

MINUTES OF THE STATUTORY ANNUAL PARISH MEETING OF THE TROWELL PARISH COUNCIL, HELD IN THE PARISH HALL ON TUESDAY 12TH MAY 2015, AT 7.15PM.

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

Clerk: Mrs. A. K. Mitchell.

LH welcomed DP to the Parish Council & opened the meeting.

01/15. TO ELECT A CHAIRMAN.
CLLR. MRS. LYN HARLEY was proposed as Chairman. Moved by Cllr. Mrs. Cardwell, seconded by Cllr. McGann.

Cllr. Mrs. Harley accepted the nomination.

There were no further nominations.

The motion was put to the vote: All in favour.

CLLR. MRS. LYN HARLEY was therefore duly elected as Chairman.

02/15. TO RECEIVE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE.

Cllr. Mrs. Harley signed the declaration of Acceptance of Office.

03/15. TO ELECT A VICE-CHAIRMAN.
CLLR. MRS. PAM CARDWELL was proposed as Vice Chairman. Moved by Cllr. Mrs. McGann, seconded by Cllr. Mrs. Cumberpatch.

Cllr. Mrs. Cardwell accepted the nomination.

There were no further nominations.

The motion was put to the vote: All in favour.

CLLR. MRS. PAM CARDWELL was therefore duly elected as Vice- Chairman.

- 04/15. DECLARATION OF MEMBERS INTERESTS.
SW & PC declared a non-pecuniary interest in item 24/15 on the agenda.
- 05/15. TO RECEIVE APOLOGIES FOR ABSENCE.
Cllr. Mrs. McGann proposed that apologies be accepted from Cllr. Mrs. Birkitt & Cllr. Mrs. Ball, seconded by Cllr. Mrs. Cumberpatch. All in favour
- 06 & 07/15. BOROUGH & COUNTY COUNCILLORS REPORT.
Cllr. Rigby reported on the following items:
- Election – It was noted that the count had been a long & drawn out affair.
- NCC – A proposal is being submitted to the Policy Committee next week that the entire highway department is taken over by an outside contractor on a 50/50 profit share basis. This has been done successfully already in Cornwall. With the anticipated budget cuts NCC can only afford to comply with its statutory obligations & services like street lighting & winter gritting are outside those obligations.
- Stapleford Road – closed for 1 day on 27/05/15 – most likely for surface dressing works but KER will confirm this to the Clerk tomorrow.
- Porta cabin polling station – Stapleford Road – dangerously located. KER will be writing to the BBC CEO tomorrow requesting that it returns to its original location next time. However, it was noted that the locks on the cabin had been glued shut at the two previous elections, hence the decision to relocate it this time.
- 08/15. SCHOOL GOVERNOR.
Following changes in the structure of governing bodies it was agreed that this matter be discharged from future Statutory Annual Parish Meeting agendas. All in favour.
- 09/15. TO APPOINT STATUTORY OR STANDING COMMITTEES AND REPRESENTATIVES ON OTHER BODIES.

The following appointments were **RESOLVED** upon:

Planning & Environment Committee - LH, SW, PS, DP, & MB.
 Parish Hall & Grounds Committee - JEB, GL, CMG, RMG, HC
 & PC.

Finance & General Purposes Committee - LH, SW, PS, DP, & MB.

Newsletter Editorial Team - JEB, GL, CMG, RMG, HC
 & PC.

Trowell Festival Village Committee - JEB & SW

Notts. ALC- To be decided on an invite
 to invite basis.

Standing Committee - Chair, Vice-Chair &
 Chairs of Committees.

Emergency Committee - Chair, Vice-Chair &
 Chairs of Committees.

Community Safety Forum - Cllr. Mrs. Harley

Castle Environmental - N/A
 (If reformed)

Broxtowe Women's Project - Vacant.

Open casting Liaison Committee - To be decided on an invite
 to invite basis.

10/15. TO CONSIDER PAYMENT OF ANY SUBSCRIPTIONS TO BE
 PAID ANNUALLY.

**SW moved payment of the following subscriptions as they fall
 due. Seconded by CMG. All in favour.**

Nottinghamshire Association of Local Councils.
 LCR Annual Subscription.
 RCAN

Parish Magazine. (Donation not subscription £20)
 Parish Magazine Subscription.
 Society of Local Council Clerks.
 Notts. Footpaths Preservation Society.
 NAVACH

- 11/15. TO APPROVE DATES OF MEETINGS.
It was RESOLVED to approve the provisional meeting dates for 2015/2016. All in favour.

The provisional meeting dates for 2016/2017 were duly noted.

- 12/15. TO APPROVE MINUTES OF THE OPEN FORUM & FULL COUNCIL MEETING -14TH APRIL 2015.
 The minutes of the Open Forum were approved & signed by the Chairman as an accurate record.

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

- 13/15. LOCAL POLICE REPORT - P.C. FARRELL.
 Members noted the content of the report which had been distributed prior to the meeting.
 HC advised that it appears that an attempted cycle theft she is aware of has been omitted from the report. It was agreed that the Clerk be advised of the incident number to enable her to query this.

- 14/15. MATTERS ARISING FROM THE MINUTES:

- 14.1/15. Parking Issues on Hill Rise, Smithfield Avenue & Derbyshire Avenue.
 There was nothing further to report on this matter at this time.

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

- 15.1/15. Damage to verges on Ilkeston Road.
 It was noted that there was nothing further to report on this issue at this time.

- 15.2/15. Hedge Cutting Issues.
 There was nothing further to report on this issue at this time.

16/15. TO DEAL WITH CORRESPONDENCE.

APPENDIX 1 attached - Noted.

17/15. TO RECEIVE COMMITTEE REPORTS ETC. AS APPROPRIATE.

Trowell Festival Village Committee - 31/03/15.

The minutes of the Trowell Festival Village Committee & the proposals contained therein were presented & moved by SW, seconded by JEB. All in favour.

It was noted that there will be no summer event this year & it was agreed that the Clerk be invited to attend a forthcoming meeting to advise the Committee on its future plans.

School Governor's Report.

Members were asked to note the content of the report.

It was agreed that the Council should make provision to mark the Head Teacher's forthcoming retirement - this will be discussed further at the June Council meeting.

Website.

Members were asked to note the content of the report.

18/15. 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.

The Clerk addressed a query from PC regarding Contingencies. Members were asked to note correspondence received from the Co-Operative Bank in respect of current account terms & conditions.

It was RESOLVED to transfer £20,000 to the CCLA investment account & £10,000 to the Co-Operative Bank Instant Access Account. All in favour.

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) 2014/2015 Annual Return Progress Report.

It was noted that the appropriate notices have been posted as required & that the internal audit inspection will take place on the 21st May 2015.

19/15. PARISH HALL PLAY PARK UPDATE.

Cllr. Mrs. Cardwell confirmed that she had validated the latest play park inspection sheet.

It was noted that the Caretaker has tightened all the bolts on the multiplay unit as per Proludic's previous advices.

20/15. OPENCAST ISSUES - TROWELL/COSSALL.

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

21/15. PARISH HALL MATTERS UPDATE.

Cllr. Mrs. Cardwell had asked Members 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 nothing to bring to Members attention.

The Clerk reported that she has verified the weekly legionella checks up to & including 11th May 2015 & the monthly reports up to & including April 2015.

Water Leak - The Clerk has submitted the further additional information requested by the insurers & is currently awaiting their response.

Parish Hall Improvements - It was noted that an order & a copy of the asbestos report has been sent to DB as previously agreed. DB has asked if the Council has a timeline for this project.

It was agreed that the Clerk should request that the drawings be available for the PHGC Committee meeting in September 2015.

22/15. BROXTOWE ALIGNED CORE STRATEGY INCLUDING EREWASH CORE STRATEGY.

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

Standing orders were suspended for a 10 minute refreshment break.

KER left the meeting at this point.

23/15. FIELD FARM PLANNING APPLICATION.

It was noted that STRAG have been advised that negotiations regarding the transfer of land are still ongoing.

24/15. OFFER OF LAND AT FIELD FARM.

It was noted that the LH, CMG & the Clerk are meeting with the Council's solicitors regarding this issue the following day.

25/15. HS2.

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

26/15. CHRISTMAS LIGHTING.

It was noted that the Clerk has chased NCC in respect of a quote for removing the uplighters. An order for tree lights has been placed with Leisure Lites as previously agreed & the quote for wreaths chased. It was agreed to obtain a quotation from AMP Electrical to light the Parish Hall as usual. It was noted that a replacement tree will be required for the foyer roof as the existing tree is no longer fit for purpose.

27/15. QUALITY PARISH COUNCIL STATUS.

Work on the Clerk's draft portfolio is ongoing.

HC commented that she was impressed with the new Members Pack that has been distributed.

LH advised that the current TOIL system for the Clerk is not working satisfactorily so the in the near future the Council may need to consider increasing the Clerk's contracted hours instead.

28/15. HEALTH & SAFETY UPDATE.

It was noted that the Clerk resume work on this project as soon as possible.

29/15 WINTER GRITTING.

It was noted that a reminder has been sent to KER post-election regarding the re-filling of the grit bins as per his request at the April Council meeting.

- 30/15. ST. HELEN'S CHURCH, TROWELL - RE-ORDERING PROJECT.
It was noted that there was nothing further to report on this issue at this time.
- 31/15. CHURCH CLOCK.
It was agreed to arrange the proposed site visit for 11am on the 8th June 2015. LH & RMG to attend.
- 32/15. "LATER LIFE MATTERS" EVENT REVIEW.
JEB presented a detailed review of the event which was attended by over 40 local residents.
It was agreed however, that despite the quality & success of this event further projects of this nature cannot be undertaken without increased support from Members.

Standing Orders were suspended for five minutes to attend to a disturbance at the front of the building.

- 33/15 STANTON RECYCLING PLANNING APPLICATION UPDATE.
The EA have been invited to attend the June Full Council meeting & the Clerk is currently awaiting a response.
- 34/15. 2015 ANNUAL PARISH MEETING REVIEW.
A set of draft minutes had been distributed to Members this evening for consideration with a view to approving them at the June meeting.
- 35/15. REQUEST TO NCC REGARDING THE CHURCH CORNER JUNCTION - UPDATE.
The Clerk advised that she is currently awaiting a response from NCC on this issue.
- 36/15. INSURANCE RENEWAL 2015.
Members were reminded that the Council currently has a 3 year LTA with Came & Co.

It was RESOLVED to accept the 2015/2016 renewal quotation from Came & Co which was within budget. All in favour.
- 37/15. TO CONSIDER A PROPOSAL FROM CLLR. MRS. H. CUMBERPATCH.
HC proposed that if Members of this Council wish to receive email updates from local POLITICAL FIGURES &

Neighbourhood Alerts, that they subscribe directly to these services rather than having them being distributed via the parish council mailing list, thus adding to the Clerk's existing workload. Seconded by CMG. All in favour.

- 38/15. BATTLE OF WATERLOO COMMEMORATIONS.
It was agreed that it was now too late to arrange anything independently for this anniversary but the Council will be represented at the event in Cossall.
- 39/15. RIVER GAUGE - BOUNDARY BROOK.
It was RESOLVED to sign up with the EA for the basic option in the first instance & canvass locally for Flood Wardens. All in Favour.
- 40/15. TO CONSIDER A REQUEST FOR FINANCIAL ASSISTANCE FROM THE BROXTOWE BARN OWL PROJECT.
It was agreed to request additional information before considering this request further.
- 41/15. TO CONSIDER A REQUEST TO HIRE THE PARISH HALL TO HOLD A REGULAR WEEKLY FALLS PREVENTION CLASS FOR 12 MONTHS AND BE CHARGED THE LOCAL REGULAR BOOKINGS RATE.
It was RESOLVED to agree to this request. 8 For, 1 Against & 1 Abstention - Motion carried.
- 42/15. CLERK'S REPORT.
Members Handbooks - This new document has been received positively by everyone involved.
Invitation from Cossall Waterloo Group - PC &/or JEB to attend - they will confirm their availability to the Clerk.
The Great War Community Commemoration Fund - Noted.
Stapleford Road Polling Station - Letter to be sent to BBC.
Grounds Maintenance Quotation - It was RESOLVED to accept the 2015/2016 quotation from BBC. All in favour.
Letter from the Chairman of NALC - Noted.
ID Cards - It was agreed that these should be reissued to Members with dates incorporated into the design.
- 43/15. TO DECIDE ITEMS FOR PRESS RELEASE.
The following items were suggested for the next press release:
- New Council Structure.
 - Flood Wardens.

44/15. Date of next meeting.
Tuesday 9th June 2015.

There being no further business the meeting closed at 9.45pm.

Signed.....Chairman

Date.....