

**MINUTES OF THE MEETING OF THE TROWELL PARISH COUNCIL,  
HELD IN THE PARISH HALL ON TUESDAY 10<sup>TH</sup> NOVEMBER 2015, AT  
7.15PM.**

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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, Mrs. L. Ball (Borough)(part meeting), K. E. Rigby (Borough & County) (part meeting) & D. Goddard (Trowell School).

Clerk: Mrs. A. K. Mitchell.

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LH welcomed everyone to the meeting.

There was a moment of silence for Armistice Day.

199/15. DECLARATION OF MEMBERS INTERESTS.  
PC & SW declared non-pecuniary interests in items 214/15 & 215/15 on the agenda.

200/15. TO RECEIVE APOLOGIES FOR ABSENCE.  
None.

201/15. INVITED GUEST - MR. D. GODDARD (HEAD TEACHER TROWELL C OF E PRIMARY SCHOOL).  
LH welcomed DG to the Parish Council & thanked him for coming. Members & staff then introduced themselves.  
A detailed discussion then took place regarding the issue of parking in & around the school at drop-off & pick up times in term time. It is acknowledged that this is a problem at every school.  
It was noted that there will be an events diary on the new school website [www.trowell.notts.sch.uk](http://www.trowell.notts.sch.uk) & that FOTS will have a page on the site. DG advised that FOTS are currently raising funds for a cycle shelter.

DG was thanked for his attendance & what was a useful discussion.

DG left the meeting at this point.

202/15. BOROUGH & COUNTY COUNCILLORS REPORT.  
Cllr. Rigby reported on the following items:

Open Cast – The Parish Council’s understanding of the current situation is correct.

Church Corner crash barrier –The accident investigator has been out on site & KER acknowledges that it is difficult to prove that the new crash barrier is shorter than the original but he is having the technical drawings looked at. The problem however is not the barriers but drivers driving into it.

Standard of driving – not even NCC can control this.

Accidents on Ilkeston Road – NCC’s records are solely based on Police records. If the Police have not been called then an accident will not have been recorded.

Interactive speed signs – It was noted that the Clerk has reported these.

Overhanging trees – these will be attended to.

Bent street lighting column – this will be replaced.

It was agreed that KER will meet with LH & the Clerk to establish a suitable method of working to prevent double reporting to NCC.

Double Yellow Lines – Smithfield Avenue & Hill Rise – KER’s requested amendment of 22m on Hill Rise has been accepted but the 15m proposal for Smithfield Avenue has been declined & this will remain at 10m. He advised that the local residents have said that they are happy with the proposals.

Boundary Brook – KER advised that David Turnbull of the EA would like to talk to the Parish Council about the planned flood prevention scheme for Boundary Brook in terms of what is planned & the land required to do it. KER will liaise with LH & the Clerk in respect of arranging a meeting.

PS advised that there had been 2 further accidents on Ilkeston Road.

JEB asked how if the proposed double yellow lines are only going to be 10m long they will prevent parking. KER advised that they are not implemented to prevent parking but to ensure that there is easier access to the respective road junctions.

203/15. BOROUGH COUNCILLORS REPORT.

LB advised that she had received an email from a Trowell resident regarding trees adjacent to properties at Pit Lane. LB will liaise with KER on this issue.

LB left the meeting at this point.

204/15. TO APPROVE MINUTES OF THE OPEN FORUM & FULL COUNCIL MEETING – 13<sup>TH</sup> OCTOBER 2015.

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

It was noted that the Clerk had received one query on these minutes from MB - this was answered to her satisfaction & no changes to the minutes were required.

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

The Chairman took the opportunity to remind Members of the resolution agreed regarding emails to the Chairman & Clerk. A full discussion took place regarding the issues encountered so far & clarification was given as to what emails the Chairman & Clerk need to see. It was noted that the Clerk had received 83 emails from Members since 13<sup>th</sup> October. The Chair & Clerk will continue to monitor the situation for the 3 month trial period. The Clerk will complete a detailed record of emails received.

205/15.

LOCAL POLICE REPORT - P.C. S. O. FREEMAN.

Members noted the content of the report which had been distributed prior to the meeting.

It was noted that feedback regarding the quality of street lighting had been received in respect of this issue.

JEB commented that the lack of street lights outside houses on Stapleford Road/Trowell Road from, Trowell Park Drive to the mini island is now causing issues as the newly installed LED lamps on the opposite side do not spread enough light to illuminate vehicles parked on the carriageway at night. It was agreed to raise this with KER.

It was noted that LH & SW plan to attend the forthcoming security meetings detailed in the Police Report.

It was agreed to ask if incident times could also be included in the Police Report to try & establish if lighting may also be a contributory factor.

206/15.

MATTERS ARISING FROM THE MINUTES:

206/15.

Parking Issues on Hill Rise, Smithfield Avenue & Derbyshire Avenue.

It was noted that documents had been circulated prior to the meeting regarding this issue.

It was RESOLVED that the Clerk should contact NCC expressing the Parish Council's support for the TRO 2015 5204. All in favour.

- 207/15. MATTERS ARISING FROM THE "OPEN FORUM".
- 207.1/15. Damage to verges on Ilkeston Road.  
It was noted that the condition of the verges is deteriorating with the onset of the poor weather.
- 207.2/15. Hedge Cutting Issues.  
It was noted that the hedges in the vicinity of the Parish hall have now been attended to but the verges are encroaching a significant way into the footpath making them extremely narrow for pedestrians - It was agreed to report this to NCC.
- 207.3/15 Street Lighting - various issues.  
It was noted that this had been dealt with elsewhere on the agenda.
- 207.4/15 No.2 Bus Service.  
Members were asked to note Trent Barton's response on this issue. It was agreed to discharge this matter from the agenda for the present.
- 207.5/15 Church Corner Crash Barrier.  
Members were asked to note the response from NCC on this matter & that KER is also looking into this issue as reported earlier.
- 207.6/15 Overnight Parking on Ilkeston Road.  
Members were asked to note the response received from NCC on this issue. GL expressed his astonishment at the response given. It was RESOLVED to contact KER regarding this issue. All in favour.
- 207.7/15 Interactive Speed Signs.  
Members were asked to note the response from NCC. To the best of the Clerk's knowledge both signs are now operating again.
- 207.8/15 Signs - Ilkeston Road.  
Members were asked to note NCC's response on this issue. Discharge - no further action required.

KER kindly agreed to update BW on all the issues referred to above as appropriate.

- 208/15. TO DEAL WITH CORRESPONDENCE.  
APPENDIX 1 attached - Noted.
- 209/15. TO RECEIVE COMMITTEE REPORTS ETC. AS APPROPRIATE.

Finance & General Purposes Committee.

The minutes of the Finance & General Purposes Committee (06/10/15) & the proposals contained therein were presented & moved by Cllr. Mrs. Birkitt, seconded by Cllr. Pringle. All in favour.

Trowell Festival Village Committee.

The minutes of the Trowell Festival Village Committee (02/11/15) & the proposals contained therein were presented & moved by Cllr. Mrs. Williams, seconded by Cllr. Mrs. Bryant. All in favour.

JEB made an appeal for volunteers to help on the evening. It was agreed that SW would speak to individual Members at the conclusion of the meeting.

School Governor's Report.

It was noted that there was no report this month as DP has only just returned from holiday.

Website.

Members were asked to note the content of the report. It was noted that positive feedback has been received regarding the changes made to the format of this report & GL was thanked for this. LH advised that the website address is publicized in every relevant article in the newsletter already so was pleased to report that the request made in the report is already being actioned.

Broxtowe Health Partnership.

Members were asked to note the content of the report.

210/15.

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 was asked if there had been any unusual contact from Talk Talk in light of recent events - nothing received to date.

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.

The Clerk advised that the copy report has now been removed from the noticeboard & no questions or queries have been received.

e) 2016/2017 Budget Proposals.

The Clerk reported that no further information has been received from BBC to date. The Clerk is continuing to update the draft proposals as & when any relevant information is received from suppliers etc.

Standing Orders were suspended for 10 minutes to allow for a refreshment break. KER had kindly supplied mince pies for the occasion.

211/15. 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 the skeleton inspection sheet has yet to be received.

212/15. OPENCAST ISSUES - TROWELL/COSSALL.

There was nothing further to report at this time.

KER left the meeting at this point.

213/15. 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 nothing to bring to Members attention.

The Clerk reported that she has verified the weekly legionella checks up to & including 5<sup>th</sup> November 2015 & the annual stop tap test of 21st October 2015. There were no issues to report.

Parish Hall Re-ordering Project Progress Report – It was noted that the Clerk has chased the outstanding responses to the email consultation.

Use of the Parish Hall car park by the school - The Clerk reported her concerns regarding the issue of parking by parents/carers in the Parish Hall car park at the start & end of the school day.

Following a full & detailed discussion of the issues involved it was RESOLVED to take the following steps:

1. Obtain a quotation to mark out the car park into designated parking bays & walk ways for pedestrians.
2. Order suitable permanent signs to mark both the vehicle access & the pedestrian access to the car park.
3. Leaflet those using the car park stressing the need to use the pedestrian access gate when leaving or entering the car park on foot.

Water risk assessment - 2 issues were raised & both items have been passed to the Caretaker for attention - the Clerk will report back in due course.

214/15. BROXTOWE ALIGNED CORE STRATEGY INCLUDING EREWASH CORE STRATEGY.

It was noted that a copy of BBC's October Council minutes had been emailed out to all Members by the Clerk for information.

215/15. FIELD FARM PLANNING APPLICATION.

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

216/15. OFFER OF LAND AT FIELD FARM.

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

Members were asked to consider the latest email from the Council's solicitors. It was noted that the Council as an undertaking from the developer for a contribution towards the costs incurred.

Following a detailed discussion it was RESOLVED to settle the solicitors account up to date.

It was agreed that the Council should meet the EA in the New Year to listen to their proposals in relation to the site.

217/15. HS2.

It was noted that a meeting has been arranged for 20<sup>th</sup> November 2015, with Anna Soubry. Members were asked to submit questions to the Clerk for collation as soon as possible. It was noted that 2

public meetings on the subject are taking place in Toton this week. GL encouraged Members to read the article on Long Eaton which had been circulated by the Clerk recently.

- 218/15. CHRISTMAS LIGHTING.  
The village tree lights have been installed by Leisure Lites, the invoice received & processed. The Clerk is following up with NCC regarding the uplighters as they have yet to be returned to the office. The Clerk responded to a post on Spotted Trowell querying if village lights were to be installed. The Parish Hall lights have been ordered from AMP & will be installed in time for the Christmas event as usual.
- 219/15. QUALITY PARISH COUNCIL STATUS.  
The Clerk's studies have been put on hold due to workload; she will re-start them at the earliest opportunity.
- 220/15. HEALTH & SAFETY UPDATE.  
Members were asked to note the water safety update & report which had been circulated to Members electronically prior to the meeting. The 2 items for attention have been referred to the Caretaker for completion at the earliest opportunity.  
Members were also asked to note the car park issues referred to earlier in the meeting & the actions agreed accordingly.
- 221/15 WINTER GRITTING.  
The 5 free bags offered by NCC are to be delivered shortly.
- 222/15. ST. HELEN'S CHURCH, TROWELL - RE-ORDERING PROJECT.  
It was noted that there was nothing further to report on this issue at this time.
- 223/15. CHURCH CLOCK.  
It was noted that engineers had tried to book the annual service with the Clerk & she had directed them to the Rev. Lord to make the arrangements.
- 224/15. STANTON RECYCLING PLANNING APPLICATION UPDATE.  
Members were asked to note the response from DCC in respect of the current planning application. A copy of the EA audit was distributed to Members on 9<sup>th</sup> November 2015.

CMG reported that she had been visited by the EA regarding a report she had made & they are investigating further.



GL advised that he had made a report to the EA the previous day.

It was noted that a copy of the latest audit report from Castle Environmental had also been requested by the Council & is currently awaited.

- 225/15. REQUEST TO NCC REGARDING THE CHURCH CORNER JUNCTION - UPDATE.  
Members were asked to note the latest response from NCC on this issue.
- 226/15. RIVER GAUGE - BOUNDARY BROOK.  
The EA were advised of the situation as previously agreed & Members were asked to note the response received. This matter will now be discharged from the agenda for the time being.
- 227/15. PROPOSED 50MPH SPEED LIMIT - A609 NOTTINGHAM ROAD, TROWELL (TRO JOB NO 5203) INITIAL CONSULTATION.  
GL reported that he had carried out an analysis of the accident statistics provided & it had made interesting reading. He summarized his findings for members & it was agreed that a copy of his report would be forwarded to the Clerk for distribution to Members.
- GL advised that lighting across The Moor is an issue with at least one light being out each week & columns being obscured by trees in summer. He added that flooding also plays it part a long with the breakdown of the carriageway surface. It was agreed that the Clerk should bring these matters to the attention of Cllr. Rigby.
- 228/15. REVIEW OF THE COUNCIL'S COMPLAINTS PROCEDURE.  
As no changes were to be implemented, the master copy has been updated with new re-adoption & review details but fresh copies have NOT been distributed to Members.
- 229/15. REVIEW OF THE COUNCIL'S PROCEDURES FOR HANDLING REQUESTS MADE UNDER THE FREEDOM OF INFORMATION ACT 2000 AND THE DATA PROTECTION ACT 1998.  
As no changes were to be implemented, the master copy has been updated with new re-adoption & review details but fresh copies have NOT been distributed to Members.

- 230/15. REVIEW OF THE COUNCIL'S POLICY FOR DEALING WITH THE PRESS/MEDIA.  
As no changes were to be implemented, the master copy has been updated with new re-adoption & review details but fresh copies have NOT been distributed to Members.
- 231/15. TO REVIEW THE PARISH COUNCIL'S APPROVED PUBLICATION SCHEME.  
No suggested amendments had been received from Members. The Clerk did have one proposed amendment & this was approved unanimously. The Clerk will amend & reissue the document accordingly.
- 232/15. NEIGHBOURHOOD PLANS.  
Following last month's presentation, documentation had been circulated on this subject. It was noted that no feedback had been received from parishioners in response to an article in the last newsletter.
- It was RESOLVED not to proceed with a Neighbourhood Plan for Trowell but the Council would consider supporting a resident led initiative should one be forthcoming in the future. All in favour.
- 233/15. HIRE OF THE PARISH HALL BY MEMBERS, STAFF & OTHER LOCAL REPRESENTATIVES.  
It was RESOLVED to refer this matter to the Parish Hall & Grounds Committee for further discussion & recommendations. All in favour.
- 234/15. DISTRIBUTION OF PRINTED MATERIAL TO MEMBERS.  
It was RESOLVED to allow the Clerk discretion in what format information is distributed to Members. All in favour.
- 235/15. CLERK'S REPORT.  
Stapleford Road Polling Station Update - nothing further to report.  
Lakeside Arts invitation - noted.  
Playing provision survey - Completed by the Clerk, approved before submission by the Chairman.  
Telephone kiosk on Ilkeston Road - damage reported to NCC who arranged for BT to repair the kiosk & for BBC to clear away the broken glass.  
Office sign - permanent sign has been received & installed.  
Election charge - 2016/2017 budget proposals updated accordingly.

Standing orders were suspended to allow for the meeting to be concluded.

236/15. TO DECIDE ITEMS FOR PRESS RELEASE.

The following items were suggested for the next press release:  
Christmas Event.

237/15. DATE OF NEXT MEETING.

Tuesday 12<sup>th</sup> January 2016.  
It was noted that Cllr. Mrs. Cardwell would be Acting Chair for the period 7<sup>th</sup> December 2015-11<sup>th</sup> January 2016.

There being no further business the meeting closed at 9.48pm.

Signed.....Chairman

Date.....