

Minutes of the Meeting of **Holme Pierrepont & Gamston Parish Council**
Monday 8th January 2018 at 7.15pm in Gamston Village Hall, Old Tollerton Road,
Gamston

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

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

5152. APOLOGIES FOR ABSENCE

Borough Cllr Wheeler sent his apologies for a late arrival due to a prior meeting.

5153. DECLARATIONS OF INTEREST

None.

5154. ORDER OF BUSINESS

Proposed possible deferment of agenda items pertaining to Borough Cllr Wheeler until his arrival.

5155. MINUTES

TO APPROVE MINUTES FOR THE PARISH COUNCIL MEETING HELD ON 11th DECEMBER 2017

Cllr Prett noted that Minute 5143. should read ‘...Notts County Cricket Club, winning two cups and promotion to the Division 1 County Championship.’ rather than three cups.

Cllr Prett proposed and Cllr Griffiths seconded the motion that, subject to the above amendment, the Minutes be approved. Vote was taken, unanimously in favour. Minutes were adopted.

Cllr Arkless to upload December ’17 Minutes to the HP&G PC website.

5156. COUNTY REPORT

County Cllr Cutts noted that over the Christmas period she had attended numerous carol concerts and services including ‘9 Lessons of Carols’ at St Edmunds, Holme Pierrepont which was lovely and Southwell Minster candlelit service. Also a pantomime at County Hall.

Cllr Cutts also explained that budget setting for the coming financial year is in process. It will be necessary to fill in funding gaps especially in the area of adult social care.

7.20pm Cllr Bancroft arrived at the meeting.

Cllr Cutts spoke about attending a Notts Gymnastics event at Rushcliffe School. There is the possibility that Notts Gymnastics may have to relocate as the school would like the building back.

Cllr Stacey raised the issue of the proposed changes to the road from Stragglethorpe onto the A52. Cllr Stacey noted the potential for difficulties for Parishioners living along the A52 accessing

their properties safely. It will also make it difficult, and potentially dangerous, for traffic to join the A52 from Bassingfield Lane. There will be no right turn from Stragglethorpe towards Radcliffe-on-Trent. Traffic will turn left and head east via Lings Bar roundabout.

Discussion took place regarding the Highways England plans that have been in the public domain since last year. It was suggested that Bassingfield Lane could be closed although this would impact access for emergency services.

Assumption is being made that traffic light phasing will change. It was noted that the Highways Agency approach is intended to benefit the majority of vehicles using a particular route. Meeting agreed for a written response to be sent to Highways England from the Parish Council, copying in County Cllr Cutts.

Cllr Stacey to draft response to Highways Agency and pass to Cllr Tisbury for review.

Response to be issued to Highways Agency. County Cllr Cutts and Parish Council to be copied in.

Cllr Tisbury asked about Notts County Council precept capping in relation to Social Care. Cllr Cutts noted that government responsibility for Social Services was being combined with Health, therefore hopefully providing an holistic view of the issues and funding requirements. Cllr Cutts spoke again of the fact that the Health funding formulas resulted in areas with the same number of people not receiving the same level of funding. Notts is at a disadvantage under the current system.

Cllr Prett noted that the County Council Local Improvement Scheme (LIS) deadline had been extended to 31st January 2018. Cllr Cutts explained that there was also a smaller fund open all year for capital grant applications. Discussion took place regarding potential uses for example new Play Park equipment, new notice board at the Village Green, parking matting at the Village Hall. County Councillor support was required for all applications.

Cllr Cuthbert to look at County Council grant application.

Cllr Cutts also noted that the Highways Agency have paid for Community Development schemes in areas where there has been direct disruption caused to a community by works. HP&G PC may be able to benefit from this in the future.

5157. PLANNING

- i) *17/02455/FUL Mr & Mrs Senior Single storey extensions to side and rear, first floor/two storey extensions to front and rear, new porch and construction of car port Nettle Barn, Bassingfield Lane, Bassingfield, Nottinghamshire, NG12 2LG.*

Clerk noted that this application was due to be considered by the Planning Committee on Thursday 11th January 2018.

- ii) *17/03021/FUL 17/03022/LBC Mr & Mrs Rong Replace rear conservatory with single storey extension and add ground floor side window to south elevation The Granary, Radcliffe Road, Holme Pierrepont, Nottinghamshire, NG12 2LT.*

Meeting discussed the application and agreed to no objection.

Clerk to submit Parish Council response to RBC online Planning Portal.

iii) *Apartment Development Lady Bay*

Cllr Prett raised the issue of the proposed planning development along the canal bank in Lady Bay. Cllr Tisbury explained that individuals could submit a response to the plans but as it was outside the Parish boundary the PC would not collectively make comment. It was noted that the development was proposed to be close to the canal and this would create a corridor effect, thus losing the open aspect.

iv) *Land East of Gamston*

Cllr Tisbury asked Cllr Cutts if there had been any progress with the development of the land East of Gamston. It was confirmed that no further progress had been made. Cllr Tisbury spoke about the pressure from central government to meet local housing targets, yet prime housing sites purchased by developers were being retained then sold on at a profit with no development taking place. Shortening of planning permission deadline from 3 to 2 years would possibly prevent landowners from doing this.

5158. PLAY PARK

Cllr Mason noted that the football pitch had experienced some flooding during periods of heavy rain, but had drained away within 24 hours. Cllr Mason also asked the meeting to support a plan to repaint the equipment and railings in the park in time for the summer holidays.

Cllr Tisbury agreed this was a good idea, maybe change the colour of the railings and equipment and introduce some new equipment to the Play Park. The area was developed about 10 years ago and has been very successful. Cllr Cuthbert suggested we could submit an LIS grant application towards some equipment. Cllr Bancroft suggested we could introduce some fitness equipment targeted at older children and adults.

Cllr Mason to look into costs and feasibility of possible new equipment at the Play Park.

Cllr Tisbury explained that the lights on the Ambleside Christmas tree had been deliberately vandalised for the second year. The timer had stopped working so the decision had been made to leave the lights on permanently.

Cllr Tisbury had obtained quotes for a replacement timer as our equipment is outside the guarantee period. A replacement would cost around £60 for a digital timer and around £5 for a mechanical timer, plus fitting.

Cllr Tisbury to arrange replacement with a mechanical timer.

Cllr Tisbury confirmed that he had spoken with our Tree Surgeon James Harrison and he was happy to dispose of both the Play Park and Village Hall Christmas trees sometime in the next week or so.

5159. VILLAGE HALL UPDATE

Audio Visual Equipment

Cllr Cuthbert explained that the audio visual equipment had been successfully installed in the Village Hall. He thanked Cllr Arkless for his assistance. The original quotation had increased slightly as installation had taken three days as opposed to one and a half days that was quoted for. However, the extra charge was very generously set at only £150. This brings the cost to £3650

plus VAT £730 totalling £4380. A grant of £3865 was received so there is still a surplus of £215, after the VAT has been reclaimed and refunded. The original grant application included the purchase of 40 new chairs and storage stand. The surplus could still be used for this purpose with an additional contribution of funds from the PC. Cllr Tisbury noted that as the hall was to be used for showing films maybe more comfortable seating would be beneficial. This was agreed but noted that more comfortable chairs were heavier and larger to store. Issue to be discussed at a future date.

Cllr Tisbury proposed and Cllr Arkless seconded the motion that the increased fitting charge be accepted and a letter of thanks sent to Nottingham Hi Fi with the balance payment. Vote taken, unanimously in favour, motion carried.

Cllr Cuthbert to provide Clerk with Nottingham HiFi invoice.

Clerk to raise balance cheque and send with letter of thanks.

Cllr Arkless explained he had put together a user guide for the system. It was agreed that initially the system is to be overseen by Parish Council members. Cllr Mason asked if there would be any charge or deposit system for use of the equipment. Cllr Cuthbert explained that the conditions of the lottery grant were for the resultant purchase to enhance services to the community so we would not charge any extra for use. However, for example, if the U3A wanted to use the screen that would be possible, but initially a PC member must be present. It is not to be used by private parties unsupervised by Parish Council personnel. Cllr Arkless noted the excellent sound quality and that it is a great asset to the Village Hall.

Clerk noted that she had added the equipment to the PC Insurance. It is covered for all risks, as of 8th January 2018, with no additional premium.

Clerk to print and laminate copies of AV equipment user guide.

Clerk to look at whether Village Hall Booking Form needs amendment as a result of the installation of AV equipment.

Cllr Cuthbert announced that a test run of the equipment was taking place this Friday 12th January 2018. All welcome to attend the screening of 'The Limehouse Golem' Certificate 15 starring Bill Nighy. Forty seats are available, bring your own refreshments, 7pm until approximately 9pm, with film due to start at 7.30pm.

Cllr Cuthbert thanked County Cllr Cutts again for her kind financial contribution to the start up of the Village Breakfasts (next one taking place on Sunday 28th January 2018) and asked if there would be a possibility of a similar contribution in order to set up a community film club. Money would be put towards licensing and advertising. Councillor Cutts kindly agreed to donate £250 from her Divisional Fund. The meeting unanimously thanked Cllr Cutts for her support.

Cllr Cuthbert explained that, subject to a successful trial, it was intended to set up a monthly Film Club.

Cllr Tisbury thanked Cllr Cuthbert and Cllr Arkless for all their hard work in progressing this new and exciting initiative for the Village Hall, stating they had done a great job.

County Cllr Cutts congratulated everyone involved in the creation of the new Village Hall. It is such a fantastic asset and she commended the PC on completing all the work on their own.

8.20pm County Cllr Cutts left the meeting.

Air Conditioning Unit

Cllr Tisbury summarised the position to date with the air conditioning unit at the Village Hall. Approximately 6 weeks ago, during a cold spell, the heating of the Village Hall was noted to be less effective. Cllr Arkless met with the builders' electrician, who assessed the unit and confirmed it to be working correctly. However, the level of heating continued to be insufficient.

Cllr Tisbury then arranged for a local air conditioning expert to look at the system. At the first meeting the air conditioning failed. At the second visit it worked suggesting an undiagnosed intermittent fault, as no repair work had been undertaken.

Cllr Tisbury has investigated the guarantee situation. Fujitsu equipment comes with a 3 year warranty but responsibility depends upon how the equipment was paid for. It is also obviously dependent upon the equipment being installed correctly. Our equipment was purchased by the builder on our behalf and fitted by the builders' sub-contractor. It is unknown whether the builder paid Fujitsu full or discounted price for the unit, affecting who honours the guarantee.

At the time of fitting the builders' electrician expressed concern over the size of unit for the hall, considering it inadequate. At this time, these concerns were relayed back to the Consultant Engineer who specified the size of system. The engineer said then, and reiterates now, that this size of unit is sufficient for our size of hall.

Cllr Tisbury noted that the building, once warm, retains heat very well. However, once it has cooled down the process has to start all over again, slowly.

Cllr Tisbury explained that he had spent a great deal of time looking into this issue, meeting with contractors, investigating possible causes and solutions and there was still a considerable amount of work to do to reach a resolution. Cllr Tisbury asked if another Councillor could please pick up this work as he does not have the time going forward to do it.

Discussion took place. A possible solution could be to add an additional, bigger air conditioning unit at the kitchen end of the hall. This would cost approximately £4.5k but be difficult to install.

8.30pm Borough Cllr Wheeler arrived at the meeting.

It was agreed that a short term plan be adopted for heating the hall. Discussion took place regarding fan and convector heaters. It was agreed to leave out the PC owned, and PC PAT tested, fan heaters for use by hall hirers. It was agreed to remove the borrowed convector heater.

Cllr Tisbury noted that the long term solution needed to be substantiated with evidencing. This would require monitoring of electricity meter readings as and when changes are made.

Cllr Bancroft agreed, as a starting point, to speak with the builder regarding the purchase of the Fujitsu system to ascertain where the responsibility lies for the 3 year warranty of the unit.

Clerk to provide Cllr Bancroft with mobile and email contact details for the builder.

Cllr Bancroft to contact builder to ascertain how to use our air con 3 year warranty.

Cllr Tisbury noted that the current air con unit would have cost less than £1k. Cllr Prett suggested upgrading the existing unit, but this would necessitate upgrading the entire system ie all indoor and outdoor equipment and associated pipe work.

A possible solution could be to introduce an additional form of heating such as an electric storage heater.

Electrical Sockets

Cllr Tisbury explained that he had met with a local electrician to investigate the addition of double electric sockets inside the porch area and at the front of the building outside.

An approximate cost of £280 has been quoted for the work. After discussion it was agreed that aesthetically armoured cable would be preferable to plastic but would incur an additional cost.

Cllr Stacey proposed and Cllr Prett seconded the motion that the addition of extra indoor and outdoor electrical sockets be progressed up to a cost of £400. Vote taken, unanimously in favour, motion carried.

Cllr Tisbury to complete work to add sockets to porch and outdoor area of VH.

Village Hall Management

Cllr Tisbury said that he was unable to spend any more time strategically managing and being solely responsible for the Village Hall. He explained there needed to be a proactive approach to managing to hall. It would be best if this responsibility was shared by a couple of members forming a sub-committee. They could look at issues such as resolving the heating problem, planning decorating of the hall when required, review of necessary repairs, checking landscaping etc.

Cllr Tisbury explained that if no one from the Parish Council was prepared to fill the role, then perhaps we should employ a local person with experience of buildings to do the work, on either a paid or voluntary basis. It was noted they must be trustworthy as they will have access to the Village Hall and also possess the right skill set.

Cllr Tisbury noted that he had mentioned this need to the Bookings Clerk but she felt unable to take on this role due to time restraints and confidence in dealing with the arising issues.

Cllr Mason noted that he fulfilled a role in managing the Village Hall. Cllr Tisbury thanked Cllr Mason for all his hard work at the Play Park and the Village Hall but explained that this work was largely reactive. There is also a need for a proactive role overseeing the Village Hall. It is likely that some of this work will feed into the things that Cllr Mason works on.

After discussion Cllr Bancroft said he would happily volunteer to take on a Village Hall Management role if accompanied. Cllr Arkless kindly agreed to assist Cllr Bancroft.

Clerk to provide Cllrs Bancroft & Arkless with Village Hall keys in order for them to fulfil Village Hall Management duties.

5160. DISTRICT REPORT

Borough Cllr Wheeler asked the meeting if they were aware of the StreetWise collection for The Friary during the week commencing 8th January 2018 happening alongside the recycling bin collection. Approximately half the meeting were aware, which was a better response than last year. Cllr Wheeler explained that donated food, toiletries and clothes could also be taken to the RBC offices at the old Police Station building in West Bridgford.

Cllr Wheeler spoke about a three year plan for local funding promoting tree growth in the area. He suggested looking at areas in the Parish that could possibly benefit.

Cllr Wheeler explained that the RBC YouNG Project that involves students from all local secondary schools, will increasingly need to be self-financed.

Cllr Wheeler spoke about the Police 'Leave A Light On' initiative to encourage homeowners to not leave empty properties in total darkness.

Cllr Wheeler explained that he was unable to attend the Planning Committee this week in person, but was sending a written representation relating to the Nettle Barn application at Bassingfield, objecting to the creation of a car port.

Clerk raised the issue of a local resident complaint about lighting from The Gamston Lock car park shining directly into his house and garden at night. It was confirmed that the construction firm's electrical contractor was going to look at the potential problem. Cllr Wheeler suspected that the lighting was not permanent, but for use during the construction phase only.

Clerk to forward local resident communication to Borough Cllr Wheeler.

Cllr Prett explained that a dog bin on the land at the bottom of Stavely Way has become rusty and fallen over.

Cllr Prett to send photo of broken bin to Cllr Wheeler to resolve issue.

Cllr Cuthbert explained to Borough Cllr Wheeler about the test Film Club showing this Friday and asked if he would kindly be able to make a donation from his Divisional Fund in order to help set up the club. Cllr Wheeler kindly agreed.

Cllr Cuthbert to email Borough Cllr Wheeler with request for funding.

Cllr Tisbury asked about a nearby Gamston Village streetlight that repeatedly keeps going out. Cllr Wheeler explained that this is a County not Borough Council issue.

Cllr Mason to contact Notts CC to resolve streetlight issue.

5161. SPRING NEWSLETTER

Discussion took place regarding issue date for the Spring Newsletter.

Articles for the Spring Newsletter to be forwarded to Cllr Prett by Monday 5th March 2018.

Articles to include advertisement for Film Club (Cllr Cuthbert), Notts Wildlife Poem (Cllr Prett) and Christmastime Event article (Cllr Stacey).

Clerk explained that she didn't have enough spare time to deliver the Parish Newsletter. She suggested obtaining quotes for delivery. Cllr Tisbury considered this would be too expensive and that the Parish could be divided up and Parish Councillors deliver.

Clerk to add 'Newsletter Delivery Plan' to February 2018 Agenda.

9.30pm Borough Cllr Wheeler left the meeting.

5162. COUNCILLOR UPDATES

Cllr Stacey explained that a meeting would be taking place sometime before the next PC meeting to make initial plans for the Summer Play Day 2018.

Cllr Arkless explained that he would work on the Village Hall Premises License application and provide the necessary notice for inclusion in the Spring Newsletter.

Cllr Mason spoke about a tree that had blown down near Keswick Close/Ambleside. Also that he had cleared horse debris from a nearby footpath.

5163. FINANCE

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

Clerk issued a draft first copy of the precept request for 2018/2019 financial year for discussion. It was agreed that the Parish Council should aim to make a reduction in precept request if possible. A request of around £38k would be desirable.

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

Clerk to email out precept request revisions to Parish Council for approval at February 2018 meeting.

Clerk to arrange to meet with Cllr Prett at HSBC to add him to the PC cheque signatories list.

5164. CLERKS REPORT

Clerk explained that the next Town & Parish Forum is taking place on Thursday 1st March 2018.

Clerk to email out Town & Parish Forum invitation.

Clerk told the meeting she had received correspondence from a local resident who is proposing a ferry boat service between Holme Lock, Colwick Marina and Trent Bridge. He would like to speak to the Parish Council about it.

Clerk to invite local resident to speak at February 2018 PC Meeting.

Clerk explained that there was an imminent need to appoint a Parish Council Data Protection Officer (DPO) as this will become a legal requirement from 25th May 2018. Clerk explained that most Clerks cannot be designated as a Council's DPO. Cllr Arkless kindly offered to take responsibility for this role for the Parish Council.

Cllr Arkless to investigate to role of PC DPO.

Clerk explained that she needed to reapply for Small Business Rates Relief for Gamston Village Hall.

Clerk explained to the meeting that she had received correspondence from The Pensions Regulator regarding changes to the legal minimum pension contributions. This does not directly affect the PC at this time as no employees are enrolled in a PC pension scheme.

Clerk informed the meeting that she had received correspondence regarding changes to the VAT reclaim process.

Clerk explained that, via the Bookings Clerk, she had received a letter and photograph of a gentleman that had tended the allotments that were previously situated on the Village Hall site.

Clerk to contact daughter of allotment gentleman.

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

5165. DATE OF NEXT MEETING

The next meeting of the Parish Council was confirmed as **Monday 12th February 2018** in **Gamston Village Hall, Old Tollerton Road, Gamston.**

The meeting ended at approximately 10.15pm.