



BLEASBY PARISH COUNCIL

Minutes of the Parish Council Meeting

Monday 13th July 2015

7.30pm Bleasby Village Hall

Cllr Andrew Goodwin
Cllr Charlotte Gent
Cllr Chris Foster
Cllr Michael Coombs
Cllr Peter Cast (Chair)
Cllr Rachel Horsley (Vice Chair)
Cllr Steve Anderson

In Attendance: The clerk

Also present: County Councillor Jackson, and several members of the public

AGENDA

- 1) Apologies for absence
None

- 2) Chair's introduction, to include the introduction of the new Parish Clerk
The chairman welcomed those present and introduced the new clerk.

- 3) Adjournment of the meeting to receive any comments from members of the public
A member of the public asked if the dog walk around Jubilee ponds was to be made "lead only"? He commented that too tight dog control measures might cause friction and that he would like to see things to be balanced.
He also asked about the CCTV cameras that had been put up at the ponds, why they were there and who had installed them.
County Cllr Jackson commented that the purpose and usage of CCTV cameras employed on Parish Council land would need to be permitted by the Council and the council would need to know all the necessary information about the usage of such imagery.

Mrs Salter reported that the village hall committee had met but no progress so far had been made on the heating provision for the hall. Technical advice and expertise were required to solve the problem.

- 4) Approval of the minutes of the extraordinary meeting held on 4th June and of the meeting held on 8th June 2015

Cllr Goodwin proposed seconded by Cllr Foster to approve the minutes of the 4th June 2015 Extraordinary Meeting as a true record. The minutes were unanimously approved.

Cllr Gent proposed seconded by Cllr Horsley to approve the minutes of the 8th June 2015 as a true record. The council approved the minutes unanimously.

- 5) To receive reports from the District and County Councillors

a) District Council

None

b) County Council

Cllr Jackson reported that the County Council had approved the installation of speed measure tubes on the Road between Goverton and Thurgarton. Data collected by these tubes would determine if speed restriction measures would be taken by NCC. He reported that he had given a grant to the local playgroup for new play equipment. The Boundary changes for Nottinghamshire County Council would impact on Bleasby. Under the proposals Bleasby would become part of the Farndon and Trent division which was likely to be served by a different councillor.

6) Planning

- a) 15/01036/FUL – Householder application for a single storey front and two storey rear extension at Fairholme, Station Road

The Council had received no complaints or comments with regards to this planning item.

Proposed by Cllr Gent seconded by Cllr Anderson the Council unanimously supported the application.

- b) Any further application received since the agenda was published

None

- c) Planning decisions to be noted

- i) 15/00957/TWCA – approval of application for tree works to fell a damaged ash tree in proximity to a footpath and property in Bleasby Churchyard within the Conservation Area

- ii) Any other decision notices received since the agenda was published

None

7) Finance

- a) Banking – proposal to change banking arrangements – report from Councillor Anderson

Cllr Anderson reported that the current banking arrangements with Yorkshire Bank in Newark were unsatisfactory. He therefore suggested moving the accounts to a bank with more favourable access arrangements such as Barclay's or National Westminster.

The clerk mentioned that a lot of local councils used Unity Bank which specialises in the sector.

Cllr Gent proposed seconded by Cllr Horsley that Cllr Anderson look into the various options and recommend a suitable bank for future use and start the necessary procedures. The council unanimously agreed this proposal.

b) PAYE – update and Parish Clerk’s engagement with the process
The Clerk confirmed that she would be able and willing to make the necessary monthly PAYE arrangements as part of her duties provided suitable scrutiny arrangements were in place.

The Council agreed that the Clerk should make the necessary PAYE arrangements to be checked on a regular basis by Cllr Anderson

c) Annual return – update from Councillor Cast

Cllr Cast reported that the Annual Return had been submitted to the external auditor but no reply had been received yet. The clerk explained that this was not unusual and that Grant Thornton would have to have replied by 30 September.

The Internal Auditor had pointed out the unusually high cash reserves and recommended to reduce them. He recommended completing projects initialised before the recent elections.

The council agreed to consider the high amount of financial assets when looking at and considering the Parish Plan.

d) Ferry End – Land Registry and Solicitors’ costs

The Land at Ferry End would need to be registered with the Land Registry. The council would seek the aid of a solicitor to carry out the first registration.

The Council had obtained three quotes from local solicitors.

Cllr Horsley proposed, seconded by Cllr Anderson, to instruct Larken Solicitors with the registration of the land at an approximate cost of £300-500 plus registration fees.

The proposal was carried with a majority vote with five votes in favour, one abstention and one vote against.

e) Payment of invoices

- i) Bleasby Village Hall Management Committee for Parish Council meetings - £105.75
- ii) Eon electricity invoice for Glebe Field supply - £10.66
- iii) BT charge for website - £16.20
- iv) CPRE membership - £36
- v) Opening and closing of school gates – 2 invoices covering 14th February to 30th June – £200

After all councillors had inspected all invoices the Council approved their payment.

- 8) Parish plan/Internal review – consideration of establishment of working party and engagement strategy with the community supported by findings of the internal review
Proposed by Cllr Gent seconded by Cllr Horsley the Council unanimously resolved to establish a Parish Plan Working Group. The members of this group would be Cllrs Anderson, Cast, Gent and Horsley.

9) Environment and amenity matters

- a) Defibrillator and Glebe Field electricity unit – to receive a report on the state of the unit and on findings in respect of use of telephone kiosk to house the defibrillator

Cllr Coombs reported that the unit had been PAT tested and been found to be in good order.

The council discussed how the unit could safely be used by the local school for their summer fayre at the coming weekend.

Proposed by Cllr Horsley seconded by Cllr Gent the Council agreed that the school would need to provide their own cable to plug into the unit in order to have a safe electricity supply. Cllr Gent would liaise with the school.

Cllr Coombs reported that the telephone kiosk would require some work before a defibrillator could be installed. The electrician had quoted a cost of approximately £230. Even after fitting the defibrillator the kiosk should continue to be used as a book exchange.

Cllr Anderson proposed, seconded by Cllr Foster, to instruct the electrician to carry out the work as quoted. The Council agreed unanimously.

b) Lengthsman – to receive a report on progress on implementation of new programme of work

Cllr Cast reported that the Lengthsman had taken up the work and had made good progress. He would require detailed guidance as to the work that would need to be undertaken and would liaise with two councillors on a regular basis so that detailed records could be kept of work undertaken..

c) Joint usage of the Jubilee Ponds – to receive a report of the Jubilee Ponds Management Committee

The Council received a verbal report from the Jubilee Ponds Management Committee.

A number of issues were raised during the lively discussions that ensued:

- dog control
- dog fouling – the Clerk pointed out that there was a by-law in place that covered all open spaces in Newark and Sherwood which could lead to a £1000 fine
- conservation
- CCTV cameras
- Parking
- Notice boards – these were felt to be unwelcoming
- Swimming in ponds

Cllr Cast proposed, seconded by Cllr Horsley that the parish plan working Party would discuss all the issues raised over the summer and report back to the Council. Cllr Cast would request a written report from the Jubilee Ponds Management Committee.

d) Village Hall Management Committee report

An oral report had been received during the public session.

e) Flood Action Group report

Cllr Cast reported that more training sessions were planned in the future.

10) Items to be included on the agenda for the next meeting, scheduled to be held on 14th September 2015 unless it is determined that it is necessary for a meeting to be held in August

The Council decided that no meeting should be held in August.

The Jubilee Ponds were to be discussed at the next meeting.

11) Website and communications – to receive a report of the working party

Cllrs Anderson, Horsley and Gent reported their findings on the village website <http://bleasbyvillage.org.uk/>.

The web domain was owned and the site maintained by a previous parish councillor. The website had been funded by the Parish Council.

The Parish council had no influence over the web site.

Councillor Goodwin proposed, seconded by Cllr Foster, for Cllr Anderson to obtain three quotes for a new website. Agreed unanimously.

- 12) To consider resolving the exclusion of the press and public from the meeting for the following item in accordance with the terms of Public Bodies (Admission to Meetings) Act 1960 because of the confidential nature of the item
It was resolved to exclude public and press for item 13 on the agenda.

- 13) Website and communications – confidential matters arising from item 11
The Council agreed that the chairman should send a letter with regards to website and media use as presented to the council in draft form.
The Council agreed that a disclaimer should be published in the Bleasby News:
The <http://bleasbyvillage.org.uk/> website is funded by the Parish council but its content may not represent the Council's opinion.

The next meeting would be Monday, 14 September 2015 at 19.30 at the Village Hall.

Signed as a true record on behalf of Bleasby Parish Council.

Name_____ **Date**_____