

Minutes of the Virtual Meeting

on Monday 11 January 2021, commencing 7:30pm by Video Conference

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

IN ATTENDANCE: Clare Fox (Parish Clerk).

- Borough Councillor D Simms and County Councillor F Purdue-Horan.
- There were no members of the public.

2020/583 Apologies for Absence

Apologies were received from Cllr Dawson (ill health) and Cllr J Riddle (ill health)

RESOLVED - Accepted and approved.

Cllr T Strutt sent her apologies, along with her resignation of 11 January 2021, with immediate effect.

RESOLVED - Accepted and approved.

There were no apologies received from Cllr Monni

2020/584 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

There were no other declarations of interest.

2020/585 To receive Public Comment

There were no members of the public present.

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

2020/586 To approve and sign the minutes of the meeting held on 14 December 2020 (Folio reference: 2020/565-582)

RESOLVED: That the minutes of the virtual Parish meeting held on 14 December 2020, having been circulated prior to the meeting, were taken as read, approved, and signed by the chairman as an accurate record.

2020/587 – Matters Arising from the meeting held on 14 December 2020.

569 GDPR Forms

ACTION: Clerk awaits two councillor forms and will request them again.

569 Update on Car Park Condition

RESOLVED: The condition of the car park is good, one Councillor expressed concern at the number of cars parked in the car park overnight.

ACTION: Cllr Clarke to undertake spot checks and report back

571.2 Allotment Invoices to be issued

RESOLVED: Invoices issued 31 December 2020

ACTION: Letter to allotment holders to remind them to refrain from disposing of waste and weeds in the hedgerow

571.6 Letter to Allotment holder

RESOLVED: Letter issued, and tenant has given notice of their intention to vacate the plot. To be offered to the next resident on the waiting list at the end of January 2021.

572.3 Risk Management Scheme clarification

RESOLVED: Information circulated to all councillors and clarification confirmed and approved.

572.4 East Bridgford Bio Diversity Group – Springdale Woods letter

RESOLVED: To monitor the situation once the East Bridgford Biodiversity Group Committee and Friends of Springdale have jointly put procedures in place.

574.2 Tree Management Quotes

Three contractors were approached, two quotes were received (the third contractor couldn't quote due to having Covid).

Advice was received from both contractors to remove T67 (Cherry tree with root problem).

ACTION: Defer any action on T67 and make another application to Rushcliffe Borough Council to fell this tree in the Autumn 2021.

RESOLVED: Proposed by Cllr RT, Seconded by Cllr GS. All in favour to award Summers Tree and Garden Services the contract. Mr Summers to liaise with Mr Pettit to confirm date when the work can be carried out.

575.4 Asset Register terminology clarification

RESOLVED: Terminology clarification was determined and amended. Proposed by Cllr RT and seconded by Cllr GS, all in favour of the amendments and for Cllr Bancroft to approve the amendments.

575.5 Precept

ACTION: To be discussed under item 10.5 of the agenda

577 Brunt's Lane – letter to Rushcliffe Borough Council

ACTION: To monitor the situation and defer to 08 February 2021 Meeting.

581 Litter and Mowing Contract

ACTION: To be discussed under item 16 of the agenda

2020/588 To receive Chairman's Report

The Chairman had circulated his report (see appendix 2020.21/009-010) and noted that most items were on the agenda.

Councillors received an update on the current Covid situation. Cllr Clarke had a conversation with EB Surgery practice manager who advised that they are still in talks with the NHS regarding giving out vaccinations. Residents over 80 have been given appointments in Gamston and surrounding areas through an online booking service. Prescription deliveries to the over 70's has also resumed.

Butt Field play area is open, but the outdoor gym has had to be closed due to the Government Restrictions.

Ten free trees from Rushcliffe Borough Council have been received, 9 of these trees have been given to the tree warden to be planted up and the remaining tree has been planted in the copse at the back of the zip wire on the play park.

2020/589 Items for Determination

7.1 To consider policies:

- Risk Management Scheme
RESOLVED: Proposed by Cllr RT, seconded by Cllr GS, All in Favour.
- Data Protection Policy
RESOLVED: Proposed by Cllr RT, seconded by Cllr MV. All in favour.
- Disciplinary Policy (to be discussed under item 16)
- Email and Use of the Internet
RESOLVED: Proposed by Cllr GS, seconded by Cllr PB. All in favour
- Grievance Policy (to be discussed under item 16)
- Publication Scheme
RESOLVED: Proposed by Cllr RT, seconded by Cllr PB. All in Favour

7.2 Brunts Lane

This has been considered already under item 2020/587 (577) above

7.3 Website Requirements

Cllr Dawson was not present to provide an update report. Due to the current website not being Government Compliant further information is required by the clerk to

determine costs associated with the domain names (eastbridgford.com, eastbridgford.net and eastbridgford.org), emails and web hosting.

ACTION: Clerk to obtain further information and write a report. Deferred to 08 February 2021 meeting.

7.4 Land – Cuttlehill

Correspondence received from a resident that lives on Cuttlehill which was circulated prior to the meeting to all councillors.

The land in question is parish owned land and is currently maintained under the parish council's casual labour contract.

The resident is kindly been public spirited in undertaking some maintenance of this land but there was concern raised that these acts are not covered under the parish council's insurance policy.

RESOLVED: Letter to be sent to resident to thank them for looking after some aspects of this parish council owned land but making it clear that the Parish Council reserves the right to retain ownership of this land.

7.5 Naming of Hamlet Request

Correspondence received from a resident that lives near the windmill on Kneeton Road enquiring about whether they can name the area 'Highfield' East Bridgford.

ACTION: Clerk to contact resident to ask them to attend 08 February 2021 to determine the exact area this 'Hamlet' will begin and end and whether all residents this affects are all in support of this request.

2020/590 Planning

8.1 To consider and make recommendation on Planning Applications

Reference Number: 20/03053/VAR

Development: Variation of condition 2 from planning permission 19/02497/FUL to allow changes in boundary treatments and landscaping

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

RESOLVED: Proposed by Cllr MV, seconded by Cllr GS to object to the planning application due to the variance on the original planning application now affecting neighbouring properties and wish for the condition on the original planning application to remain.

Reference Number: 20/03146/FUL

Development: Replacement of porch and external alterations including addition of patio doors

Location: 4 Bridle Ways, East Bridgford, NG13 8PT

2020.21/005

RESOLVED: Proposed by Cllr MV, seconded by Cllr GS. All in favour that there be no objection to the planning application

Reference Number: 20/03156/RELD

Development: Part demolition of entrance porch and walls to frontage and rear and demolition of conservatory

Location: 4 Bridle Ways, East Bridgford, NG13 8PR

RESOLVED: Proposed by Cllr MV, seconded by Cllr GS. All in favour that there be no objection to the planning application

Reference Number: 20/03173/FUL

Development: Proposed erection of field barn (to replace two existing field buildings) for use for existing farm animals grazing the land (resubmission for 20/02092/FUL)

Location: Land north east of 4 Lammas Lane, East Bridgford, NG13 8LL

RESOLVED: Proposed by Cllr MV, Seconded by Cllr GS. All in favour that there be no objection to the planning application, but a note be made on the application that there is no objection on the condition that the building is not used as a domestic dwelling now or in the future and that any trees that may need to be removed are replaced.

Reference Number: 20/03212/REM

Development: Reserved matters application for the re-plan of 254 plots (parcels 4 and 5) approved under Reserved Matters application 18/01468/REM (originally approved under 17/01170/VAR) including details of access, appearance, landscaping, layout and scale of development.

Location: Land west of Chapel Lane, Bingham, Nottinghamshire

RESOLVED: Proposed by Cllr MV, Seconded by Cllr GS. 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: 20/02551/FUL

Development: Erection of single storey front and rear extension including the application to render and cladding to the original dwelling

Location: 3 Cherryholt Close East Bridgford NG13 8PP

Decision: Planning Permission **GRANTED**

Reference No: 20/02449/FUL

Development: External alterations to existing timber frame garage/carport. Addition of doors and walls with timber cladding to carport area.

Location: Oaktree Barn 8A Kirk Hill East Bridgford NG13 8PE

Decision: Planning Permission **GRANTED**

Reference No: 20/02701/FUL

Development: Demolition of existing Porch, erection of New Porch and Re Rendering of existing house

Location: 3 Cherryholt Lane East Bridgford NG13 8PN

Decision: Planning Permission **GRANTED**

Councillors noted these decisions.

2020/591 Tree Works

9.1 Consider and make recommendations on Tree Works Applications

There were no pending tree works applications

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

Reference No: 20/00178/CONARE

Application: Fell 2 Conifers and Cherry, Crown Lift Poplar to 6m

Location: 47-49 Main Street, East Bridgford

Decision: Permission to proceed **GRANTED**

Reference No: 20/00194/CONARE

Application: Fell 3 Holly Trees and reduce Horse Chestnut by a maximum of 25%

Location: 5 Cuttle Hill Gardens, East Bridgford

Decision: Permission to proceed **GRANTED**

Reference No: 20/00188/CONARE

Application: Reduce Multi-stemmed Sycamore to hedge height, tidy 3 Limes overhanging road

Location: 26 Cherryholt Lane, East Bridgford

Decision: Permission to proceed **GRANTED**

Reference No: 20/00212/CONARE

Application: Crown lift Birch at front to 4m

Location: 2 Lammas Gardens, East Bridgford

Decision: Permission to proceed **GRANTED**

Reference No: 20/00183/CONARE

Application: Fell Cherry Tree

Location: 3 Cherryholt Close, East Bridgford

Decision: Permission to proceed **GRANTED**

Councillors noted these decisions.

9.3 Tree Management Plan

Cllr Clarke gave an update on this under item 2020/587 (574.2)

2020/592 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

Clerk now has access to internet banking and reconciled the bank account against the Scribe system from 01 April 2020 to 31 December 2020.

RESOLVED: Proposed by Cllr RT, seconded by PB, 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 £756.05
Direct Debits totalling £10.00
Cheque payments totalling £1,151.55
Income received totalling £1,395.50

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

10.3 To sign cheques for invoices for payment

RESOLVED: Cllr Clarke signed cheque payments before obtaining a second signatory by Cllr Riddle on 12/01/2021

10.4 Approve Asset Register

This was RESOLVED under item 2020/578 (575.4) above

10.5 To consider 2021.22 Precept

Clerk advised that the Tax Base figure of 854.90 had been received from Rushcliffe Borough Council.

The proposed precept of £42,143.80 was discussed, with a Parish Band D charge of 48.50. This is an increase of 1.6%

RESOLVED: Proposed by Cllr MV, seconded by Cllr RT, all in favour to set a precept of £42,143.80 with a 1.6% increase.

10.6 Year End – Internal Auditor Review

Clerk advised councillors that due to government accountability and to reduce the risk of collusion it is good practice to change internal auditors every 4 years.

It was discussed that due to the parish council having several different clerks over recent years it would be wise to continue with the current internal auditor for another year, as they bring knowledge and experience.

RESOLVED: Proposed by Cllr GS, seconded by Cllr MV to use the same Internal Auditor for 2021.22, all in favour.

ACTION: Clerk to contact Internal Auditor to arrange Quarter 2 and Quarter 3 Audit and Cllr Clarke to speak with them regarding year end.

2020/593 11.1 To receive reports concerning the Playing Field, Pavilion and Play Area

Cllr Bancroft asked the clerk to chase contractor to obtain a firm date when the wooden retainers will be replaced.

ACTION: Clerk to contact Contractor

Once this work has been undertaken clerk to contact Streetwise to lay bark

ACTION: Clerk to obtain quotes to purchase play bark.

11.2 To consider any quotations for necessary repairs and maintenance

Cllr Bancroft asked if he could have permission to obtain quotes for work that has been highlighted on the recent play area RoSPA report.

ACTION: Cllr Bancroft to obtain quotes and bring the information to the 08 February 2021 meeting

Cllr Clarke wished to put on record his thanks to Streetwise for replacing the vandalised bin on Butt Field.

2020/594 To receive Councillor reports (for information only)

None

2020/595 To consider any insurance/risk assessment issues

None

2020/596 To consider any issues arising from GDPR

Two councillor GDPR forms still to be received.

2020/597 To receive items for information and future agenda items

None

2020/598 Private and Confidential

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 PRIOR TO THE COMMENCEMENT OF THE NEXT BUSINESS, THE FOLLOWING RESOLUTION WAS PROPOSED, SECONDED AND CARRIED: "That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw"

Cllr Clarke thanked Borough Councillor D Simms and County Councillor F Purdue-Horan for attending and for their contributions before closing the meeting to the public at 9:07pm

Council concluded its confidential session with the meeting closing at 9.30pm

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

ACTIONS SUMMARY			
Minute Ref	Date	Action	By Whom
569	11.01.21	GDPR Forms	Clerk
569	11.01.21	Car Park – Spot Check	Cllr PC
571.2	11.01.21	Letter to allotment holders re disposing of waste	Clerk
577	11.01.21	Brunts Lane – defer to 08.02.2021 meeting. Cllr's to monitor the situation	Clerk
589 (7.3)	11.01.21	Website – Obtain further information	Clerk
589 (7.5)	11.01.21	Naming of Hamlet – Clerk to contact resident for further information and ask them to attend next meeting	Clerk
592 (10.6)	11.01.21	Internal Audit – organize qtr 2 and qtr 3 audit Discuss Year End and 2021.22 financial year	Clerk Cllr PC
593 (11.1)	11.01.21	Wooden Retainers – contact contractor Obtain quotes for play park	Clerk Clerk
593 (11.2)	11.01.21	Obtain quotes for repairs on the play park	Cllr PB
598	11.01.21	Contact contractors who submitted litter and mowing tenders	Clerk

Appendix to the minutes for meeting held on 11 January 2021 at 7.30pm by video conferencing

Agenda Item 2020/588

Chairman's report, January 2021 update

Covid-19: current status is lockdown.

The Medical Centre has begun home deliveries of prescription medicines to over-70s and vulnerable people again with volunteers from the Care Group and others. The vaccine situation is fluid and as yet there is no indication of if or when they can start vaccinations on site. I have written to the Practice Manager who has agreed to keep me informed of developments to share with you.

Butt Close & pavilion

Grass-roots sport is currently not permitted. Play area –this is open, but the outdoor gym has been closed and taped off.

Grounds maintenance can continue, subject to weather conditions.

Dog fouling – the group of dog owners has kindly monitored the situation, and their findings have been circulated. They will continue to assist with this, for which we are grateful.

The police have been active in respect of the anti-social behaviour around the pavilion and have formally visited the homes of some of the group involved and interacted with local moped riders. Hopefully, things will now settle down again but in the mid to long term, the SC is looking at measures to increase security.

Brunt's Lane fly-tipping

RBC has cleared the two loads of building rubbish near the A6097. Both they and VIA(EM) have replied to the letter sent on behalf of the Council, and their responses circulated to Councillors. A resident has related meeting an RBC officer who was visiting the site as part of the monitoring programme RBC refers to. VIA appears to be reluctant to consider a closure so if the Council wishes to pursue this route, it may wish to approach our County Councillor for his support as with Trent Lane.

Tree Management Plan – work on Butt Close and other aspects

The schedule of work has been submitted to RBC and an acknowledgement has been received from the Tree Officer. Approval can take up to 6 weeks and so, to fit the work in the dormant period & prior to bird nesting, a tree surgeon will need to be contracted to complete the work by the end of February. Two firms out of three approached by the Clerk have visited the site in advance of quoting for the work.

The replacement Field Acer tree from RBC has been planted in the copse, and 9 other trees from the free-trees scheme have been delivered to the Tree Wardens for planting in conjunction with a local farmer.

The Plan has been updated to reflect the felling of the ash trees at the allotments.

Springdale Wood

There has been a considerable amount of e-mails associated with the issues raised in the letter to EBWBD and Friends of Springdale Wood sent on behalf of the Council. The correspondence has been circulated and there is evidence that the necessary debate in those organisations about procedures has begun.

Car Park

Councillors will have been monitoring the new surface following the last meeting. My personal view is that the surface is bedding down. Although it can be moved into ruts by turning vehicles, especially the heavy glass recycling lorry, those ruts seem relatively shallow now, and little if any of the surface material seems to be 'escaping' the confines of the car park - it just seems to move from place to place. Hence, it would seem that any associated risks are relatively low. It will be helpful if Councillors can visit again to form their own views.

Finance & Precept 2021-22

The RBC tool which converts a precept into a percentage change to an exemplar Council Tax figure, usually Band D, is now available. Hence, the effect of an increase in our precept can be assessed & decisions based on a judgment about the balance between what we need and the impact on residents.

Policies

The second tranche of policies identified and produced by the Clerk are to be considered and, as before, it is recommended that these be adopted and a timetable & mechanism for periodic review be considered.

'Naming our hamlet'

An e-mail from a resident who lives in the small group of dwellings around and including the old windmill on Kneeton Road north of OldHill Lane (green lane) has been received and circulated, together with an initial response to try and help with identifying potential issues relating to the request. Councillors will need to consider how to proceed.

Apple Tree

John Woodcock, has kindly donated a Royal George apple tree. This variety, a cooking apple, is listed as being a variety discovered by George Clarke, a bricklayer in East Bridgford, and first recorded at the end of the 19th C. It has now been planted in the community orchard behind the horticultural shed.