

Minutes of the Annual Meeting of **Holme Pierrepont & Gamston Parish Council**

Monday 8<sup>th</sup> May 2017 at 6.30pm in Gamston Village Hall, Old Tollerton Road, Gamston

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

**In attendance:** Julia Barnes (Clerk)

**5046. ELECTION OF CHAIRMAN 2017 – 2018**

Cllr Stacey proposed and Cllr Prett seconded the motion that Cllr Tisbury become HP&G PC Chair for 2017 – 2018. Vote was taken, unanimously in favour, Cllr Tisbury abstained.

**5047. ELECTION OF VICE CHAIRMAN 2017 -2018**

Cllr Prett proposed and Cllr Tisbury seconded the motion that Cllr Stacey become HP&G PC Vice Chair for 2017 – 2018. Vote was taken, unanimously in favour, Cllr Stacey abstained.

**5048. APOLOGIES FOR ABSENCE**

Cllr Hackett sent her apologies due to being on holiday in Spain.

Cllr Bancroft sent his apologies as he was unable to attend.

**5049. DECLARATIONS OF INTEREST**

None.

**5050. CO-OPTION OF GARY ARKLESS**

Gary Arkless read his Declaration of Acceptance of Office for New Councillor and his Acceptance of Code of Conduct. Document was signed by Gary Arkless and the Clerk and Cllr Arkless formally took his position as a Parish Councillor. Clerk passed Members' Interests form to Cllr Arkless for completion.

**Clerk to submit Cllr Arkless' completed Members' Interests form to Rushcliffe Borough Council (RBC).**

Clerk issued revised list of Parish Councillor contact details for the notice boards.

**Clerk to issue revised list of Parish Councillor contact details to all Cllr's and asked that everyone remember to include Cllr Arkless in all future correspondence ([g.p.arkless@gmail.com](mailto:g.p.arkless@gmail.com)).**

**5051. MINUTES**

**TO APPROVE MINUTES FOR THE PARISH COUNCIL MEETING HELD ON 10<sup>th</sup> APRIL 2017**

Clerk noted that Cllr Bancroft gave his apologies for the April 2017 PC Meeting as he was away.

Subject to the above amendment, Cllr Stacey proposed and Cllr Griffiths 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, February 2017 and April 2017 Minutes, once training has been received.**

**5052. PARISH COUNCIL REPRESENTATIVES & RESPONSIBILITIES**

Discussion took place regarding the areas of responsibility covered by the Parish Council. It was agreed that it would be preferable if the Parish Council focussed on less things and then hopefully deliver more.

Cllr Tisbury stressed that an important area for the coming year was an efficient and effective process for managing the Village Hall.

Cllr Cuthbert asked why Planning applications that have been assessed and discussed via email, were still included on the PC Meeting agenda for further discussion.

Clerk explained that there was a requirement for all Planning Applications in the Parish to be included on a PC Meeting agenda. However it was agreed that only applications that hadn't expired, need be discussed at the meeting.

Cllr Stacey commented that it would be useful to know the outcome of past planning applications.

**Clerk to issue list of Parish Council responsibilities to all Councillors for discussion at June 2017 meeting.**

**Clerk to add 'Parish Council Representatives & Responsibilities' to June 2017 PC Meeting Agenda.**

**Clerk to inform the meeting of all Parish planning decisions.**

**6.50pm County Cllr Cutts arrived at APM meeting early, and left to return later in the evening.**

**5053. FINANCE**

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

**Clerk to issue Cllr's Bancroft & Hackett with April 2017 financial statements.**

Discussion took place regarding possible future grant income. Clerk explained that she periodically received emails detailing funding opportunities.

**Clerk to forward any funding emails to all Cllrs for assessment.**

Cllr Mason asked about the Village Breakfast finances. Clerk explained that the £250 Divisional Fund donation from County Cllr Cutts had been received into the Parish Council bank account and the full £250 had been spent on equipment. The Village Breakfast group maintained a cash float and any profits are being re-invested in additional equipment.

Clerk had pre-issued copies of the Annual Governance Statement to all Councillors. No comments or areas for clarification were received prior to the meeting. Cllr Tisbury proposed and Cllr Stacey seconded the motion that the Annual Governance Statement be approved by the Parish Council. Vote was taken, unanimously in favour.

## 5054. PLANNING

- i) *17/00806/FUL Mr & Mrs Ganesan Replacement conservatory to rear 10 Patterdale Close, Gamston, Nottinghamshire, NG2 6PW.*

The application is to replace a traditional conservatory with one approximately double its' length but otherwise very similar in style. It cannot be seen from the road. The adjacent properties have a significant gap between them. The wall of the proposed conservatory is no closer to the adjoining property. To date there have been no online comments made by neighbours.

**Parish Council Response : DO NOT OBJECT**

- ii) *17/00796/FUL Dr Priya & Murali Muraleedharan Two storey rear extension with internal alterations, first floor extension over existing garage 4 Ashness Close, Gamston, Nottinghamshire, NG2 6QW.*

From Ashness Close, the building will not look much different from present. The existing garage doors are retained, as the front ground floor room of the converted garage is a store room. The only visible difference will be the first floor extension above the converted garage.

The application claims off street parking for three vehicles. Currently there is space for two cars, further loss of the front garden may be necessary to accommodate the third, which would not be a major problem. The existing tandem garage is only wide enough for a small car and hence may be unsuitable for car storage at present.

**Parish Council Response : DO NOT OBJECT**

Clerk explained the process for assessing planning applications to new Cllr Gary Arkless. Clerk explained she received notification of new applications with supporting paperwork and emailed out the details to all Councillors for their information. The paperwork is passed to one of the Cllrs for assessment and then that Cllr emails out their opinion to everyone, including our local Borough Councillor Jonathan Wheeler. All Cllr's are encouraged to respond to the email either in agreement or with further areas for consideration. Once a Parish Council response has been agreed, Clerk submits PC response online to Rushcliffe Borough Council.

**Clerk to email pending planning applications to new Cllr Arkless.**

- iii) 17/00705/FUL Ms Sala Erection of single storey side extension to provide garage 3 Croyde Gardens, Gamston, Nottinghamshire, NG2 6SX.

Meeting discussed the application and could not find any reason to object. Deadline for comment Tuesday 23<sup>rd</sup> May 2017.

**Suggested Parish Council Response : DO NOT OBJECT**

- iv) 17/00851/FUL Ms Laura Bacon Erection of one wheelchair accessible bird hide, one building for use as outdoor classroom and one wheelchair accessible composting toilet Skylarks Nature Reserve, Adbolton Lane, Holme Pierrepont, Nottinghamshire.

**Still to be assessed. Deadline for comment Thursday 25<sup>th</sup> May 2017.**

#### 5055. VILLAGE HALL

- i) *Payment*

Cllr Tisbury explained that the Village Hall snagging list had been completed by the builder and the final payment of the 2.5% retention had been made.

- ii) *Land Drain*

Cllr Mason said that David Litchfield had cleared the land drain but it smelled noxious. Cllr Tisbury explained that this should not be the case.

**Cllr Tisbury & Mason to investigate drain connection.**

- iii) *Dishwasher*

Cllr Hackett to review dishwasher situation on return from her holiday.

- iv) *Parking Webbing*

To be reviewed.

- v) *Grass Seed*

Areas of ground without vegetation have been re-seeded by Green Thumb. Green Thumb are happy with the progress of the grass growth and assure the PC that over time the bare areas will become grassy.

Meeting agreed that the stakes and tape can be removed from the site.

**Cllr Mason to liaise with Bookings Clerk regarding removal of stakes and tape.**

vi) *No Dogs On Village Hall Site*

Clerk explained that she had provided Cllr Mason with 'No Dogs Except Guide Dogs' signage for fixing to each gated entrance to the VH to discourage inappropriate use of the VH grounds by dog walkers.

**Cllr Mason to arrange for David Litchfield to affix 'No Dogs' signage.**

vii) *VH Heating Costs*

Cllr Tisbury explained that the heating in all rooms of the VH had been adjusted in conjunction with the Bookings Clerk.

Clerk explained that she was monitoring the electricity usage ongoing on a monthly basis.

**Clerk to take electricity reading in May 2017 and calculate energy charge.**

**5056. SUMMER NEWSLETTER**

Summer edition of the newsletter is due to be issued in week commencing 17<sup>th</sup> July 2017. Articles to be passed to Cllr Prett by 17<sup>th</sup> June 2017.

**Clerk to create article regarding No Dogs at VH and Play Day Advert.**

**Clerk noted that the Tollerton Allotment article should appear in the Summer Newsletter.**

Cllr Prett raised the issue of possibly modernising the look of the newsletter. Cllr Tisbury suggested a new colour scheme could be used. Clerk explained that Susan Toon had obtained a quote for changes.

**Clerk to communicate fee for changes to newsletter in order to make decision.**

**5057. CLERK'S REPORT**

Clerk explained that the Annual Town & Parish Conference was due to take place on Friday 16<sup>th</sup> June 2017 at Rushcliffe Arena. All Councillors are invited to attend. Further details will be circulated on receipt.

Clerk noted that she had received notification of the hovercraft racing event in our Parish at Hackett's Lake between Saturday 27<sup>th</sup> May and Monday 29<sup>th</sup> May inclusive.

Clerk explained she had received notification regarding the Outlaw Half Triathlon that would be based around the National Water Sports Centre in Holme Pierrepont on Sunday 21<sup>st</sup> May 2017.

Clerk had received a request to advertise a dog training business in our notice boards. **Clerk to find out if the business owner is local to our Parish.**

Bookings Clerk asked for clarification regarding the VH bookings fee for a local school girl raising funds to go to Fiji to do some charity work. Meeting were generally supportive and asked for some more information regarding the charity and the nature of the event. Subject to these details a 50% reduction in the standard hire hall charge would be approved.

**Clerk to acquire further detail regarding charity event.**

Clerk explained that County Cllr Cutts had sent her details of some of the events promoted by Radcliffe-on-Trent Parish Council to give us some ideas for our own Parish.

**Clerk to distribute Radcliffe-on-Trent event ideas to all Councillors.**

**5058. DATE OF NEXT MEETING**

The next meeting of the Parish Council confirmed as **Monday 12<sup>th</sup> June 2017 in Gamston Village Hall, Old Tollerton Road.**

**The meeting ended at approximately 7.20pm**