

LINBY PARISH COUNCIL

Minutes of the Council Meeting at Brooke Farm, Linby on Monday 8th January 2018 commencing at 7:30pm

Present: Cllr's D Ireland, C Hardstaff, E Tunstall, W Lewis and the Clerk. Cllr's C Barnfather and C Powell and Mrs C Harrison (parishioner)

1.0 Apologies for Absence

N Clark, S Molsom

2.0 Declarations of Personal and Prejudicial Interests

Cllr Hardstaff declared an interest in the Local Plan

3.0 Approval of the minutes from the last meeting

The minutes of the previous meeting were approved and signed by Cllr's D Ireland and C Hardstaff

4.0 Matters Arising

Best Kept Village Competition

Cllr Ireland reported that Linby Village were runners up in the BKVC. The Parish Council received a cheque for £125.00.

Mower Service

Cllr Lewis to liaise with Cllr Clark regarding which company will carry out the services and repairs to the mower.

5.0 Open Forum

Mrs Harrison enquired on the progress of the Top Wighay Development. Cllr Barnfather advised negotiations were still being made with developers and a final application had not yet been submitted.

6.0 Traffic & Road Safety

Cllr Ireland advised the consultation for the 30mph speed reduction on Wighay Road has ended. She commented that when the speed reduction is implemented, it would be an opportunity to look at the Gateways. Cllr Barnfather commented that a meeting is arranged with the Area Highways Manager on the 23rd January and that he would discuss this and report back to the PC.

7.0 Lorry Watch

Cllr Barnfather advised he had contacted Trading Standards regarding the Lorry Watch scheme and was waiting for a response. Cllr Ireland enquired whether the Registration Recognition Cameras would be an option for Wighay Road. Cllr Barnfather said the issue would be staffing, as someone would need to be employed to follow it up, search the database, write and send out letters etc. Cllr Ireland commented that members of the PC had previously monitored traffic at the Griffins Head junction for a 12 hour period, and that if Trading Standards would pursue the information retrieved, they could look at monitoring the traffic in Linby. Cllr Barnfather advised he would chase Trading Standards and report back to the PC.

8.0 Neighbourhood Plan Update

Cllr Ireland reported that the Draft NP has been submitted to Gedling Borough Council, and they are planning to complete a draft screening during the 2nd week of January. Cllr Ireland advised there is a problem with uploading the full version of the NP onto the Linby website due to its size. Cllr Barnfather advised he would discuss with I.T. at GBC whether there can be a link on the Linby website that directs you to the full version of the NP on the GBC website. Cllr Barnfather to pursue.

9.0 Update on Lengthsman Scheme

Cllr Lewis advised that Paul, the lengthsman has resigned. The vacancy is advertised and 2 people have applied. He advised he had spoken to Paul and thanked him for his work. He advised there were a few jobs outstanding which Paul agreed to complete.

10.0 Open Gardens – Set date

Cllr Lewis advised provisionally setting the date for Sunday 8th or 15th July. He advised he would liaise with other groups to confirm which date is most suitable so as not to conflict with any other events. Upon confirmation of the date, the Clerk to register the event with the Open Gardens Scheme, and write to all local committees/groups to confirm the event.

11.0 Maintenance of Waterloo Island / Traffic management

The Clerk advised she had requested a cost for the traffic management design from Highways. Cllr Barnfather advised he had spoken with Paula Johnson at Highways who said the PC would not be given permission to maintain the island, as Highways were looking at getting sponsorships for all islands in the district, which would include upgraded maintenance. Cllr Barnfather requested the correspondence between the Clerk and Via, confirming the agreement for the PC to maintain the island.

12.0 Grass Verge Wighay Road update

Cllr Ireland advised the PC had received maps detailing the grassed areas that Highways are responsible for maintaining in the parish. The PC had enquired whether Highways would trim the areas, since Cllr Lewis undertakes the grass cutting. Cllr Lewis commented that he would like Highways to maintain the area from the Strata Homes as the ground is too rough for the mower. Cllr Barnfather advised he would arrange a meeting between Highways and the Parish Council to discuss maintaining the Wighay Road area.

13.0 Bus Stop monthly inspection report

Cllr Lewis advised the inspection had been carried out with no action required.

14.0 The Heritage Centre & Linby Meadow Lease update

The Clerk advised she had received an email from GBC advising that they would only allocate S106 towards the legal costs of the Meadow and not the Heritage Centre. Cllr Barnfather advised he would liaise with GBC and NCC and report back to the PC. The Clerk had received an email from Robert Barber Solicitors advising that the cost of the legal fees would increase from £350 plus VAT to £750 plus VAT due to the extra work involved with a lease. Cllr Barnfather advised he would liaise with GBC/NCC regarding the lease and report back to the Parish Council. He requested the correspondence between the Clerk and GBC.

15.0 War Memorial (at Former Methodist Church, Papplewick Lane)

Cllr Lewis advised that at the last Village Hall Committee Meeting, they had discussed relocating the war memorial to the Heritage Centre. The Parish Council agreed the Heritage Centre would be a suitable location. Cllr Lewis commented that Linby PC would not fund the cost of the relocation. Cllr Lewis to pursue with Papplewick Parish Council.

16.0 The Queen's Sapphire Jubilee Bench - update

Cllr Ireland thanked Cllr Barnfather for his kind donation. The Clerk to order the seat, and get costings for the installation.

17.0 Structural Movement to the Crosses

Cllr Ireland advised she had not yet received the proposal from Jason Morden. She advised she would look at applying for the NCC Local Improvements Scheme for funding assistance. Cllr Barnfather advised he would need to sign it off before the end of January and would require an estimation of the cost. Cllr Ireland advised Historic England has agreed to fund the majority of the works. Cllr Ireland to forward confirmation emails from Historic England to Cllr Barnfather. Cllr Ireland advised the Cross needs propping up as soon as possible and asked that Cllr Lewis liaise with Cllrs Molsom and Clark.

18.0 GDPR (General Data Protection Regulations)

18.1 Update on training – The Clerk reported on the training, and advised that NALC were currently looking at various options on how they can support PC's, since the Clerk cannot be the Data Protection Officer. They advised they would also send over various templates and GDPR checklists. The Clerk to report back to the PC.

18.2 Confirmation of registration with ICO (Information Commissioners Office) – The Clerk confirmed she had registered Linby Parish Council with the ICO.

18.3 Approval of Privacy Notice – The Parish Council approved the Privacy Notice. The Clerk to display on the website

19.0 Correspondence / Planning Applications received

All correspondence had been circulated to the PC prior to the meeting.

2017/1159 Linby Boarding Kennels, Church Lane - Proposal: Outline application with all matters reserved for residential development involving 6 bungalows and demolition of existing kennel buildings

2017/1552 – Land North of Papplewick Lane – Proposal: Erection of detached electricity Sub-Station

20.0 Funding Update

20.1 Bank Balance

Current Account: £6,336.18

Savings Account: £12,001.09

20.2 Finance Report

The Finance Report was emailed to the PC prior to the meeting.

Payments Made:

All payments made by bank transfer unless otherwise stated.

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
14/11/17	W Lewis	Expenses – Petrol & Christmas sundries Cheque No. 300932	£43.10
16/11/17	Southern Electric	Heritage Centre Electricity (Aug – Nov)	£25.79
01/12/17	E Gretton	November wages and home office expenses	£385.60
05/12/17	E Gretton	Reimburse for ICO registration	£35.00
05/12/17	E Gretton	Mileage for GDPR (total split with Papplewick PC)	£5.76
01/01/18	E Gretton	December wages and home office expenses	£385.60
		TOTAL	£880.85

Receipts:

<u>Date</u>	<u>Details</u>	<u>Amount</u>
14/11/17	PLLEG – Donation	£2,000.00
16/11/17	CPRE – Best Kept Village Competition Prize	£125.00
21/11/17	HMRC – VAT Reclaim	£1,301.66
21/11/17	NCC – Donation from C Barnfather for lights at crosses & Queen's Jubilee bench	£950.00
	TOTAL	£4,376.66

20.3 Payments for approval

None

20.4 CIL Update

None

21.0 Councillor Reports

21.1 Carols around the Tree

Cllr Hardstaff thanked Cllr Lewis for his help with the event. He advised it was a good event that received positive feedback.

21.2 Christmas Lights

Cllr Lewis advised he was disappointed with the white lights and advised he would take down all the lights in the spring and check which need repairing. He advised the string costs £45.00, however due to the time of year, he is now able to purchase them for £27.00 a string. The Clerk advised there are funds remaining in the budget. Cllr Ireland commented that any additional funds required could be funded through the Open Gardens or Bonfire night event. The Parish Council agreed to the purchase.

21.3 Stone Wall at the Docks

Cllr Ireland advised the stone wall had been knocked by a vehicle. The PC advised the stones would need resetting and repointing. Cllr Lewis to pursue.

21.4 Football Club – Telescopic Floodlights

Cllr Ireland advised the PC had received an email from the Football Club regarding the purchase of 2 telescopic floodlights for the football ground. They enquired whether the PC would approach GBC for a contribution from the Section 106. Cllr Ireland advised the S106 at Strata Homes was only allocated towards open green space. Cllr Barnfather advised contacting the Head of Planning at GBC to ask if any funds were available. Cllr Ireland requested the Clerk to reply to the Football Club to confirm that the PC doesn't yet have CIL available, and also to clarify how many floodlights in total they are purchasing, and the reason that only 2 are telescopic.

21.5 Primrose Bank, Heritage Centre

Cllr Lewis advised the primrose bank needed clearing of weeds. Cllr Hardstaff to pursue with the WI.

21.6 Bonfire Committee

Cllr Lewis advised he is setting up a Bonfire Committee and asked for 2 members each from Linby PC, Papplewick PC and the Village Hall. He advised that any profit from the event would be split between the three groups.

21.7 Thank You letters

The Clerk to send out a thank you letter to Elvedon Farms for the Christmas tree, and Lee Scudder and team for their help at the Heritage Centre.

21.8 Road Sweeping – GBC

The Clerk to confirm with GBC whether there is a regular road sweeping programme set up for the area near Strata homes.

22.0 Prepare Budget 2018/19

All budget heads were reviewed and approved by the Parish Council.

The 2018/19 budget forecast will be signed at the next meeting and available to view on the website - www.linby.org.uk

23.0 Precept Recommendation

The Clerk to calculate the Precept and circulate to the Parish Council for approval. Upon approval, the precept recommendation for 2018/19 will be submitted to Gedling Borough Council.

24.0 Review Financial Reserves Policy

Moved to February agenda.

Date of next meeting Monday 12th February 2018

Signed
Chair of the Parish Council

Signed
Vice-Chair of the Parish Council