

MINUTES OF THE MEETING OF THE TROWELL PARISH COUNCIL, HELD IN THE PARISH HALL ON TUESDAY 11TH OCTOBER 2016, AT 7.15PM.

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

Clerk: Mrs. A. K. Mitchell.

144/16. DECLARATION OF MEMBERS INTERESTS.
SW & PGC declared a non-pecuniary interest in items 159 & 160/16 on the agenda.

145/16. TO RECEIVE APOLOGIES FOR ABSENCE.
LH proposed that apologies be accepted from HC, seconded by GL. All in favour

146/16. BOROUGH & COUNTY COUNCILLORS REPORT.
KER advised that he had attended an exhibition on the Stanton redevelopment project on the 30th September accompanied by BW. KER is very concerned about 2 minor highway improvements related to the site one in Trowell & the other in Stapleford. It appears that these “improvements” have already had approval from NCC & form part of the core strategy. Although there are fewer houses planned for the Stanton site with the remainder being given over to industrial development & open space, there is also a 350 house development planned for Quarry Hill. It is known that 80% of the people living in the local area work in Nottingham which means 80% of the increase in traffic flow from these developments will be travelling through Trowell & Stapleford. The “improvement” plans previously referred to are to extend the right hand turning lanes at Church Corner & Moorbridge Lane. It is expected that these developments will have happened by 2028 with these extra vehicles coming on top of BBC’s commitment at Field Farm (450homes). There are no commitments to any major road improvements. KER has requested a meeting but the plans are already in motion. KER reported that he has been advised that EBC can reach its commitment this time around without having to utilize any greenbelt land; however this will not be the case post 2028. This means that EBC could then easily convert its planned green space at Stanton back into housing development. EBC were told categorically that a development of 2000plus homes would need a brand new road & 3 options were suggested at the time, one of which accessed Stapleford Road in Trowell.

HS2 - KER advised that he does not think the line north of Birmingham will ever materialize due to the cost implications.

Planning Application Trowell Industrial Site - KER reported that the scrapping of cars is a joint NCC/BBC responsibility & a site visit is being arranged. He thanked the Clerk for supplying the relevant reference number for the application.

Weed killing - 2 Weed kills per year now. Grass cutting - last of the year's 5 cuts was undertaken last week.

Gulley cleansing - currently once a year but once every 18months is currently being considered.

KER detailed the reasons for the cutbacks due to the reduction in funding being received by NCC from central government.

Bridleway 8 - KER confirmed that DH has received the Council's letter & advised that at present DH is not in a financial position to have the Give Way lines in question re-sited. KER was asked if he could help - he doubts that NCC would be in a position to assist but he will make enquiries.

Church Corner - there continues to be accidents at this location but fortunately no injuries to people to date. KER is pursuing this issue to try & get some improvements made e.g. the installation of a new anti-skid surface. It was agreed that the Parish Council should write to NCC expressing its support for KER's efforts in this regard.

Blue Bins - KER can confirm that all the parish grit bins are currently full & he will be visiting them all shortly to break up the existing grit with a spade as required ready for the winter period. He was pleased to confirm his award of a grant for the proposed new bin on Hill Rise.

Ditches on Trowell Moor - these are in private ownership but a notice has been served on the riparian owners for them to be cleared out. If a second notice has to be issued owners are only given 7 days before court action is taken.

Ilkeston Road drainage - A £35,000 scheme has been approved by NCC, the only scheme to be undertaken in Broxtowe this year to assist with this issue but it will not tackle all the causes of the problems involved.

LH asked when the next edition of "Ken's Corner" would be produced. KER advised that it would be around Christmas. LH requested that KER include a list of issues that NCC are responsible for in it. She advised that the Parish Council does its beat but it can only refer matters on & it may be better if residents contacted NCC directly.

Members commented that in respect of the general state of the village householders have to shoulder some of the responsibility too for keeping the place in good order - it is not just the public verges etc.

GL commented that in respect of Church Corner & the proposed new developments in Erewash he thinks Trowell should go on the offensive. The junction will need a major redesign or no-one will be able to turn right out of Stapleford Road at rush hour. He suggested that through traffic might opt to go via Stanton by Dale. GL agreed with KER that cuts to local government services are now having a widespread effect.

147/16

BOROUGH COUNCILLORS REPORT.

Green Recycling - LB reported that no green recycling goes into landfill, it all goes to a plant in Mansfield where it is sorted. The Clerk was asked to advise JEB accordingly. **Clerk to action.**

Cossall Car Park - LB advised that BBC had stopped locking this as people were finding themselves locked in. It is also no longer financially viable to pay for someone to lock it at night & unlock it in the morning. BBC have said that they will look at the site & keep an eye on the area following these reports. DP suggested cameras to collect evidence of what is taking place at the site - LB will make enquiries in this regard. **LB to action.**

GL advised that when he had visited the car park recently there had been someone sleeping in a car & where it was parked there was rubbish strewn about. LH confirmed that she had witnessed evidence of drug taking occurring in the area whilst walking the area.

LB advised Members to contact Crimestoppers if further activity is noticed.

148/16.

TO APPROVE MINUTES OF THE OPEN FORUM & FULL COUNCIL MEETING -13TH SEPTEMBER 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 subject to one typing error being corrected by the Clerk & signed by the Chairman as an accurate record.
Clerk to action.

- 149/16. TO DECLARE A CASUAL VACANCY.
Following JEB'S resignation last month **it was RESOLVED to declare a Casual Vacancy on the Council. All in favour.**
The Clerk will prepare the necessary documentation & liaise with the Borough Council as appropriate. **Clerk to action. RED**
- 150/16. LOCAL POLICE REPORT - P.C.S.O. FREEMAN.
Members noted the content of the report which had been distributed prior to the meeting.
- 151/16. MATTERS ARISING FROM THE MINUTES: (FOR INFORMATION ONLY).
None.
- 152/16. MATTERS ARISING FROM THE "OPEN FORUM" - FOR INFORMATION ONLY.
- 152.1/16. Church Corner Crash Barrier.
It was RESOLVED that a letter of support be sent to Via East Midlands Ltd in connection with KER's request for safety improvements at the Church Corner road junction. All in favour.
Clerk to action. RED
- 152.2/16 Suggested crossing on Ilkeston Road.
It was noted that KER is currently awaiting the results of a traffic survey. **KER to action.**
- 152.3/16 Interactive speed signs.
It was noted that the Clerk has reported the sign on Stapleford Road near Derbyshire Avenue again as previously agreed. NCC advised that it was repaired in August but will be looked at again following this second report.
- 152.4/16 Footpath gate - Nottingham Road.
DP reported that this has still not been repaired properly & the temporary fix is still in place. He also advised that the fencing previously reported is still missing. The Clerk was asked to follow up on this with BBC. **Clerk to action. RED**
- 152.5/16 Bridleway 8: Stapleford Road to Garden Centre.
It was noted that this had been mentioned as part of KER's earlier report.
LH suggested that given DH's current position the Parish Council should consider this matter further as the junction in question is potentially dangerous at present.

It was **RESOLVED** that the legalities of the Parish Council being involved in facilitating any improvements to the bridleway in question be investigated further. All in favour.

Clerk to action. RED

153/16. 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. It was noted that a number of emails remain outstanding due to the recent high volume of meetings.

GL raised a query about emails from Calders - it was agreed that the Clerk should contact them to advise them to check the Parish Hall online diary for availability in the first instance. **Clerk to action. RED.**

It was noted that the Clerk had processed over 400 emails since the last full Council meeting.

It was agreed that any emails from the Clerk to Members will include a deadline for response & that it was not necessary to copy all other Councillors into responses to the Clerk.

154/16. TO RECEIVE COMMITTEE REPORTS ETC. AS APPROPRIATE.

Parish Hall & Grounds Committee.

The minutes of the Parish Hall & Grounds Committee (27/09/16) & the proposals contained therein were presented & moved by GL, seconded by CMG. All in favour.

Newsletter Editorial Committee.

The minutes of the Newsletter Editorial Committee (27/09/16) & the proposals contained therein were presented & moved by CMG, seconded by GL. All in favour.

Planning & Environment Committee.

The minutes of the Planning & Environment Committee (04/10/16) & the proposals contained therein were presented & moved by LH, seconded by DP. All in favour.

Finance & General Purposes Committee.

The minutes of the Finance & General Purposes Committee (04/10/16) & the proposals contained therein were presented & moved by LH, seconded by DP. All in favour.

The revised training document was accepted by Members & the Clerk will issue fresh copies accordingly. **Clerk to action.**

LB left the meeting.

School Governor's Report.

Members noted the content of the report which had been circulated by email prior to the meeting.

Website.

Members noted the content of the report.

155/16.

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.

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.

PGC thanked KER for awarding the parish council a grant to purchase another grit bin for the village.

d) Merchant account enquiries – progress report.

It was noted that the Clerk contacted HSBC to enquire if they are able to provide a card payment service.

It was RESOLVED that the Clerk should make enquiries with PayPal regarding a merchant account service. All in favour.

Clerk to action.

e) To consider 2018/2018 Budget proposals – documents previously circulated.

The draft proposals were duly noted. The Clerk is currently awaiting further information to be supplied before proceeding further.

Clerk to action when appropriate.

156/16.

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 sheets – there were no issues to bring to the Council's attention.

Tree Works – It was noted that these works have been carried out but no invoice has been received from BBC to date.

Correspondence from BBC – the Clerk has responded to BBC as agreed. As a consequence further correspondence was issued by BBC, the Clerk has corrected the information supplied as necessary & returned the amended document to BBC as required.

Litter Bin Update – It was noted that the replacement bin has been ordered as agreed at PHGC.

Gate Repairs – It was noted that the repairs have been ordered by the Clerk as previously agreed.

157/16. OPENCAST ISSUES – TROWELL/COSSALL.

GL advised that he thinks the reason works haven't started as yet is because the price of imported coal has been cheaper than that extracted in the UK. However, he is concerned that with the value of the pound dropping there may come a tipping point where it becomes viable although as the closure of the Radcliffe power station grows closer this will also have a bearing. It was agreed that this matter should remain on the agenda as a result.

158/16. PARISH HALL MATTERS UPDATE.

Cllr. Pringle had circulated an email the previous day 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 monthly First Aid box checks up to & including 8th October 2016, weekly legionella checks up to & including 6th October 2016 & the monthly reports up to & including 6th October 2016. There were no issues to report.

Parish Hall Re-ordering Project Progress Report. It was noted that the prospective contractors have finished their visits & that the Clerk is currently awaiting the receipt of completed tenders before proceeding further.

Car Park Lighting Update. The Clerk advised that the new timer had been installed & programmed as required. A draft response to RC had been circulated to members prior to the meeting for approval. The draft was approved by all Members present. It was agreed that this matter should then be discharged from the agenda for the time being.

Clerk to action.

Toilet facilities update – It was noted that the necessary materials have now been purchased & the Caretaker will action the repairs at the earliest opportunity. LH was thanked for her assistance with this project.

Caretaker to action.

Security Alarm contract - The Clerk has diarized to progress this on Wednesday 19th October 2016. **Clerk to action.**

New Year's Eve 2016

It was noted that a response has been received from RMH - in the interim the hall has been logged as closed for the day.

FOTS Bookings Update - The Clerk advised that the Christmas disco booking form & deposit has now been returned.

The Christmas Event times have now been confirmed & a form sent, it along with the deposit has yet to be returned.

Santa's Grotto - **It was RESOLVED that the remaining gifts from last year's event, currently held at the Parish Hall be donated to FOT's for this year's grotto. All in favour. Clerk to action.**

CMG & RMG volunteered to carry out the door duties as in previous years. **Clerk to action.**

Raffle - SW will contact KER to ask if he would like to run the raffle as in previous years. SW will collect items for the raffle & appealed to Members for donations. Proceeds from the raffle will be donated to a charity of the Council's choice - this to be decided at the November Council meeting. **SW to action.**

KER left the meeting at this point.

Parish Hall Floor - It was noted that the Clerk had sought two quotes for this work. Jay Young Flooring who carried out work at the hall previously has responded & their quote had been circulated to members for consideration prior to the meeting commencing.

It was RESOLVED that the quote of £880 plus VAT from Jay Young Flooring be accepted. All in favour. Clerk to action.

Card payment options - progress report. It was noted that the Clerk will action the changes to the Parish Hall hire agreement etc following this meeting's approval of the latest PHGC minutes. **Clerk to action.**

Clock in the memory of KB. MB is in the process of resolving certain issues with the clock following feedback from Council staff.

MB to action.

Central Heating Boiler Service - It was noted that this has been completed & the account settled, there were no issues reported by the engineers.

Response from the Trowell WI - Members were asked to note.

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

- 159/16. FIELD FARM PLANNING APPLICATION.
It was noted that there was nothing further to report on this issue at this time.
- 160/16. OFFER OF LAND AT FIELD FARM.
It was noted that there was nothing further to report on this issue at this time.
- 161/16. HS2.
It was noted that the Clerk had prepared the flyers ready for this evening's meeting for distribution.
It was agreed that the HS2 meeting working party & the Chair of the Council should convene prior to the public meeting to formulate an agenda. **PGC, GL, LH, DP, SW to action.**
- 162/16. CHRISTMAS LIGHTING.
It was noted that the licence application form had been submitted the previous week. The Clerk also reported that the Cossall Road feeder pillar is due to be installed on 12th October 2016.
Following due consideration **it was RESOLVED to accept the quote of £1,170 plus VAT from AMP Electrical to install the Christmas lights at the Parish Hall. All in favour. Clerk to action.**
- 163/16. LOCAL COUNCIL AWARD SCHEME.
It was noted that the Clerk has diarized to start work on this w/c 17th October 2016. **Clerk to action.**
- 164/16. HEALTH & SAFETY UPDATE.
It was noted that at the recent F&GP meeting DP had kindly agreed to meet up with the Clerk before Christmas to move this matter forward. **DP & Clerk to action.**
- 165/16. ST. HELEN'S CHURCH, TROWELL - RE-ORDERING PROJECT.
There was nothing further to report at this time.
- 166/16. STANTON RECYCLING UPDATE.
There was nothing further to report at this time.
- 167/16. ANNUAL REVIEW & ADOPTION OF FINANCIAL REGULATIONS.
This item has been deferred until the card payment issue has been resolved upon.
- 168/16. PRS FOR MUSIC CONSULTATION.

It was noted that there was nothing further to report on this issue at present. The Clerk will follow up on the outcome of the consultation in time for the November meeting. **Clerk to action.**

- 169/16. PARKING ON VERGES – TO CLARIFY THE PARISH COUNCIL’S STANDPOINT ON THIS ISSUE – UPDATE.
It was noted that the Clerk had circulated a draft statement for the website as previously discussed but to date she had only received responses from 3 Members. **It was RESOLVED to approve the draft statement which had been circulated to Members by email prior to this meeting. 8 For, 1 abstention – Motion carried. Clerk to action.**
- 170/16. ANNUAL REVIEW OF THE COUNCIL’S COMPLAINTS PROCEDURES 1998 – DOCUMENTS PREVIOUSLY CIRCULATED.
It was noted that no suggested amendments had been received from Members. The Clerk however had one suggested amendment for consideration.
It was RESOLVED to approve the Clerk’s suggested amendments to this document. All in favour. Clerk to action.
- 171/16. ANNUAL REVIEW OF THE COUNCIL’S PROCEDURES FOR HANDLING REQUESTS MADE UNDER THE FREEDOM OF INFORMATION ACT 2000 & THE DATA PROTECTION ACT 1998 – DOCUMENTS PREVIOUSLY CIRCULATED.
It was RESOLVED to re-adopt this document with the addition of an updated front cover to be issued to all Members. Clerk to action.
- 172/16. ANNUAL REVIEW OF THE COUNCIL’S POLICY FOR DEALING WITH THE PRESS/MEDIA – DOCUMENTS PREVIOUSLY CIRCULATED.
It was RESOLVED to re-adopt this document with the addition of an updated front cover to be issued to all Members. Clerk to action.
- 173/16. SHALE WEALTH FUND – GOVERNMENT CONSULTATION – DOCUMENTS PREVIOUSLY CIRCULATED.
Noted – no comments to submit.
- 174/16. STANTON DEVELOPMENT – DOCUMENTS PREVIOUSLY CIRCULATED.
It was RESOLVED that the Council should object strongly to any measures in this plan that would increase the flow of traffic through the parish of Trowell. All in favour. Clerk to action.
- 175/16. TO CONSIDER THE RENEWAL OF THE COUNCIL’S NOTTINGHAMSHIRE FOOTPATHS PRESERVATION SOCIETY MEMBERSHIP.

It was RESOLVED to renew the Council's affiliate membership of NFPPS at a cost of £5 for the forthcoming year. All in favour.

Clerk to action.

176/16. DCLG CONSULTATION AND POTENTIAL CAPPING FOR TOWN AND PARISH COUNCILS - DOCUMENTS PREVIOUSLY CIRCULATED.

GL supported NALC's views on this issue adding that it would be an absolute disaster if these proposals were adopted.

It was RESOLVED that once the model letter prepared by NALC is received then a consultation should take place between the Clerk & the Chairman on how this Council should respond to this document. All in favour.

PGC & Clerk to action.

177/16. BOUNDARY COMMISSION FOR ENGLAND - INITIAL PROPOSALS FOR NEW PARLIAMENTARY CONSTITUENCY BOUNDARIES IN THE EAST MIDLANDS - DOCUMENTS PREVIOUSLY CIRCULATED.

It was RESOLVED that the Council should contact the Boundary Commission to express concern that the proposals will cross our existing Borough Council's boundaries. All in favour.

Clerk to action.

178/16. CLERK'S REPORT.

PGC reported that an accident had occurred on Stapleford Road outside the Parish Hall in 10th October. She will provide the Clerk with details of the times involved to enable the CCTV footage to be reviewed as appropriate.

PGC & the Clerk to action.

Jazz in the Village - 4 tickets sold so far, possibly a further 6 reserved at present. SW is to take some to the Friday lunch club. LH advised that they might run a raffle. RMG queried as to whether the Council had agreed to host this event. He was advised that it had.

LH & SW to action.

Dog Fouling - It was noted that there had been no response from BBC on this issue. The Clerk was asked to chase BBC for a reply.

Clerk to action.

Meeting Rules Reference Card - **It was RESOLVED that the truncated name plates, holders & A4 laminated reference card be adopted by this Council. All in favour.**

PGC, GL, CMG & Clerk to action.

Data Protection Renewal - Certificate received.

Roadworks notification - previously circulated. This has also been advertised on the main noticeboard.

Site Specific Workshop at BBC - No responses received.

179/16. TO DECIDE ITEMS FOR PRESS RELEASE.

The following items were suggested for the next press release:

- Jazz in the Village.
- HS2
- Casual Vacancy

Clerk to action.

180/16.

Date of next meeting.

Tuesday 8th November 2016. CMG gave her apologies for this meeting. There being no further business the meeting closed at 9.35pm.

Signed.....Chairman

Date.....