

East Bridgford Parish Council
Minutes of the Meeting held on Monday 9th March 2020 at 7.30 pm
in the Methodist Chapel.

Present: Councillors P Clarke (Chairman), P Bancroft, J Dawson, M Monni, J Riddle, G Stevens, R Thomas and M Verner

Also present: County Cllr F Purdue-Horan, Borough Cllr D Simms (left after item 2020/424.2), Anne Chisholm, Clerk and Liz Reid, Deputy Clerk (minute taker)

Residents: No residents attended for Public Comment

2020/415	Declarations of Interest in any matter on the agenda. (Where an interest becomes apparent during the course of any discussion, it must be declared at that time.)
	Standing declarations as follows: Cllr Clarke as an Officer of the Bowls Club; Cllr Riddle on matters relating to the Horticultural Society; Cllr Stevens on matters relating to the bank above the Marina, Bridgford Court, the Horticultural Society and the Community Plan; Cllr Strutt on matters relating to the Horticultural Society and as an employee of St Peters Academy; Cllr Monni on matters relating to the Cricket Club.
2020/416	Apologies for Absence Cllr T Strutt
2020/417	Applications for co-option onto the Parish Council
	None. There had been no response to the Notice of Parish Council Vacancy and as a result there were now two vacancies on the Council.
2020/418	Declarations of Acceptance of Office
	None
2020/419	Public Comment
2020/419.1	No members of the public were present at the meeting.
2020/420	Minutes of the Parish Council Meeting held on 10th February 2020 and when approved to sign them as a correct record
2020/420.1	It was proposed that the Minutes be approved and signed, seconded, and all in favour.
2020/421	Reports on matters arising from the minutes and answer questions from Councillors
2020/421.1	2020/388: Clerk had written to the former councillor asking for return of the pavilion key 2020/388: the Sports Club had agreed to put together a key register, which they would keep updated. A copy would be sent to the Parish Council 2020/395: letter had not been sent to Wimpey as no work had been carried out as yet 2020/396: Clerk to discuss the electrical check of the telephone box with the Chairman 2020/397: there was no update on the Chain of Office 2020/406.2: lamp post poppies had been ordered.
2020/422	Chairman's Report
2020/422.1	The Chairman had circulated his report (see Appendix) and most of the items were on the agenda. There were no questions.
2020/423	Tree Works
2020/423.1	Rushcliffe Borough Council Approved Tree Works There had been no tree work notifications from the Borough Council since the last meeting.
2020/423.2	To receive an update concerning the ongoing maintenance of three cherry trees on the corner of Farm Close and College Street

	<p>The Chairman informed Councillors that the work had not been carried out due to the condition of the field. It was noted that the trees on Haycroft Way were due to be pruned the following day. Four trees had also been received from the Borough Council under the free tree scheme and these had been planted on Bridgford Street.</p>
2020/424	Planning
2020/424.1	<p>To consider and make recommendations on planning applications and receive RBC decisions</p> <p>Reference Number: 20/00437/FUL Development: Demolition of existing bungalow. Erection of two-story dwelling. Widen existing entrance from road. Location: 15 Brickyard Lane East Bridgford Nottinghamshire NG13 8NJ</p> <p>An objection had been received from a resident which Councillors considered.</p> <p>It was proposed to raise no objection, with a comment that sympathetic landscaping be added to the front garden to minimise the impact of the façade, seconded and all in favour.</p> <p>Reference Number: 20/00313/FUL Development: Two storey side and rear extensions and existing garage to be replaced with new garage. Location: 2 Orchard Close East Bridgford Nottinghamshire NG13 8LH</p> <p>It was proposed to raise an objection on the grounds that it was out of proportion for the size of the plot and out of character with surrounding dwellings, seconded and agreed with one abstention.</p>
2020/424.2	<p>Rushcliffe Borough Council Planning Decisions</p> <p>Reference Number: 19/02897/FUL Development: New canopy to front of house Location: 8 Moss Close East Bridgford Nottinghamshire NG13 8LG Decision: GRANT PLANNING PERMISSION</p> <p>Reference Number: 19/02851/VAR Development: Variation of condition 2 of 16/01454/FUL to allow use of alternative materials including smaller area of cladding Location: 2 Cherryholt Close East Bridgford Nottinghamshire NG13 8PP Decision: GRANT PLANNING PERMISSION</p> <p>Reference Number: 19/02816/FUL Development: Proposed rear/side extension with extension to chimney; new entrance porch; replacement of flat roof with pitched roof; increase ridge height of the dwelling; dormer window to the rear with rooms in the roof; external alterations Location: Potts Barn 18 Kneeton Road East Bridgford Nottinghamshire Decision: GRANT PLANNING PERMISSION</p> <p>Reference Number: 19/02918/VAR Development: Variation of condition 6 of planning application 19/00989/FUL to allow amendments to internal layout and external appearance Location: East Bridgford Business Park Kneeton Road East Bridgford, Notts. Decision: GRANT PERMISSION</p> <p>Reference Number: 19/02789/FUL Development: Raising of the existing garage roof to provide improved space with new bedroom suite above, including 2 new dormer windows. 2no.small single storey extensions to rear. Location: 4 Hackers Close East Bridgford Nottinghamshire NG13 8PU Decision: GRANT PLANNING PERMISSION</p>

	<p>Reference Number: 19/00784/OUT Development: Outline application (all matters reserved except for access) for the development of the site for residential use, the formation of an access onto Butt Lane, the provision of car parking associated with the Medical Centre together with the landscaping of the site and associated infrastructure works. Location: Land South of Butt Lane East Bridgford Nottinghamshire Decision: GRANT OUTLINE PLANNING PERMISSION</p> <p>Councillors expressed concern that the outline planning permission had indicated a larger number of houses than the original plans and questioned whether this would result in other planning applications having less houses. Borough Councillor Simms noted that these practices were in line with Phase Two of the Local Plan. County Councillor F Purdue Horan understood from the Borough Planning Department that then number in outline plan was a minimum number.</p> <p>Reference Number: 19/02872/FUL Development: Demolition of existing conservatory and erection of new single storey extension. Rendering existing brickwork (street facing), addition of stone detailing to windows. Amendments to existing window openings plus new window openings. Replacement porch. Location: 5 Springdale Lane East Bridgford Nottinghamshire NG13 8NP Decision: GRANT PLANNING PERMISSION</p> <p>Councillor Dawson highlighted that the land South of Butt Lane East had been granted outline planning permission for the proposed housing developed. He noted that the number of dwellings was higher than the original proposal. Councillors expressed their concern and questioned whether this would result in other planning applications for housing developments having a reduced number of dwellings to balance the total number. Borough Councillor Simms noted that the requirements were set out in the Local Plan. County Councillor Purdue Horan commented that his understanding from the Planning Department was that the number on the original proposal was a minimum number.</p>
2020/424.3	Process for Dealing with Planning Consultations
	<p>The Clerk informed Councillors that she had received advice from NALC regarding the process for dealing with planning applications. She noted that the Council could only respond if a meeting had been called to discuss and vote on the matter. If a planning consultation was received immediately after the meeting with a deadline before the next meeting the first action would be to ask for an extension, advising the Borough Council of the meeting date. Often the Borough Council would allow an extension to the consultation deadline. If they were not to accommodate this, the next step would be to ask Councillors if they felt a need to respond. If so, an extraordinary meeting would be the only option. If Councillors were minded not to have an extraordinary meeting they would not be able to submit a response. The extraordinary meetings would only need the planning application on the agenda so they would not necessarily be long meetings.</p> <p>Councillor Riddle asked whether an officer would have to be present at any extraordinary meetings. The Clerk noted that in the absence of a Clerk it could be resolved that a Councillor could be appointed as Clerk for that meeting. The Chairman commented that it would be a public meeting with an agenda and seven days' notice of the meeting. He added that if extensions were not granted regularly he would make a complaint to the Chief Executive as the Council would be unable to carry out its statutory planning duties.</p>
2020/425	Finance
2020/425.1	To approve and sign the bank reconciliations. The bank reconciliations were approved and signed.
2020/425.2	To approve and sign the Schedule of Payments.

	The Schedule of Payments was approved and signed. An additional payment would be made subject to the approval of £100 for the Pitch Improvement Inspection Report (see minute 426.3).
2020/425.3	To sign cheques for invoices due for payment. The cheques were signed as appropriate.
2020/425.4	To receive the RFO's report – received. There were no items to report.
2020/425.5	To review charges for rental of pasture land and tennis club rent The Chairman informed Councillors that the rent for the pasture land and tennis club required review. He noted that until an annual review was carried out agreement on the charges was required. The Clerk added that this was part of the Financial Regulations which would be reviewed by Audit. Proposed by Councillor Clarke that the rents for the pasture land and tennis club remain at the current rate until a review is carried out, seconded by Councillor Riddle and all in favour.
2020/426	Playing Field and Pavilion
2020/426.1	Matters relating to the playing field and pavilion
	The Chairman outlined the position regarding the lease of the pavilion to the Sports Club which had been drafted previously. It was important that the lease was now finalised and signed. ACTION: Clerk to check the lease with the solicitors and bring to a future meeting
2020/426.2	Arrangements for maintenance of the field
	In relation to the maintenance of the field the Chairman noted that the Pitch Improvement Inspection Report had stated that the main field was compacted and the sub structure good. Deep spiking would help with drainage. There was also a suggestion of installing a path down one side of the pitch which the sports club would raise with the Council in future. The Chairman would be meeting with the mowing contractor that week to discuss having one mow per week with deep spiking during the year. He would report back to the next meeting. Councillors discussed the potential cost of this. Proposed by Councillor Riddle that a temporary mowing arrangement be made until a full programme could be arranged, seconded by Councillor Monni and all in favour. ACTION: Mowing arrangements to be reported to next meeting Councillors considered whether the spiking could be brought forward, however noted that the weight of the equipment could cause further damage to the field. The Chairman would raise this with the contractor.
2020/426.3	Reimbursement to the Sports Club for the cost of the Pitch Improvement Inspection
	The Chairman asked to bring forward item 13.3 consideration of reimbursing the Sports Club for the cost of the Pitch Improvement Inspection Report. Proposed by Councillor Clarke that the Sports Club be reimbursed for £100 to cover the cost of the Pitch Improvement Inspection Report, seconded by Councillor Bancroft, and all in favour.
2020/427	Play Area

2020/427.1	<p>Councillor Bancroft reported that due to the weather no work had been carried out on the play area. Orders had been placed with the contractor for fencing and decking repairs. Remedial work was required on the fencing.</p> <p>The Chairman noted that he had removed graffiti from the skateboard park. Councillor Riddle suggested that a graffiti removal kit could be purchased from Streetwise.</p> <p>ACTION:</p> <ul style="list-style-type: none"> i. Clerk to contact Streetwise Manager regarding purchase of kit ii. Councillor Purdue Horan to pass on the positive comments to the manager regarding fly tipping removal
2020/428	Traffic, Highways or Footpath
2020/428.1	Drainage issues, potential flooding and emergency planning
	<p>Councillors discussed issues relating the drainage and potential flooding at Kneeton Lane, Cuttle Hill Gardens and Trent Lane.</p> <p>The Clerk was working on an emergency plan and looking at specific factors.</p>
2020/428.2	Proposed Double Yellow Lines Update
	<p>Existing yellow lines had been repainted however new yellow lines had not yet been installed. County Councillor Purdue Horan had not been informed of when this work would take place. A notice had been placed in the village saying the work would be carried out in the next few months.</p>
2020/428.3	Adoption of the land known as the Kneeton Road Triangle .
	<p>Councillors asked that this item be deferred until building work had been completed</p>
2020/428.4	Footpaths Maintenance
	<p>No issues to report.</p>
2020/428.5	Maintenance of Gates and Fences
	<p>No issues to report.</p>
2020/429	Repairs to Surface of Car Park
	<p>Councillors considered quotes for repairs to the surface of the car park on Main Street. It was felt that granite should be used for the whole car park, with the wooden parking space dividers removed.</p> <p>It was proposed by Councillor Riddle that the quote be accepted, seconded by Councillor Bancroft and agreed with one against and one abstention.</p> <p>ACTION: Clerk to issue order. Notice to be put up by the contractor informing users that the car park will be closed while the work is carried out.</p>
2020/430	Replacement Perspex in Parish Noticeboards
	<p>The Clerk reported that the bus shelter would be reinstated the following day and the new noticeboard installed, weather permitting. A quote had also been obtained for replacing the perspex in the parish noticeboards at a cost of £150.</p> <p>It was proposed by Councillor Bancroft that the quote to replace the perspex be accepted, seconded by Councillor Thomas and agreed.</p> <p>ACTION: Clerk to issue order for replacement Perspex.</p>
2020/431	Consultation Requests

431.1	Nottinghamshire and Nottingham Joint Waste Local Plan – Issues and Options for Consultation. No comments were received from Councillors.
2020/432	Grant and Funding Opportunities
	The Clerk had circulated the NALC funding and grants bulletin. She asked Councillors to notify her of any opportunities which were of interest.
2020/433	Nottinghamshire Association of Local Councils
2020/433.1	The following information was received and noted: Campaign for the Local Electricity Bill.
2020/434	Action planning priorities identified by the Community Plan Group (CPG)
	Councillor Stevens noted that there was nothing to report at this point. The Chairman noted that the government was introducing a proposal for planting a large number of trees, and this could be a good opportunity for the village.
2020/435	Community Engagement Plan Update
	Councillor Riddle noted that the CEP was now live and had been seen by the Community Plan Group. There was an outstanding action for Councillors to send details to the Clerk to include in the Welcome Pack. ACTION: i. Councillors to send pen portrait details to the Clerk for inclusion in the Welcome Pack ii. Item to be removed from future agendas.
2020/436	VE Day Activities and Celebrations
	Poppies had been arranged. The Chairman would be bringing a proposal to the June meeting regarding the wreaths purchased and making an additional donation. No information was available about other events in the village, other than a street party in one street, and an event in the centre of Bingham. The Chairman noted that there was no certainty over any events at the moment because of the coronavirus. Councillor Bancroft and his wife would attend the Civic Service on 10 th May.
2020/437	Matters on the monthly list of outstanding issues As circulated.
2020/438	Consultation issues arising from the agenda Councillor Monni noted that a large number of cars were parking on pavements in the village. Councillor Bancroft reminded Councillors that he had raised this at the Police Priority Setting meeting and they had asked him to raise any further issues with the Police Officer. ACTION: Councillor Bancroft to raise the parking issue with Police in consultation with Councillor Monni.
2020/439	Insurance/risk assessment issues arising from the agenda. None.
2020/440	Issues arising from GDPR None.
2020/441	Reports from the Clerk
	The Deputy Clerk informed Councillors that invoices for the allotments had been sent out and records were being updated. There were vacant allotments and a waiting list. Councillors discussed the criteria for allocating allotments and noted that the

	<p>first criteria was that the applicant lived in the Parish, the next criteria being length of time on the waiting list. Allotments should be allocated one at a time.</p> <p>The Chairman noted that Friends of Springdale had requested an allotment to plant nursery trees for the village. Councillors noted that this was for the whole community and that they should be offered a plot.</p> <p>ACTION: Deputy Clerk to contact Friends of Springdale to offer allotment and arrange meeting on site with Councillor Dawson. Other allotments to be offered following this.</p>
2020/442	Matters for report
	<p>Councillor Verner noted that NALC were running planning training for councilors and asked that he and Councillor Dawson be funded to attend. Councillor Riddle noted that the Borough Council had run presentations on the planning process for the other Parish Councils and this could be considered.</p> <p>It was proposed by Councillor Riddle that Councillors Verner and Dawson be funded to attend the NALC planning course, seconded by Councillor Thomas and all in favour.</p> <p>Councillor Verner highlighted the 'Save the Planet' event on 16th June in Leicester and noted that the Council should think about whether any initiatives could be implemented. Councillor Monni commented that there was a 'Plastic Free Bingham' Group operating which reporting to Bingham Town Council. The Town Council had pledged to go plastic free. A similar organisation could be set up in East Bridgford although Bingham was working towards becoming a community hub. Councillor Stevens felt it was important to ensure the priorities of the village were not overshadowed by the priorities of the community hub. Councillor Monni concurred with this and felt that the community hub was also taking into account the needs of surrounding villages.</p> <p>Councillor Verner reported that the ditch on Kirkhill needed to be cleared out as there was no where for the water to drain to.</p> <p>ACTION: Clerk to write to Nottinghamshire County Council and the Diocese to ascertain ownership of the ditch.</p> <p>Councillor Bancroft noted that the branches cut down at the playground should be removed. The Chairman commented that the contractor had not been able to get on to the land to clear this due to the weather.</p>
2020/443	Correspondence for information only
	<p>As circulated and noted:</p> <ul style="list-style-type: none"> • NCC Notice of Submission of the Nottinghamshire Minerals Local Plan.
2020/444	Date of next Meetings:
2020/444.1	<p>Full Council to be held on 6th April 2020 at 7.30 pm Annual Parish Meeting to be held on 23rd April 2020 at 7.30 pm at the WI Hut.</p> <p>The Chairman asked for suggestions for speakers for the Annual Parish Meeting.</p> <p>ACTION: Chairman to write to Rotakids inviting them to do a presentation to the meeting.</p>
2020/445	Staffing Matters
2020/445.1	<p>The Clerk outlined a staffing matter in relation to the hours worked by the Clerk and Deputy Clerk. The Clerk and Deputy Clerk left the meeting while Councillors discussed the matter further.</p> <p>ACTION: staffing matter to be on agenda for next meeting.</p>

	There being no further business the meeting closed at 9.05 pm
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Chairman

Date:

East Bridgford Parish Council

Appendix to the Minutes for the meeting held on 9th March 2020 at 7.30pm in the Methodist Chapel.

Agenda Item: 2020/422

Chairman's report, March 2020

a. Highways, yellow lines and flooding

The drainage work near 33 Kneeton Road was carried out in half term week, and has been thoroughly tested by recent heavy rain. It is not known at this point how effective the work has been. Reports of problems further up Kneeton Road continue to be received so this issue remains active.

Lining work in March has been notified, presumably including the yellow ones round the crossroads and the bus stops. On Trent Lane –VIA has communicated the formal timeline for the final decision.

The consultation/data gathering etc will continue until May, then at some point it has to be considered at Committee level at the County Council

b. Tree planting and Tree works

The four trees ordered from RBC in conjunction with the Friends of Springdale Wood have been planted in Bridgford Street meadow.

The works on Butt Close have still not been actioned due to the state of the field, but it is hoped that the work on the cherry trees on Haycroft Way & College Street will be done in the week beginning 10th March.

c. Butt Close

Waterlogging continues. It is hoped that the FA report will be available soon. A meeting with Mark Walton about the maintenance programme will need to be held this month, hopefully with the FA report at hand.

A resident reported some graffiti on the skateboard ramp by a post on Facebook, East Bridgford Together page. This was generally puerile rubbish with some racial stereotypical images etc in permanent marker which has now been removed, together with another smaller piece on the cricket scoreboard shutter.⁷

d. Meetings & workload

A separate discussion paper is attached for consideration in this section of the agenda

FINANCIAL REPORT

Statement of Account

at

28th February 2020

Balances:

	£
Bank of Scotland current account	67,695
Less unrepresented cheques	154
Balance	67,541

* Notes

of total funds, reserve for maintenance of village heritage assets

b/f	25/09/2014	£500.00	2014/15
transfers in/out	30/09/2015	£500.00	2015/16
transfers in/out	29/09/2016	£500.00	2016/17
transfers in/out	27/09/2017	£500.00	2017/18
transfers in/out	24/09/2018	£500.00	2018/19
transfers in/out	07/01/2019	£1,000.00	PCC church clock
transfers in/out	01/09/2019	£500.00	2019/20
c/f		£2,000.00	

Summary of Receipts and Payments

Receipts

1.2.2020 -
28.2.2020

Accounts heading

Description

Allotment Rents	£135.00
Total	£135.00

Payments 9th March 2020

Accounts Heading

B Crossland	Maintenance Contract	£420.00
Womens Institute	Room Hire	£48.00
NALC	Subscription	£308.08
Staff	Wages)
Staff	Holiday pay)
Staff	and)
Staff	Expenses)
Streetwise	Report (Sept)	£82.20
HMRC	Tax/NI	£1,203.00
		£3,711.31
Total		

Agenda Item 2020/437

Outstanding Issues

Date	Issue
October 08	Double yellow lines around the village ~ being reviewed
	Sports club Lease
August 15	Cuttle Hill project -Deferred
May 17	Five year consultation on dueling of A46
October 18	Who owns piece of land adjacent to copse near traffic lights?