

MINUTES OF THE TROWELL PARISH COUNCIL FULL COUNCIL MEETING, HELD IN THE PARISH HALL ON TUESDAY 14TH JANUARY 2020, AT 7.15PM.

Present: Cllrs. D. Pringle – Chairman. Mrs. M. Birkitt, Mrs. L. Harley, G. Lockwood, Mrs. C. McGann, Mrs. H. Cumberpatch, G. Cotton, M. Westmoreland G. Lewis, J. Longdon (NCC), Mrs. Lydia Ball B.E.M. (BBC), & Mrs. J. Murden (Parish Hall Manager/ Asst. to the Parish Clerk).

Clerk: Mrs. A. K. Mitchell.

180/19. DECLARATION OF MEMBERS INTERESTS.
None.

181/19. TO RECEIVE APOLOGIES FOR ABSENCE.
None.

182/19. POLICE REPORT.
Unfortunately PCSO Freeman did not attend as expected.

183/19. COUNTY COUNCILLORS REPORT (JL).
It was noted that all information received since the November Council Meeting has been circulated to Members prior to this meeting.

JL requested that Members submit details of Highway issues in Trowell to him over the next 2-3 weeks as he is planning to meet Highways Managers as more investment is planned for highways going forward. He will advise the Clerk of the meeting date once this has been arranged.

He also advised that there is still talk of unitary status at NCC.

Members commented that temporary road repairs already carried out in the village seem to be a waste of time as they wash away so quickly in bad weather.

Members reported that the resurfacing of Cossall Road was a waste of time as the surface dressing material used is already wearing away.

It was noted that the anti-skid surface on Nottingham Road is breaking up but that this stretch of road is due to be resurfaced in 2020.

JL was asked to raise the issue of HGV traffic from sites in Derbyshire being routed through Trowell & the damage this is causing to Nottinghamshire roads.

184/19. COUNTY COUNCILLORS REPORT (JD).

It was noted that no written report had been received prior to the meeting.

JL left the meeting at this point.

185/19. BOROUGH COUNCILLOR'S REPORT (DP).

It was noted that no written report had been received prior to the meeting.

It was noted that the planning application for the fourth house near Smithfield Avenue which was to be built on greenbelt has been refused.

186/19. BOROUGH COUNCILLOR'S REPORT (LB).

It was noted that no written report had been received prior to the meeting.

LB advised that there had been damage to the Church wall in Cossall as a result of a hit & run. It is therefore planned to arrange a meeting in the near future for a meeting of representatives of Awsworth, Cossall & Trowell to try & tackle the issue of speeding traffic, the state of the roads etc in the area.

LB left the meeting at this point.

187/19. TO APPROVE MINUTES OF THE OPEN FORUM & FULL COUNCIL MEETING - 12TH NOVEMBER 2019.

It was noted that there had been no queries received prior to the meeting.

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.

- 188/19. MATTERS ARISING FROM THE MINUTES:
None.
- 189/19. MATTERS ARISING FROM THE "OPEN FORUM".
a) Tree on junction of Stapleford Road/Trowell Park Drive.
It was noted that the tree in question is still in situ but all the debris has all been cleaned up. It was agreed therefore to discharge this matter from the agenda.
- 190/19. TO DEAL WITH CORRESPONDENCE.
A copy of the correspondence list was available for Members consideration.
- Office Broadband/email supplier review.
Members were asked to note the report from the Clerk. It was agreed that this matter should be escalated to OFCOM if not resolved shortly. **Clerk to action.**
- IT Improvements Update.
The website security issue has been rectified as previously agreed. It was noted that there had again been issues with the DELL laptop - GLs agreed to investigate this later in the week. The PHM was asked to check the renewal date for the current Office 365 package.
- 191/19. NOTTINGHAMSHIRE LOCAL GOVERNMENT PENSION SCHEME UPDATE.
It was noted that a copy of the latest triennial revaluation had been circulated to all Members prior to the meeting. A meeting is being arranged with NCC in respect of the recent revaluation.
- 192/19. TO RECEIVE COMMITTEE REPORTS ETC. AS APPROPRIATE.
Website.
There had been no queries received prior to the meeting. Members were asked to note the content of the report.
- Finance Report.
LH presented a report to Members & following a detailed discussion, Members were asked to note its contents.
- HR Report.

LH presented a report to Members & following a detailed discussion, Members were asked to note its contents.

Governor's Report.

It was noted that no written report had been received prior to the meeting.

Members were asked to note the findings of the recent Church Inspection which was "Outstanding".

193/19.

FINANCE.

a) It was RESOLVED to approve all financial reports which were circulated to all Councillors prior to the meeting.

It was noted that GLd had raised a query prior to the meeting which had been addressed to his satisfaction by the Clerk.

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) Staff Salary Statements – Appendix 4 previously circulated.

It was RESOLVED to approve salary statements listed in the appendix.

e) Pensions update.

The latest triennial valuation had been circulated to all Members prior to this meeting.

f) 2020/2021 Budget Proposals.

It was noted that the latest proposals were available for Members consideration this evening.

A detailed discussion then took place.

It was agreed to go out to quote again for the car park resurfacing.

Clerk to action.

It was RESOLVED to submit a precept request of £79,999 to BBC for the 2020/2021 financial year.

All in favour.

Clerk to action.

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

194/19.

PARISH HALL PLAY PARK UPDATE.

It was noted that the Chairman had issued an email to Members confirming that he had validated the latest play park inspection sheets & that there were no issues to report.

Grounds Maintenance Works – It was noted that one quotation request has been received thus far – the Clerk has gathered details of other local companies to contact & this will be done shortly.

Clerk to action.

Play park improvements 2019 –

The new sign was delivered on Monday; unfortunately it was damaged so a replacement has now been dispatched.

It was noted that the details regarding the table tennis table specification had been circulated to all Members in December 2019.

The previously damaged swing has been repaired by BBC but no invoice for this work has been received to date.

195/19.

PARISH HALL MATTERS UPDATE.

It was noted that the Chairman had circulated an email to Members prior to the meeting confirming that he had 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.

It was noted that the Clerk has checked & validated the following reports:

Chair & Table Audit up to & including 10/01/20.

First Aid Box Reports up to & including 10/01/20.

There were no issues to bring to Members attention.

Legionella Testing – It was noted that the legionella risk assessment has been carried out with various directives being issued by the inspector. All Members have been provided with a copy of the report. It was agreed to refer this matter to the next PHGC Meeting for discussion.

The Clerk will get the standard legionella checks up to date next week.

Parish Hall Refurbishment Project Progress Report –
Adjustment of M1 doors complete.

Induction Loop – Members were asked to note the findings on this issue & the quotes obtained as a result. It was agreed that DP will look into the legal requirements & that GLd will amend the website accordingly in the meantime.

**DP & GLd to
action.**

It was noted that as requested the Clerk had circulated relevant information on gas, electricity & water charges prior to this meeting.

Fire Alarm & emergency lighting servicing arrangements etc –
progress report.

It was noted that all inspections had been completed in December.

Car Park – planned maintenance.

It was noted that the gullies have now been cleared.

It was noted that the costings for the project have been discussed elsewhere on this agenda.

Height Barrier – costings are currently being researched by the Clerk.

Solar Panels – It was noted that work is due to start on 23rd January 2020.

Replacement External door – The Clerk is looking into external funding sources for this item.

Caretaker Vacancies –

Weekday Caretaker – It was noted that this position is still currently vacant with existing staff covering at present.

Hiring Issue – It was noted that a letter had been sent as agreed & that no response has been received to date.

196/19. OFFER OF LAND AT FIELD FARM.

There was nothing further to report on this issue, although it is understood that it is still the developer's intention to gift this land to the Parish Council at some point.

197/19. HS2.

It was noted that the flooding information had been passed on to HS2 as previously agreed.

198/19.

CHRISTMAS LIGHTING.

It was noted that the unmetered supply certificate has been received from Western Power & that an invoice has been requested by return.

The account for the removal of the lights has been received & settled.

A meeting with the contractors is being organized to discuss plans for Christmas 2020.

199/19.

DATA PROTECTION ACT 2018 UPDATE INC. REVIEW OF THE COUNCIL'S PROCEDURES FOR HANDLING REQUESTS MADE UNDER THE FREEDOM OF INFORMATION ACT 2000 AND THE DATA PROTECTION ACT 1998.

GC advised that information on this issue had been circulated to all Members prior to the start of the meeting. He requested that Members pass any comments to the Clerk prior to the next Council Meeting.

200/19.

PLANNING & ENVIRONMENT MATTERS -

a) Planning Applications - Appendix 5 - The content of which was duly noted by Members.

Ward Recycling & Stanton Recycling.

It was noted that although Stanton have been given the go ahead with the stipulation that the traffic has to go through Stanton from the site. It was also noted that several reports have been made to the EA about the smell.

Land N/W Smithfield Avenue - It was noted that this application has been refused by BBC.

b) 2020 Planting Scheme - It was noted that there was nothing further to report on this issue at this time.

c) Boundary signs - It was noted that there was nothing further to report on this issue at this time.

d) Any other planning matters.

Winter Gritting - It was noted that the grit from NCC has been received. It was reported that the bin on Stapleford Road cannot be accessed due to overgrown vegetation.

East Midlands Airport Future Airspace Programme - It was noted that there was nothing further to report at this time.

Local Plan Part 2 - It was noted that there was nothing further to report on this issue at this time.

Erewash Housing Strategy - An electronic copy of this document had been circulated to all Members prior to this meeting.

Comments were made that consideration should be given to decontaminate brownfield sites rather than building on greenbelt.

e) 2020/2021 Budget Proposal - It was noted that this had been discussed earlier on the agenda.

f) Parish Footpath Inspections - It was agreed to discuss these at the March Council meeting.

g) Members were asked to note an enquiry from a local landowner that had been dealt with by the Clerk.

201/19. PARISH COUNCIL VACANCIES.

It was noted that no further applications have been received to date. It is planned to promote these at the forthcoming Village Hall Open Morning.

202/19. REVIEW OF INVENTORY OF LAND & ASSETS INCLUDING BUILDINGS & OFFICE EQUIPMENT.

It was RESOLVED to accept the quote of £850 from Eddison's in respect of the Parish Hall revaluation. All in favour.

203/19. PARISH HALL MANAGER'S REPORT.

Emails - It was noted that the PHM has processed 464 since the last Council Meeting.

Proposed Coffee Morning 2020 - Awaiting receipt of event pack.

VE Day Celebrations - BBC have been contacted in respect of funding regarding this event.

Village Hall Week 2020 - Monday 20th January - Sunday 26th January.

Invites have been sent to all regular hirers - 6 have confirmed their attendance at this time.

The Mayor Has confirmed his attendance - it was agreed that either DP or HC will receive him dependent upon his time of arrival.

A meeting has been arranged for next week to agree catering arrangements.

Flyers were available for distribution at this meeting.

Members were asked to note possible issues going forward in respect of caretaking & cleaning matters. Members expressed their thanks to the existing staff in respect of these issues.

204/19. WELCOME PACK REVIEW.

It was agreed to defer this matter until the next Council Meeting.

205/19. CLERK'S REPORT.

Emails - It was noted that the Clerk has processed 910 emails since the last Council meeting.

Training - Employment Update - As agreed previously, DP & LH have been booked on this course.

Dog Fouling - The dog bin has now been installed on Smithfield Avenue as previously requested & a broken dog fouling sign on the Trowell Park development has been reported to BBC as requested by GC.

Liaison with Awwsworth & Cossall Parish Councils.

HS of NCC is now involved regarding the illegal use of public footpaths.

Condition of noticeboards -

A repair service does not seem to be an option that is available. The Clerk is therefore looking into replacement costings & will report back in due course.

Holocaust Memorial Day - DP to attend BBC event obo of the Parish Council.

Stapleford Road Railway Bridge - Height Signs - Members were asked to note the Clerk's report.

Request to support Local Electricity Bill - Members were asked to note that following feedback received by email from some Members no further action has been taken to date.

It was noted that Members have been provided with details of the latest BBC consultation regarding future leisure provision in the Borough.

Climate Change Presentation - DP attended on behalf of the parish council.

Off street parking consultation - it was noted that this had been circulated to all Members in November but no responses had been received.

Members were asked to note that the Clerk has logged all the Council's planned events to date with the BBC Civic Office.

Members were asked to note the date of the forthcoming NFPPS Annual Lunch & to contact her if they were interested in attending.

PSPO Alcohol Consultation - It was noted that this had been circulated to all Members by email prior to this meeting.

Members were asked to note the Clerk's forthcoming surname change.

206/19. TO DECIDE ITEMS FOR PRESS RELEASE.
National Village Hall Open Day.

207/19. Date of next meeting.
Tuesday 11th February 2020.

There being no further business the meeting closed at 21.40pm.

Signed.....Chairman

Date.....