

LINBY PARISH COUNCIL

Minutes of the Council Meeting held at Brooke Farm, Linby on Monday 13th May 2019

Present: Cllrs D Ireland, C Hardstaff, E Tunstall, S Molsom, W Lewis and the Clerk.
Mr Mike Avery (GBC Planning) and Mrs C Harrison (parishioner)

1.0 Apologies for Absence

Cllr N Clark, Cllr J Parker
Cllr C Barnfather

2.0 Declarations of Personal and Prejudicial Interests

None

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

4.1 Lamp Posts

Cllr Lewis advised he has received complaints from residents regarding the white bulbs in the lamp post near Town Farm. The Clerk to contact Highways to find out whether the white bulbs will eventually replace all the lights in the village, and if not, then to find out much it will cost to replace the lamps with soft bulbs.

4.2 Telephone box signs

Cllr Lewis advised the signs have been erected. He advised the lettering does not stand out due to the colour and will look at purchasing black lettering. Cllr Lewis to pursue.

4.3 Street Lighting on Footpath Wighay Road

Carried forward to next meeting

4.4 Narrow Footpath, Wighay Road

Carried forward to next meeting

5.0 Mike Avery, Head of Planning at GBC

Cllr Ireland welcomed Mr Avery to the meeting. Mr Avery congratulated the Parish Council on the outcome of the recent Neighbourhood Plan referendum and advised the Plan will be referred to Cabinet on 27th June for adoption. He advised if adopted, the Neighbourhood plan will become part of the Development Plan for the area and used in making any planning decisions, alongside the ACS and Local Planning Document. He advised the policies in the Plan are now a material planning consideration. He advised he is aware that GBC members Joanna Gray and Alison Gibson have been working alongside the Parish Council, the feedback has been incredibly positive and the expectation is that the Plan will be adopted when it goes to Cabinet. Cllr Ireland commented that the Parish Council's Planning Consultant, Hannah Barter has been working closely with GBC throughout to ensure a smooth progress.

Cllr Ireland enquired whether the 25% CIL contributions will come into force after the Plan is adopted on 27th June. Mr Avery advised the Linby Neighbourhood Plan takes effect from 3rd May. Cllr Ireland enquired whether the Borough Council would work together with the PC on some of the infrastructure projects to ensure the CIL contributions are spent in the right areas. Mr Avery advised the PC have control of the 25% CIL and how it is expended. Cllr Hardstaff asked whether the proposed employment buildings at Top Wighay would generate CIL contributions. Mr Avery advised CIL was only allocated towards housing sites. He advised that GBC are reviewing their Charging Schedule and has set aside £30,000.00 to undertake a review. Due to the present CIL Officer, Alan Siviter moving on, they are recruiting, and once the new CIL Officer is in post the review can proceed. Cllr Ireland advised that currently Top Wighay falls in Zone 3, which is the highest CIL rate and asked how the new Charging Schedule will affect this. Mr Avery advised they have only just commenced the review and have not commissioned any evidence so it may be possible there will be more than 3 bands, however, he estimated that it was likely Linby would still fall within the top band.

Cllr Ireland asked if GBC would provide the PC with some guidance with the PC CIL application process. She advised the PC has already received interest from the Church and the Village Hall, and asked how the Parish Council can ensure the process is fair. She advised of the aspirations within the non-planning section of the NP, which includes looking at traffic calming within the village. She advised they would like a new community area at Top Wighay, but would not want to use the CIL contributions for this if it is the developer's responsibility. Mr Avery advised that in terms of housing development, section 106 planning obligations for housing includes onsite open space, contributions to enhance off site open site, transport links etc. He advised the PC look at enhancing public realm works. He advised the PC hold a local consultation to find out what residents would like, create a list and advised an informal meeting with GBC at a later time to help guide the PC.

Cllr Molsom commented on some of the recent planning applications that the PC have not supported, but which have been approved by Gedling Borough Council. He advised that when the PC consult and comment constructively on the applications it doesn't seem to carry any weight, and advised that even unlawful development have been approved. Cllr Ireland commented on the approval of the wall in Linby, which the Parish Council objected to.

Cllr Ireland advised that the PC have been informed by Stone Masons that the foundations were not adequate and should be stepped and the wall, considering its height and length, would have benefitted with buttresses for support. Cllr Ireland advised it was a concern to the PC and that these concerns had been passed to GBC, but had been ignored. Cllr Molsom advised it was also at odds with GBC's Character Assessment.

Mr Avery advised that the wall doesn't need building regulations and any issues with safety is the responsibility of the homeowner. Cllr Tunstall commented that she felt there was a moral responsibility for GBC to ensure the structure is safe. Mr Avery agreed to send out a Building Control Officer immediately to inspect the wall.

The PC also advised on the recent approval of a side extension to a listed cottage, of which there are only 4 of its type in the village, is another example of the Parish Council's considered opinion and objections being ignored. Cllr Lewis advised the Parish Council had put in their opinions to GBC regarding the Cottage, and the resident had been advised by GBC to meet with the Parish Council which he was happy to do, however, the Parish Council had not been informed of this which suggests that the communication between GBC and the PC is poor. He advised that though GBC had recommended to the resident to discuss the application with the PC, the application was approved. Cllr Molsom advised that approving these applications sends out the wrong message to the rest of the village, that anything goes regardless of whether it is in keeping with the conservation village.

Mr Avery commented that design is subjective. He advised the Conservation Officer Mark Wilkinson has now moved on and he is looking at recruiting a Conservation and Heritage Officer. He advised GBC have an inhouse Conservation and Heritage Expert who the Planning Officers consult with on all applications. He advised that the Planning Staff have taken on specialist advice on the applications, which have been approved. He advised it was understandable that the PC are frustrated with the outcome but if an application is refused, GBC have to be confident they can defend it on Appeal as the applicant has the right to appeal and has the right to put the costs to the Borough Council. He advised when dealing with the applications they try to be negotiable to secure the best scheme possible and each application has to be considered. If there are better options for the proposal, the applicant is advised of this. If GBC agree to approve an application, then it has to be considered on the basis of its merit, next to the Development Plan and now the Neighbourhood Plan, so those Officers assessments not only review and consider policies in GBC but now within the Linby Neighbourhood Plan.

Cllr Ireland advised the Parish Council spend a lot of time considering the comments for applications to find out second hand, through the post or by trying to locate the outcome online. She advised the Parish Council are supposed to be the bottom tier and should be kept in the loop. Mr Avery advised that due to resources being significantly reduced, it was not possible to update on outcomes on each application as they are dealing with applications for the entire borough and not just Linby. He advised that comments and decision notices are uploaded on the website immediately once the decision has been made. Mr Avery did comment that it is up to the individual Conservation Officer which applications they approve. Cllr Ireland said there is no consistency, which is frustrating for the PC.

Mr Avery commented that the decision making is far better than 3 years ago, they are refusing far more applications and taking more enforcement action. Cllr Molsom advised that doesn't seem to be the case in Linby.

Mr Avery commented that it will be beneficial to have a permanent Conservation Officer in post and advised that he will arrange a meeting between them and the Parish Council. He advised GBC want to work with the PC, not to restrict developments, but to listen to concerns and see if there can be a middle ground.

Cllr Molsom commented on the Sherwood Gate signs, which have been affixed on the Highways signs all over the Borough and beyond. Mr Avery advised they must have permission from Highways, and that Highways can enforce action if attaching to infrastructure without permission. The Clerk to contact Highways.

Cllr Ireland asked whether the trees in the Conservation Area carried TPOs (Tree Preservation Orders). Mr Avery advised that if a tree doesn't have a TPO then the applicant needs to submit a 6 week notification to the Borough Council. This will afford the Borough Council the opportunity to make a tree preservation order. A Planning Officer will look at the visual amenity of the tree and a Tree Officer will look at the health of the tree. He advised of an online mapping system on the GBC website which shows all the trees in the Borough.

Mr Avery advised of the new Team Leader Kevin Cartwright who has replaced David Gray. He advised Mr Cartwright is incredibly experienced in conservation and is managing planning applications in this locality and will work with the Conservation and Heritage Officer when appointed. He advised there are lots of positives going forward.

Cllr Ireland thanked Mr Avery for attending the meeting and advised she looked forward to meeting the new Conservation Officer.

Mr Avery left the meeting at 20:13.

6.0 Open Forum

None

7.0 Traffic & Road Safety

Damage to the Docks

The Parish Council discussed the recent incident where a drunk driver crashed a works van into the docks, taking out the fence and the Stonewall. Cllr Ireland commented that this was the 3rd incident in the last 18 months. Cllr Molsom advised the police were called to the incident and later made an arrest. Photographs had been taken and details passed to the PC's insurers. Cllr Ireland advised she had spoken with the Stone Mason for suggestions on the repairs. He advised stepping the wall back so the wall was not near the bend, which would avoid lorries, trailers and caravans clipping the wall. He also suggested installing a large steel post and covering it with stone. The Clerk to contact Highways to find out the safety implications and confirm what materials are allowed. The PC advised contacting Highways to find out whether the PC can carry out the works to the docks, which would also require traffic lights, and then contacting the insurance company to advise them. The PC also advised that an inspection was required of the soffit of the dock as the wall had been hit hard and as such a tremor or vibration could have made it fragile.

8.0 Neighbourhood Plan

Cllr Ireland advised of a 39% turnout at the referendum with 112 yes votes and 10 no votes. She advised the Plan will go to cabinet for approval on 27th June. She advised the Parish Council should start to consider projects for the CIL contributions and arrange a consultation with the Parish. She advised it was important to have a CIL policy and application procedure. The Clerk to pursue. Cllr Ireland advised that in the future the PC will require a Finance sub-committee.

9.0 Update on Lengthsman Scheme

Cllr Lewis advised he has carried out the weed killing, cutting back the hedges and picking up leaves in front of Hanson House. All going well.

Cllr Ireland advised she had spoken to a Lawn Specialist, regarding the possibility of mowing the grassed area in front of Strata Homes every 2 to 3 weeks. She commented that the PC do not have a mower suitable for this area. She advised the grassed areas in and around the village suffered last year and it was important that the green spaces were maintained. She advised he has quoted £350 to weed, feed and fertilise the grassed areas around the village and at Strata. She advised there is already £1,0000 in the budget which had been allocated to the Neighbourhood Plan which could be transferred over and therefore would not impact on the budget. The alternative at Strata is to pay for the lengthsman or employ a contractor to maintain it. Cllr Lewis advised last year the bank was strimmed by the former lengthsman at a cost of £80 per strim. The PC agreed to pursue the Lawn Specialist to quote for the works.

10.0 Bench at Meadow – Update

Cllr Lewis advised the bench has been installed

11.0 Installation of posts near Linby House – update

Carried forward to next meeting

12.0 Missing kerb stone outside of Hanson House – update

The Clerk advised she had contacted Highways and a works order has been raised. Cllr Molsom advised there is another piece of stone missing from the kerb near Top Cross. Clerk to contact Via and request the kerb replacements are stone.

13.0 Christmas lights certificate – update

Cllr Lewis advised the work has been carried out by the Commercial Electrician and he will provide the certificate. He advised the cable still needs to be buried. Cllr Lewis to pursue.

14.0 Bus Stop monthly inspection report

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

15.0 Heritage Centre Purchase – Update

Marie Glaister at NCC advised the Clerk that the report was not submitted to Policy Committee in April, and it will now be considered at the Policy Committee on 19th June. She advised due to the delays, NCC will waive the rent. She also advised that as a gesture of goodwill they will waive their surveying fees.

16.0 Bottom Cross Repairs Update

Cllr Ireland advised of the upcoming meeting with Engineer Ed Morton and the Contractors Skillington's.

17.0 LIS (Local Improvement Scheme)

Awaiting outcome.

18.0 Damage to Fence – Update

Cllr Lewis advised the fence has now been repaired.

19.0 Top Wighay, including update on land for sale

19.1 Land for Sale

Cllr Ireland to contact Stuart Ashton at Harworth Estates for an update.

20.0 Best Kept Village Competition

The Clerk submitted the application. The first round of judging will take place between 10th and 28th June.

21.0 Correspondence Received

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

22.0 Planning

None

23.0 Funding Update

23.1 Finance Report

Current Account: £14,113.02

Savings Account: £15,010.35

Payments Made:

All payments made by bank transfer unless otherwise stated.

<u>Date</u>	<u>Details</u>	<u>Amount</u>
11/04/2019	W Lewis – Wild flowers for meadow	£99.23
11/04/2019	W Lewis – Petrol for mower	£20.34
11/04/2019	Dynamite – Fireworks for 2019 display	£500.00
24/04/2019	Nottingham Printing – Newsletters	£38.00
24/04/2019	BHIB Insurance – Special Types Policy for mower	£173.60
24/04/2019	W Lewis – Electrical equipment	£109.99
24/04/2019	D Ireland – Weed killer	£28.99
01/05/2019	E Gretton – Apr wages & home office expenses	£456.58
07/05/2019	BHIB Insurance – PC Annual policy	£413.30
07/05/2019	Barrie Woodcock – Internal Audit	£106.95
	TOTAL	£1,946.98

Receipts:

<u>Date</u>	<u>Details</u>	<u>Amount</u>
23/04/2019	Gedling Borough Council – Precept & Grant Aid	£13,162.00

23.2 Payments for approval

W Lewis – Reimburse for Petrol for mower £40.75

A Sharpe (Lengthsman) – Reimburse for Strimmer part £33.39

23.3 CIL Update

The Clerk advised she had received a reply from Alan Siviter regarding the potential £4,360.43 of Parish CIL. He advised the first installment (25%) will be paid in August, the second (50%) paid in February 2020 and the third (25%) in May 2020.

23.4 Approval of Annual Governance Statement 2018/19

The Annual Governance Statement was presented to the Parish Council and signed by the Clerk and the Chairman, D Ireland.

23.5 Approval of Accounting Statement 2018/19

The Accounting Statement was presented to the Parish Council and signed by the Clerk and the Chairman, D Ireland.

23.6 Internal Audit Update

The Clerk confirmed the internal auditor, Barrie Woodcock had carried out the internal audit for Linby Parish Council for the year ended 31 March 2019. The report was circulated to the Parish Council and is available to view on the website – www.linby.org.uk. Matters Arising – in the sample of payments checked, there were 3 which did not have VAT recorded. Recommended Action – VAT should be recorded in the Cashbook in all appropriate payments. The Clerk advised she was not aware she could apply for VAT for one of the entries and contacted HMRC for clarification.

23.7 Approval of the Annual Financial Risk Assessment

The Clerk had circulated the updated document to the PC prior to the meeting. The Parish Council resolved to approve the Financial Risk Assessment 2019.

24.0 Councillor's Reports

24.1 Mower

Cllr Lewis advised the new mower has broken and is in for repair. In the mean time he has a replacement mower.

24.2 Petrol Fly Mower

Cllr Lewis advised he has spoken with Howard Marshall regarding purchasing a petrol fly mower for the PC to mow in front of Strata and the Bank. He advised Mr Marshall can offer a trade price of £350.00. The PC agreed to wait for the quote from the Lawn Specialist.

25.0 Date of next meeting

The date of the next meeting will be brought forward to **Monday 3rd June 2019**.

The meeting ended at 21:20

Signed
Chair of the Parish Council

Signed
Vice-Chair of the Parish Council