

Minutes of the Meeting of **Holme Pierrepont & Gamston Parish Council**  
Monday 19<sup>th</sup> July 2021 at 7.15pm in **St Edmund's Church, Holme Pierrepont**

**Members Present:** Gary Arkless, Cynthia Stacey, Melvyn Tisbury, John Mason, Mark Bancroft, Janet Hackett, Geoff Prett, Sally Griffiths, Phil Jones & Alun Owen

**In attendance:** Julia Barnes (Clerk), County Cllr Roger Upton & Isabel Martindale (Edwalton, Gamston & District U3A)

**5690. APOLOGIES FOR ABSENCE**

Borough Cllr Wheeler sent his apologies as he had another meeting in his diary before the date of the Parish Council meeting changed.

**5691. DECLARATIONS OF INTEREST**

No declarations of interest were made.

**5692. ORDER OF BUSINESS**

No changes were proposed to the order of business.

**5693. MINUTES**

**TO APPROVE MINUTES FOR THE MEETING of the PARISH COUNCIL  
HELD ON 6<sup>th</sup> MAY 2021**

No changes were proposed to the draft Minutes. Cllr Arkless proposed, and Cllr Stacey seconded the motion that the Minutes be approved. Vote was taken, unanimously in favour.

**Cllr Arkless to upload May '21 Minutes to the HP&G PC website.**

**Clerk to delete May '21 Zoom meeting recording.**

**5694. COUNTY REPORT**

The new County Councillor representing our Parish, Roger Upton, introduced himself to the meeting. He noted that his predecessor Cllr Kay Cutts would be a hard act to follow. Cllr Upton explained that his background was as a Chartered Building Surveyor, he had served on the Radcliffe on Trent Parish Council and as a Rushcliffe Borough Councillor with an interest in Planning issues.

Cllr Upton noted that in the lead up to the recent elections he had walked every street of our Parish, more than once, and that had given him a greater understanding of the area.

Cllr Upton stressed that he was intending to focus his time at the Parish Council meetings on issues pertaining to the Parish but would be happy to answer questions about his wider role for the County Council.

Cllr Upton spoke about the appalling road surface on Regatta Way and the need for improvement. The plans for the proposed widened pedestrian and cycle way on Regatta Way has been launched in more detail and comments are invited.

Cllr Upton expressed his desire to protect the green belt within the Parish as much as possible, with reference to the proposals regarding Lady Bay Primary School and a new Secondary School in the area. The proposed location as well as being green belt land is land prone to flooding. Cllr Upton spoke about the strategy for the new Gamston Fields site regarding the need for primary and secondary school provision there.

Cllr Upton spoke about the approach road to West Bridgford and Nottingham from the A6011 and the need to improve the aesthetics. He spoke about the 'no mow' initiative to leave wildflowers and grasses in more rural areas to encourage diversity of wildlife but also noted the need for safety and visibility for traffic. Road signage mustn't be obscured so that it is easy for road users to read. Cllr Upton noted that he would be attending the Highways Meeting on 20<sup>th</sup> July '21 and would be asking that plans are made for the approach road to be cleaned and swept and verges cut back to safe levels.

Cllr Upton explained that he was aware of the petition regarding Ambleside road surface that had been presented to Full Council by Kay Cutts. It seems that it was unanimously rejected in terms of traffic calming measures. The issue of re-surfacing would not be taking place during this financial year.

Cllr Upton explained to the meeting that he had a small Divisional Fund that he was able to allocate to deserving projects, events or groups within his areas of Radcliffe-on-Trent, Holme Pierrepont & Gamston and Shelford throughout the financial year and welcomed ideas being presented to him for assessment.

Cllr Tisbury welcomed Cllr Upton's comments, particularly regarding Regatta Way. He echoed the need to prevent erosion of the green belt, especially as green space on the other side of Lings Bar will ultimately be lost to the Gamston Fields development and agreed with his sentiments regarding schooling. Cllr Tisbury noted that the draft master plans for Gamston Fields does not include secondary provision as part of Phase 1 and would support any scheme that encouraged sustainability and ease of pupils safely walking to school.

Cllr Bancroft noted that buses don't actually use the bus lane in Gamston on Radcliffe Road, only when picking up and dropping off.

## **5695. DISTRICT REPORT**

Cllr Arkless read out the following report forwarded by Borough Cllr Wheeler.

*'First of all, my apologies for not being able to attend this evening. As it is not the usual Monday I had another meeting in the diary.'*

*I do hope everyone is well and staying safe. The biggest news is that the County Council has agreed to extend the lease at Regatta Way, while looking at ways to configure the site to allow the School to be sited next to it. The Borough Council and I have been working hard to press the case and I thank everyone involved for their support.*

*The Customer Contact centre reopened on June 21<sup>st</sup> '21 on Gordon Road and is available for people to pop in if needed, although if possible please try to contact through phone/email first.*

*As I mentioned in a previous report, Rushcliffe Borough Council teamed up with WISE, an independent enforcement company to undertake enforcement work on fly tipping, littering and dog fouling across Rushcliffe. Since January, Wise have issued over 1500 Fixed Penalty Notices. The work is being scrutinised on Thursday at the Communities Scrutiny Group I chair.*

*The Borough Council have introduced several 'No Mow' areas throughout the County, where pieces of land will be left in their natural state to grow and help support bees and other wildlife. The ones closest to us are at the Stamford Road entrance to the Canal by the Allotments, on Abbey Park, at The Hook and on Miss Machin's Field in Edwalton. I am also working on a proposal for an area along the canal sat back from the path as well, although we already have several areas that are left alone bar a mow once a year for this purpose.*

*Residents will be receiving an email or letter to confirm the details of their household to be able to continue to vote at future elections. Please look out for it and complete.*

*If you have any questions, please email me and I'll respond ASAP.*

*Thanks*

*Jonathan'*

Cllr Mason noted that the damaged fence off Ambleside near Stavely Way had still not been repaired.

**Borough Cllr Wheeler to update on the progress in getting damaged fence near Stavely Way repaired.**

## **5696. PLANNING**

- i) 20/03244/OUT Taylor Wimpey UK & Rockspring Barwood Gamston Ltd Outline Planning Application for the first phases of a Sustainable Urban Extension at Land East of Gamston and North of Tollerton. Land East of Gamston & North of Tollerton Lane, Tollerton Lane, Tollerton, Nottinghamshire.

Adjacent Parish. Deadline for comment : Monday 15<sup>th</sup> February '21(extension requested)

Clerk explained that this Planning Application would stay on the Parish Council agenda in order to document any progress. Cllr Tisbury noted that Highways England are to request another time extension.

- ii) 21/01178/FUL Mr Chris Kennedy Erection of a new wildlife viewing hide. Skylarks Nature Reserve, Adbolton Lane, Holme Pierrepont, Nottinghamshire, NG12 2LU.  
Deadline for comment : Friday 21<sup>st</sup> May '21

Parish Council Response : Do Not Object

The new hide will have a footprint of 12m<sup>2</sup>, a height of approx. 2.7m and will comprise a galvanised steel frame that will have timber roofing shingles and wattle and daub walls, replicating the Grubenhause at the entrance to the reserve. It will be situated near to the middle of the site and will overlook the scrapes and Blott's Pit.

The hide will be beneficial to birdwatchers and will be ideal for those who want to see the nesting birds on the island.

### **Planning Permission Granted**

- iii) 21/01276/FUL Mr Danesh Manesh Demolition of outbuilding and the erection of a two-storey side extension to the existing dwelling. Springfields, Radcliffe Road, Holme Pierrepont, Nottinghamshire, NG12 2LF.  
Deadline for comment : Friday 28<sup>th</sup> May '21

Parish Council Response : DO NOT OBJECT

Our recommendation is to not object although some issues have been identified with the paperwork for the application:

- There is an error in the drawing of the proposed first floor layout. The doorway to the bedroom which will provide access to the new health and fitness room is now shown as a wall, i.e. it is not possible to enter the bedroom or the new room.

- The application letter provides floorspace and volume details for the existing dwelling (D), outbuilding (OB) and proposed extension (E). It also mentions the original 1948 building but does not say whether this is D or D + OB.

It states that the proposed extension will result in an addition of just under 49% in area and just under 45% in volume. The calculation that matches these results is  $E / (D + OB)$ . This calculation is not correct. If the original 1948 building was just the dwelling, the calculation should be  $E / D$  or, if it included the outbuilding, the calculation should be  $(E - OB) / (D + OB)$ , as the outbuilding is to be replaced by the extension.

If the increases are based on the status quo, i.e.  $(E - OB) / (D + OB)$ , the increase in area is circa 41% and the increase in volume is circa 39%.

N.B. The floor plans provide sufficient information to cross check the floorspace figures, in particular E is the total for the newbuild and does not consider the demolition of the outbuilding.

However we recommend do not object.

**Planning decision pending.**

- iv) *21/01235/FUL Dr & Mrs Stephen Cooper First floor side and single storey rear extension. 12 Ashness Close, Gamston, Nottinghamshire, NG2 6QW.*  
*Deadline for comment : Wednesday 2<sup>nd</sup> June '21*

Parish Council Response : DO NOT OBJECT

It seems another house on the street is creating a similar extension. We recommend no objections to these plans.

**Planning Permission Granted**

- v) *21/01288/FUL Deepak Karwal Rear, side and front single storey extension.*  
*Somerset Lodge, 3 Ambleside, Gamston, Nottinghamshire, NG2 6NA.*  
*Deadline for comment : Tuesday 15<sup>th</sup> June '21*

**PARISH COUNCIL RESPONSE**

The application is for a series of ground floor extensions that are within the garden area or generally out of view. They do not adversely impact on any neighbours and therefore we do not object to this aspect of the development.

The property adjoins Ambleside Play Park which is owned by HP&G Parish Council. One element of the proposed works is to build a 10m side wall close to the boundary fence with Ambleside play park. At one point the gap may only be a few inches (no measurements on the plan).

Approval must be sought from HP&G Parish Council for any access to the land.

HP&G Parish Council ask that RBC Tree Officer visits the site ahead of construction, should the plans be approved, to assess the likely impact on the trees within the Play Park and make recommendations for the best way to progress.

An onsite meeting between the RBC Tree Officer, HP&G Parish Council and the Applicant and Builder before any works would be requested.

Even if all construction takes place on the landowners side there is likely to be damage to the roots of the trees within the park itself when digging out the footings. Any construction/design needs to conform to BS5387 (Root protection within design and construction) and there is no mention of this in any of the supporting documentation.

We note that the application/design proposes the removal of 2 small trees within the applicants own property but make no mention of the trees within the play park area.

**Planning decision pending.**

- vi) 21/01532/FUL                      *Dino Labatte*                      *Proposed demolition of Existing Building and to construct New Detached Two Storey Dwelling Jubilee Cottage, Holme Lane, Holme Pierrepont, Nottinghamshire, NG12 2LD.*  
*Deadline for comment : Thursday 24<sup>th</sup> June '21*

**PARISH COUNCIL RESPONSE : DO NOT OBJECT SUBJECT TO WITHDRAWAL OF PERMITTED DEVELOPMENT RIGHTS**

The new plans remove large elements of concern regarding physical impact. The roof ridge line of the proposed buildings, although higher than the existing buildings, is significantly lower than the refused scheme. The increase in height appears largely due to the finished floor level being approx. 1.4m higher than the existing buildings due to flooding issues and current policy. The design is now 2 storey and less dominant. Losing half a storey significantly reduces volume and visual impact.

The building has also been set back further from the road.

One concern would be the fact there is only a single garage for a very large 5 bedroom house and believe a second garage should be incorporated within the existing building footprint.

Clause 4.20 of the Design & Access Statement states 'We have designed the attached double garage.' but the drawings appear to show a single garage.

Also, if RBC are minded to grant permission we would request that all permitted development rights are withdrawn as the site is in the greenbelt and it is a very major departure from the visual impact of the existing buildings.

**Planning decision pending.**

- vii) 21/01593/FUL                      *Mr Gerald Costello*                      *Replace existing broken fencing to the front of the property and construct 2 garages with workshop and storage in the roof (Partially retrospective).*                      *Elms Farm, Bassingfield Lane, Bassingfield, Nottinghamshire, NG12 2LG.*  
*Deadline for comment : Friday 25<sup>th</sup> June '21*

**Parish Council Response : OBJECT**

Firstly building something and then applying for retrospective planning permission makes a mockery of the planning process. Not following this process prevents anyone in the Parish being given an opportunity to object in any way.

The garages look more like another property with garages underneath rather than just garages. The development is possibly above the permitted expansion in the greenbelt based on the original footprint.

The development is very prominent and can be seen from some distance.

**Planning decision pending.**

Cllr Tisbury asked Cllr Upton how the RBC Planning Committee looked upon retrospective planning applications. Cllr Upton explained that they considered the application as if it had been made at the correct time. Cllr Upton noted that, although it is taking some time to implement, secret electronic voting on planning decisions is being progressed.

- viii) 21/01746/FUL Mr Christopher Hodgson Removal of existing garden wall and hedge, and construction of a new repositioned brick built wall, inbound along the northern boundary, varying between 0.75m and 2m in height, complete with new lawns and landscaping. Extension of the existing drive and subsequent resurfacing, to drain into the existing below ground system and soakaway.

*Hazlemere House, 1 Honister Close, Gamston, Nottinghamshire, NG2 6NY.  
Deadline for comment : Friday 25<sup>th</sup> June '21*

Parish Council Response : OBJECT

The Parish Council continues to oppose this development as the original objection has not been addressed. The open aspect of the area and sight lines for traffic would still be compromised by the movement of the wall whatever height it may be.

**Planning decision pending.**

- ix) 21/01960/TPO George Brook Trees: T1- (Large Oak) Crown clean and thin out canopy. Lift side that is over neighbouring fence to balance lower canopy. Reduce stem side of tree to create symmetrical canopy. 3 Croyde Gardens Gamston Nottinghamshire NG2 6SX  
Deadline for comment : Friday 23<sup>rd</sup> July '21

Parish Council Response : Standard TPO response to be submitted. Defer decision making to RBC tree specialist.

**Clerk to respond to all outstanding Planning Applications on behalf of the Parish Council via the RBC Planning Portal before deadline dates.**

- x) 21/01980/FUL Dr C Panter Alteration and renovation of existing outbuilding to improve energy efficiency. Holme Cottage, 3 Radcliffe Road, Holme Pierrepont, Nottinghamshire NG12 2LF

*Deadline for comment : Friday 6<sup>th</sup> August '21*

**Cllr Stacey agreed to assess this application and circulate thoughts to all Cllrs before the deadline date.**

Cllr Prett noted that the planning decision regarding development to the property at 1 Kentmere Close in Gamston necessitated that the perimeter laurel bush was reduced in height. The works are now complete but the laurel is still over 2m high.

Cllr Upton suggested that incidents of non-compliance were logged in order to keep track. Cllr Upton suggested informing Borough Cllr Wheeler.

**Cllr Tisbury to email Borough Cllr Wheeler regarding 1 Kentmere Close.**

#### **5697. RBC LOCAL GOVERNMENT WARD BOUNDARY REVIEW**

Discussion took place regarding the RBC Local Government Ward Boundary Review Consultation. The two options are to remain as is with one Borough Councillor representing our ward or combine with another ward and benefit from double representation.

After discussion it was agreed to recommend Gamston North ward and Gamston South ward merge.

**Clerk to submit the following consultation response before the deadline date:**

**Responding on behalf of Holme Pierrepont & Gamston Parish Council as Parish Clerk & RFO, the Parish Councillors unanimously agreed it would be beneficial for the Gamston North Ward and Gamston South Ward to merge into one Gamston Ward served by 2 Borough Councillors.**

#### **5698. RADCLIFFE RD to GAMSTON ROUNDABOUT 40mph SPEED LIMIT**

Discussion took place regarding above Highways England consultation.

Cllr Bancroft proposed that the Parish Council objects to the extension of the bus lane. This was not seconded and therefore vote not taken. However, Cllr Tisbury noted that it would be a good idea to include in any consultation response that from local knowledge the bus lane is not used and therefore any plans to extend it seem a waste.

It was also noted that the improvement plans include signage into the Gamston Lock public house via Old Tollerton Road indicating 30mph speed limit. As this is just an entrance to the pub and not an actual road this could potentially be dangerous.

Cllr Tisbury also commented on the proliferation of road signage along the stretch of carriageway in question. Cllr Tisbury suggested that there should perhaps be a one sign up, one sign down policy. Also to try and re-use existing poles rather than erect new ones for each piece of information. The result currently is a cluttered, untidy over-urbanised kerbside.

**Clerk to submit consultation response before the deadline date.**



## 5699. VILLAGE HALL

*Government Guidance re: opening of community venues*

Cllr Arkless explained that the Bookings Clerk had sent an updated timetable of Village Hall regular bookings that had resumed and also a general update as follows.

*'All is running well at the hall, many of the groups are already back enjoying the hall and a couple of new groups are lined up to start in September ( after the summer break).*

*People like to use the BACS method of payment, which I am trying to encourage. The reference I ask them to use is:- the date of the booking along with their surname for parties. For regular groups the group name should be the reference. Some still prefer the older method of cash/cheque.*

*The hand gels don't seem to be being used much! I believe many of the groups or individuals tend to bring their own. We still have an abundance and don't need to restock.*

*The park is being disinfected once a week, I like to do it on a Friday but this really depends on the weather, also when the hall is free and I'm cleaning I tend to pop to the park and disinfect the play equipment and benches. There is 1 full bottle left, this should last a few weeks as only one cup of disinfectant mixed with the water is enough to disinfect the park.*

*Please could I request a holiday from 10<sup>th</sup> August for 5 days.'*

Cllr Arkless confirmed that we no longer need to disinfect the Play Park equipment but have supplies should this need to be reimplemented at any time.

Cllr Arkless recommended that we continue to provide hand gel at the Village Hall to provide reassurance and an option for those that require it. Restocking is not required at present. Cllr Arkless also noted that the QR codes at the Village Hall would remain in place for the foreseeable future.

Cllr Arkless also reiterated that as we start to return to normal ALL hall hirers have a right to privacy during their bookings. If any Councillors needs to access the building at any time they should first check with the Bookings Clerk Cheryl Newman (07786 14 1066).

*Repair & repainting Windows*

Repairing and repainting VH windows to be arranged.

**Cllr Arkless to speak with David Litchfield regarding work on repairing and repainting VH windows.**

## **5700. PLAY PARK**

### *MUGA Replacement*

Cllr Arkless had previously forwarded to all Councillors photographs of the newly completed MUGA replacement pitch, who unanimously agreed it looks fabulous. Clerk explained that in order to receive the remaining 25% of our LIS grant payment from Notts CC she needed to send before and after pictures of the pitch along with the invoice details.

**Clerk to apply for the remainder of the Notts CC LIS grant.**

### *Cleaning Picnic Tables*

Cllr Arkless explained that he proposed that the problematic picnic tables on the Radcliffe Road side of the park under the trees are moved into the open area on the other side of the park near the large rocks and other picnic tables.

**Cllr Arkless to arrange with David Litchfield the relocation of two Play Park picnic tables.**

### *Play Park Equipment Cleaning and Painting*

Power Wash of all Play Park equipment to be carried out by Streetwise as previously agreed before painting Play Park equipment.

Clerk to revisit quotations for painting of all Play Park equipment.

**Clerk to recontact Streetwise regarding cleaning and painting of all Play Park equipment.**

Cllr Prett explained that he had noticed that some of the Village Hall horse chestnut trees were suffering from *Horse Chestnut Leaf Blotch*. Cllr Prett provided the Clerk with some literature pertaining to this disease. Although not seriously damaging it is important that the fallen leaves in autumn are removed from the site and ideally burned or composted. This will help reduce the amount of fungus available to initiate infections the following spring.

**Parish Council to ensure leaves showing signs of Horse Chestnut Leaf Blotch at the Village Hall are removed from the sites when they drop in autumn.**

Discussion took place regarding possible new Play Park equipment including sand pit, roundabout and swings that were wheelchair accessible.

## **5701. WILDFLOWER PLANTING**

Discussion took place regarding planting of the wildflower seed allocation. It was agreed that this should take place after the last grass cut in October.

Isabel Martindale confirmed that the Edwalton, Gamston & District U3A Gardening Club would be happy to help the Parish Council with planting of the wildflower seed.

**Cllr Stacey to ascertain from Mark Winter when he anticipates his last mow of the season will be.**

**Clerk to keep Isabel Martindale informed of timings regarding wildflower planting.**

Possible wildflower planting sites:

- Adbolton Bus Stop
- Holme Lane, Holme Pierrepont near railway bridge
- Canal side in Gamston owned by David Wilson Homes
- Frank's bench in Bassingfield
- Two benches at the top of Bassingfield Lane close to junction with A52
- HP&G PC bench outside Church Farm Nursing Home on Adbolton Lane

Cllr Mason asked for a map of where the wildflowers are going to be planted. Clerk explained that she would be able to create a map once the planting had taken place as it was unsure as yet how many areas the seed would cover.

Cllr Arkless spoke about the discussions he has had previously with Tom Pettitt from RBC regarding the clearing of the collected debris and broken diseased trees from Gamston Brook. It had been anticipated that this work would be programmed in for the summer but had not as yet been carried out.

Cllr Tisbury noted that Gamston brook was most probably included in the original design brief for the estate in 1988 and formed part of the flood defence for the area as it lies on a flood plain. If the associated paperwork could be located this may assist in speeding up the process to help prevent the detrimental impact of future flood events.

## **5702. COUNCILLOR UPDATES**

Cllr Mason asked Cllr Griffiths if she was aware of recent developments and meetings held with regard to a new bridge over the River Trent from the Lady Bay area. Cllr Mason explained that there was to be a meeting held in August '21 and November '21. Cllr Griffiths confirmed that she hasn't been to any meetings regarding this subject.

Cllr Mason asked about the repainting of the telephone box. Meeting agreed that Cllr Mason to coordinate work with David Litchfield.

**Cllr Mason to arrange for the Gamston Village telephone box to be cleaned and repainted.**

Cllr Hackett spoke about a meeting with Sue Sipple from Nottinghamshire Treeplanters she had attended with Cllr's Prett & Owen regarding replacement trees in the areas that Cllr Hackett's family have dedicated to new tree planting. The area now provides a habitat for around 18 deer that inevitably have caused some damage to young trees. However, Sue Sipple didn't want to replace those damaged trees but would rather plant in new areas where the trees could be seen. Cllr Hackett expressed her disappointment at this decision.

Cllr Griffiths noted that she had reported a sickly street cherry tree in the Parish.

Cllr Griffiths also reminded the meeting that she has a new email address as follows:

[sally21griffiths@gmail.com](mailto:sally21griffiths@gmail.com)

Cllr Owen updated the meeting regarding Holme Lane subgroup. Cllr Owen explained that he had walked on 12<sup>th</sup> May '21 with Neil Lewis Notts CC Countryside Access Manager along Holme Lane between Blotts and the Mineral Line to illustrate the issues.

Cllr Owen explained that a proposal document is being prepared with ideas for combining leisure, general traffic and use by residents of the hamlet of Holme Pierrepoint. Proposal to include half fencing of the grass verges and signage and other measures to encourage sympathetic use of the road and surrounding area. A proposal together with costings, is being prepared. Gary Wood is involved in the project on behalf of Highways England.

**Cllr Owen to circulate Holme Lane proposal document once received.**

Cllr Hackett noted that Sandays Lane was going to be closed off altogether to motor vehicles. It was frequently used for fly tipping. It would still be accessible as a bridleway.

Cllr Prett had previously circulated to all Councillors a litter picking equipment proposal document requesting some equipment for the community litter picking group. Cllr Tisbury proposed and Cllr Stacey seconded the motion that the requested litter picking equipment be purchased. Vote taken. Unanimously in favour. Motion carried.

**Clerk to arrange to purchase required litter picking equipment.**

Cllr Tisbury noted the problem identified with complaints about the black bin bags on the roadside and suggested that they could perhaps be placed inside the Village Hall grounds near the wheelie bins and Streetwise collect from there.

Cllr Prett told the meeting that Skylarks Nature Reserve volunteers Martin Smith and Nick Mills had been named as winners in the Environmental Heroes category in the annual Nottinghamshire Live Heroes Awards.

Cllr Stacey explained that she had been in contact with Jack Garner, Contract Manager at HP National Water Sports Centre regarding the disruption caused by weekend events with specific reference to the Outlaw Half Triathlon that caused difficulties for the congregation of St Edmunds Church. By way of some compensation Mr Garner provided a number of free family passes for the water sports centre which were given away to families in the area.

Cllr Stacey has been contacted by the late Frank Thomas' daughter Helen. She explained that the commemorative plaque on the Bassingfield bench to commemorate her father, a previous Parish Council chair, had become tarnished and illegible. Cllr Stacey explained that her husband Patrick Stacey had rectified the problem by cleaning and polishing.

Cllr Owen spoke about resurrecting the project to provide the Parish Council with a rolling Management Plan. It was agreed to rearrange meeting of Cllr's Owen, Arkless & Tisbury and Clerk as soon as possible to revisit Cllr Owen's draft Management Plan document.

**Clerk to arrange Management Plan project initial meeting.**

**Cllr Owen to resend documentation to Cllr Tisbury.**

**9pm Isabel Martindale left the meeting.**

### **5703. FINANCE**

#### *Financial Statements & Payments for Approval*

Clerk had previously issued via email all Cllrs with copies of the month's financial transactions and details of payments.

**Cllrs Arkless and Stacey kindly agreed to electronically authorise month's payments online.**

**Clerk to forward scans of all invoices for payment to Cllrs Arkless and Stacey.**

#### *Approve Annual Governance Annual Review (AGAR) Section 2 Financial Year Ended 31<sup>st</sup> March 2021*

Clerk explained that she had previously circulated the AGAR, via email, for review by all Councillors. Clerk had answered any queries raised by Councillors, via email.

Cllr Arkless proposed, and Cllr Prett seconded the motion that the Annual Governance Annual Review (AGAR) Section 2 Financial Year Ended 31<sup>st</sup> March 2021 be approved. Vote was taken, unanimously in favour. Motion carried.

**Chair and Clerk to sign AGAR 2020/2021.**

**Clerk to submit all relevant audit documentation to PKF Littlejohn for external audit by the deadline date.**

#### **5704. CLERKS REPORT**

Clerk reminded the meeting of the next Town & Parish Forum on 21<sup>st</sup> July '21 via Zoom. Cllrs Tisbury, Mason & Griffiths have already booked a place.

**Cllrs wishing to attend the Town & Parish Forum to contact the Clerk.**

Clerk notified the meeting that the Outlaw Full Triathlon was due to take place at Holme Pierrepont National Water Sports Centre on Sunday 25<sup>th</sup> July '21.

Clerk explained that there was a global stock crisis regarding some defibrillator electrodes that potentially could affect the Gamston Village Hall Defibrillator.

**Clerk to further investigate replacement defibrillator electrode situation.**

Clerk spoke about the Nottingham City Council Draft Eastside Supplementary Planning Document that is inviting comments until Friday 24<sup>th</sup> September '21.

Clerk noted that she had been experiencing some issues with the Parish laptop. Clerk also noted that the back ups she performed were stored on a separate hard drive that she personally owned. The Parish Council doesn't have a separate hard drive, but it would be advantageous to procure one to keep all Parish documentation separate.

**Clerk to research IT hardware requirements and report back to Parish Council.**

**Clerk still to follow up with Canal & River Trust and ask them to inspect the blocked drainage pipe.**

**Clerk still to contact Marlow Town Council regarding water refill station.**

#### **5705. DATE OF NEXT MEETING**

The next meeting of the Parish Council was confirmed as **Monday 13<sup>th</sup> September 2021 at 7.15pm in Gamston Village Hall, Old Tollerton Road.**

**The meeting ended at approximately 9.15pm.**