

East Bridgford Parish Council
Minutes of the Virtual Meeting held on Monday 12th October 2020 at 7.30 pm
by video conference.

Present: Councillors P Clarke (Chairman), P Bancroft, J Dawson, M Monni, J Riddle, G Stevens, R Thomas, M Verner
Also present: Clare Fox, Clerk (from item 2020/532), Liz Reid, Deputy Clerk (minute taker) Borough Councillor D Simms, County Councillor F Purdue-Horan
Public: None

2020/529	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 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 Strutt on matters relating to the Horticultural Society and as an employee of St Peters Academy.
2020/530	Apologies for Absence Apologies were received from Councillor T Strutt.
2020/531	Appointment of New Clerk and Responsible Financial Officer
	Agreed that the item be confidential and the prospective Clerk left the meeting for this item. Proposed by Councillor Stevens, seconded by Councillor Dawson and RESOLVED that: Clare Fox be appointed as Clerk and Responsible Financial Officer for East Bridgford Parish Council. The Chairman welcomed Clare Fox to the meeting on behalf of the Parish Council.
2020/532	Public Comment
	None.
2020/533	Minutes of the Virtual Parish Council Meeting held on 14th September 2020
	Resolved that the minutes of the Virtual Parish Council meeting held on 14th September 2020 be approved and signed.
2020/534	Matters Arising
2020/534.1	515.2 Winter Service Requirements – salt had been ordered for delivery to the Chairman’s house in the first instance as agreed at the previous meeting 515.3 Update to parish noticeboards – list of councillor contact details had been published on the noticeboard 515.4 Removal of allotment structure – to be carried out on 15 th October. Allotment holders had been asked not to tend allotments on that day 515.5 Community Tree Scheme – application had been submitted in consultation with village Tree Wardens and it was likely that ten trees would be received in the coming months 515.7 Greater Nottingham Strategic Plan – Chairman had submitted comments to the Borough Council expressing concern that the village appeared to be included in an identified growth zone centred on Bingham and the junctions of the major roads A46, A52 and A6097. In addition there were indications that the national planning framework was under review

	<p>519.2 Website Accessibility Statement had been published on the village website by the statutory deadline of 23rd September 2020. An audit carried out by the Deputy Clerk had identified several failures to comply with the legislation and therefore a solution was required. Action: Councillors Dawson, Riddle and Monni to meet with Clerk and Deputy Clerk to consider how to move forward with the website as agreed at the previous meeting</p> <p>520 Best Floral Display competition winners: 1st prize 41 Cross Lane 2nd prize 30 Crossways Drive 3rd prize 4 Farm Close</p> <p>521.3 Sports Club AGM planned for 4th November. Ground works had started that week. Councillor Riddle would report back from the AGM to the next Parish Council meeting.</p>
2020/535	Chairman's Report
	<p>The Chairman had circulated his report (see appendix) and noted that most items were on the agenda. The Chairman informed Councillors that a provisional date for 18th November had been given for the removal of the beech tree in Cuttle Hill Gardens and as such the play area would remain closed until then.</p> <p>The Trent Lane closure had been made permanent and the yellow lines had been painted in the village. Improvements to the A614/A6097 corridor were planned by the County Council, including at the Kirk Hill junction.</p> <p>Councillor Stevens commented on the ongoing closure of footpaths 13 and 14 and noted that these were being used by walkers despite the closure. Councillors discussed this further and felt that action was required, either to repair the damage or secure the closure of the footpaths.</p> <p>The Chairman noted that the outgoing Clerk, Mrs Anne Chisholme had now finished working and thanked her for her contribution to the Parish Council. He also thanked the Deputy Clerk for providing cover in the interim period.</p> <p>Action: Chairman to send formal letters of thanks to former Clerk and Deputy Clerk.</p>
2020/536	Items for Determination
2020/536.1	Responsibility for Trees on Corner of Farm Close
	<p>Councillors discussed options for ownership of the trees on the corner of Farm Close. The developer had now paid the Parish Council for the pruning of the two cherry trees and removal of a third tree. It was felt that the Parish Council should seek to obtain ownership of the trees and that the land should be kept in good condition in consultation with the owners of 1 Farm Close.</p> <p>Proposed by Councillor Dawson that the developer be requested to arrange transfer of the land and responsibility for maintenance to the Parish Council, and to cover the legal costs of such transfer, seconded by Councillor Riddle and all in favour.</p> <p>Action: Clerk to write to developer requesting transfer of land.</p>
2020/536.2	Rural Community Action Network Membership
	<p>Proposed by Councillor Riddle that the Parish Council pay for the annual subscription to the Rural Community Action Network at a cost of £95.00, seconded by Councillor Dawson and all in favour.</p> <p>Action: Clerk to arrange to pay subscription to RCAN.</p>

2020/536.3	Casual Labour and Litter Collection Contract
	<p>Councillors discussed the village Casual Labour and Litter Collection Contract which was due for renewal. There was now an opportunity to review the specifications to include all the work required, including frequency where necessary, and to facilitate a process which enabled the Council to meet its obligations for ensuring value for money. The Chairman noted that there were two separate elements: firstly the tender specification and secondly the award and monitoring of the contract. The tender specification should be reviewed to ensure the areas and frequency were included.</p> <p>Proposed by Councillor Riddle, seconded by Councillor Thomas RESOLVED that the Casual Labour and Litter Collection Contract specification be reviewed and put out to tender (All in favour).</p> <p>Action: Clerk to liaise with Councillor Bancroft in preparing the contract specification and begin the tender process with a report to the November meeting.</p>
2020/536.4	Additional Expenditure for Resurfacing of Car Park
	<p>The Chairman noted that work on resurfacing the car park was due to take place in November. He was awaiting confirmation that the cost would be as quoted earlier in the year. Councillors noted that delegated authority could be given to the Clerk to approve additional expenditure to cover any increased costs of materials incurred as result of the covid-19 situation.</p> <p>Proposed by Councillor Riddle, seconded by Councillor Thomas and RESOLVED that delegated authority be given to the Clerk to approve additional expenditure of a maximum of £200 to resurface the car park (7 in favour and 1 against).</p>
2020/536.5	Consultation 'Planning for the Future – The Planning White Paper'
	Councillors considered the 'Planning for the Future ' The Planning White Paper' consultation document and were invited to submit any comments direct to NALC.
2020/536.6	Consultation ' Transparency and Competition: a Call for Evidence on Data on Land Control'
	Councillors considered the 'Transparency and Competition: a Call for Evidence on Data on Land Control' consultation and were invited to submit any comments direct to NALC.
2020/536.7	Local Government Re-organisation Focus Groups
	Councillors noted that the County Council were hosting focus groups on Local Government re-organisation.
2020/536.8	NALC Virtual AGM Representation
	<p>Councillors noted that NALC Virtual AGM would be held on 19th November 2020.</p> <p>RESOLVED that Councillor Bancroft would represent the Parish Council.</p>
2020/537	Report from Planning Committee 12th October 2020
2020/537.1	<p>Councillor Dawson noted that the Planning Committee that evening had been adjourned to make way for the Parish Council meeting. The following items were carried over from the agenda:</p> <p>Item 7.1 Councillor Verner declared an interest in application 20/01930/FUL and took not part in the discussion. Reference: Related to 20/01930/FUL</p>

	<p>Works: thinning of the tree group due to heavily overgrown copse. All Leylandii hedges will be removed once checked for nesting birds (that applies for all trees). Removal of 3 Poplar to the rear of the copse. Removal of 8 Poplars on the norther boundary close to 8 East Bridgford Hill. Removal of small tree group next to the boundary wall at the rear of the former coach house. Location: East Bridgford Hill 4 Kirk Hill East Bridgford NG13 8PE</p> <p>Councillors questioned why work was being carried out on site when planning permission had not yet been granted for the application. The Deputy Clerk informed Councillors that the tree works were incidental to the planning application. The village Tree Wardens had expressed concern about the loss of the poplar trees and the associated wildlife habitat.</p> <p>Proposed by Councillor Riddle, seconded by Councillor Monni and RESOLVED that no objections be raised and requested that a significant replacement tree management scheme be put in place comprising substantial and mature trees.</p> <p>Reference: 20/00164/CONARE Works: Reduce magnolia tree in the back garden by around 2-3ft all round (will remove most of the annual growth). Slight crown lift to allow for the owner to mow the grass below. Location: 4 Lammas Lane East Bridgford NG13 8LL.</p> <p>Proposed by Councillor Dawson, seconded by Councillor Riddle and RESOLVED that no objection be raised.</p> <p>Item 8. Documents for consultation Councillors considered this under minute 536.5 and 536.7.</p>
2020/537.2	<p>No application had been received regarding Butt Lane housing development.</p> <p>ACTION: Butt Lane housing development to remain a standing item on the agenda</p>
2020/538	Finance
2020/538.1	<p>The bank reconciliations were considered. Councillor Dawson queried cheque 11090. Councillor Bancroft explained this was for play bark and inspections.</p> <p>Proposed by Councillor Riddle, seconded by Councillor Stevens and RESOLVED that the bank reconciliations be approved and signed.</p>
2020/538.2	<p>The Schedule of Payments were considered.</p> <p>Proposed by Councillor Riddle, seconded by Councillor Stevens and RESOLVED that the Schedule of Payments be approved and signed.</p>
2020/538.3	<p>The cheques for invoices would be signed as appropriate by the Chairman and a Councillor.</p>
2020/539	Playing Field, Pavilion and Play Area
2020/539.1	<p>Councillor Bancroft noted that he had received a quote for repairs to the wooden retainers at the zip wire and would require additional bark once the repairs had been completed. Councillors queried the amount and felt it was high. Councillor Bancroft explained that the wood had a 25 year warranty and that since the play equipment was installed in 2010 the wood had rotted and money had to be spent on repairs. Councillors noted that at a previous meeting a request had been made for the maintenance costs to be brought to the Parish Council. This would enable an assessment to be made on whether to continue with ongoing maintenance or seek funding for a new play area. They asked that this</p>

	<p>information be brought to the next meeting. Councillors commented on the importance of the play area in the village and the need to ensure it was a safe space for children in the village. Any new play area would also require funds for maintenance and upkeep.</p> <p>Proposed by Councillor Riddle, seconded by Councillor Thomas and RESOLVED that the Clerk obtain two further quotes for repairs to the wooden retainers before the end of October and if not received continue with the current quote (7 in favour and 1 against).</p> <p>Action:</p> <ul style="list-style-type: none"> • Clerk to obtain two further quotes for repair work to wooden retainers by end of October • Maintenance costs for play area to be presented to next meeting of Parish Council
2020/539.2	<p>Councillor Bancroft noted that there was no maintenance contract in place for the play area equipment and it was becoming necessary to have one in place. Weeding and grass cutting was not being carried out satisfactorily, although it was included in the current casual contract. The Clerk commented that part of her role was to ensure work was being carried out and she could carry out a weekly visit. Councillor Bancroft noted that he carried out a weekly inspection of the play area and field and passed the information to the Clerk for her to follow up.</p> <p>Councillors discussed whether play area maintenance could be included as part of the Casual Labour and Litter Collection Contract. The Chairman noted that there were two elements to the current contract and that the maintenance could be added as a third element, as not all prospective tenderers would have the experience to carry out all elements.</p> <p>Action: Clerk to work with Councillor Bancroft and Councillor Riddle on the Casual Labour and Litter Collection Contract, including the option of the play area maintenance being a third element. Report to November meeting.</p>
2020/540	Other Matters for Discussion
2020/540.1	Issues Arising from the Community Plan Group (CPG) Action Planning
	<p>The Chairman reported that he had received correspondence from a member of the CPG regarding their dissatisfaction with the decision made by the Parish Council on the planning application for a proposed tea room on Kneeton Road. The member had also raised concern that it had not been possible to install additional traffic signs on Kneeton Road.</p>
2020/540.2	Outcomes of NCC Review of Trent Lane Closure and Kirk Hill Junction Proposals
	<p>The Chairman thanked County Councillor Purdue-Horan for his involvement in the permanent closure of Trent Lane and the installation of yellow lines in the village. He asked the Councillor about the proposals for Kirk Hill junction. Councillors commented that an extension of the 30 mph speed limit should be made to the junction. Councillor Purdue-Horan responded that the proposals were in the early stages. A request for changes to the speed limit was not unreasonable as there was now more pressure on the village due to the additional residential properties.</p>
2020/540.3	Ongoing Closure of Footpaths Along and Above Weir
	<p>Following discussion under minute 535 above the Chairman would write to Via East Midlands expressing concern about people using the footpath regardless of the closure and seeking an update on the situation.</p> <p>Action: Chairman to email Via East Midlands regarding footpath closure</p>

2020/541	Councillors' Reports None.
2020/542	Correspondence None.
2020/543	Insurance and Risk Assessment Issues Risk assessment of play area undertaken in light of the dangerous tree in Cuttle Hill Gardens. Play area closed for safety reasons until tree removed. Reduced levels of bark in zip wire area – low risk.
2020/544	Issues Arising from GDPR The Clerk asked whether councillors had signed an agreement for their contact details to be made public. The Chairman responded that all councillors have separate council email addresses. Action: Deputy Clerk to follow this up
2020/545	Date of Next Meetings: Planning Committee (virtual meeting) 26th October 2020 at 7.00 pm. Another date may be set following receipt of Butt Lane application. Full Council (virtual meeting) to be held on 9th November 2020 at 7.30 pm Action: Clerk to add meeting calendar for 2021 to November agenda
	The Chairman thanked Councillors for their contributions to the meeting. There being no further business the meeting closed at 9.00 pm.

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Chairman

Date:

East Bridgford Parish Council

Appendix to the Minutes for meeting held on 12th October 2020 at 7.30 pm by video conferencing

Agenda Item: 2020/535

Chairman's report, October 2020

a) Butt Close & pavilion

Play area – a resident of Cuttle Hill Gardens notified the PC that a large copper beech tree in his garden had been diagnosed with a fungus disease which attacks the roots, which means that the tree may fall at some point. The radius of fall includes a large part of the play area, so this has been closed and the gates secured with lock chains. Notices were placed on the play area & advised in social media. The RBC Tree Officer has confirmed that the tree should be felled and the resident subsequently asked for access to the field for a crane & chipping machine. Councillors were circulated with this request. Since the matter is urgent, a decision was needed in advance of the October meeting, and from the responses given, it was felt that the risk of damage to the playing surfaces, especially the senior football pitch, was too great, and the resident was advised that he would need to arrange the felling and removal of wood from within his property.

Trees around the tennis court – the tennis club has requested that the trees adjacent to the court which are now overhanging the courts are cut back this winter as the falling leaves can be slippery which is a hazard. It has also been found that a tree root has managed to get through the root barrier at one point and is beginning to lift the surface, a situation which will get worse if not corrected. It is recommended that a programme of tree works for Butt Close is identified, and the work to cut back the tennis court trees is included. The root barrier will need some form of inspection and corrective action as necessary.

b) Allotment – removal of old sheds

The contractor allocated the job of demolishing the sheds on 13d has confirmed a date of 15th October, starting at 9.30am. The Deputy Clerk has kindly informed all allotment tenants adjacent to the path involved so that they can avoid the area for that morning.

c) Trent Lane and Kirk Hill traffic lights

The NCC Communities and Place Committee has decided to make the closure of Trent Lane permanent. The report to the Committee recommending permanent closure also refers to planning for changes to the Kirk Hill junction as the "seventh" element in a series of changes to various islands/junctions down the A614/A6097 corridor. A recent survey carried out there is a further indication but as yet no firm details are available.

d) Main Street/Kneeton Road crossroads

The scheme for primrose-coloured double yellow lines at this junction has finally been completed, together with a new bus stop zone just up from The Royal Oak. The latter, apart from providing a zone where the bus can drop off or pick up passengers, also gives another pull-in area for vehicles waiting for on-coming traffic to pass before proceeding. Traffic, especially at school times, is not yet back to normal, so it remains to be seen how effective these measures are. Parking for school staff and others is now further reduced, so the impact of this will need to be monitored.

e) Footpaths closures

A resident has drawn attention to the on-going closure of footpaths 13 and 14 (on top of the cliff above the weir, and along the weir river bank respectively). These were closed for safety reasons, following a land-slip from the cliff. Neither specifically affected section is on PC-owned land, although Bridleway 35 which is PC-owned leads on to the lower one. There is no doubt these paths are important to residents but any action by the PC would probably be limited to

requesting NCC Footpaths section of the Highways Dept., which is responsible for this kind of decision, to keep reviewing the situation.

f) A note of thanks

Finally, I would like to thank our leaving Clerk, Anne Chisholm, and our Deputy Clerk, Liz Reid, for their great help during the change-over of responsibilities. There are always complexities in these situations and things which need to carry on regardless of circumstances, so I'm sure all Councillors will want to join me in this and also send our best wishes to Anne for the future.

Virtual Meeting Held on 12th October

Payments List

Payments

Accounts Heading

Cheque

11911	Staff)		
11912	Staff)		
11913	Staff)	Staff expenses and wages	£873.13
11914	Staff)		
11915	HMRC		TAX/NI	£491.71
11916	Streetwise		Play Area Inspections	£164.40
11917	B Crossland		Maintenance Contract	£420.00
11918	P Clarke		Locks	£37.36
11919	Cancelled cheque			£0.00
11920	Smart Skip Hire		Asbestos Removal	£585.00
	Total			£2,571.60

Signed Chairman EBPC Dated

Signed Clerk & RFO Dated