

Minutes of the Meeting of **Holme Pierrepont & Gamston Parish Council**  
Monday 11<sup>th</sup> December 2017 at 7.15pm in Gamston Village Hall, Old Tollerton  
Road, Gamston

**Members Present:** Cllrs Melvyn Tisbury, Cynthia Stacey, John Mason, Mark Bancroft, David Cuthbert,  
Geoff Prett, Sally Griffiths & Gary Arkless.

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

**5138. APOLOGIES FOR ABSENCE**

Cllr Hackett sent her apologies due to a clash with Bellway Christmas party.

Cllr Mason sent his apologies for a late arrival due to a sight appointment.

County Cllr Cutts sent her apologies for a late arrival due to prior meeting at Radcliffe-on-Trent.

**5139. DECLARATIONS OF INTEREST**

None.

**5140. ORDER OF BUSINESS**

5. County Report to be deferred until County Cllr Cutts' arrival.

**5141. MINUTES**

**TO APPROVE MINUTES FOR THE PARISH COUNCIL MEETING HELD ON 13<sup>th</sup>  
NOVEMBER 2017**

Cllr Arkless proposed and Cllr Prett seconded the motion that the Minutes be approved. Vote was taken, unanimously in favour. Cllr Griffiths and Bancroft abstained as not present at the November '17 meeting. Minutes were adopted.

**Cllr Arkless to upload November '17 Minutes to the HP&G PC website.**

**5142. DISTRICT REPORT**

Borough Cllr Wheeler explained that the next full Borough Council meeting was to be held on Thursday. He explained that, after Dan Swaine had left his role at RBC, there had been plans for Rushcliffe to share a Chief Monitoring Officer with Broxtowe Borough Council, however this initiative had been scrapped. Instead a job share is being arranged with Nottingham City Council lawyer Mr Julian Crowle, who is being mentored by Glen O'Connell, with a view to him taking over next year.

Cllr Wheeler explained that an initiative to significantly reduce single use plastics was being supported by the Borough council. It is intended that the use of plastic bottles in vending machines be reduced and this message sent out to all RBC partners. RBC meeting rooms now provide glasses and water jugs as opposed to plastic bottles of water.

Cllr Wheeler spoke about the recently published plans to develop proposed metro areas in Nottingham and Derby. It is evident how these plans will benefit the cities of Nottingham and Derby but not clear how Rushcliffe will benefit.

Cllr Wheeler told the meeting about the Community Development Committee and the tree wardens' responsibility for retaining and protecting the trees we have in the area. The Woodland Trust provide schemes to receive free trees. It is a possibility that RBC may provide a similar fund to promote appropriate planting of trees in the area. The Local Plan Part 2 refers to nature conservation policy and it is necessary for more training around the issue of Tree Protection Orders (TPO).

Cllr Wheeler explained that there were proposals to restore the Grantham Canal. Required work will cost a huge amount of money that Councils do not have but they can offer their help in managing and assisting with fundraising.

### **7.30pm County Cllr Kay Cutts arrived at the meeting.**

Cllr Cuthbert noted that he was aware of some work on parts of the canal that had no water in it where clay had been imported to assist in retaining the water.

Cllr Wheeler said that he had enjoyed the Parish Council Christmas Event on Saturday and wished the meeting a very Merry Christmas.

### **5143. COUNTY REPORT**

County Cllr Cutts congratulated the Parish Council on a lovely Christmas event. She noted that there were lots of children, also it's a fabulous venue and the brass band were great.

Cllr Cutts has attended a reception at Trent Bridge to celebrate the successful season for Notts County Cricket Club, winning two cups and promotion to the Division 1 County Championship.

Cllr Cutts explained that electrification of the Midland Mainline had not been approved as it would cost too much money to complete. Numerous bridges would need to be raised. However new rolling stock is to be built in the Midlands at Bombardier.

Cllr Cutts spoke about her concerns that pro rata East Midlands councils receive less funding than other English regions in many areas including Infrastructure and Health. Cllr Cutts plans to secure a fairer share of the funding pot for our region.

### **7.35pm Cllr Mason arrived at the meeting.**

Cllr Cutts explained that she was holding a meeting tomorrow for Town and Parish Chairs, Vice Chairs and Clerks with the council Senior Leadership Group to discuss ways of working together in the future.

Cllr Cutts spoke about a County Council conference attended by Simon Stevens, Chief Executive of NHS England, with reference to local funding. It was noted that it has now been confirmed that the decision to close the Children's Heart Unit at Glenfield Hospital in Leicester has thankfully been reversed.

Cllr Cutts spoke about the need for extra grant funding for the D2N2 project. Progression will be quicker with businesses and Councils raising more funding.

Cllr Cutts explained that the work to create the multi-user route link to Cotgrave Country Park had started at Holme Road and, depending on weather conditions, was due to be completed in early 2018.

Cllr Arkless asked if there was any update on the issues with lights out at the Ambleside/A52 junction. Cllr Cutts said that a reply would be chased from Highways.

Cllr Cutts wished the meeting a very Happy Christmas and a Happy New Year.

#### 5144. PLANNING

- i) *17/02210/FUL Mr Mason Soiza Demolition of dwelling and annexe and construction of new two storey dwelling Jubilee Cottage, Holme Lane, Holme Pierrepont, Nottinghamshire, NG12 2LD.*

Cllr Tisbury and Borough Cllr Wheeler have met with the applicants at Jubilee Cottage. They are open to amending the plans to fit in with planning requirements and to create a less intrusive property. The applicants are going to submit revised plans for assessment. They are going to spend more money on a better architect who is able to create plans that represent exactly what the proposed building would look like, in order to strengthen the case for their desired new build.

Awaiting revised plans and deadline for comment.

- ii) *17/02324/FUL Mr & Mrs Sahdev Side extension to create new garage, existing garage converted to habitable space 1 Kentmere Close, Gamston, Nottinghamshire, NG2 6NS. (revised documents)*

Cllr Tisbury explained that the Parish Council still objected to the revisions to the original plans. He explained that he had met with the applicant but frustratingly our planning comment on Highways and Safety grounds cannot be supported by Highways officers at NCC (consultees) as they are only permitted to say if the plans make something worse.

The plans have been approved but with the PC amendment that the hedge has got to be maintained at 1.2m.

- iii) *Rushcliffe Local Plan Part II*

Cllr Tisbury explained that consultation comments had been submitted on behalf of the Parish Council by the deadline date pertaining to our Parish, as discussed at the previous Parish Council meeting. Some additional housing to meet the 2.5k Borough shortfall on the site to the East of Gamston is not considered a viable solution as no progress has been made with the original amount of approved housing on that site.

- iv) 17/02717/FUL Mr Graeme Swadling Demolition of garage and construction of two storey side extension and single storey rear extension 11, Adbolton Grove, West Bridgford, Nottingham, NG2 5AR.

Cllr Griffiths explained that the property had not been touched for at least 30 years and the plans represent an improvement. After discussion all agreed to no objection.

**Parish Council Response : DO NOT OBJECT**

## **5145. VILLAGE HALL UPDATE**

### *Licensing*

Cllr Arkless explained his findings to the meeting regarding alcohol licensing options for the Village Hall. Essentially there is the option to apply for a temporary events notice for each event up to a maximum of 15 per year at a cost of £21 each time. Or a premises licence would cost £100 with an annual renewal fee of £70. It would necessitate a Designated Premises Supervisor but this could be assigned to the whole Parish Council for collective responsibility.

In order to receive a premises licence the Parish Council would need to advertise intent to the community at least 10 working days before the application is made. This method would cut down on the ongoing paperwork required with temporary licences and would be cheaper if at least 5 events take place in a year.

Discussion took place regarding the options. Cllr Tisbury proposed and Cllr Stacey seconded the motion that the Parish Council apply for an annual premises licence with collective responsibility. Vote was taken, unanimously in favour. Motion carried.

Cllr Tisbury noted that, although not a legal requirement, a Parish Councillor should always be present at an event using this licence. Cllr Tisbury also noted that alcohol would not be stored on the premises long term, only for short periods of time leading up to any events.

**Clerk to make application and arrange for advertisement documenting intent to appear in the Spring '18 Newsletter.**

### *Audio Visual Equipment*

Cllr Cuthbert confirmed that we have now received the full grant for the equipment, the deposit has been paid and Nottingham Hi-Fi visited the VH today. They had experienced some difficulty accessing the roof space and are returning on Monday 18<sup>th</sup> December '17 at 9am to start fitting the equipment.

Cllr Cuthbert explained that a drop down screen was being fitted, 4 speakers (2 each end of the hall) and a projector mounted in the ceiling. Raising the equipment will hopefully make it more difficult to be vandalised or stolen. An HDMI and sub-woofer connection was being installed and it was noted that a DVD player could be situated in the office behind the door.

Discussion took place regarding the initiative and Cllr Stacey thanked Cllr Cuthbert for all his work in progressing this project which will hugely benefit the community. Cllr Cuthbert noted that when organising events we would have to carefully look at copyright licensing of films and if screening from television a TV licence would be required.

**Clerk to check hall availability in the morning of Monday 18<sup>th</sup> December '17.**

### *Side Door*

Cllr Tisbury explained that David Litchfield had carried out some repairs to the VH side door. He has added in an extra hinge bringing the total to 4 and affixed an angled metal plate at 90 degrees to strengthen the door.

Cllr Tisbury noted that if further problems were experienced we may have to consider a door with less glass. The existing door is too heavy for the closure system to operate effectively.

Cllr Bancroft noted that a restrictor could be positioned at both the top and bottom of the door and also another metal plate at the bottom.

**Clerk to chase up initial insurance claim for replaced door.**

### *Heating*

Discussion took place regarding the issues that have been experienced with the air conditioning heating system. It was acknowledged that it was a complicated system to control.

Cllr Bancroft brought a motion sensor to the meeting as a suggestion for remedying the problems. The heating system would be set and the controller stored out of reach of hall hirers so they are not able to change the settings. The sensor would ensure that the air conditioning unit wasn't left switched on if the hall is empty. Meeting agreed unanimously to install sensor.

**Clerk to contact Heating Engineer and arrange meeting to assess heating issues.**

### **8.25pm County Cllr Cutts left the meeting.**

Cllr Cuthbert noted that since the original quotation from Nottingham Hi-Fi for the AV equipment, costs had increased by £300, therefore leaving only £200 from the grant to buy extra chairs, as had originally been planned.

### *Communication to Hall Hirers*

Clerk explained that in conjunction with the Bookings Clerk, a New Year communication would be issued to all hall hirers. This will include reiteration that the heating should be off when leaving the hall. Also signage to remind hall users will be positioned on the side door.

**Clerk and Bookings Clerk to create and issue New Year communication.**

### **5146. HP & G PARISH COUNCIL WEBSITE**

Cllr Arkless provided the meeting with web traffic statistics for November '17. The website had been visited 213 times with an average visit duration of 1 minute 37 seconds.

**Clerk still to provide Cllr Arkless with accounts information to upload to the website.**

**5147. CHRISTMASTIME AT GAMSTON VILLAGE HALL 2017**

Cllr Stacey spoke about the Christmas event that had taken place at the weekend. The new format had been well planned and organised but it was noted that attendance was down on the previous year. It is unclear as to the exact reason but possibly due to the very cold weather; event not on Ambleside so no passing trade; perceived as a children's event; event too long; HP Water Sports had an event the same day.

Cllr Tisbury suggested that we replace the old notice board on the corner of the VH site as there is a significant number of people walking past it.

Cllr Cuthbert suggested that a database of interested parishioners' email addresses could be collected to aid marketing of events. It was suggested to advertise this in the Spring '18 newsletter.

**Article to be included in Spring '18 newsletter asking parishioners that want to be kept informed of local events to forward their email address to the Clerk.**

**8.45pm Borough Cllr Wheeler left the meeting.**

**5148. COUNCILLOR UPDATES**

Cllr Tisbury explained that there had been some excellent community events held at the Village Hall over the last few weeks including a successful cheese and wine evening.

Cllr Cuthbert noted that the recent Vietnamese meal had been advertised on the HP&G PC website.

**5149. FINANCE**

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

Clerk explained that the precept request for 2018/2019 financial year would need to be discussed at the January 2018 meeting and a draft budget produced.

Clerk explained that as per Minute 4648. December 2014, Clerk's pay would move one spine point up SLCC scale, from point 32. to 33. from January 2018.

Clerk explained that as per Minute 4648. December 2014, it was agreed that the Bookings Clerk pay would be reviewed annually. Clerk noted that the Bookings Clerk does an excellent job, is conscientious and reliable and based on this year's performance, proposed an increase of 25p/hour up to £10/hour.

Discussion took place regarding Bookings Clerk wages. Cllr Stacey proposed and Cllr Griffiths seconded the motion that Bookings Clerk hourly rate increase from £9.75/hour to £10/hour from January 2018. Vote taken. Cllr Tisbury abstained, all other Cllrs in favour. Motion carried.

Clerk noted that the Parish Council annual insurance was due for renewal on 22<sup>nd</sup> January 2018.

**Cllrs to think about possible required expenditure in 2018/2019 financial year.**

**Clerk to produce monthly assessment of current surplus PC funds as part of the monthly reporting.**

**Clerk to issue December '17 finance handouts to Cllr Hackett.**

**Clerk still to arrange for Cllr Prett to be added to the PC cheque signatories list.**

**5150. CLERKS REPORT**

Clerk told the meeting she had received notification regarding the appointment of a new external auditor from 2017/2018 financial year of PKF Littlejohn.

Clerk explained she had been sent details of the Notts CC Local Improvement Scheme 2018/2021 with a deadline of 8<sup>th</sup> January 2018.

Clerk told the meeting she had received correspondence regarding ‘The Nottinghamshire County Council (Adbolton Lane, Holme Pierrepont) (Prohibition of Waiting) Traffic Regulation Order (8266) – Public Advertisement.

Clerk noted that she had received correspondence from the Parish Clerk at Radcliffe-on-Trent to inform that their Neighbourhood Plan had been formally adopted and could be found on the PC website.

**Clerk to investigate new methods of payment of PAYE to HMRC.**

**Clerk still to speak to Tree Surgeon regarding adding in review of fruit trees at the Village Hall to the annual review.**

**Clerk still to acquire Tree Surgeon invoice for the last two years’ reviews.**

**5151. DATE OF NEXT MEETING**

The next meeting of the Parish Council was confirmed as **Monday 8<sup>th</sup> January 2018** in **Gamston Village Hall, Old Tollerton Road, Gamston.**

**The meeting ended at approximately 10pm.**