

# PAPPLEWICK PARISH COUNCIL

## Minutes of the meeting held at Papplewick Village Hall, Linby Lane, Papplewick on Wednesday 9<sup>th</sup> January 2019

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

Cllr C Barnfather (NCC, GBC)

**Parishioners/Visitors:** 4

<b>Minute No</b>		<b>Action</b>
1/19	<b>APOLOGIES</b> Cllr H Guyler Cllr C Powell, GBC	
2/19	<b>DECLARATIONS OF INTEREST</b> Cllr Roberts – Papplewick & Linby Cricket Club Cllr Penlington – Papplewick & Linby Village Hall	
3/19	<b>APPROVAL OF MINUTES</b> The minutes of the previous meeting were accepted as a true record. Proposed by Cllr Roberts seconded by Cllr Hesketh and signed by the Chairman Cllr Roberts.	
4/19	<b>MATTERS ARISING NOT COVERED IN THE AGENDA</b> None	
5/19	<b>OPEN FORUM</b> Mrs Kerr asked for an update on the tree works. Cllr Walker advised he has a meeting with NCC Biodiversity this week and will request an update.  Mrs Kerr asked if the Lengthsman will clean the Main Street Sign.	Cllr Walker to request an update on Tree works  Cllr Hesketh to include in Lengthsman jobs
6/19	<b>PAPPLEWICK ENVIRONMENT &amp; COMMUNITY FUND</b> Cllr Hesketh requested a planter at the 'welcome to Papplewick' sign on Forest Lane. The PC Agreed. Cllr Hesketh to measure and order the Planter.  Cllr Walker advised that the PC work on a list of action points and agreed to arrange a meeting to discuss further.	Cllr Hesketh to order Planter  Cllr Walker to arrange a meeting
7/19	<b>HEALTH &amp; SAFETY POLICY</b> No updates	Cllr Penlington to pursue
8/19	<b>NEIGHBOURHOOD PLAN UPDATE - ACTION PLAN</b> No updates	
9/19	<b>NEW NOTICEBOARD ON PLAYING FIELD – UPDATE</b> The PC agreed to meet on Sunday 13 <sup>th</sup> January to install the noticeboard	PC to meet 13 <sup>th</sup> Jan
10/19	<b>BONFIRE EVENT – PC TO SIGN 2019 AGREEMENT</b> Cllr Hesketh circulated the draft agreement to the PC prior to the meeting. She advised Mrs Holmes had asked that they include within the document details of the companies they are going to use for the next event. The PC discussed the request and resolved that this agreement is an agreement in principle of holding the event only. They advised the Working Party can agree details of companies to use separately. Cllr Roberts signed the Agreement.	Cllr Hesketh to pursue

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11/19	<b>GREAT BRITISH SPRING CLEAN EVENT</b> The PC agreed to hold the Village Clean Up event on 9 <sup>th</sup> February. Cllr Walker to include details in the next Newsletter. The Clerk to sign up to the event.	Cllr Walker to include Clean Up event in Newsletter. Clerk to sign up to the event																																																
12/19	<b>CORRESPONDENCE RECEIVED</b> All correspondence received had been circulated to the PC prior to the meeting.  Cllr Walker commented on the new regulations for Websites. He advised that once these requirements come into force, he will step down from managing the website. He advised the website is not compliant and can't be made compliant without a massive amount of work. The PC discussed creating a new website, and agreed to investigate further.	Cllr Hesketh to pursue website management companies.																																																
13/19	<b>LOCAL IMPROVEMENT SCHEME (LIS)</b> The PC discussed the options for the scheme. Cllr Barnfather agreed to forward the outcome of the Transport & Maintenance Scheme to the Clerk, as this will determine the schemes the PC will put forward to NCC. The PC suggested creating an official layby on Moor Road. Clerk to contact Highways and Parkin Contractors for a quote. They also discussed the unofficial lay by on Moor Road and advised this was used often by people and could also be included in the application.	Cllr Barnfather to forward information to Clerk  Clerk to contact Highways and Parkin Contractors																																																
14/19	<b>PLANNING APPLICATIONS RECEIVED</b> 2018/0834, 117 Moor Road. Two Storey side extension revised plans  The PC discussed the above application. Clerk to send comments to GBC.	Clerk to contact GBC Planning																																																
15/19	<b>PARISH COUNCIL ACCOUNTS</b> <u>a. Current Account balance</u> £52,338.23  <u>b. Payments &amp; Receipts</u> Payments: <table border="1"> <thead> <tr> <th>Date</th> <th>Details</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>21/11/18</td> <td>E Gill &amp; Sons – War Memorial</td> <td>£180.00</td> </tr> <tr> <td>01/12/18</td> <td>E Gretton – Nov wages</td> <td>£389.24</td> </tr> <tr> <td>21/11/18</td> <td>Roger Barrett – RBL Poppies &amp; Wreath</td> <td>£100.00</td> </tr> <tr> <td>27/11/18</td> <td>D.M. Peat – Stone for Memorial plaque</td> <td>£150.00</td> </tr> <tr> <td>30/11/18</td> <td>Signscape &amp; Signconex – Noticeboard</td> <td>£2,604.24</td> </tr> <tr> <td>29/11/18</td> <td>ICO – Data Protection Fee</td> <td>£35.00</td> </tr> <tr> <td>01/01/19</td> <td>E Gretton – Dec wages</td> <td>£389.24</td> </tr> <tr> <td>02/01/19</td> <td>E Gretton – Reimburse for stationery</td> <td>£36.32</td> </tr> <tr> <td>03/01/19</td> <td>Proweb – SQL Hosting Feb 19 to Feb 20</td> <td>£60.00</td> </tr> <tr> <td>03/01/19</td> <td>Rawlins Paints – Graffiti Remover</td> <td>£25.18</td> </tr> <tr> <td></td> <td><b>TOTAL</b></td> <td><b>£3,969.22</b></td> </tr> </tbody> </table> Receipts: <table border="1"> <thead> <tr> <th>Date</th> <th>Details</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>21/11/18</td> <td>Barracks Farm Ltd – Papplewick Environment &amp; Community Fund</td> <td>£6,151.25</td> </tr> <tr> <td>04/01/19</td> <td>Mr &amp; Mrs Holmes – Split proceeds from Bonfire Event</td> <td>£1,613.47</td> </tr> <tr> <td></td> <td><b>TOTAL</b></td> <td><b>£7,764.72</b></td> </tr> </tbody> </table>	Date	Details	Amount	21/11/18	E Gill & Sons – War Memorial	£180.00	01/12/18	E Gretton – Nov wages	£389.24	21/11/18	Roger Barrett – RBL Poppies & Wreath	£100.00	27/11/18	D.M. Peat – Stone for Memorial plaque	£150.00	30/11/18	Signscape & Signconex – Noticeboard	£2,604.24	29/11/18	ICO – Data Protection Fee	£35.00	01/01/19	E Gretton – Dec wages	£389.24	02/01/19	E Gretton – Reimburse for stationery	£36.32	03/01/19	Proweb – SQL Hosting Feb 19 to Feb 20	£60.00	03/01/19	Rawlins Paints – Graffiti Remover	£25.18		<b>TOTAL</b>	<b>£3,969.22</b>	Date	Details	Amount	21/11/18	Barracks Farm Ltd – Papplewick Environment & Community Fund	£6,151.25	04/01/19	Mr & Mrs Holmes – Split proceeds from Bonfire Event	£1,613.47		<b>TOTAL</b>	<b>£7,764.72</b>	
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	<p><u>c. Confirm Precept Recommendation &amp; Sign forms</u></p> <p>ci. Cllr Penlington commented that the recommended precept amount has increased by 8% due to the upcoming elections, but felt that the increase was too high. He added he would prefer the £1,000.00 set aside for this year's elections be spread over the next 4 years and that by next year the PC will have confirmation of the election costs and make amendments to it as required. The PC agreed to reduce the precept.</p> <p>cii. It was agreed that the Clerk will circulate the new Precept recommendation to the PC. The PC to confirm their agreement via email to the Clerk.</p> <p>ciii. The Clerk advised the precept estimate needs to be sent by 25<sup>th</sup> January, and the actual figure agreed by Council by 1<sup>st</sup> March. Since the Council will not meet until after this date, it was resolved that the final precept amount will be agreed via email and the Clerk to arrange to meet with the Chairman and other members to sign Form C.</p>	<p>PC to agree Precept &amp; email confirmation to the Clerk</p> <p>Clerk to send Form A to GBC by 25<sup>th</sup> Jan</p> <p>Clerk to meet with Cllrs to sign Form C and send to GBC by 1<sup>st</sup> March</p>
16/19	<p><b><u>PLAYING FIELD</u></b></p> <p>a) <u>General – vandalism &amp; litter</u> Cllr Hesketh advised Dave Southgate will continue to litter pick. He advised of glass bottles near the seating area.</p> <p>b) <u>Inspection duty book handover and report</u> Cllr Hesketh advised the book hasn't been completed since August. She advised a Councillor needs to inspect the Park once a week or fortnight. Book handed to Cllr Walker</p> <p>c) <u>Inspection report and risk assessments</u> None</p> <p>d) <u>Playing field working party update</u> No updates</p> <p>Tree Inspection – Cllr Walker to contact Via to arrange the biannual tree inspection.</p> <p>New Play Area – Cllr Walker and M Else to arrange to meet to discuss plans for the new play area</p> <p>e) <u>Skate park noise</u> Cllr Penlington to pursue with Howard Marshall</p> <p>f) <u>CCTV camera – Data Retention Policy from Village Hall &amp; Data Sharing Agreement Update</u> No updates. Cllr Hesketh to pursue</p> <p>g) <u>CCTV Notices Updates</u> No updates. Cllr Savage to pursue</p> <p>h) <u>New CCTV equipment for Playing Field Update</u> No updates. Cllr Savage to discuss with Mr Hull</p> <p><u>Other</u> Cllr Savage to purchase heavy duty chain and 2 padlocks for the gate</p>	<p>Mr Southgate to continue litter picking</p> <p>Cllrs to inspect playing field regularly and complete the inspection duty book.</p> <p>Cllr Walker to contact Via re: tree inspection</p> <p>Cllr Walker &amp; M Else to pursue</p> <p>Cllr Penlington pursue</p> <p>Cllr Hesketh to pursue</p> <p>Cllr Savage to pursue</p> <p>Cllr Savage to pursue</p> <p>Cllr Savage to purchase items</p>
17/19	<p><b><u>HIGHWAYS MATTERS</u></b></p> <p>a) <u>Lengthsman Scheme</u> Jobs to do include: Continuing works to the footpath on Moor Road, up to The Griffin's Head pub. Clearing and tidying the flower beds.</p>	<p>Cllr Hesketh to put in the requests</p>

	<p>Washing down the entrance sign. Clearing the mud at the Forest Lane Layby. Cleaning the noticeboard windows.</p> <p>b) <u>Proposed Roundabout Papplewick Lane / Moor Road junction</u> No updates on roundabout.</p> <p>Cllr Walker advised of two accidents in the last 10 days, one involved a vehicle at the junction and the other a pedestrian was injured. He advised the state of the road has deteriorated rapidly in the last month.</p> <p>c) <u>Fly tipping update</u> Areas to be reported include unofficial layby on Moor Road, Devil's Elbow and Unofficial layby under the railway bridge on Moor Road</p> <p>d) <u>Other Items discussed:</u> <u>NCC Flood Prevention Meeting Update</u> Cllr Walker advised he had met with two representatives of the NCC Flooding Prevention Department to talk about household flooding in the area. He advised they had walked around the village and were very unhappy to see the state of the gullies on Moor Road. The gullies were cleared within 2 hours and Ashfield and Gedling street cleaning team were also called out. He advised they will also look at the grate outside of Ward Cottage amongst other places. He advised it was a productive meeting and was awaiting their report.</p>	Clerk to report to Gedling
18/19	<p><b>REPRESENTATIVE REPORTS</b></p> <p>a) Village Hall: Cllr Penlington gave a brief overview of the meeting on 12<sup>th</sup> December. He advised more committee members are needed. Cllr Walker advised including a Village Hall page in the Newsletter. Cllr Penlington to pursue with Kathryn Holmes.</p> <p>b) Julian Cahn: Cllr Roberts reported that the agreed documents from the Trustees of Cahn Holmes have been sent to Nottingham Community Almshouses and they will submit them to the Charity Commissioner. It was hoped the handover would be the 1<sup>st</sup> January, it is now likely to be the 1<sup>st</sup> Feb or March. The next Trustees meeting is planned for 5<sup>th</sup> February. The trustees took the residents out for Christmas dinner. She advised that Ashfield DC have widened the path to allow better access for those with mobility issues. The trees have also been pollarded.</p> <p>c) Moor Pond Wood: Cllr Walker advised they're coming to the end of the archaeology project. Lots of work clearing the undergrowth and opening the paths out and all paths have been cleared. Grant application for the virtual tour has now been submitted.</p>	Cllr Penlington to discuss with K Holmes
19/19	<p><b>COUNCILLOR REPORTS</b></p> <p><u>Whyburn Practice Closure</u> Cllr Penlington reported on the closure of the Doctors Surgery in Hucknall and advised it will affect hundreds of patients including those in Papplewick and surrounding parishes. Mrs Kerr advised of the issues the practice is facing and that MP Mark Spencer has written to NHS England and the CCG. She advised of an upcoming PPG meeting in January. She advised writing to Sam Walters, CCG to express the PC's concerns and to advise that the closure affects not just Hucknall patients, but also the wider parishes. Cllr Barnfather advised copying in Mark Spencer.</p> <p><u>Pride of Gedling Award</u> Cllr Walker advised nominating the Day Centre for the Award. Cllr</p>	Clerk to write to Sam Walters at CCG on behalf of the PC  Cllr Roberts to pursue

	<p>Roberts to pursue.</p> <p><u>Bus Shelter Light</u> Cllr Hesketh advised the light in the bus shelter on Linby Lane isn't working. Clerk to contact Highways</p> <p><u>Street Sign</u> The PC discussed the new sign which has been erected on Forest Lane. The new sign has been placed in front of the old sign. Clerk to contact John Evens to arrange a meeting with the PC.</p> <p><u>Car abandoned on Mansfield Road, A60</u> Cllr Roberts advised of an abandoned car on the A60 just before the turning onto Forest Lane. Clerk to contact the GBC/Police.</p>	<p>Clerk to contact Highways</p> <p>Clerk to arrange meeting with John Evens at GBC</p> <p>Clerk to contact GBC/Police</p>
20/19	<p><b><i>DATE OF NEXT FULL COUNCIL MEETING</i></b> Wednesday 13<sup>th</sup> March 2019. This will include the Annual Parish Assembly (APA)</p>	

**The meeting ended at 21:08**

**Signed:** \_\_\_\_\_ **Chairman**

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