning Event. - No interest.
- 266/15 Electoral Review of Nottinghamshire - Final Recommendations - documents previously circulated.
Members were asked note the recommendations.

- 267/15 Nottinghamshire County Council Spending Proposals 2016/2017-2018/19 – documents previously circulated.
Noted.
- 268/15 Planning Application 15/008816/FUL Warehouse adjacent 203 Stapleford Road – information previously circulated.
Following a detailed discussion **it was RESOLVED to make no objections to this application. All in favour.**
- 269/15. CLERK'S REPORT.
Stapleford Road Polling Station Update – nothing further to report.
Pasture Road & Moorbridge Lane – Members were asked to note the information supplied by NCC to GL.
BBC Christmas Card – Members were asked to note that this had been designed by a Trowell artist.
Damage to bollard – Reported by the Clerk to NCC & an order has been raised for the necessary works.
Photo opportunity at Pit Lane – LH & SW to attend – Clerk to advise BBC accordingly.
Holocaust Memorial Day 2016 – LH & MB to attend. Clerk to advise BBC accordingly.
Enquiry from Parkwood Leisure – Members asked to note Clerk's response.
Website Workshops for Parish Councils – Noted.
Sport England Site Validation – Members are asked to note how the Clerk has responded to this.
TV Licensing – Members are asked to note how the Clerk has responded to this.
National Planning Policy Consultation – Deadline reminder in case any Members wish to respond.
Better Broadband for Nottinghamshire – document available to borrow from the Office.
Charity Ball – noted.
Visit from parishioner – Members asked to note.
The Queen's Birthday Beacons – Declined.
- 270/15. TO DECIDE ITEMS FOR PRESS RELEASE.
The following items were suggested for the next press release:
Christmas Event Review.
- 271/15. DATE OF NEXT MEETING.
Tuesday 9th February 2016.
LB gave her apologies for this meeting.

There being no further business the meeting closed at 9.20pm.

Signed.....Chairman

Date.....