

**MINUTES OF THE MEETING OF THE TROWELL PARISH COUNCIL,
HELD IN THE PARISH HALL ON TUESDAY 13TH OCTOBER 2015, AT
7.15PM.**

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, Mrs. L. Ball (Borough)(part meeting), K. E. Rigby (Borough & County) (part meeting) & Mr. D. Lawson (BBC) (part meeting).

Clerk: Mrs. A. K. Mitchell.

LH welcomed everyone to the meeting.

- 162/15. DECLARATION OF MEMBERS INTERESTS.
PC & SW declared non-pecuniary interests in items 178/15 & 179/15 on the agenda.
- 163/15. TO RECEIVE APOLOGIES FOR ABSENCE.
Cllr. Mrs. Cumberpatch proposed that apologies be accepted from Cllr. Pringle, seconded by Cllr. Mrs. Cardwell. All in favour
- 164/15. NEIGHBOURHOOD PLANNING PRESENTATION BY BROXTOWE BOROUGH COUNCIL.
LH thanked DL for attending.
DL apologized that SS had not been able to attend as he had commitments at BBC's Cabinet Meeting.
DL advised that if TPC do decide to produce a NP, BBC would strongly support this & offer help. Neighbourhood development plan is the collective term for all the policy documents for a planning area. Trowell currently has 2 NCC plans, the BBC Local Plan & the ACS, should Trowell produce an NP then this will join those documents. The NP would then have to be referred to when planning decisions are made. An NP is a statutory plan & has legal status.
Stage 1 - Apply to BBC for the area the plan is to cover e.g. parish boundary.
Stage 2 - Start working on preparing the plan, collecting information & connecting with local people on important issues, collect views.

Stage 3 - Draft plan, prepare policies, publicise, obtain feedback, amend, submit to BBC.

Stage 4 - Examination by an independent inspector - approve plan or recommend amendments. It is rare for a plan to be declined.

Stage 5 - Referendum in the parish. 51% of respondents need to vote in favour to give the green light to the plan. If BBC has no fundamental objections then BBC would adopt the plan as part of the development plan.

In relation to Trowell's existing PP & PDS, 2 aspects could easily be transferred to a NP - Environment & Housing & Development. Other issues not appropriate but both existing documents are very good & an NP would move certain aspects on from aspirations & focus on how policies can affect planning decisions.

DL added that the PDS is a very readable document & several points could make good policies e.g. back land development, no development more than 2 storeys' high. An inspector would look for an explanation as to why these conclusions had been reached.

Garage forecourts - again explain as to why. Impact on parish landmarks should be addressed - good policy, specific to Trowell plus any other landmarks. He advised that generic points need to be made specific to Trowell e.g. pg. 7 new builds of similar design to existing properties - which particular local properties/design aspects etc.

Nottingham Canal - needs more specific policies, the same as regards Trowell Moor.

Page 10 photos of house types. Certain designs appropriate in some areas but not others.

Industrial Building design - make policies more specific, the same applies to noise & pollution.

Water supply, electricity & street furniture are not suitable items for inclusion in a NP.

DL advised that the Local Plan & the ACS are also good starting points & then draw up policies specific to Trowell.

He added that information & advice is available & he recommended the Locality website. Their "Writing planning policies" document makes a good starting point. He said that things should be kept simple; it doesn't have to be complicated or lengthy.

Planning practice guidance such as the NPPF etc. is available through the .gov website.

NP Regulations - Locality website provides easy to follow guidance.

It was noted that there is also an NP section on the BBC website.

If the parish council does decide to proceed with an NP then it should let BBC know as officers are assigned to each NP to meet with Members & advise on procedures etc.

PC clarified with DL that it is 51% of votes returned that are needed in any referendum.

DL did comment that he understands that the parish council may not think it a worthwhile exercise as the Field Farm development has already been approved & there are no further developments planned in the parish.

GL queried if any finance is available for the project. DL advised that finance is available & is allocated using a bidding system but there is a good chance of obtaining funding & BBC would assist with this.

GL asked if any NP's in Broxtowe have been completed yet. None to date.

GL commented that he had been Chairman of the PPSC & it had been a lot of hard work.

DL advised that NP's are purely a planning document & once they are completed & approved that would be the end of it except for the need to periodically review the document to keep it up to date.

GL concluded then that the PDS rather than the PP is more akin to a NP.

DL was asked about S106 monies. It was noted that this is to be replaced by the Community Infrastructure Levy & the parish council would be entitled to funding from this on any developments approved AFTER a NP has been adopted.

DL was thanked for his time in attending & updating Members on this issue.

165/15.

BOROUGH & COUNTY COUNCILLORS REPORT.

Cllr. Rigby reported on the following items:

Church Corner crash barrier - There have been 5 accidents on that bend since the new barrier has been installed. KER is liaising with NCC's senior road safety officer on this matter.

Hedges - these are to be cut in the next two weeks.

Double Yellow Lines - Smithfield Avenue & Hill Rise - This is going out to public consultation. KER has made one comment, instead of the standard 10m length he has asked for 22m on Hill Rise & 15m on Smithfield Avenue.

Stapleford Road footway - This has been swept due to loose chippings.

Church Clock - BBC are to undertake trimming to the r/h tree on Nottingham Road but none to the Oak Tree as officers advise that any pruning would accelerate the tree growth by 5 or 6 times.

Hedge at rear of 78 Ilkeston Road - Couldn't locate a hedge but did find a row of trees & confirmed with the attending officers that these are on BBC land. As these are healthy & not causing any problems they won't be doing any work on them. The only hedges observed had been cut by private residents.

Ilkeston Road lights - BW has supplied a list of lamps being obstructed & this has been submitted to NCC.

Road sweeping Issues - KER will report back to the next Council meeting.

Blocked sewer, Church Close - BBC is the owner & although STW are responsible for the main circuit pipe the blockage is in a section owned & maintained by BBC.

GL commented regarding the oak tree which is obstructing the clock face on the church. He said that given that oak trees are incredibly slow growing what would be the time frame involved for the clock face to be obscured again. He added that if it will take a long time then surely it would be worth carrying out some pruning works. KER will ask this question.

HC expressed concern regarding how narrow the footways are getting near the Stapleford Road pedestrian crossing due to hedge & verge encroachment. She is concerned that it is becoming dangerous. KER advised that BBC used to cut the verges back over the winter months, as it is now NCC's area of responsibility he will make enquiries. If they decline, he may do it himself.

166/15. BOROUGH COUNCILLORS REPORT.

LB advised that she has carried out some case work & has met with the Housing Minister, Brendan Lewis. She commented that he had said that NP's should be becoming easier to achieve.

DL confirmed that there is currently a legal obligation on the borough council to assist parish council's in developing Neighbourhood Plans.

DL, KER & LB left the meeting at this point.

167/15. TO APPROVE MINUTES OF THE OPEN FORUM & FULL COUNCIL MEETING - 8TH SEPTEMBER 2015.

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.

168/15. 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 AF had been unable to attend this meeting either. SW advised that motorcycles had been being ridden on Pit Lane Open Space earlier this evening - the Clerk was asked to report this.

HC advised on a recent property theft.

169/15. MATTERS ARISING FROM THE MINUTES:

169.1/15. Parking Issues on Hill Rise, Smithfield Avenue & Derbyshire Avenue.

LH advised that she had met with AF & KER last week & walked the main school drop off routes in a morning. The parish hall car park is full most mornings & on the whole from a road safety

perspective things were not too bad. The Head Teacher advised LH that he writes to parents most weeks on the issue of parking. LH advised that she plans to do this walkabout again to keep the issue in the front of driver's minds.

- 170/15. MATTERS ARISING FROM THE "OPEN FORUM".
- 170.1/15. Damage to verges on Ilkeston Road.
There was nothing further to report on this issue at this time.
- 170.2/15. Hedge Cutting Issues.
It was noted that this had been addressed as part of KER's earlier report.
- 170.3/15 Street Lighting - various issues.
It was noted that this had been addressed as part of KER's earlier report.
- 170.4/15 No.2 Bus Service.
It was noted that a response from Trent Barton is currently awaited on this issue.
- 171/15. TO DEAL WITH CORRESPONDENCE.
APPENDIX 1 attached - Noted.
- 172/15. TO RECEIVE COMMITTEE REPORTS ETC. AS APPROPRIATE.
Newsletter Editorial Committee.
The minutes of the Newsletter Editorial Committee (22/09/15) & the proposals contained therein were presented & moved by Cllr. Mrs. Bryant, seconded by Cllr. Lockwood. All in favour.
Parish Hall & Grounds Committee.
The minutes of the Parish Hall & Grounds Committee (22/09/15) & the proposals contained therein were presented & moved by Cllr. Lockwood, seconded by Cllr. Mrs. McGann. All in favour.
Planning & Environment Committee.
The minutes of the Planning & Environment Committee (06/10/15) & the proposals contained therein were presented & moved by Cllr. Mrs. Williams, seconded by Cllr. McGann. All in favour.
School Governor's Report.
It was noted that there was no report this month as DP is absent. It was noted that Members' had been provided with a copy of a thank you card from former Head Teacher Sue Chalkley. Members were advised that current Head Teacher Mr. Goddard will be invited to attend a forthcoming meeting.
Website.
Members were asked to note the content of the report.
Broxtowe Health Partnership.

Members were asked to note the content of the report.

173/15.

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.
- 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 as previously reported the closure of the audit has been advertised & the items for attention have been addressed by the F & GP Committee – there were no items of concern.
- e) To consider 2016/2017 Budget Proposals.
It was agreed to defer a decision in respect of the submitted budget proposals until further necessary information has been received from BBC in the usual way.

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

174/15.

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.

175/15.

OPENCAST ISSUES – TROWELL/COSSALL.

There was nothing further to report at this time.

176/15.

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 8th October 2015 & the monthly reports up to & including 8th October 2015. There were no issues to report.

It was noted that the 2 Year check by GB Water Ltd will be carried out on 21st October 2015.

Parish Hall Re-ordering Project Progress Report – It was noted that an email consultation is currently underway.

Request from Mr. D. Giffard – Following a detailed discussion it was RESOLVED to decline the request.

Fire Appliance Service – Members were asked to note the documents that had been circulated prior to the meeting in respect of this issue.

The Clerk reported on a course of action that had been agreed with the Chairman in relation to a recent booking.

Members were asked to note that the Clerk will have a number of matters to action following this evening's approval of the last set of minutes from the PHGC.

177/15. BROXTOWE ALIGNED CORE STRATEGY INCLUDING EREWASH CORE STRATEGY.

It was noted that the Stanton Development has been taken down from the EBC website. It was therefore agreed to discharge this matter from the agenda for the time being.

178/15. FIELD FARM PLANNING APPLICATION.

The Clerk had nothing further to report following last week's informal meeting & the subsequent F & GP Committee meeting.

Concern was expressed that despite its request the Council had not been notified in advance of how many residents would be attending. As a result, it was agreed that any future requests will be directed to the existing monthly Open Forum.

179/15. OFFER OF LAND AT FIELD FARM.

The Clerk had nothing further to report following last week's informal meeting & the subsequent F & GP Committee meeting.

- 180/15. HS2.
It was noted that a copy of the Autumn Update from HS2 had recently been circulated to all Members for information.
- Two possible meeting dates had been submitted by AS for consideration by Members. It was agreed to meet at the Parish Hall on Friday 20th November 2015 at 10am – the Clerk to attend.
- 181/15. CHRISTMAS LIGHTING.
It was noted that the uplighters have not yet been returned.
- 182/15. QUALITY PARISH COUNCIL STATUS.
The Clerk will be recommencing work on her portfolio shortly.
- 183/15. HEALTH & SAFETY UPDATE.
Following her report to the F&GP Committee last week, permanent signs for the car park will be ordered in the near future.
- 184/15 WINTER GRITTING.
The 5 free bags offered by NCC have been ordered.
- 185/15. ST. HELEN'S CHURCH, TROWELL – RE-ORDERING PROJECT.
It was noted that there was nothing further to report on this issue at this time.
- 186/15. CHURCH CLOCK.
It was noted that there was nothing further to report on this issue at this time.
- 187/15. STANTON RECYCLING PLANNING APPLICATION UPDATE.
It was RESOLVED to submit the Council's concerns in relation to the latest planning application for consideration. The Clerk has chased the EA's audit report but nothing has been received to date.
- 188/15. REQUEST TO NCC REGARDING THE CHURCH CORNER JUNCTION – UPDATE.
Members were asked to consider the response received from NCC on this issue.
- It was agreed that the Clerk should contact NCC again advising that the Council does not want a pedestrian crossing only traffic control lights.

- 189/15. RIVER GAUGE – BOUNDARY BROOK.
No volunteers have come forward as flood wardens. It was therefore agreed to discharge this matter from the agenda & notify the EA accordingly.
- 190/15. PROPOSED 50MPH SPEED LIMIT – A609 NOTTINGHAM ROAD, TROWELL (TRO JOB NO 5203) INITIAL CONSULTATION.
It was noted that there was nothing further to report on this issue at this time.
- 191/15. REVIEW OF THE COUNCIL’S COMPLAINTS PROCEDURE.
It was noted that no suggested changes had been received prior to this meeting.
- 192/15. REVIEW OF THE COUNCIL’S PROCEDURES FOR HANDLING REQUESTS MADE UNDER THE FREEDOM OF INFORMATION ACT 2000 AND THE DATA PROTECTION ACT 1998.
It was noted that no suggested changes had been received prior to this meeting.
- 193/15. REVIEW OF THE COUNCIL’S POLICY FOR DEALING WITH THE PRESS/MEDIA.
It was noted that no suggested changes had been received prior to this meeting.
- 194/15. TO CONSIDER A PROPOSAL FROM CLLR. MRS. P. CARDWELL.
PC proposed that all Councillors' enquiries be directed to the Chairman of the Parish Council. If the Clerk's input is required, the Chairman is to obtain it." Seconded by CMG.
- It was noted that PC had received a couple of comments prior to the meeting.
- PC explained her reasons for submitting this proposal. A full & detailed discussion of the issues involved then took place.
- GL proposed an amendment to the original proposal to include that all emails be copied to the Clerk. Seconded by HC. PC agreed to this amendment being made to the original proposal.
- The amended proposal to now read" that all Councillors' enquiries be directed to the Chairman of the Parish Council & copied to the

Parish Clerk. If the Clerk’s input is required, the Chairman is to obtain it.”

The motion was put to the vote: 7 For, 1 Against & 2 Abstentions. The motion was therefore carried.

GL then proposed a subsequent motion that the above resolution be implemented for a 3 month trial period in the first instance & then the situation reviewed. Seconded by HC. 7 For, 1 Against & 2 Abstentions. The motion was therefore carried.

195/15. TO REVIEW THE PARISH COUNCIL’S APPROVED PUBLICATION SCHEME.

Members were asked to submit any suggested changes to the Clerk in time for the November meeting.

196/15. CLERK’S REPORT.

Stapleford Road Polling Station Update - the Clerk advised Members of an update from BBC.

Neighbourhood Development Plans - This item will appear on the November agenda.

Budgeting Course - It was agreed that the Clerk would not attend on this occasion.

Nottingham Road - The Clerk has received an email from NCC confirming that the bollard works are now complete.

197/15. TO DECIDE ITEMS FOR PRESS RELEASE.

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

198/15. DATE OF NEXT MEETING.

Tuesday 10th November 2015.

There being no further business the meeting closed at 9.43pm.

Signed.....Chairman

Date.....