

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

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

Clerk: Mrs. A. K. Mitchell.

- 76/16. DECLARATION OF MEMBERS INTERESTS.
SW & PC declared a non-pecuniary interest in items 90& 91/16 on the agenda.
- 77/16. TO RECEIVE APOLOGIES FOR ABSENCE.
HC proposed that apologies be accepted from PS & LB, seconded by LH.
All in favour
- 78/16. BOROUGH & COUNTY COUNCILLORS REPORT.
Church Corner – KER has held a meeting with the head of road safety from NCC & as a result she has appointed a senior road safety officer to take on the case & they will be visiting the site shortly. Whilst NCC only receive reports from the Police of accidents where injuries are involved officers have accepted KER's word regarding the number of accidents occurring where thankfully injuries haven't occurred & have accepted that this location has a problem with accident numbers.
Fly Tipping, Waterloo Lane - KER advised that although a lot of the land is owned by Moto Services BBC have cleared up a large amount of the dumped waste & are altering/improving some of the gateways in the area to discourage further incidents.
Church Clock – KER is donating a further £500 to this project making it a £1000 contribution in total. The Clerk confirmed that the first £500 is being held until required as previously agreed.
Christmas Lights – KER advised that he would be allocating £500 to the Christmas lighting project again this year as he has done previously.
Stanton Recycling - KER is currently liaising directly with one complainant who has contacted him on this matter.

Parking on verges - KER confirmed that letters have been sent to all the residents between 50-128 Ilkeston Road on this issue. Some residents have already contacted NCC in response to these letters.

Shale Gas Meeting - KER was unable to attend this himself but did have two representatives in attendance. He will forward a copy of their report to this Council for information.

Crossing Ilkeston Road - A speed survey is to be carried out shortly but KER is not happy with the chosen monitoring point on the road, he may well request that a second survey be carried out at a more appropriate location.

Dog Fouling - KER is not aware of the particular problem identified & outlined the difficulties in pursuing offenders.

Horse riding on footpaths - KER had a query on the problem reported previously - the Clerk will confirm the location & advise KER accordingly.

HC clarified reasons why the Parish Council had asked questions recently regarding the resurfacing works on the Bridleway up to the garden centre in that it was responding to queries raised by parishioners with Members.

KER commented that the verge had been removed more than 10 years ago. He added that the bridleway is owned by the garden centre with NCC simply being custodians. Maintenance of the bridleway is at the behest of the owners. Normally bridleways cannot be used by vehicles but exemptions are granted where they are the only access to a property,

Damage to trees - LH advised that via the Clerk she had reported damage to two trees on local footpaths to NCC. She was also pleased to report that the gully near Wortley Avenue now appears to be working effectively during the recent spell of heavy rainfall.

GL supported KER's earlier comments regarding the maintenance of the bridleway up to the garden centre.

PC thanked KER on behalf of the Council for his generous donations to both the Church Clock & Christmas lighting projects.

79/16

BOROUGH COUNCILLORS REPORT.

LB had advised the Clerk by telephone that she had nothing to report at present but is happy to be contacted with any issues that the Council may need assistance with.

80/16.

TO APPROVE MINUTES OF THE OPEN FORUM & FULL COUNCIL MEETING -14TH JUNE 2016.

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

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

- 81/16. LOCAL POLICE REPORT - P.C. FARRELL.
 Members noted the content of the report which had been distributed prior to the meeting.
 The Clerk advised Members of another incident which she was aware of but had occurred after the latest Police report had been submitted.
 Police Engagement Strategy - It was noted that the Clerk has invited PCSO Freeman to attend forthcoming Council meetings & provided him with both the date for this meeting & the September meeting.
- 82/16. MATTERS ARISING FROM THE MINUTES: (FOR INFORMATION ONLY).
 None.
- 83/16. MATTERS ARISING FROM THE "OPEN FORUM" - FOR INFORMATION ONLY.
- 83.1/16. Church Corner Crash Barrier.
 It was noted that this issue had been dealt with earlier on the agenda as part of KER's report.
- 83.2/16 Footway Stapleford Road.
 It was noted that the siding up works along Stapleford Road have now been completed & as a result it was agreed to discharge this matter from the agenda.
- 83.3/16 Suggested crossing on Ilkeston Road.
 It was noted that this issue had been dealt with earlier on the agenda as part of KER's report.
- 83.4/16 Interactive speed signs.
 It was noted that the problems have been reported by the Clerk & NCC have advised that works orders have been issued as a result.
- 83.5/16 Footpath gate - Nottingham Road.
 It was noted that the Clerk has reported the missing bolt & BBC have advised that it is to be replaced.
- 84/16. TO DEAL WITH CORRESPONDENCE.

APPENDIX 1 attached – Noted.

An additional list was available at the meeting & Members were advised that any queries on this could be emailed to the Clerk at their convenience.

DP queried why some of the older emails are still being logged on the list. The Clerk advised that due to the volume received she prioritizes the processing of emails based on their content but as per Council's instructions they all get logged eventually so a Member can request sight of an email if they wish.

It was noted that the Clerk has processed nearly 400 emails since the last full Council meeting.

85/16. TO RECEIVE COMMITTEE REPORTS ETC. AS APPROPRIATE.

Parish Hall & Grounds Committee.

The minutes of the Parish Hall & Grounds Committee (28/06/16) & the proposals contained therein were presented & moved by GL, seconded by HC. All in favour.

Newsletter Editorial Committee

The minutes of the Newsletter Editorial Committee (28/06/16) & the proposals contained therein were presented & moved by CMG, seconded by HC. All in favour.

School Governor's Report.

Members noted the content of the report. GL had raised a question regarding SAT's prior to the meeting. DP had advised that the results are not yet available but early indications are that they will be above the national average.

Website.

Members noted the content of the report.

86/16. 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.

It was noted that all the previously agreed transfers & deposits have been actioned since the last meeting. Copies of all the relevant documents are being circulated to Members as & when they are received & processed.

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.
Members were asked to note that the Clerk is currently in the process of updating the signatories on the CCLA account.
- d) 2015/2016 Annual Return Progress Report.
Members were asked to note the previously circulated correspondence in relation to queries raised by the external auditors. All queries had been addressed promptly & to the auditor's satisfaction.
- e) Staff pensions update.
It was noted that there was nothing further to report at this stage as the Council's staging date is not until the 1st August 2016.

87/16. 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 sheet.

ROSPA detailed inspection sheet – It was noted that the amended recording sheet has now been received and is in use.

Tree Works –It was RESOLVED to accept the quotation of £130 plus VAT from BBC to carry out the necessary works. All in favour.

Correspondence from BBC – it was RESOLVED that the Clerk should respond to this on the Parish Council's behalf. All in favour.

88/16. OPENCAST ISSUES - TROWELL/COSSALL.

Members were asked to note that there is nothing to report on this issue at this time.

89/16. PARISH HALL MATTERS UPDATE.

Cllr. Pringle had circulated an email yesterday 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 7th July 2016 & the monthly reports up to & including 9th July 2016. There were no issues to report.

Parish Hall Re-ordering Project Progress Report – Members were asked to note the update provided by DB.

Use of the Parish Hall Car Park by the school – It was noted that no response has been received from the school to date & it was agreed to discharge this item from the agenda for the time being.

It was noted that the school did use the car park for sports day last week – this had been pre-arranged through the office.

It was noted that AL is now providing advance warning of weddings, funerals etc & this is proving helpful to Council staff when managing the building.

FOTS Summer Fayre & the closure of the car park - PC outlined the position in relation to this issue & the reasons why the car park had been closed on Saturday. A full discussion by Members then took place & it was noted that the parish hall car park is a private car park for the use of visitors to & users of the parish hall & that the organisers of the summer event had not made arrangements in advance to use it.

CMG's suggestion of fold down barriers for a number of parking spaces will be taken forward to the next PHGC meeting for consideration.

It was acknowledged that the closure of the car park caused increased parking on surrounding roads but it was pointed out that it is for event organisers, whoever they may be to organize adequate parking facilities for their visitors.

Car Park Lighting Update – LH was grateful to SW & HC for visiting the complainant. It was agreed that with the exception of a new timer all avenues in relation to this matter have been exhausted if the complainant doesn't accept the Council's "without prejudice" offer of black out curtains.

The Clerk updated Members in respect of progress with a new lighting timer.

It was RESOLVED that the Clerk should update the complainant advising that her points have been noted & that enquiries are still ongoing, with the Council currently awaiting a quote to supply & fit a new timer. All in favour.

Toilet facilities update - The Clerk advised that she will attempt to source suitable tiles over the summer break.

Security Alarm contract - The Clerk is checking the archives for the relevant codes for the contractors.

Payphone update - The payphone has now been returned to BT & a credit will be made to the Council's account in due course.

Hall Hire Agreements - The Clerk did respond to KTC but no further correspondence has been received on this issue to date.

FOTS outstanding invoice - The Clerk reported that a cheque has been received in the office that morning.

FOTS Christmas Disco booking - Now that dates are no longer being held for potential hirers it was agreed that the Clerk should contact FOTS giving them 14 days to secure the booking or the date will be released for other hirers.

GL asked DP if he would be kind enough to enquire as to who the best contact is for FOTS at the moment.

Electrical repair - the Clerk advised Members of an electrical repair she had had to have attended to as a matter of urgency.

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

KER left the meeting at this point.

90/16. FIELD FARM PLANNING APPLICATION.
Members were asked to note that an application to demolish the farm house & barn had been submitted to BBC for consideration. Full details had been circulated to all Members prior to this meeting.

- 91/16. OFFER OF LAND AT FIELD FARM.
EA proposals – It was agreed to wait & see if this project goes ahead & also the outcome of the land offer given that planning permission has not yet been approved by BBC & this could take some time.
- 92/16. HS2.
Members were asked to note that the Clerk has registered the Council’s interest with Stop HS2 Erewash & that there are no meetings planned in the near future.
- 93/16. CHRISTMAS LIGHTING.
It was noted that the new feeder pillar for Cossall Road has now been paid for & so should be installed shortly.

CMG asked for an update regarding the uplighters – the Clerk advised that she is currently awaiting an assessment by the electrical contractors in respect of their viability.
- 94/16. LOCAL COUNCIL AWARD SCHEME.
There was nothing further to report on this issue at this time.
- 95/16. HEALTH & SAFETY UPDATE.
Policy Statement – No suggested changes had been received – the Clerk will therefore re-issue this document for the Chairman to sign.
Policy document – the slight amendments recommended by the Clerk were accepted & the Clerk will therefore re-issue the document in its amended form.
- 96/16. ST. HELEN’S CHURCH, TROWELL – RE-ORDERING PROJECT.
There was nothing further to report at this time – the car park issue had been dealt with earlier on the agenda.
- 97/16. STANTON RECYCLING PLANNING APPLICATION UPDATE.
There was nothing further to report at this time.
- 98/16. FLOODING UPDATE – A609 NOTTINGHAM ROAD, TROWELL.
Members were asked to note the correspondence from NCC on this issue.

GL commented that he is very pleased that a survey has been carried out & it had concluded what residents could have told NCC

years ago. However, it is progress & means things are moving forward to resolve the problem.

- 99/16. TFVC - THE WAY FORWARD.
Following a detailed discussion it was agreed that this item should be discharged from the agenda & that the Clerk should contact FOTS directly to arrange a formal booking for the Christmas Event.
- 100/16. PACT MEETINGS/NHW SCHEMES.
Members were asked to note that the Clerk has distributed the cards & posters as previously agreed. The latest Notts Watch press release has been emailed to all Members today & has also been put on display in the parish hall foyer.

It was agreed to discharge this matter from the agenda.
- 101/16. 2017/2018 DRAFT MEETING DATES.
It was RESOLVED to accept the revised meeting dates which had been circulated to Members prior to the meeting. All in favour.
- 102/16. REVIEW OF THE TERMS OF REFERENCE FOR COMMITTEES.
PHGC & Newsletter Editorial Committee - Noted.
- 103/16. ANNUAL REVIEW & ADOPTION OF STANDING ORDERS & FINANCIAL REGULATIONS.
Members were asked to let the Clerk have any amendments etc that they wish to submit for consideration by 5th September.
- 104/16. PRS FOR MUSIC CONSULTATION.
It was agreed that the Clerk should complete this on the Council's behalf & report back to PHGC accordingly.
- 105/16. PARKING ON VERGES - TO CLARIFY THE PARISH COUNCIL'S STANDPOINT ON THIS ISSUE.
LH felt that following comments made recently there is a need to clarify the Parish Council's stand point on this issue & for Members to set an example. This is an area of concern in the village & action is being co-ordinated through KER & so the Council cannot be seen as being hypocritical. She commented that as an example where a Councillor has a verge outside their property they shouldn't park on it.

PC commented that the parish council cannot stop people parking on verges but she did take on board LH's comments about setting an example. She added that although the parish council is not responsible for the maintenance of the verges it is opposed to vehicles parking on them as it causes damage.

It was agreed that something to this effect should be put on the website.

It was acknowledged that it is unfortunate that there is no longer the funding available to install bollards along verges etc to prevent vehicles parking on them.

106/16.

CLERK'S REPORT.

Jazz in the Village - Nothing further to report.

Dog Fouling - Problems on Nottingham Road reported but no response received to date.

Meeting Rules Reference Card - GL has been supplied with an electronic copy of the council's standing orders to assist with this.

Annual Borough/Town/Parish Council Meeting - PC, DP & the Clerk to attend.

NCC Shale Gas Event - documents previously circulated. No responses received.

M1 Widening Consultation - documents previously circulated. Comments received & forwarded on by the Clerk accordingly.

Former Councillor Keith Birkitt - The Clerk advised that the agreed contribution in KB's memory had been split equally between the RNLI & Dementia UK. The Clerk then read out thank you cards from both MB & her family. MB advised that she would like to contribute something in memory of KB to the parish hall. It was agreed that this would be referred to PHGC for consideration. JEB advised that KER had paid tribute to KB's work in respect of Boundary Brook at the recent EA event.

SLCC - the Clerk advised that due to changes in the makeup of the SLCC she is now a member of a trade union as well as the society itself.

Lakeside Arts Invitation - for information.

Damage to trees on footpaths - this has been reported to NCC & acknowledgements received.

Footpath Inspection Sheets - It was noted that these were available for distribution this evening. Members were asked to return them to the Clerk as & when they are complete. The Chairman asked if

as many sheets as possible could be returned by the September Full Council meeting.

- 107/16. TO DECIDE ITEMS FOR PRESS RELEASE.
The following items were suggested for the next press release:
 - Tribute to former Chairman Keith Birkitt.

- 108/16. Date of next meeting.
Tuesday 13th September 2016.

LH gave her apologies for this meeting.

There being no further business the meeting closed at 9.38pm.

Signed.....Chairman

Date.....