

PAPPLEWICK PARISH COUNCIL

Minutes of the meeting held at Papplewick Village Hall, Linby Lane, Papplewick on Wednesday 13th March 2019

Present: Cllr Stephanie Roberts (Chairman), Cllr Carolyn Hesketh (Vice-Chair), Cllr Jules Salmons, Cllr Helen Guyler, Cllr Nigel Penlington, Cllr Stephen Walker and the Clerk.

Parishioners/Visitors: Inspector Chris Pearson, Inspector Helen Walker, Mr Kerr W Lewis (from 21:10)

| Minute No | | Action |
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| 21/19 | APOLOGIES Cllr T Savage Cllr's C Barnfather, C Powell | |
| 22/19 | DECLARATIONS OF INTEREST Cllr Roberts – Papplewick & Linby Cricket Club Cllr Penlington – Papplewick & Linby Village Hall | |
| 23/19 | APPROVAL OF MINUTES The minutes of the January meeting were accepted as a true record. Proposed by Cllr Roberts seconded by Cllr Hesketh and signed by the Chairman Cllr Roberts. | |
| 24/19 | MATTERS ARISING NOT COVERED IN THE AGENDA <u>Whyburn Medical Practice</u> Cllr Roberts advised of a letter from CCG advising they are currently in the process of securing a new provider and are implementing plans to ensure there is as much continuity as possible for all patients registered at the practice. | |
| 25/19 | OPEN FORUM Cllr Roberts welcomed Police Inspector Chris Pearson and Sergeant Helen Walker to the meeting. Inspector Pearson advised he has been in the post since November and is trying to speak to as many people as possible about policing issues in local areas. He advised that one of the most significant issues is knife crime in Arnold which has been in the media recently. He advised due to the increase in precept, there will be an increase in police presence, the response team and an increase number of staff within neighbourhood policing. He advised the issues small villages face are not mirrored by those in the city and towns, and advised they do have to deal with incidents by priority. Cllr Walker advised that one of the major concerns for the village is the increase in the numbers of thefts from property, sheds and garages. Inspector Pearson advised that locally and nationally burglary has risen. He advised that burglary is a priority for them and they have officers working in plain clothes, over-night and have recently made an arrest of a well-known burglar in Ravenshead. He advised it is very important that the public work with the police and report any suspicious activity. He advised too often people don't contact the Police and yet it could be that their information will lead to an arrest further down the line. He advised it is not always possible for police to attend the area or come out to homes to follow up calls, however, he advised he does look through the reports from the previous 24 hours and advised it doesn't take long to build up connections. | |

Initials Chairman

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| | <p>Sergeant Walker advised that if you think something is suspicious, then report it. The report will get processed by the Control Room and it is then decided what action to take and whether it gets fed to intelligence. Inspector Pearson advised he publishes a monthly blog on the police website which talks about all the issues in the previous month and gives crime prevention advice. He advised the PC share the link to the website and his blog. He also advised he will forward a fortnightly letter to the Parish Councils, though this is not for the public. Cllr Salmons advised including a section in the PC newsletter and on the website, asking people to contact the police</p> <p>He commented that the fear of crime in Gedling is high, and he is looking at how to repair that, which will include organising resources, more effective communication, attending PC meetings where possible, information through newsletters and looking at community engagement in neighbourhood policing.</p> <p>He advised they are looking at funding through the Safer Nottinghamshire Board with Gedling Borough Council to purchase digital CCTV doorbell systems for the most vulnerable people who are repeat victims of burglary. Discussions with the Council are expected this week.</p> <p>Cllr Penlington advised the PC are looking at new CCTV on the playing field. Inspector Pearson advised that the police have their own Technology Surveillance Unit and they may be able to offer the PC some advice.</p> <p>Inspector Pearson advised that money will be invested in the future for Neighbourhood Watch. The PC advised the Scheme had collapsed years ago due to lack of volunteers.</p> <p>The PC advised of the issues with speeding in the village, particularly along Moor Road. Inspector Pearson advised that the community road safety scheme in Ravenshead had collapsed due to withdrawal of funding. However, it is being set up again with the vision that it will be a network of volunteers deployed in and around Gedling. He advised they have the equipment and are passionate about getting it out on the road.</p> <p>*Inspector Pearson and Sergeant Walker left the meeting at 20:20</p> <p>Mr Kerr commented on the flooding on Blidworth Way. Cllr Salmons advised that Via have been out a few weeks ago and cleared out the culverts.</p> | <p>Cllr Walker to include link to website and blog in newsletter</p> <p>Clerk to request details from Inspector Pearson.</p> <p>Clerk to request contacts from Inspector Pearson.</p> <p>Clerk to contact Via</p> |
| 26/19 | <p>PAPPLEWICK ENVIRONMENT & COMMUNITY FUND Cllr Walker advised making a start on the NP Actions.</p> <p>Cllr Penlington advised the Fund could include installation of solar panels in the bus shelters. Cllr Roberts commented she had researched the Panels and they were reasonably priced and worth exploring further.</p> <p>Cllr Hesketh to pursue purchasing the planter.</p> | <p>Cllr Hesketh to purchase planter</p> |
| 27/19 | <p>HEALTH & SAFETY POLICY No updates</p> | <p>Cllr Penlington to pursue</p> |

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| 28/19 | NEIGHBOURHOOD PLAN UPDATE - ACTION PLAN No updates | PC to discuss NP actions |
| 30/19 | NEW NOTICEBOARD & DISPENSER ON PLAYING FIELD - UPDATE Cllrs Salmons, Savage and Penlington to pursue | Cllrs Salmons, Savage and Penlington to pursue |
| 31/19 | UPDATE ON THE CLEAN UP EVENT – 9th FEBRUARY The PC advised it was a successful event and thanked the parishioners who volunteered to help and Mr Mayoh at the Griffins Head for providing coffee and bacon cobs. Cllr Walker advised holding another clean up event towards the end of April. | PC to arrange Clean up event end of April and include in next Newsletter |
| 32/19 | CORRESPONDENCE RECEIVED All correspondence received had been circulated to the PC prior to the meeting. <ul style="list-style-type: none"> - Papplewick Pumping Station Leaflet for 2019 - Cllr Walker advised an Officer at GBC had contacted him to request a letter of support from the PC for their grant to create a multiuser trail on the County Councils owned Calverton Line. He advised a letter supporting the project was sent from the Chairman on behalf of the PC. He also advised a letter of support was sent from Moor Pond Woods. - Cllr Roberts advised she had received an email from Better Broadband for Nottinghamshire advising that Fibre to the Premise Service (super fast broadband) is now available on Mansfield Road, down Ash Lane and towards the Pumping Station. She advised this isn't automatically upgraded, and that residents will have to place an order. She advised including details with the newsletter | Cllr Roberts to include pull-out document in newsletter for Mansfield Road residents |
| 33/19 | LOCAL IMPROVEMENT SCHEME (LIS) Since the last meeting, the PC explored applying for funding to create an official lay by at Moor Road (and under the Railway Bridge). In order to apply for the LIS grant, the PC needed to provide details of the costs involved. When the Clerk contacted Via they advised they will not provide an estimate on cost without going out to the site and that will cost £1,000.00. The PC agreed not to pursue, as the layby is also a consideration for the Transport & Maintenance Scheme (see agenda item below). Cllr Walker advised that Friends of MPW have applied for LIS funding for the footpath throughout Papplewick Dam. | |
| 34/19 | TRANSPORT & MAINTENANCE SCHEME UPDATE The Clerk advised the two schemes submitted (the layby Moor Road and footpath on Main Street) have gone through to the next stage for consideration. | |
| 35/19 | UPGRADING THE PC WEBSITE – UPDATE Cllr Hesketh advised that following on from the last meeting she had sent out emails to three website companies to quote for a new website which would comply with the upcoming website regulations. Cllr Walker commented he would advise contacting the small, local business who have created MPW website and agreed to pass on details to Cllr Hesketh. | Cllr Walker to pass contact details to Cllr Hesketh. |

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| | <p>Cllr Walker advised the PC need to catalogue what's on the website and what needs to be kept. He advised the PC need a clear specification of what it looks like and what it's got to do so that it can go out to tender. He agreed to allocate each Councillor an area of the existing website to review and make recommendations on within 4 weeks of the meeting. Cllr Hesketh to then contact potential web companies for quotes prior to the next meeting.</p> <p>Cllr Roberts asked if NALC have any recommendations for web developers specifically for Parish Councils. The Clerk to pursue.</p> <p>Cllr Hesketh asked all Cllr's to come back to her with ideas of what they would like from the new website, and then she can go back to the web developer, and obtain further quotes.</p> | <p>Cllr Walker to allocate areas on website to Cllr's</p> <p>All Cllr's to make recommendations within 4 weeks of the next meeting</p> <p>Cllr Hesketh to contact Web companies</p> <p>Clerk to contact Nalc for advice.</p> |
| 36/19 | <p>CHRISTMAS DECORATIONS – UPDATE</p> <p>Cllr Hesketh advised she had received a quote for lamp post decorations, from £450 – 800 per light. She advised this would be a one-off payment, however other factors would include hiring an electrician and getting proper permissions. She asked if the PC would consider erecting a Christmas Tree, opposite the Griffin's Head, in Marshalls Field. She advised she has spoken to the Marshall Family and they would agree to this. She advised the tree at Linby cost £350 this year and the Clerk advised that delivery was £50. The PC agreed and advised that the profit made from the Bonfire event could pay for lights. Cllr Hesketh to liaise with Cllr Lewis (Linby PC).</p> | <p>Cllr Hesketh to liaise with W Lewis</p> |
| 37/19 | <p>PLANNING APPLICATIONS RECEIVED</p> <p>2019/0034 Burntstump Cottage, Demolition of existing single rear extension, erection of two storey rear extension and conversion of existing garage. Cllr Roberts advised the property is located in Arnold.</p> <p>2019/0058 107 Mansfield Road, Detached garage with first floor to rear. Cllr Roberts advised this is retrospective permission as the garage is already built. Cllr Penlington asked whether the PC could request a clause be added about residency or occupancy. Clerk to liaise with GBC Planning.</p> <p><u>Other</u></p> <p>Cllr Roberts requested an update on the Caravans at Seven Acres. Clerk to pursue.</p> <p>Cllr Hesketh requested an update on the gates at Papplewick Lodge. Clerk to pursue.</p> | <p>Clerk to contact Planning.</p> <p>Clerk to contact the Enforcement Officer.</p> <p>Clerk to contact the Enforcement Officer.</p> |

| 38/19 | <p>PARISH COUNCIL ACCOUNTS</p> <p>a. <u>Current Account balance</u> £48,597.13</p> <p>b. <u>Payments & Receipts</u> Payments:</p> <table border="1" data-bbox="352 293 1177 674"> <thead> <tr> <th>Date</th> <th>Details</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>23/01/19</td> <td>NALC – Subs</td> <td>£134.60</td> </tr> <tr> <td>23/01/19</td> <td>Village Hall – Hall hire for 14/11</td> <td>£14.00</td> </tr> <tr> <td>23/01/19</td> <td>Glasdon – bag dispenser</td> <td>£114.11</td> </tr> <tr> <td>01/02/19</td> <td>E Gretton – Jan wages & home office exp</td> <td>£389.24</td> </tr> <tr> <td>07/02/19</td> <td>Parish Mag printers – Feb newsletter</td> <td>£61.00</td> </tr> <tr> <td>13/02/19</td> <td>Proweb – Domain & business starter</td> <td>£102.11</td> </tr> <tr> <td>19/02/19</td> <td>GBC – Playground surface repairs</td> <td>£2,380.80</td> </tr> <tr> <td>01/03/19</td> <td>E Gretton – Feb wages & home office exp</td> <td>£389.24</td> </tr> <tr> <td>01/03/19</td> <td>Parish Online – Subs</td> <td>£36.00</td> </tr> <tr> <td>01/03/19</td> <td>RBL – 30 lamp post poppies</td> <td>£120.00</td> </tr> <tr> <td></td> <td style="text-align: right;">TOTAL</td> <td>£3,741.10</td> </tr> </tbody> </table> <p>Receipts: None</p> <p>c. <u>Review Ear Marked Reserves</u> The PC reviewed the Ear Marked Reserves. Clerk to update.</p> | Date | Details | Amount | 23/01/19 | NALC – Subs | £134.60 | 23/01/19 | Village Hall – Hall hire for 14/11 | £14.00 | 23/01/19 | Glasdon – bag dispenser | £114.11 | 01/02/19 | E Gretton – Jan wages & home office exp | £389.24 | 07/02/19 | Parish Mag printers – Feb newsletter | £61.00 | 13/02/19 | Proweb – Domain & business starter | £102.11 | 19/02/19 | GBC – Playground surface repairs | £2,380.80 | 01/03/19 | E Gretton – Feb wages & home office exp | £389.24 | 01/03/19 | Parish Online – Subs | £36.00 | 01/03/19 | RBL – 30 lamp post poppies | £120.00 | | TOTAL | £3,741.10 | Clerk to update Ear Marked Reserves |
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| | TOTAL | £3,741.10 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 39/19 | <p>PLAYING FIELD</p> <p>a) <u>General – vandalism & litter</u> Cllr Hesketh advised Dave Southgate will continue to litter pick.</p> <p>b) <u>Inspection duty book handover and report</u> Cllr Walker to handover to Cllr Guyler</p> <p>c) <u>Inspection report and risk assessments</u> Noting to report</p> <p>d) <u>Playing field working party update</u> Cllr Walker advised the tree inspection will cost £45 per hour and should take around 2 hours. Cllr Roberts to meet with the Tree Inspector on 4th April. The Clerk to pass on details. Cllr Penlington advised including the trees on Church Lane. The PC agreed.</p> <p>e) <u>Skate park noise</u> No updates.</p> <p>f) <u>CCTV camera – Data Retention Policy from Village Hall & Data Sharing Agreement Update</u> No updates. Cllr Hesketh to pursue</p> <p>g) <u>CCTV Notices Updates</u> Cllr Hesketh advised that when members of the PC meet to install the noticeboard, she will meet on the playing field and review the notices</p> <p>h) <u>New CCTV equipment for Playing Field Update</u> No updates – Clerk to contact Inspector Pearson for contact details</p> <p>i) <u>Picnic in the Park Event, Sat 6th July – PC to discuss</u> The PC decided not to pursue</p> | <p>Clerk to pass on Cllr Roberts details to the Tree Inspector.</p> <p>Cllr Hesketh to pursue</p> <p>Cllr Hesketh to pursue</p> <p>Clerk to contact Inspector Pearson</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| 40/19 | <p>HIGHWAYS MATTERS</p> <p>a) <u>Lengthsman Scheme</u> The PC confirmed the Lengthsman has carried out all jobs requested. Jobs to do include continuing to work on Moor Road, clean the Papplewick Village sign on Papplewick Lane, clear the weeds on the paving at the Village Hall, repair fence at the end of Church Lane (rails are missing) and clear the brambles by the railway bridge at the first section down to Stankerhill. Cllr Hesketh advised she will also request he keep on top of the flower beds over the summer. Cllr Hesketh advised she has asked Emma at Ravenshead PC if the unused hours can be carried forward to the next financial year. Mr Lewis advised he had spoken to Cllr Barnfather who indicated that it would be acceptable to carry forward the hours.</p> <p>Cllr Walker requested the Clerk contact NCC to advise a tree has fallen down across the footpath near the A60 (corridor section of Stankerhill).</p> <p>b) <u>Proposed Roundabout Papplewick Lane / Moor Road junction</u> No updates</p> <p>c) <u>Fly tipping update</u> Cllr Penlington advised of fly tipping under the railway bridge on Moor Road. The Clerk to report it to GBC.</p> <p>d) <u>Other Items discussed:</u> Cllr Walker advised a dropped kerb has been installed by the Hall gates on Blidworth Waye.</p> <p>Cllr Penlington advised the grips along Moor Road, from the end of the 30mph limit to the Railway bridge are no longer functioning. Clerk to contact Highways.</p> | <p>Clerk to report to NCC.</p> <p>Clerk to report fly tipping to GBC</p> <p>Clerk to contact Highways.</p> |
| 41/19 | <p>REPRESENTATIVE REPORTS</p> <p>a) Village Hall: See report in APA Minutes. Cllr Penlington added the risk assessment is now complete, there has been some safety improvements to the entrance, discussions about improving the proposal to extend the carpark and widen the entrance to create another way in and out. They have received a donation of paint to re-mark the car park.</p> <p>b) Julian Cahn: See report in APA Minutes</p> <p>c) Moor Pond Wood: See report in APA Minutes</p> | |
| 42/19 | <p>COUNCILLOR REPORTS</p> <p><u>42.1 Bonfire Event – 2nd November 2019</u> Cllr Hesketh advised the agreement has been signed by Papplewick Parish Council and Linby Parish Council and advised she is happy to continue being the representative on the working party, but advised she will not be available on the night. Mr Lewis advised he has received 2 invoices, one for Papplewick PC and one for Linby PC towards the contribution of the Fireworks, and passed them to the Clerk.</p> <p><u>42.2 HR Committee Update</u> Cllr Hesketh gave a brief overview of the HR Committee Meeting held on 7th March. She advised the meeting lasted 10 minutes, and recommended that future HR meetings be held after the January meeting. Cllr Penlington requested there be an agenda item for Staff development plans.</p> | <p>Clerk to arrange payment for fireworks</p> |

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| | <p><u>42.3 PC Strimmer</u> Cllr Penlington requested the Clerk contact the Insurers to find out if the policy has new for old and if it does, to advise that the PC strimmer has been stolen.</p> <p><u>42.4 Flowers</u> The PC agreed for Cllrs Hesketh and Salmons to pursue purchasing flowers for the planters</p> <p><u>42.5 Street light, Mansfield Road</u> Cllr Roberts advised a resident is experiencing difficulty pulling off their drive due the poor quality of the street light. Cllr Roberts requested the Clerk contact Highways.</p> | <p>Clerk to contact insurers</p> <p>Cllrs Hesketh & Salmons to pursue</p> <p>Clerk to contact Highways re: street lighting</p> |
| | <p>DATE OF NEXT FULL COUNCIL MEETING Wednesday 8th May 2019</p> | |

The meeting ended at 21:38

Signed: _____ **Chairman**

Initials Chairman