

Minutes of the Meeting of **Holme Pierrepont & Gamston Parish Council**  
Monday 11<sup>th</sup> April 2016 at 7.15pm in Gamston Village Hall, Gamston

**Members Present:** Cllrs Melvyn Tisbury (Chair), John Mason, Mark Bancroft, Janet Hackett, Adrian Hill & Geoff Prett.

**In attendance:** Julia Barnes (Clerk), County Cllr Kay Cutts, Borough Cllr Jonathan Wheeler

**4875. APOLOGIES FOR ABSENCE**

Cllr Stacey sent her apologies due to holiday in the USA.

Cllr Griffiths sent her apologies due to unexpected visit to look after daughter who is unwell.

Cllr Cuthbert sent his apologies due to last minute appointment with his son.

Borough Cllr Wheeler sent his apologies for a potential late arrival, due to a prior meeting that was likely to overrun.

**4876. DECLARATIONS OF INTEREST**

None.

**4877. ORDER OF BUSINESS**

Cllr Tisbury proposed that Agenda items pertaining to Borough matters be delayed until Borough Cllr Wheeler arrived at the meeting.

**4878. MINUTES**

**TO APPROVE MINUTES FOR THE PARISH COUNCIL MEETING HELD ON 14<sup>th</sup> MARCH 2016**

Cllr Prett asked that paragraph 9 of point 4863. read ‘.... St Luke’s were aware.....’ rather than ‘.....St Luke’s were already involved.....’.

Cllr Prett also noted that paragraph 7 of point 4864. read Askham not Aspen.

Subject to these amendments, Cllr Prett proposed and Cllr Hackett seconded the motion that the Minutes be approved. Vote was taken, unanimously in favour. Minutes were adopted.

**Clerk to issue amended March 2016 Minutes.**

**Clerk to arrange for amended March 2016 Minutes to be uploaded to website.**

**4879. COUNTY REPORT**

County Cllr Cutts explained that the County grass cutting schedule was now available to view on their website.

Cllr Cutts noted that a beacon would be lit outside County Hall on the evening of Thursday 21<sup>st</sup> April to celebrate the Queen's 90<sup>th</sup> Birthday.

Cllr Cutts explained that there was the necessity to register your car number plate in order to use any of the county's 12 waste recycling centres. No fines would be issued until September 2016.

Cllr Cutts explained that 5 candidates had put themselves forward for the Police & Crime Commissioner position; 2 Independents, 1 Conservative, 1 Labour and 1 UKIP.

**6. District Report and 7. Planning to be delayed until Borough Cllr Wheeler has arrived at the meeting.**

**4880. CHAIRMAN'S REPORT**

Cllr Tisbury explained that much of his work during the month had been focussed on the Village Hall Rebuild project.

Cllr Tisbury had received a call from a disabled parishioner asking for help in gaining access to Holme Pierrepont Watersports Centre, after the introduction of a barrier to prevent vehicular access without payment. It was noted that a very narrow path had been created, as what appeared to be an afterthought, to allow access. However, this path is too narrow and at too steep an angle to allow wheelchair access. Also prams, pushchairs and especially double pushchairs are prevented from accessing. Clerk explained that she had tried to speak to the site manager, but as yet her calls had not been returned. County Cllr Cutts agreed to take a look at the barrier and take up the issue with Serco.

Cllr Tisbury explained that in order to complete the Village Hall Rebuild project, with the associated landscaping required, it would be necessary to secure some additional funding. The grounds up to the frontage of the new Village Hall would need to be sloped and there was a limited budget for this work.

**4881. COUNCILLOR UPDATES**

Cllr Hackett noted that she too had attended the coffee morning at St Edmund's church, Holme Pierrepont, and congratulated Cllr Stacey on organising the event and raising over £1,000 for the church.

Cllr Mason explained that it had been another busy month at the Play Park, but it was looking good.

Cllr Mason hoped that the new Police & Crime Commissioner, once appointed, would reinstate a PC and PCSO in the Gamston area, as there is currently neither.

**4882. SPRING NEWSLETTER**

Cllr Tisbury thanked Cllr Prett and Susan Toon for all their hard work in producing the Spring Newsletter.

Cllr Mason asked for copies of the Diary Dates and the Summer Play Day advert for the notice boards.

**Clerk to provide copies of the newsletter Diary Dates for notice boards.**

**Clerk to update Summer Play Day advert with list of attractions and provide copies for notice boards.**

**Cllr Tisbury and Cllr Prett to ensure a .pdf copy of the newsletter appears on the HP&G PC website.**

Clerk noted that whilst delivering the newsletter she identified pockets of housing that were undeliverable due to restricted access. These included Askham Court, the new houses on Radcliffe Road and two blocks of flats off Stavely Way.

**Cllr Prett to speak with his postman to enquire as to how post delivered to restricted access areas in the Parish.**

Cllr Tisbury spoke about timings for the next edition of the newsletter. Working towards delivery of the Summer newsletter in the week commencing 25<sup>th</sup> July 2016.

**Clerk to inform St Luke's church of the deadline for entries in the Summer newsletter.**

Discussion took place regarding commemoration of the Queen's 90<sup>th</sup> birthday as part of the new Village Hall rebuild. As the building is timber clad there isn't an option to place a brick in the building, so going to pursue the idea of a commemorative paving slab.

**Cllr Hackett to obtain quote from John A Stephens for commemorative paving slab.**

**7.50pm County Cllr Cutts left the meeting.**

#### **4883. HP&G WEBSITE**

The Web Content Working Party (WCWP), Cllr's Macdonald-Preston, Cuthbert and Griffiths had met during the month.

Cllr Cuthbert sent the following report through in his absence.

*'We have had a meeting of the website committee - I am sure Simon and Sally will fill everyone in but I have volunteered to co-ordinate the News bit. So everyone can feed information, dates, photos etc through me. I haven't uploaded anything yet but will be doing progress reports on the building work.'*

Cllr Hill asked if the number of hits the website was receiving was known. This information is not known.

Plan to advertise a new release of the website in the newsletter to encourage Parishioners to use as a source of Parish information.

**Clerk to update online Accounts figures.**

**Bookings Clerk to update online VH Bookings calendar.**

#### **4884. VILLAGE HALL REBUILD**

##### *Update & Landscaping*

Cllr Tisbury said that the building had been progressing very quickly and TK Builders were keeping the site and surrounding area tidy.

The first valuation had been received from the Project Manager Bruce Bradley (first assessment of expenditure incurred/work done by the builders). This was yet to be approved by the Village Hall Working Party (VHWP).

Cllr Tisbury explained that a few unforeseen extra costs had been identified. Firstly for Severn Trent Water Authority (STWA) to stop the water across the site. A grounds survey had been performed but not a services survey, so this could not have been predicted. Secondly the original tender did not specify the need for reinforced steel mesh, which is a Buildings Regulations requirement. Bruce Bradley had not raised this issue, so that is an additional cost to the project.

Cllr Tisbury also highlighted the fact that there was a very small amount of money budgeted for landscaping. However, the building levels are low on the plot and water flows downhill towards the building, across to the left. There will be the necessity for a land drain to divert the water. It was noted that although low lying, the levels were correct in accordance with the plans. An initial quote for a land drain had been higher than expected.

Cllr Hackett noted that the area that would be inclined to become boggy was that assigned for the occasional parking of vehicles. Cllr Hackett mentioned siting the land drain under the decking. Cllr Prett warned that access would be required to periodically clean out the drain.

Cllr Tisbury mentioned a Veolia funding application with a May '16 deadline. Cllr Tisbury thought that landscaping grounds would fall within the funding remit for this grant.

Discussion took place regarding the steep slopes that would be formed and the need to feather them out. Cllr Prett noted that there would be a lot of mud to cover. Cllr Bancroft spoke about possibility of using turf donated by NFFC (Nottingham Forest Football Club).

**Cllr Bancroft to speak to NFFC Academy about the possibility of them donating some turf at the end of the season, when their pitches are re-laid.**

Cllr Tisbury asked if any Councillors had had any feedback on the build. Cllr Tisbury noted that it was nice to see the building being constructed.

**8.10pm Borough Cllr Wheeler arrived.**

#### *Possible Polling Station Display*

Cllr Prett explained that a good place to display information about the Village Hall would be on the internal wall to the left. It would be positioned near to the desk for registering to vote, but away from the actual polling booths.

The Police & Crime Commissioner vote takes place on 5<sup>th</sup> May '16 and the EU Referendum on 23<sup>rd</sup> June '16.

**Cllr Tisbury agreed to put together a display of the colour copy of the artist's impression of the new Village Hall, site plan and a note to explain where the project is up to. Display to be positioned by 23<sup>rd</sup> June. If time permits in time for 5<sup>th</sup> May.**

#### *Kitchen*

Cllr Prett explained that work had been done on trying to reduce costs of fitting out the kitchen. Cllr's Prett and Hackett due to meet with VH Bookings Clerk before the next PC meeting, to discuss and refine requirements.

### ***Village Hall Charges***

Clerk explained that the Bookings Clerk had received a request to book the new Village Hall in December '16 and wanted clarification as to the charges for the new hall.

Discussion took place and it was agreed that information would be gathered regarding comparable charges of local venues. Cllr Bancroft agreed to investigate charges online.

**Clerk to inform Bookings Clerk to explain to potential hirers of the new Village Hall that a provisional booking can be made and a definitive decision regarding charges would be made at the July '16 Parish Council meeting. Once charges are known, potential hirers are free to cancel booking if required.**

**Cllr Bancroft to investigate charges online.**

### **4885. DISTRICT REPORT**

Borough Cllr Wheeler spoke about the continuing devolution discussions, whereby Bassetlaw and Chesterfield are currently planning to join Sheffield.

Cllr Wheeler explained that he had been notified of some building rubble that had been fly tipped on the cycle path in Bassingfield. He was arranging for StreetWise to remove it. Discussion took place regarding the possible increase in fly tipping with the introduction of registration to use the waste recycling centres.

Cllr Wheeler noted that the development of Rushcliffe Arena was still on track, due to open early 2017. Cllr Wheeler sits on a committee responsible for the external features of the site including clear signage.

Clerk read out a point from Cllr Cuthbert in his absence:

*'Streetwise have done the first cut of the open spaces and made a good job but they have completely missed the area between Ambleside and Main Street - the bit we are thinking of having as a Memorial Garden.'*

**Cllr Wheeler agreed to follow up on grass cutting query.**

Cllr Prett asked about the planning application for homes to be built on Wheatcroft island, between Edwalton and Gamston South. The plan is for approximately 230 homes that are not included in the Local Plan and therefore the impact of increased traffic on Highways had not been assessed.

### **4886. PLANNING**

- i) *16/00514/FUL Mr Simon Davis Single storey rear extension to replace existing conservatory; first floor side extension; ground floor bay window of front extension 10, Martindale Close, Gamston, Nottinghamshire, NG2 6PN.*

Parish Council Response : Hardly any increase in the property footprint and it looks in keeping with the rest of the street. Do not object.

- ii) *16/00634/VAR Mrs M Doherty Remove conditions 1 + 5 of 12/00863/VAR and the limitation on occupancy to named individuals and change condition 2 to allow increase in number of caravans from 6 to 12 Cedar Lodge Caravan Park, Nottingham Road, Radcliffe on Trent, Nottinghamshire.*

Parish Council asked to comment as an adjacent Parish Council to the application. Discussion took place and it was established that the application was for the children and families of those already living on the site to enable them to stay nearby. Meeting agreed it was a sensible idea.

Parish Council Response : Do not object.

- iii) *16/00164/FUL Mr Jason Timms Proposed dwelling and garage Land West of Manor Farm, Main Street, Gamston, Nottinghamshire.*

This application has been permitted with conditions, including any extension of the property requiring RBC approval. Usually there would be a certain amount of permitted development, but this property will not have that. Mr Timms has agreed to move the building 2m back from the footpath.

**Cllr Bancroft to try and obtain photo of the area.**

Parish Council are aware that previous owners of the property have encroached upon the park area. They have taken approximately 1m of land. Discussion took place as to whether, ahead of the development of the land, the Parish Council should attempt to reclaim that land. Meeting agreed that the loss of that land did not affect the park and that it would be petty to pursue.

**4887. FINANCE**

Clerk issued all Cllr's with copies of the month's financial transactions and details of cheques for signing.

Meeting reviewed the actual spend against the precept budget received for the financial year. There was approximately £4000 underspend over the year. This can be largely accounted for by firstly the fact that £1000 budgeted for the Community Garden was not spent, as we do not own this land. Secondly it was expected the cost of grass cutting would increase with the appointment of a new company due to retirement. However, the actual cost was over £2500 less than estimated. Discussion took place and Cllr Tisbury proposed and Cllr Bancroft seconded the motion that the £4000 underspend be allocated to Landscaping and Drainage of the new Village Hall. Vote was taken, unanimously in favour. Motion carried.

Clerk explained that she had moved a further £110, 000 of funds from the PC savings account to the cheque account in preparation for payment of invoices from TK Builders.

Borough Cllr Wheeler explained that he had given the last £50 of his community fund budget to Cllr Stacey to renovate the Millennium Garden at Holme Pierrepont. The seat will be painted and some more plants added to the flower beds.

**Clerk to issue Cllr's Stacey, Macdonald-Preston, Cuthbert and Griffiths with April '16 financial handouts.**

**Clerk to prepare draft Accounts and Annual Return for 31<sup>st</sup> March 2016 year end.**

**Clerk to arrange internal audit of draft Accounts and Annual Return for 31<sup>st</sup> March 2016 year end.**

**Clerk to create HMRC year end documentation for employees.**

**Clerk to close down HMRC 2015/2016 Payroll and roll over into 2016/2017 tax year.**

**4888. CLERK'S REPORT**

Clerk explained that in May we hold both the Annual Meeting of the Parish Council followed by the Annual Parish Meeting. This necessitates an early start of **6.45pm** with the Annual Parish Meeting scheduled to start at 8pm ending around 10pm.

Cllr Prett asked that Emily Gillott the Community Archaeologist be invited to the meeting and provided Clerk with contact details.

Clerk explained that she had received notification from Hovercraft Race Events that the next hovercraft racing event will take place at Hackett's Lake between 28<sup>th</sup> and 30<sup>th</sup> May inclusive.

**Clerk to issue Agenda's for Annual Meeting and Annual Parish Meeting.**

**Clerk to send invitations to local groups to attend the Annual Parish Meeting.**

**Clerk to issue Minutes of the 2015 Annual Parish Meeting.**

**4889. DATE OF NEXT MEETING**

The next meeting of the Parish Council confirmed as **Monday 9<sup>th</sup> May 2016** at the **Village Hall, Gamston Village**

**The meeting ended at approximately 9.15pm**