

PAPPLEWICK PARISH COUNCIL

Minutes of the meeting held at Papplewick Village Hall, Linby Lane, Papplewick on Wednesday 10th July 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: Cllr Martin Smith (GBC), Mrs Kerr (Parishioner)

<u>Minute No</u>		<u>Action</u>
68/19	APOLOGIES Cllr C Barnfather (NCC, GBC), M Else (Parishioner)	
69/19	DECLARATIONS OF INTEREST Cllr Roberts – Papplewick & Linby Cricket Club Cllr Penlington – Papplewick & Linby Village Hall	
70/19	APPROVAL OF MINUTES The minutes of the May meeting were accepted as a true record. Proposed by Cllr Roberts seconded by Cllr Hesketh and signed by the Chairman Cllr Roberts.	
71/19	OPEN FORUM Mrs Kerr thanked Cllr Walker for displaying the new map in the Church Lane Noticeboard. She advised of a new bus service which starts at the end of July and will run from the Tram Stop to Hayden Lane. She also asked the PC to chase Highways to request a new pavement along Main Street and advised it is not suitable for wheelchair users or pushchairs. The Clerk to continue to pursue. Mrs Kerr gave an update on Whyburn Medical Centre. She advised Dr Connor provides a daily drop-in service for patients from 7am. She advised Dr McCarthy has left the practice and Dr Galappatty will leave in September. The practice currently has 3 doctors and recruits locums. She reported the government are offering £30,000 to attract doctors to the East Midlands. Mark Spencer has arranged a meeting in September with representatives from each surgery, NHS England, CCG and others to discuss these issues.	Clerk to contact Via
72/19	MATTERS ARISING <u>Flooding, Blidworth Way</u> Cllr Walker advised Via have cleared the grip and the grating. He advised contacting them to find out what further works they are proposing.	Clerk to contact Via
73/19	COUNCILLOR VACANCY Cllr Roberts advised she has spoken to a candidate and advised them to attend a few PC meetings to get a better understanding of the role.	
74/19	ANTI-SOCIAL BEHAVIOUR IN THE PARISH Cllr Roberts advised of the recent issues with youth nuisance in the village. She advised they have been witnessed on scooters along Church Lane and at the church where they have left litter and caused damage. The police have been informed and have advised they will increase patrols in the village. The public should continue to report all anti-social behaviour to the police on 101 or via the police website. Cllr Guyler to include details of reporting incidents to the police on the Community Facebook Page. Cllr Smith advised contacting the Gedling Neighbourhood Wardens.	Cllr Guyler to include police info on the Facebook page Clerk to pursue

Initials Chairman

75/19	<p>PAPPLEWICK ENVIRONMENT & COMMUNITY FUND</p> <p>Cllr Walker circulated a draft application form to the PC and advised it has also been circulated to the Marshalls to review. Cllr Penlington advised including a scoring system. Cllr Walker advised he will produce a newsletter over the Summer and will include information about the fund and how to apply.</p>	Cllr Walker to produce newsletter
76/19	<p>FLOWERS / LAMP-POST PLANTERS</p> <p>Cllr Hesketh advised the lamp-post planters have been installed with the help of Gary Fairholme. The Clerk to send a letter of thanks.</p>	Clerk to send letter
77/19	<p>HEALTH & SAFETY POLICY</p> <p>Cllr Penlington produced the Health & Safety policy. The PC agreed to adopt the policy.</p> <p>Cllr Penlington circulated a Risk Assessment for Litter-Picking for the PC to review. He also advised he will create a Risk Assessment for PC Events and the Playing Field.</p>	<p>PC to review Litter-Picking Risk Assessment.</p> <p>Cllr Penlington to produce further risk assessments</p>
78/19	<p>BEST KEPT VILLAGE COMPETITION</p> <p>The PC were pleased to report that Papplewick has been successful in going through to the next round. Cllr Hesketh produced a poster detailing community involvement in the village and asked for it to be displayed in the noticeboards. Cllr Guyler advised requesting that residents ensure their frontages are kept tidy and litter free. The PC thanked the Young Farmers for their help in tidying the village and asked the Clerk to send a letter of thanks.</p> <p>The PC discussed the verge maintenance, and Cllr Walker advised mapping out where the verges are in the parish and discuss what the PC would like to create and where, including creating wild flower verges.</p>	<p>Clerk to send thanks to Young Farmers</p> <p>PC to map out and discuss options for verges</p>
79/19	<p>NEIGHBOURHOOD PLAN: ACTION PLAN</p> <p>Cllr Walker created a draft Action Plan for discussion and circulated to the PC prior to the meeting. Proposed actions include work to complete the roundabout, upgrading the website, managing the playground and also long term aspirations such as creating a trail down from the Leen to Newstead Abbey into the City, creating a path down Moor Road from Papplewick Lane to the Calverton Line, improvements to verges, improving and replacing the Parish signs and installation of floral (and festive) features, boundary features on the A60 and the provision of a Defibrillator near the Cricket Ground. He advised the list is not exhaustive. Cllr Roberts thanked Cllr Walker for the Draft and advised it was something the PC can focus on to move things forward.</p> <p>Cllr Roberts asked the Clerk to contact GBC regarding replacing the Mansfield Road sign.</p> <p>Cllr Roberts advised the Cricket Club has been looking into installing a Defibrillator outside of the Clubhouse which would be accessible to all. Cllr Roberts to pursue. Cllr Smith advised that funding was currently available to Parish Council's and forwarded information to the Clerk.</p>	<p>Clerk to contact GBC re: sign</p> <p>Cllr Roberts to pursue</p> <p>Clerk to pursue</p>
80/19	<p>TRANSPORT & MAINTENANCE SCHEMES</p> <p>No updates</p>	
81/19	<p>UPGRADING PC WEBSITE</p> <p>No updates</p>	Cllr's to submit document to Cllr Walker

Initials Chairman

82/19	BONFIRE EVENT No updates																												
83/19	CHRISTMAS DECORATIONS Cllr Hesketh advised plans are in place to erect a Christmas tree at the corner of Marshall's field. Mr Fairholme, a qualified electrician, has offered to assist with the application to Highways. Cllr Salmons agreed to confirm location with Mr Marshall. The PC agreed to purchasing the tree. Cllr Hesketh advised that at Christmas, the PC could consider planting small conifers in the lamp-post planters with battery-operated lights. The PC agreed.	Cllr Salmons to confirm location of tree Cllr Hesketh to purchase the tree once location confirmed																											
84/19	DEFIBRILLATOR MAINTENANCE The Clerk advised she had contacted EMAS regarding maintenance of the Defibrillator. She was advised that the defibrillator automatically checks itself every day. The PC to include inspection of the unit within the routine playground inspection. Cllr Roberts to circulate the Defibrillator code to the PC. The Clerk to contact EMAS re: the date of the Defibrillator and whether new pads/a battery is required.	Cllr Roberts to circulate defibrillator code Clerk to contact EMAS																											
85/19	VE DAY 75 CELEBRATIONS The Clerk circulated an email regarding VE Day 75 which will be held between 8 th -10 th May 2020. The Clerk to re-circulate to the PC and to forward to the Village Hall.	Clerk to send to PC and Village Hall																											
86/19	CORRESPONDENCE RECEIVED All correspondence had been circulated to the Parish Council prior to the meeting.																												
87/19	PLANNING APPLICATIONS RECEIVED 2019/0428 117 Moor Road – Front extension to existing semi-detached house (Refused) 2019/0429TCA 24 Main Street – Pruning overhanging branches to silver birch (acceptable) 2019/0325 259 Moor Road – Demolition of outbuildings and replacement with single storey rear extension (withdrawn) 2019/0535TCA 1 Hall Mews, Hall Lane – Fell beech tree. Cedar tree – crown lift lower branches (Tree in conservation acceptable) 2019/0596PN 259 Moor Road – Single Storey rear extension (TBC)																												
88/19	PARISH COUNCIL ACCOUNTS <u>a. Current Account balance</u> £55,913.07 <u>b. Payments & Receipts</u> Payments: <table border="1"> <thead> <tr> <th>Date</th> <th>Details</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>16/05/19</td> <td>Glasdon – Post mounting kit</td> <td>£38.29</td> </tr> <tr> <td>16/05/19</td> <td>Papplewick Village Fayre Grp – Donation</td> <td>£250.00</td> </tr> <tr> <td>21/05/19</td> <td>Plantscape – Window box, planter, liners</td> <td>£487.98</td> </tr> <tr> <td>21/05/19</td> <td>Kingfisher Direct – 2 x steel liners for park bins</td> <td>£162.00</td> </tr> <tr> <td>24/05/19</td> <td>Best Kept Village Competition – Entry</td> <td>£5.00</td> </tr> <tr> <td>01/06/19</td> <td>E Gretton – May wages & home office exp.</td> <td>£407.96</td> </tr> <tr> <td>03/06/19</td> <td>Reuben Shaw & Son – Summer bedding plants</td> <td>£420.00</td> </tr> <tr> <td>11/06/19</td> <td>C Hesketh – Reimburse for flowers/clips</td> <td>£126.99</td> </tr> </tbody> </table>	Date	Details	Amount	16/05/19	Glasdon – Post mounting kit	£38.29	16/05/19	Papplewick Village Fayre Grp – Donation	£250.00	21/05/19	Plantscape – Window box, planter, liners	£487.98	21/05/19	Kingfisher Direct – 2 x steel liners for park bins	£162.00	24/05/19	Best Kept Village Competition – Entry	£5.00	01/06/19	E Gretton – May wages & home office exp.	£407.96	03/06/19	Reuben Shaw & Son – Summer bedding plants	£420.00	11/06/19	C Hesketh – Reimburse for flowers/clips	£126.99	
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89/19	<p><u>PLAYING FIELD</u></p> <p>a) <u>General – vandalism & litter</u> Mr Southgate continues to empty the bins.</p> <p>b) <u>Inspection duty book handover and report</u> Cllr Walker to hand book to Cllrs Hesketh/Penlington</p> <p>c) <u>Inspection report and risk assessments</u> Cllrs Walker and Penlington advised the concrete seat on the playing field needs replacing. The PC agreed to a new bench.</p> <p>d) <u>Playing field working party update</u> None</p> <p>e) <u>Tree Survey Update</u> No updates</p> <p>f) <u>Skate park noise</u> Cllr Walker advised this will be considered as part of the NP Action Plan.</p> <p>g) <u>CCTV – Data Processing Agreement Update</u> Cllr Hesketh to produce draft.</p> <p>h) <u>CCTV Notices update</u> The PC advised the notices are not on the entrances. Cllr Hesketh agreed to pursue.</p> <p>i) <u>New CCTV equipment for Playing Field Update</u> Cllr Penlington to pursue with the Village Hall.</p>	<p>Cllr Walker to hand inspection book over</p> <p>Cllrs Walker / Penlington to purchase new bench</p> <p>Cllr Hesketh to produce a Data Processing Agreement</p> <p>Cllr Hesketh to pursue</p> <p>Cllr Penlington to pursue</p>																											
90/19	<p><u>HIGHWAYS MATTERS</u></p> <p>a) <u>Lengthsman Scheme</u> Cllr Hesketh advised Emma at Ravenshead PC had agreed to carry forward the unused hours. All jobs requested at the previous meeting had come out of last year’s unused hours. New jobs to request include painting village signs and clearing the mud at the Forest Lane layby.</p> <p>Cllr Penlington advised he has met with the lengthsman regarding the gate on Church Lane. He advised it will cost around £200. The PC agreed. Cllr Penlington to send details to the Clerk.</p> <p>The PC advised they had received an email regarding people visiting the church who are parking their cars in the tea-rooms carpark. The PC agreed to erect a sign on the post to indicate church parking at the Church.</p>	<p>Cllr Hesketh to request new jobs</p> <p>Cllr Penlington to send details to the Clerk</p> <p>The Clerk to write to the Tea-rooms</p>																											

	<p>b) <u>Proposed Roundabout Papplewick Lane / Moor Road junction</u> Cllr Walker advised the roundabout hasn't been installed and advised he wrote to Mark Potter at Barratt Homes for an update but has not received a response. The Clerk to pursue.</p> <p>c) <u>Fly tipping update</u> Cllr Walker advised of fly tipping at Moor Pond Wood, Linby Lane and Grange Woods. He advised Lee Scudder will deal.</p> <p>The PC advised of soil which has been dumped behind the houses on the playing field. The Clerk to write to the householder.</p> <p>d) <u>Flooding on Forest Lane</u> Cllr Roberts advised she had contacted Paula Johnson at Highways who advised the Drainage Team will investigate further. The Clerk to chase.</p> <p>e) <u>Other Matters</u> Cllr Walker advised of litter around the layby on Forest Lane (near Barracks Farm) and the bin needs emptying. The Clerk to contact GBC.</p>	<p>Clerk to contact M Potter</p> <p>Clerk to write to householder</p> <p>Clerk to chase</p> <p>Clerk to contact GBC</p>
91/19	<p>REPRESENTATIVE REPORTS</p> <p>a) Village Hall: The Regular User Group Agreement (RUGA) was signed by the Chairman. Clerk to forward to Kathryn Holmes.</p> <p>Cllr Penlington gave a brief overview of the recent Village Hall meeting and reported that Mr Philip Robinson has taken over as treasurer.</p> <p>b) Moor Pond Wood: Cllr Walker advised they are in receipt of a grant from NCC for £3,800.00 towards the accessibility path and repairs in Papplewick Dam Wood. He invited the PC to the annual walk around the woods on the last Wednesday of July.</p>	<p>Clerk to send RUGA to K Holmes</p>
92/19	<p>COUNCILLOR REPORTS</p> <p>a. <u>Flag Pole, Main Street</u> Cllr Walker advised the flag pole on Main Street needs attention and asked who owns it and whether it is insured. The PC discussed whether the owners would consider adopting it to the Parish. Cllr Salmons to pursue.</p> <p>b. <u>Lorry Watch Scheme</u> Cllr Guyler reported she had received a message advising of HGV's driving through the village and whether the Lorry Watch Scheme is still active. Cllr Walker advised the scheme is still in operation and advised details of how to report can be found on the PC website or on the Trading Standards website.</p> <p>c. <u>Poppies, Silent Soldiers and Wreath</u> Cllrs Roberts and Penlington advised they have the poppies and Cllr Hesketh has the Silent Soldiers. The Clerk to contact The Royal British Legion re: ordering a wreath</p>	<p>Cllr Salmons to pursue</p> <p>Clerk to contact RBL</p>
93/19	<p>DATE OF NEXT FULL COUNCIL MEETING Wednesday 11th September 2019</p>	

The meeting ended at 21:28

Signed: _____ Chairman

Initials Chairman