

Minutes of the Virtual Meeting

On Monday 08 February 2021, commencing 7:30pm by Video Conference

PRESENT: Cllrs P Clarke (Chairman), P Bancroft, J Riddle, G Stevens, R Thomas and M Verner

IN ATTENDANCE: Clare Fox (Parish Clerk).

- Borough Councillor D Simms and County Councillor F Purdue-Horan (joined at 7:55pm).
- There were two members of the public.

2020/600 Apologies for Absence

Apologies were received from Cllr J Dawson (personal reasons)

RESOLVED - Accepted and approved.

There were no apologies received from Cllr M Monni

2020/601 Declarations of Interest in any matter on the agenda (where an interest becomes apparent during any discussion, it must be declared at that time)

Standing declarations as follows:

- Cllr Clarke as an officer of the Bowls Club
- Cllr Monni on matters relating to the Cricket 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 Bancroft declared an interest in agenda item 7.5.

2020/602 To receive Public Comment

3.1 One member of the public attended the meeting in connection with agenda item 5.1 (589(7.5)).

As he was in attendance regarding this item Cllr Clarke brought forward item 589 (7.5) of the agenda.

589 (7.5) – Naming of Hamlet request

Resident requested the support of the Parish Council in his request to name an area of five properties 'Highfield', explaining that he had the support of the other property owners and he would cover the cost of the signage.

RESOLVED: Proposed by Cllr RT, seconded by Cllr MV. With a vote 4:1 in favour with one abstaining, this motion was carried to support the process of renaming the Hamlet.

One member of the public asked for an update on the progress made on the Community Plan, with specific reference to Communication, Traffic, Youth, Environment and Wildlife. He also made reference to item 7.2 (Community Project) and made a suggestion that the Community Plan can provide a lot of useful information as the local community express what they would like to see the monies go towards in the village.

His last question was to request information on what the expenditure has been on the play park in the last two financial years.

ACTION: Clerk to put the 'Community Plan' on the next parish council meeting agenda.

ACTION: Clerk to provide the play park expenditure information to the resident, as well as providing this information to the councilors too.

As the other item was the Community Project, Cllr Clarke brought forward item 7.2 of the agenda.

Cllr MV asked for other councillors to think of ideas for the village. Cllr GS informed councillors that the Community Plan group had discussed this before the pandemic but that things had been put on hold since.

ACTION: Cllr's MV, JR, RT, and GS to form a working group, led by Cllr MV. The member of the public also expressed his interest in joining the group, as a voice for the Community Plan group. It was also expressed that other village groups may be interested in joining the working group once a format has been established.

ACTION: For the Communications Policy to be reviewed annually and clerk to add to future agenda

3.2 There were no updates from Borough Councillor D Simms and County Councillor F Purdue-Horan

2020/603 To approve and sign the minutes of the meeting held on 11 January 2021 (Folio reference: 2020/583-598)

RESOLVED: That the minutes of the virtual Parish meeting held on 11 January 2021, having been circulated prior to the meeting, were taken as read, approved, and signed by the chairman as an accurate record.

2020/604 – Matters arising from the meeting held on 11 January 2021.

569 GDPR Forms

ACTION: Clerk awaits one councillor form and will request them again.

569 Car Park – Spot Check

RESOLVED: Proposed by Cllr JR, Seconded by Cllr RT, all in favour to report the vehicle as an abandoned vehicle.

ACTION: Clerk to report to Rushcliffe Borough Council

571.2 Letter to Allotment holders

RESOLVED: Letters have been issued to all allotment holders, via email where possible and three letters sent through the post

577 Brunts Lane – Traffic Issues and Litter Issues (fly-tipping/general)

RESOLVED: Proposed by Cllr MV, seconded by Cllr PB, with a vote 4:1 in favour with one abstaining it was agreed to request an A3 'No Fly Tipping' 4ft pole to be erected.

ACTION: Clerk to contact Rushcliffe Borough Council

589 (7.3) Website – Obtain Further Information

RESOLVED: To be discussed under item 7.5

589 (7.5) Naming of Hamlet Request

RESOLVED: Under item 2020/602 (3.1)

592 (10.6) Internal Audit

Due to the meeting being held virtually, the internal audit report and up to date financial report with explanation was sent electronically to all members prior to the meeting, with a copy electronically sent to the internal auditor too

The Internal Auditor has carried out Q2 and Q3 reports.

RESOLVED: To accept the internal auditors report and the clerk's explanation

ACTION: Clerk to pass on the councils thanks to the internal auditor

593 (11.1) Wooden Retainers – contact contractor and obtain quotes

To be discussed under item 7.3 of the agenda

593 (11.2) Quotes for repairs on the Play Park

To be discussed under item 11.1 of the agenda

598 Advise contractors re Litter/Casual Labour contract

RESOLVED: Clerk carried out action

2020/605 To receive Chairman's Report

The Chairman had circulated his report (see appendix 2020.21/024-025) electronically prior to the meeting and noted that most items were on the agenda.

Cllr PC added that he had heard that the GP surgery are sending staff out to do vaccinations to the over 70's of those that are housebound.

Cllr JR provided an update on the village show. A formal announcement will be going out in the March edition of the village magazine, but she advised that the committee had made the difficult decision to not hold the usual village show but to have some form of a show, with the theme being announced in the village magazine, albeit held

in peoples own front gardens but if things were to change drastically then the committee will adjust accordingly too.

Tree Management Plan – concern from a member of the public had been raised regarding the tree near the tennis court and whilst both tree surgeons that visited felt that the tree needed to be felled, permission had not been sought with Rushcliffe Borough Council – to be discussed further under item 9.

Cllr PC asked members to consider re-instating ‘Outstanding Items’ on the agenda, to ensure that items do not get forgotten if there is a change in councillors or staff.

RESOLVED: Proposed by Cllr PC, seconded by Cllr PB. All in favour (Cllr JR lost connection and was not online to vote) to re-instate this item on future agenda’s

2020/606 Items for Determination

7.1 Co-option Vacancies

RESOLVED: Clerk to remove the closing date to apply for the vacancies and advertise the vacancies on the website and the village noticeboards. Cllr PC to include an item regarding vacancies in his chairman report for the village magazine.

7.2 Community Project for East Bridgford

RESOLVED: Discussed under item 2020/602 (3.1)

7.3 Butts Field – Maintenance and Damage

Work on replacing the wooden retainers has been put on hold due to the current weather conditions. The appointed contractor had made an attempt to undertake the work and in doing so had caused significant damage to the playing field. They have formally apologized for this misjudgment and have agreed to undertake any remedial work that may be required.

Cllr PC has visited the playing field to monitor the condition of the field and the interim report back is that the ruts caused by the vehicle accessing the field appear to be self-levelling but further assessment is required once the weather has improved the conditions of the field.

This incident has highlighted the need to ascertain who has keys to the padlocks on the access gate.

ACTION: To put on March agenda, with key holder request on future agenda.

7.4 Kneeton Road Flooding

Photographic evidence has been shared with VIA. Cleansing had taken place on Wednesday 03 February 2021 which had eased the problem west of Cherryholt Lane, east and north east is still a major problem. They are also involving a flood

2020.21/018

team, with a major problem being highlighted from a heavy run off from the field that is ploughed north east of the junction with Green Lane.

There are further problems with the surface water wearing the side of the road on Lammas Lane.

ACTION: Cllr's to continue to monitor the situation and report to the clerk and Cllr PC to contact VIA East Midlands to ask for an update.

7.5 Parish Council Website

Clerk had provided a report, potential tender document and three quotes regarding the website and confirmed that a budget had been allocated in the 2021.22 precept for this requirement.

RESOLVED: Proposed by Cllr JR, Seconded by Cllr RT. All in favour (with one abstain due to a declaration of interest) to appoint 2commune to create a new parish council website. The new website to run alongside the current one until it is up and running with the current license running into July 2021.

ACTION: Clerk to appoint website supplier and to liaise with Cllr JD regarding website content.

7.6 Village Footpaths

Resident had written in regarding the condition of several footpaths in the village. This is the responsibility of VIA East Midlands

ACTION: Cllr JR to access the condition of the footpaths, with the view of doing a village survey and report back at the March meeting. Clerk to contact resident to advise.

7.7 Allotment Pruning

Correspondence had been received requesting the financial assistance of the parish council to prune back large fruit trees on a recently vacated allotment plot.

RESOLVED: All Cllr's (with Cllr PC abstaining due to a declaration of interest) voted in favour that the responsibility falls to the next allotment holder that takes possession of the plot. Clerk to write to resident who raised the request.

7.8 W.I Triangle (Cherry Holt Lane/Lammas Lane) Request

ACTION: Cllr's all in favour, in principle, to donate towards plants but require the WI to confirm how much funding they are requesting. Clerk to obtain this information and put on the March agenda.

7.9 Trading Request – Village Car Park

Request has been received for a catering outlet to trade from the parish owned village car park.

There is to be no table and chairs outside and all rubbish is to be removed from the car park and disposed of in the correct manner.

RESOLVED: All Cllr's in favour to offer the resident a two month term, trading two mid-week afternoons a week trial. There will be a requirement for the council to see all the necessary trading documents and risk assessments prior to confirming a start date.

2020/607 Planning

8.1 To consider and make recommendation on Planning Applications

Reference Number: 20/03171/FUL

Development: Proposed re-use and conversion of existing stable building to a dwelling, addition of car port and associated parking

Location: Old Hill Barn, 113a Kneeton Road, East Bridgford NG13 8LP

RESOLVED: All in favour that there be no objection to the planning application

Reference Number: 20/03264/FUL

Development: Construction of two storey front extension and first floor extension over garage. Conversion of single garage to external store and utility.

Location: 81 Kneeton Road, East Bridgford NG13 8PH

RESOLVED: All in favour that there be no objection to the planning application

Reference Number: 21/00034/FUL

Development: Erection of a single garage

Location: Straws Barn, Straws Lane, East Bridgford NG13 8NF

RESOLVED: All in favour that there be no objection to the planning application

Reference Number: 20/03275/FUL

Development: Erection of two storey extension incorporating a garage conversion. Construction of 2 no. rear dormers to replace existing velux windows. Construction of new garage and garden room.

Location: The Boat House, 4 Cherryholt Lane, East Bridgford, NG13 8PN

Concern was expressed that the planning application was an over intensive use of the site and there was also a wish that the trees be protected and retained.

RESOLVED: Proposed by Cllr MV, Seconded by Cllr RT. All in favour to object to this planning application.

Reference Number: 21/00109/FUL

Development: Construction of single storey outbuilding to contain home office/garden room and garden store

Location: Highfield House, 105 Kneeton Road, East Bridgford NG13 8LP

RESOLVED: All in favour that there be no objection to the planning application

8.2 To note decisions on Planning Applications made by Rushcliffe Borough Council

Reference No: 20/02846/FUL

Development: Proposed erection of single-storey rear extension

Location: 57 Kneeton Road, East Bridgford NG13 8PG

Decision: Planning Permission **GRANTED**

Reference No: 20/03053/VAR

Development: Variation of Condition 2 from Planning Permission 19/02497/FUI to allow changes in boundary treatments and landscaping

Location: 22B Main Street, East Bridgford NG13 8PA

Decision: Planning Permission **GRANTED**

Councillors noted these decisions.

2020/608 Tree Works

9.1 Consider and make recommendations on Tree Works Applications

Reference No: 21/00012/CONARE

Tree works: Tree Removal Application

Location: 8d Kirk Hill East Bridgford

Cllr MV declared an interest in this application, with the applicant being known to him and refrained from commenting on the application.

RESOLVED: Proposed by Cllr PB, Seconded by Cllr RT. All in favour that there be no objection to the planning application on the condition that any felled trees were to be replaced by a significant sized tree.

Cllr Simms left the meeting at 9:06pm

Cllr PC spoke of the tree T67 that is beginning to impact on the edge of the tennis court surface. Correspondence had been received about this. The tree surgeons that quoted for works in January 2021 confirmed that this tree will need to be felled in due course but that it is not impacting on the tennis court at the moment. The Parish Council have not applied to Rushcliffe Borough Council to fell this tree.

RESOLVED: Proposed by Cllr PB, Seconded by Cllr MV, all in favour (with Cllr PC abstaining due to a declared interest) to monitor the tree and to approach the tree

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surgeon to explore the possibility of placing the chippings around the base of the tree.

ACTION: Clerk to contact the tree surgeon to enquire when he will start carrying out the scheduled tree works and discuss tree T67. Cllr PC to contact the resident that raised the request.

Clerk advised that a request had been received from the WI regarding the Silver Birch tree that borders their building.

The structural survey report that has been provided

ACTION: Defer to March 2021 agenda to enable councillors to consider the report and to speak with our tree surgeon to seek further advice

9.2 Note decisions on Tree Works Applications made by Rushcliffe Borough Council

There were none received

2020/609 Finance

Due to the meeting being held virtually, all following paperwork was sent electronically to all members prior to the meeting and paper copies delivered to the Chair to authorise in the presence of members and the public.

10.1 To approve and sign Bank Reconciliations

Reconciled the bank account against the Scribe system from 01 January 2021 to 29 January 2021.

RESOLVED: Proposed by Cllr JR, seconded by GS, all in favour that this is a true record.

10.2 To approve and sign schedule of payments

Payments on the report attached at Appendix 'B' were approved and signed
Bank Transfers totalling £3,643.14
Direct Debits totalling £5.00
Cheque payments totalling £461.97
Income received totalling £642.00

RESOLVED: Proposed by Cllr JR, seconded by Cllr GS, all in favour that this is a true record.

10.3 To sign cheques for invoices for payment

RESOLVED: Cllr Clarke signed cheque payments and bank transfers, with a second signatory. BACS payments to be approved by Cllr JR on 09/02/2021.

2020/610

11.1 To receive reports concerning the Playing Field, Pavilion and Play Area

The wood retainer replacement is still outstanding.

11.2 To consider any quotations for necessary repairs and maintenance

10 x Bulk bags of bark is required. Clerk obtained quotes.

RESOLVED: Proposed by Cllr PB, Seconded by RT, all in favour to appoint Monkroyds if they can provide the bark cheaper than Gravelmaster. If not, place the order with Gravelmaster.

593 (11.2) Quotes for repairs on the Play Park

ACTION: Obtain quotes to spread the bark once it has been received.

The weekly report highlights that the decking is starting to rot. Cllr PB to continue to monitor it and will report back.

ACTION: Clerk to obtain quotes for replacing the decking and also re-painting of slide.

2020/611 To receive Councillor reports (for information only)

Cllr MV asked for an update regarding the planning application on Old Mill Lane. It is currently going through the Rushcliffe Borough Council and it is too late to request to comment.

County Councillor F Purdue-Horan sits on the planning committee at Rushcliffe Borough Council but refrained from commenting as he will be voting on the planning application, explaining that if he did he would have to abstain from voting on the planning application. It is a public meeting and residents are invited to attend.

Cllr JR advised that the display board at the bus stop opposite the village hall has a metal frame that is hanging off and dangerous.

ACTION: Cllr PC will take a look at it and fix it himself if he can, or get someone to fix it.

2020/612 To consider any insurance/risk assessment issues

None

2020/613 To consider any issues arising from GDPR

One councillor GDPR forms still to be received.

2020.21/023

A GDPR concern was raised and the clerk confirmed that she would take appropriate actions to secure the data.

2020/614 To receive items for information and future agenda items

Cllr RT asked Cllr PC to put in his chairmans report to the village magazine the online reporting system to report pot holes to Nottinghamshire County Council.

Clerk advised councillors that she had received a request to place posters in the village noticeboards and the allotment noticeboard advertising an allotment facebook group.

RESOLVED: All cllr's gave permission for these posters to be displayed.

2020/615 Date of the next Virtual Meeting – 08 March 2021

Cllr Clarke thanked Councillors, Borough Councillor D Simms and County Councillor F Purdue-Horan for attending and for their contributions before closing the meeting to the public at 9:41pm

CHAIRMAN'S SIGNATURE.....DATE.....

PC monthly meeting report, February 2021

In public comment, a resident from the group of dwellings including the old windmill on Kneeton Road explained about their wish to define that area as a hamlet within East Bridgford to be named Highfield, which is a historical name for that area. The PC decided to support this scheme. A member of the Community Plan Group asked about progress with the priorities identified in the Community Plan. Councillors will re-visit this at the March meeting, but in the meantime, a group of Councillors will begin work on identifying a community project.

A letter has also been received about the poor condition of some footpaths within the village envelope, which will be investigated prior to seeking improvements.

Butt Close & pavilion

Under lockdown, grass-roots sport is currently not permitted. The play area is open, but the outdoor gym remains closed and taped off. Repairs and grounds maintenance can continue, but the field has been waterlogged most of the time recently, and an incident occurred when a contractor accessed the field causing ruts in an area of the junior football pitch. Fortunately, the continuing rain has enabled most of the damage to recover, and the contractor has committed to repairing any remaining damage when conditions allow.

Brunt's Lane fly-tipping

RBC is considering erecting a permanent sign at the A6097 junction, warning of monitoring/investigation of fly tipping.

Flooding on Kneeton Road and Lammas Lane

The continuing heavy rain has caused further problems. A recent gully-cleaning exercise on Kneeton Road has led to some improvement and the PC was grateful to VIA for arranging this. However, the full and sometimes blocked ditches indicate a longer-term issue with run-off from fields, and the PC is seeking to work with VIA on this with their flood team.

Potholes and pavement damage

The weather has also caused a lot of damage to roads and pavements. Please use the on-line reporting system at

<https://www.nottinghamshire.gov.uk/transport/roads/potholes/report-a-pothole>

Car Park

During monitoring of the car park, two vehicles were found to contravene the conditions for using the car park i.e. they had no current car tax, with one of those also having no MOT. Notices were placed on the vehicles, and one was quickly

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removed. The other, which was not moved in the three weeks of monitoring, will be reported to RBC as an abandoned vehicle.

Allotments

Councillors learned of an initiative by one allotment tenant to start a tenants' group on social media which was supported. Some weed-infested waste soil has been dumped along the hedge by the track, so a letter has been sent to ask tenants to compost such waste on their allotments.

Councillor vacancies

The Council currently has 3 vacancies and is actively seeking to fill those by co-option. If you wish to be considered, please contact any Councillor or e-mail the Clerk at parishcouncil@eastbridgford.com.

Next Meeting

The next meeting will be a virtual one using Zoom on Monday 8th March at 7.30pm. Members of the public may join using the link published on the agenda.