

Minutes of the Meeting of **Holme Pierrepont & Gamston Parish Council**
Monday 10th April 2017 at 7.15pm in Gamston Village Hall, Old Tollerton Road,
Gamston

Members Present: Cllrs Melvyn Tisbury, Cynthia Stacey, John Mason, Janet Hackett, David Cuthbert, Geoff Prett & Sally Griffiths.

In attendance: Julia Barnes (Clerk), County Cllr Kay Cutts, Borough Cllr Jonathan Wheeler, Gary Arkless & Pauline Leivers.

5029. APOLOGIES FOR ABSENCE

No apologies were received.

5030. DECLARATIONS OF INTEREST

Cllr Griffiths and Cllr Tisbury reiterated that they knew the planning applicant for application 17/00675/FUL, Mr Alan Willott.

5031. ORDER OF BUSINESS

Proposed possible deferment of agenda items pertaining to County Cllr Cutts and Borough Cllr Wheeler until their arrival.

5032. COUNCILLOR VACANCIES

Cllr Tisbury welcomed Gary Arkless to his second Parish Council meeting and also Pauline Leivers to her first meeting. Pauline had expressed an interest in finding out more about the role of Parish Councillor as a result of the Spring Newsletter advertisement.

Cllr Tisbury explained that we are free to co-opt two Parish Councillors and that we had advertised widely on Parish notice boards and in the Spring Parish Newsletter, that is received by every household in the Parish.

Cllr Tisbury explained that it was a two way process and attending Parish Council meetings and sitting around the table with Councillors gave both existing and prospective Councillors the opportunity to work out whether they were suited to the role. Gary Arkless had, since attending the last meeting, asked to be considered for co-option. Cllr Tisbury thanked him for his interest and explained that a decision would be made before the next Parish Council meeting in May 2017. Gary confirmed that he had a certain knowledge of computing and may well be able to assist with the HP&G PC web page.

Cllr Tisbury to speak with Pauline Leivers after the meeting to find out her thoughts on the Parish Council.

Clerk to communicate with existing Councillors regarding co-option of Gary Arkless.

Clerk to communicate decision before next Parish Council meeting in May 2017.

Cllr Tisbury to speak with Pauline Leivers post-PC Meeting.

5033. MINUTES

TO APPROVE MINUTES FOR THE PARISH COUNCIL MEETING HELD ON 13th FEBRUARY 2017

Cllr Stacey proposed and Cllr Cuthbert seconded the motion that the Minutes be approved. Vote was taken, unanimously in favour. Minutes were adopted.

Clerk still to upload November 2016, December 2016, January 2017 and February 2017 Minutes, once training has been received.

5034. PLANNING

v) *Rushcliffe Local Plan Part 2 & Green Belt Review*

Cllr Tisbury explained that per the Government targets, there is a predicted shortfall in housing provision in Rushcliffe. This has largely resulted from the slow progress in delivering the proposed schemes for new build homes East of Gamston and in Clifton. Much of the available land in the Borough is green belt, therefore it is agreed that in order to meet Government targets, some of this land will need to be released. However, it is imperative that the chosen sites are suitable and also deliverable in a timely fashion. Cllr Tisbury noted that the PC are not in a position to comment on potential sites beyond its boundary.

Cllr Tisbury has submitted a response form on behalf of the Parish Council for consultation.

Cllr Tisbury noted that it was important to look further afield for smaller pockets of land for development that would be suitable for smaller developers who can turn them over more quickly. The new build housing market is dominated by large builders for whom these small sites are not attractive.

Cllr Tisbury explained that he had objected on behalf of the PC to development of the land adjacent to Simkins Farmhouse. This is a listed building which will be affected by development. Development will result in coalescence and destroy the open aspect and wildlife habitat. Potential flood risk was also mentioned.

Discussion took place regarding new build housing in the Parish. It was agreed that when the land East of Gamston is developed it is important to preserve a corridor of green land to maintain a link with the countryside.

It was noted again that this development will have a big impact on the road systems. Cllr Tisbury explained that Highways England had started to put in place plans to increase the capacity of the roads, with works starting at Radcliffe-on-Trent. It was eventually intended for the Lings Bar Gamston Lock roundabout to be widened and for Lings Bar to become a dual carriageway.

Cllr Tisbury believed in time the Golf Club at Edwalton would be developed for housing. Sharp Hill was discussed. Development of this site was understood not to be financially viable due to the large developer contributions required.

Clerk to circulate PC responses to Rushcliffe Local Plan Part 2 & Green Belt Review to all Cllrs.

5035. VILLAGE HALL

i) *Grass Seed*

Cllr Tisbury had previously circulated an email requesting assistance in de-stoning the Village Hall ground in preparation for Green Thumb to re-seed on 12th April 2017. Cllr Tisbury explained that the Brownies and Rainbows were unable to assist as it was school holiday time and noted a disappointing lack of response from Councillors.

Meeting agreed for any available Cllrs to meet at 4pm 11th April 2017 to remove stones from ground.

ii) *Snagging List*

Cllr Tisbury explained that practical completion of the VH was achieved almost 6 months ago and as such, the 2.5% retention would be due to the builder on agreed completion of the remaining snagging list.

1. The fan in the small toilet is still not working.
2. The heating in the office is not reliably working.
3. Front door bolts were damaged by the builder and need replacing.

iii) *Kitchen Appliances*

Cllr Hackett explained that she had liaised with Kitchen World and CDA and as a goodwill gesture CDA were allowing us one free visit to fix the dishwasher. Cllr Hackett also explained to CDA that the dishwasher was not used in a commercial setting in fact it was used far less than in a domestic setting.

Cllr Hackett explained the information required for the free visit included dishwasher name and model number, VH address and also that she didn't have a key to access the building.

Cllr Cuthbert borrowed Cllr Tisbury's VH key in order to assist with dishwasher repair.

iv) *Parking Webbing*

Cllr Prett explained that unfortunately his application for financial assistance towards the parking webbing via an EnviroGrant had been unsuccessful.

Discussion took place regarding how funds could possibly be raised to pay for the parking provision. Cllr Hackett suggested charging for the attractions at the Summer Play Day. Clerk expressed the opinion that she felt the premise for the Play Day had always been a free event that was budgeted for and open to all. It was agreed that fundraising initiatives would be revisited at future meetings.

8pm County Cllr Cutts arrived at the meeting.

v) *Land Drain*

Cllr Tisbury explained that the land drain bordering the VH needed clearing every 6 months to ensure water is channelled away from the building quickly. It is due to be cleared now as soil and plants have accumulated. The cover required lifting and the mud

and foliage scraping out. Also the manhole cover needs to be lifted and any blockages cleared.

Cllr Tisbury told the meeting that TK Builders had remedied the slow draining water from the kitchen sink. They discovered a significant solidified fat blockage. It was highly likely that this had been caused by irresponsible use of the kitchen facilities during a recent party booking. Builder also identified a possible future blockage issue with the flushing of baby wipes and paper hand towels.

Cllr Mason to ask David Litchfield if he can clear the land drains.

Cllr Prett to pass a photo of the opened manhole to Cllr Mason for his information.

Cllr Tisbury to create signage to encourage VH users to use bins for baby wipes and paper towels.

vi) *Zero Rate VAT Form Extension*

Clerk explained that in order to pay the 2.5% retention to the builders net of VAT, the Zero Rate VAT Form needed extending by £4k to cover up to £220k. Clerk had prepared form for Cllr Bancroft to sign but he was not present at the meeting.

Clerk to arrange for Cllr Bancroft to sign VAT form in order for us to be invoiced for the retention, net of VAT.

vii) *Village Hall Management*

Discussion took place regarding the flow of information between VH users and Bookings Clerk; and the Parish Council. It was agreed that this wasn't happening consistently.

Cllr Griffiths agreed to initiate a liaison between the Bookings Clerk and the Parish Council. This would involve briefly and informally feeding back key VH issues at each PC meeting for information and further discussion. It was clarified that this role did not involve the physical day to day running of the VH that Cllr Mason ably deals with but a regular flow of information.

Possible issues to discuss being, usage of the VH, Parking, Booking Form etc.

Discussion took place regarding boosting of VH bookings at quiet times. Cllr Prett suggested an advertisement in the Summer edition of the newsletter.

Cllr Prett also noted that the new VH would be used as a polling station for the first time on 4th May 2017. Past experience has been that a large quantity of signage is used both inside and outside the building and it is important that the new hall is not damaged in any way by use of said signs. Cllr Cutts recommended contacting the Returning Officer to raise the issue.

Cllr Griffiths to contact Bookings Clerk to discuss any VH issues.

Cllr Prett to include an advertisement for groups to use the VH during the week in the Summer Newsletter.

Clerk to contact RBC Returning Officer Jeff Saxby to ensure polling station signage does not damage the new VH.

viii) *Village Breakfast*

Cllr Cuthbert updated the meeting on the progress of the Village Breakfast. Cllr Cuthbert thanked Cllr Cutts again for her wonderful donation that has enabled the setting up of the initiative.

The first Village Breakfast in February 2017 was a great success and people had to be turned away as the hall was full. One diner was quoted as saying it 'was the best breakfast they'd ever had'. Also it was discovered that neighbours of more than three years that had never spoken before met and conversed at the Village Breakfast.

The second breakfast took place on Mother's Day. Most people stayed over an hour. Village Breakfasts are open to anyone in the Parish, but pre-booking is essential to avoid disappointment. The next one takes place on Sunday 30th April 2017 and around 15 places have already been booked.

Cllr Cuthbert spoke about a family that attended the second breakfast with a 16 year old daughter that is a harpist. She currently rents her instrument but would love to own her own and is currently saving towards the £18k required. Village Breakfasts are planned to take place during the winter and spring months, and Cllr Cuthbert spoke about the possibility of during the summer months providing tea and cakes with the harpist playing for voluntary donations towards the cost of her harp. No decisions were made. To be discussed further at a future meeting.

8.20pm Borough Cllr Wheeler arrived at the meeting.

Cllr Cuthbert also spoke about another local resident who had suggested the idea of holding a community Indian meal at the VH to raise money for Cancer Research. The idea would be for the food to be cooked at home and heated in the VH. Numbers would be limited to around 40 people from the Parish. If successful, it is an event that could be repeated. Question was raised as to whether we should charge hall hire to charities or fund raising events.

Discussion took place. Cllr Tisbury stressed that it was important for us to have a clear policy regarding charity and fundraising events. Various opinions were expressed, hall free of charge, some nominal charge, a donation towards hall running costs, view each application on its' merits or pay standard deposit and a nominal hire fee.

Vote was taken unanimously in favour of a nominal charge for charity and fund raising events. The percentage was not agreed. To be established at a future meeting.

Percentage hall hire fee to be charged to charity or fundraising events to be agreed.

Cllr Cuthbert explained that he had been looking into the possibility of setting up a community film event. As a starting point he was meeting with Nottingham HiFi at the VH to discuss projection equipment requirements and costs and will bring this information back to the next meeting.

Cllr Tisbury also mentioned the possibility of holding a Summer BBQ. He had rescued a BBQ table and a BBQ. It could possibly be used as a fund raising event for Village Hall funds. To be discussed at a future meeting.

Cllr Tisbury praised Wendy Cuthbert and her team of volunteers for getting the Village Breakfast up and running. Cllr Tisbury reiterated his thanks to County Cllr Cutts for her generous donation in helping get the initiative off the ground.

Cllr Hackett also noted that the work David Litchfield had carried out on the paths around the VH is excellent.

5036. COUNTY REPORT

County Cllr Cutts apologised for her late arrival due to a clash with Radcliffe-on-Trent Parish Council meeting earlier in the evening.

Cllr Cutts explained that the last full council meeting of this administration had taken place and they had now entered a period of campaigning ahead of the County Council elections on 4th May 2017.

Cllr Cutts had attended various recent events including a National Signing Choir competition in Radcliffe-on-Trent.

Discussion took place regarding the possible future developments with driverless vehicles including refuse lorries. Also discussed education and keeping children's options wide for as long as possible and suggestion that the school day should be longer to prepare youngsters for the world of work.

5037. DISTRICT REPORT

Borough Cllr Wheeler updated the meeting on the RBC revisions to parking charges in West Bridgford. It would now be possible to park for half an hour for 50p. The machines no longer request full car registration details. RBC admit that the previous charging structure was a mistake and have responded to feedback by quickly amending the scheme. Cllr Wheeler confirmed the machines would be able to take the new pound coins and also contactless card payments.

Cllr Wheeler confirmed the sale of the Civic Centre for £6.75 million had been completed. A planning application had been received to transform it into a premium residential and retail site.

Cllr Wheeler explained that the refurbished West Bridgford Hall would be opening later in April. There had been lots of enquiries for use of the registry office and the hotel above. It would help bring more tourist trade to West Bridgford.

Cllr Wheeler spoke about an independent report by the West Bridgford commissioners. Survey responses would be requested in order to form a cohesive plan identifying relevant developments in terms of the mix of shops and services provided in West Bridgford.

Cllr Wheeler confirmed that the legal transfer of Open Spaces land from Bovis was in the final stages and should soon be complete.

Cllr Wheeler explained that the previous Development Control Committee (DCC) was to be renamed as the Planning Committee (PC). Proposed changes are for there to be a reduced number of people sitting on this committee and also for the possible provision for members of the public to speak. These proposed changes are to be put to full Council for approval. Cllr Cutts confirmed that the County Council allow the public 5 minutes to speak on planning applications, by prior arrangement.

Cllr Wheeler explained the new Rushcliffe Arena had cost in the region of £9 million. Cllr Tisbury commented on the fact that RBC are increasingly becoming property developers and landlords. They use public money and it is important that there is proper accountability and the investments are as risk free as possible.

Cllr Hackett asked if the closure of Langar Refuse Collection Centre had been cost effective. It was agreed that there had been an increase in fly tipping in the area and the County Council were aware that there was a need for another household refuse collection site in the area.

9pm County Cllr Cutts and Pauline Leivers left the meeting.

5038. PLANNING

- i) *17/00292/FUL M Soiza Two storey front, side and rear extensions, first floor extension to annexe, two storey link between dwelling and annexe Jubilee Cottage, Holme Lane, Holme Pierrepont, Nottinghamshire, NG12 2LD.*

It is not clear from the paperwork whether the property is being demolished in part or just extending to facilitate the proposed project. There could be a potential problem from a large sycamore/ash tree in the drive of Jubilee Cottage and a Leyland cypress tree in the neighbours' garden. The application states that the site cannot be seen from a public road, bridleway or any public land. The site is visible from the A52 and the public footpath which runs round the back of the property. Also the lane into the hamlet of Holme Pierrepont, from some way back and along the frontage of Jubilee Cottage. The size and design would not be in keeping with the rural aspect of the local area. There is no garage evident from the plans for such a large property. Increase in height over the existing property, with the roof being 1.5m and the cupola which is another 2.5m, a total of 4m. This would seem to be somewhat excessive. Under the proposal the footprint of the house would increase from 323 sq. m to 578 sq. m, an increase of 79%. On one drawing is written "Zone for ancillary buildings, permitted development", we are unsure what this means.

Parish Council Response : OBJECT

The development is not sympathetic to the character and appearance of the neighbouring buildings and the surrounding area in terms of scale and design. It would have a detrimental, overbearing impact on the amenity of the neighbour and be highly visible to the whole of the hamlet.

Cllr Wheeler was able to confirm that RBC would be rejecting the planning application due to the size of the extension from the size of the original building.

- ii) *17/00479/TPO Mr George Brook Crown thin oak and fell dead silver birch 2 Croyde Gardens, West Bridgford, Nottinghamshire, NG2 6SX.*

We understand that the silver birch has already been felled, with permission of RBC, as it was unsafe. We do not object to the thinning and cleaning of the oak tree, providing that the work has been approved by RBC's arboricultural consultant.

Parish Council Response : DO NOT OBJECT SUBJECT TO THE ABOVE

- iii) *17/00675/FUL Mr Alan Willott New ground floor window on front elevation Maple Barn, Grange Farm, Main Street, Gamston, Nottinghamshire, NG2 6NN.*

The plans are reflecting the large window in the adjoining property, the Old Post Barn.

Parish Council Response : DO NOT OBJECT

- iv) *16/02752/FUL Erection of a 27 bedroom hotel with associated car parking and ancillary development The Gamston Lock, Radcliffe Road, Gamston, Nottinghamshire, NG2 6NP.*

The revised plans are welcomed in setting the building further away from the boundary.

The PC originally objected to the loss of trees and a statement that trees are to be retained where possible is not acceptable. Also the proposal to remove trees along the boundary backing onto the housing is not acceptable.

Fire escape requires a gate at the bottom that only opens outwards, to prevent access from ground level, to the fire escape platform.

Parish Council Response : DO NOT OBJECT SUBJECT TO THE RETENTION OR REPLACEMENT OF ALL TREES PLUS A FIRE ESCAPE GATE

5039. PLAY PARK

Cllr Mason confirmed the Play Park is being well used and coming up to the busy spring and summer period.

The football pitch is going to need some maintenance work in the near future. £2k will be carried forward from the 2016/2017 precept as this amount was budgeted for pitch repairs and unspent during the year.

Cllr Mason has liaised with a company, 'Technical Surfaces' that specialise in sports pitches and a quotation for possible works has been received.

For such levels of expenditure two further quotes would be required. It was suggested that a quote be obtained from Nottinghamshire County Council and from one other business.

Cllr Stacey thanked Cllr Mason for his continued work at the Play Park.

Two further pitch maintenance quotes required.

5040. HP&G WEBSITE

Cllr Cuthbert explained that he had made a start on updating the HP&G PC website. Information had been uploaded advertising the next Village Breakfast and also the stone picking at the Village Hall.

Cllr Tisbury thanked Cllr Cuthbert for his efforts.

The formal telephone training from Vision ICT was still to be received. After this, information could be disseminated to Clerk and Bookings Clerk in order for them to be able to update their areas of the website.

Cllr Cuthbert to receive Vision ICT website updating telephone training.

5041. SUMMER PLAY DAY

Cllr Stacey confirmed that the Summer Play Day planning was well underway. Main events had been booked.

This year's theme being 'Ahoy there me hearties!' Pirate Fun Day. All Councillors were asked to diarise Wednesday 9th August 2017 and if possible help out on the day.

Discussion took place regarding the possible purchase of our own Parish Council PA system, negating the need to repeatedly borrow St Luke's Church equipment. Cllr Cuthbert agreed to ask Nottingham HiFi for a quotation during their visit.

Clerk explained she had struggled to find someone to perform a pirate sword fight during the event. Cllr Prett had given the Clerk a number of possible contacts that she passed to Cllr Stacey to follow up.

Suggestion of 'Best Dressed Pirate' competition was raised. A further planning meeting is required in the near future.

Clerk to create poster advertising Summer Play Day for notice boards and Summer Newsletter.

Cllr Cuthbert to ask Nottingham HiFi for a quotation for a PA system.

Cllr Stacey to arrange further Play Day planning meeting.

5042. COUNCILLOR UPDATES

Cllr Stacey confirmed that Mark Winter had started the new season grass cutting and continued to do an excellent job.

Cllr Stacey also confirmed the litter bin had been installed on Bassingfield Lane. Unfortunately since then a car has crashed in that area and knocked over the Bassingfield sign, but fortunately missed the new bin.

Cllr Prett confirmed that the Spring Newsletter had been printed and distributed. Cllr Tisbury expressed his thanks to Cllr Prett and Susan Toon for yet another superb publication.

Cllr Prett explained that he had attended a meeting of the Nottingham Open Space Forum run by the City Council, where he learned that a number of play parks received significant refurbishment grants from WREN. This is another avenue the PC could pursue in order to help fund our own play park repairs.

Cllr Prett has reported to StreetWise an abandoned trailer, full of rubbish, near The Gamston Lock. It was unknown as to whether, at this time, the trailer has been removed.

Cllr Hackett reported to the meeting she had noticed the construction of two garages at properties along the A52. Also the creation of hard standing near the fishing lakes.

Cllr Griffiths explained that she had heard nothing regarding the upcoming Detonate music event. Cllr Griffiths confirmed that she had used the RBC Noise App to measure nuisance noise from Colwick Hall and established that it was easy to use. It was suggested that Cllr Griffiths contact RBC Environmental Health department to raise concerns based on past experience of the Detonate event. This year the event is due to take place over two days instead of just one. Clerk explained that she had seen advertising material for the event recently in a venue in Sheffield.

Cllr Griffiths is liaising with the Lady Bay group campaigning against the proposed development at Simkins Farm.

Cllr Mason mentioned the request for an auction prize for Pierrepoint Gamston Primary School. School had asked if a free Village Hall party hire could be donated. Discussion took place and it was decided to donate a Village Breakfast for a family of 4 for the next Village Breakfast on 30th April 2017.

Clerk to contact PGPS to inform them of Village Breakfast prize for the Auction of Promises.

Cllr Mason noted that there was a proposal to build a C of E Church Primary School in Edwalton on Melton Road to accommodate children from new housing currently being built in the area.

9.45pm Borough Cllr Wheeler left the meeting.

5043. FINANCE

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

Clerk to issue Cllr Bancroft with March financial statements.

Clerk explained that she had completed the necessary forms for reassessment of the Village Hall Business Rates. Consequently the charge for the 2017/2018 year had been reduced to zero.

Clerk explained that the British Gas bill for electricity for the last quarter appeared quite high. Clerk had performed a comparison with the old Village Hall gas and electricity charges for a similar period. They were comparable, but more expensive, and it would perhaps be hoped that the new building would be more energy efficient. Until a whole year has passed in the new building, it is difficult to compare exactly. It was agreed that further investigation was required. It would possibly be prudent to re-contact the energy engineer to look at the bills and reassess the heating system.

Cllr Tisbury to investigate heating costs with assistance from Clerk and Bookings Clerk.

Cllr Tisbury noticed that the projected revenue from VH room hire was under £5k. Clerk explained that in previous years, during her tenure as Clerk, the revenue from VH bookings was static at almost exactly £5k per year. This year we had experienced a period of time with no facility whilst the new VH was constructed. With the increased hire fee it is anticipated that room hire revenue will be considerably more in the next financial year. In addition to looking for other revenue streams from new groups hiring the building during the free periods on week days if possible.

Clerk explained that 31st March 2017 was the financial year end and this necessitated the completion of the Annual Accounts for audit.

Clerk also explained that after the tax year end of 5th April 2017 the HMRC reconciliation needs to be completed and the payroll year end documentation produced. The payroll system can then be rolled over into the 2017/2018 year.

Clerk explained that the internally audited accounts figures would require approval at the June 2017 meeting. New rules meant that the approval of accounting systems could not take place at the same meeting, so this would necessitate approval of those at the May 2017 meeting.

Clerk to pre-issue copy of HP&G PC accounting systems to all Councillors for approval at the May 2017 meeting.

Cllr Prett noted that the damaged Village Hall door cheque had been raised but not claimed through our insurance policy.

Clerk to investigate retrospective claim for wind damaged VH door through insurers.

Clerk explained that Nottinghamshire Parish Councils are currently externally audited by Grant Thornton. This would be their last year. Accounts for the next five years from 1st April 2017 would be externally audited by PKF Littlejohn.

5044. CLERK'S REPORT

Clerk explained that the next meeting in May would be the Annual Meeting and Annual Parish Meeting.

The Annual Meeting (AM) is essentially the Monthly PC meeting but with some Agenda items that happen annually, namely the election of Chair and Vice Chair for the coming year.

The Annual Parish Meeting (APM) is a legal requirement for all Parish and Town Councils at this time of year. The purpose being for the Council to explain to electors what it has been doing over the last year. It is also an opportunity for electors to have their say on anything they consider is important to residents in the Parish. The Borough and County Councillors present a report of the year's activities too.

Discussion took place regarding timings of May meetings. It was agreed the Annual Meeting should start at 6.30pm and the Annual Parish Meeting start at 7.30pm.

Clerk to issue invitations to Annual Parish Meeting. Councillors to notify Clerk of any new invitees to APM.

Clerk to add Morrisons to the invitee list.

Clerk to ensure Gary Arkless and Pauline Leivers aware of early start time for May 2017 meetings.

Clerk raised the previously circulated response from Nottinghamshire County Council to local residents concerns over speed and traffic along Ambleside and Beckside. Nottinghamshire County Council concluded that no further action would be taken regarding speed as there had been no serious injury as a result of speeding. Meeting discussed this and although disappointing, did not consider there was anything else that could be done at this time.

5045. DATE OF NEXT MEETING

The next meeting of the Parish Council confirmed as **Monday 8th May 2017 in Gamston Village Hall, Old Tollerton Road.**

The meeting ended at approximately 10.05pm