

**LINBY PARISH COUNCIL**  
**Minutes of the Council Meeting at Brooke Farm, Linby on Monday 16<sup>th</sup>**  
**May 2016**

**Present:** Councillor's D Ireland (Chairman) C Hardstaff (Vice Chairman) W Lewis, E Tunstall, N Clark, S Molsom and the Clerk.

**1.0 Apologies for Absence**

Cllr J Parker, Cllr C Barnfather (Gedling & County Cllr) and Cllr C Powell

**2.0 Declarations of Personal and Prejudicial Interests**

Cllr Hardstaff declared an interest in the Local Plan

**3.0 Approval of the Minutes – 9<sup>th</sup> April 2016**

The minutes for the previous meeting were approved and signed by Cllr Ireland and Cllr Hardstaff

**4.0 Matters Arising**

**4.1 Fixed Asset Register**

Cllr Ireland thanked the Clerk for updating the Fixed Asset Register. This should be reviewed on an annual basis.

**5.0 Neighbourhood Plan Update**

Cllr Ireland advised of the Linby Neighbourhood Plan Steering Committee meeting, which took place on 4<sup>th</sup> May. The Committee are looking to create a questionnaire to go out to the residents and setting up workshops with school members. As soon as this has been finalised it will be forwarded to the Steering Committee and the PC for feedback. The questionnaire will also be available on the website. It was advised that the Papplewick NP Working Group is running 2 workshops on Sunday 22<sup>nd</sup> May and Tuesday 31<sup>st</sup> May at 1pm at the Village Hall. Cllr Ireland commented that she would like to attend one of the workshops, and asked the PC to also attend if possible. Cllr Ireland advised she had hired the Village Hall for a workshop to invite residents along to find out more about the Linby neighbourhood plan and hand out the questionnaires. Cllr Hardstaff and Cllr Lewis advised it would be more beneficial to hold the workshop in Linby so that the older residents could easily attend. The Clerk to contact Ian Holland at Brooke Farm to hire the rooms on Sunday 5<sup>th</sup> June 1 – 3pm. Cllr Ireland advised the Steering Group have discussed putting signs up around the village notifying them of the Neighbourhood Plan and directing them to the website for further details. The signs will be 600 x 800 and durable to last a couple of years. These will be placed in and around the village to notify residents of what is happening, the different events and consultations being held. Cllr Ireland received 3 quotes for the boards and the PC agreed to go with a company based in Manchester at £12 per sign (plus vat) and £15 delivery. Cllr Ireland advised she had submitted an Expression of Interest Form which is the first step to putting in the funding application. Cllr Ireland advised there were certain aspects of Dharmista Patel's role that could be shared jointly with Papplewick, and advised she would arrange to meeting with Cllr Stephen Walker to discuss further.

**6.0 Lengthsman Scheme**

Cllr Lewis advised everything was going OK. Only one issue, the footpaths in front of Hanson House had been signed off as completed but it hadn't been. Cllr Lewis advised he had asked the Lengthsman to cut the bank but later discovered wild flowers were growing to late for the job to be cancelled. He apologised to the PC for the error. Cllr Lewis advised he had to be specific with the jobs he gives the Lengthsman to ensure they're carried out completely. He advised a lovely job was done on the hedges and the strimming in the village. Cllr Ireland advised the kerbs require attention due to the weeds coming through. Cllr Lewis advised of the weed killer he had purchased last year which was high strength and resolved the issue easily, it cost around £50. The PC agreed to the purchase. Cllr Lewis advised the Lengthsman had strimmed around the village, however it required doing again.

The benches at the heritage centre required repairing and staining. Cllr Lewis advised 5 barrels are to be replaced within the village. These are plastic barrels which look wooden from a distance and are self watering. The barrels cost £219 each. Donations have been received from Cllrs Chris Barnfather and Colin Powell for £300 and the Enterprise Group have donated £550. Reuben Shaws will donate £250 split between the PC and the Horse & Groom, of which the Horse & Groom have agreed to give their share to the PC. There are 13 barrels in the village; the other barrels will be looked at over the next few years.

#### **7.0 Bus Stop – Inspection of internal room covering to bus stop (Opp. Brooke Farm) Update**

Cllr Molsom advised the inspection had been carried out and confirmed asbestos was present in the soffit and the fascia. The condition of it is low risk, however the PC have a duty to manage the asbestos. Cllr Molsom advised the Councillor's add this to the Agenda on a monthly basis to be checked and reported back to the PC during the meeting. It requires decorating, and this can be undertaken by the Lengthsman, however he will need to be made aware of the asbestos and take the necessary precautions such as wearing a dust mask and goggles.

Cllr Lewis commented on the bus shelter. He had received a quote from Robert Shacklock to put in a slit in the shelter so that people can see the bus coming. Cllr Ireland advised that this is something the PC can look at once the Neighbourhood Plan is underway, and can be added to the list of items to review next year. Cllr Clark advised he had a contact at Trent Barton and would ask whether they could make a contribution towards it.

#### **8.0 Footpath Repair (Main Street – End of Cottages) – Update**

Cllr Lewis advised of Robert Shacklock's quote of £950 to lift and replace some of the stone, repair stones and re-bed in Lime. The PC agreed this was a reasonable price, however, Cllr Ireland asked whether the stone could be laid on cement rather than lime as this would reduce the cost. Cllr Ireland advised approaching the Grays Trust for a donation towards the footpath. Cllr Ireland to forward letter to the Clerk.

#### **9.0 Insurance Renewal**

The PC discussed including the two Medieval Crosses on the insurance for £75,000, however this would increase the insurance premium by £276.81. The crosses are currently insured under War Memorials for £20,000. The PC agreed to continue with AON insurance, however, after discussion decided to go with the original quote. The PC agreed to enter into a three-year long term agreement, reducing the amount by 5% to £451.05. The Clerk to submit paperwork.

### **10.0 Barn Dance Update**

Cllr Hardstaff thanked everyone for a successful evening. She had received very positive feedback from people who attended. Cllr Ireland thanked Claire for hosting the event.

### **11.0 Planning – Retained for a Barrister**

Cllr Molsom advised the PC had received a response from Gedling Borough Council. The PC were waiting for the response from the Barrister and would then report back to the PC.

### **12.0 Correspondence Received**

All relevant correspondence had been circulated prior to the meeting.

The Clerk had received a leaflet from Mark Spencer regarding a Funding Fair taking place on Friday 17<sup>th</sup> June 2016 1pm to 3pm at Rainworth Village Hall. Further details can be found at [www.markspencermp.co.uk](http://www.markspencermp.co.uk)

The Clerk received a poster for the Arnold Carnival which will take place on Saturday 18<sup>th</sup> June 12 noon to 10.30 pm at Arnot Hill Park in Arnold. Further details at [www.gedling.gov.uk](http://www.gedling.gov.uk)

Cllr Hardstaff circulated a poster for a Vintage Fun Day at Brooke Farm to be held on 9<sup>th</sup> July between 10am and 5.00 pm. Details will be displayed in the noticeboards.

### **13.0 Funding Update**

#### **13.1 Current Bank Balances**

Co-op £17,653.79

HSBC - £154.19

#### **13.2 Cheques for Approvals**

| Date     | C h q<br>No. | Amount  | Payable to                             |
|----------|--------------|---------|--|
| 24/04/16 | 300883       | £570.00 | Robert Shacklock (Wall at Bus Shelter) |
| 16/05/16 | 300884       | £4.00   | CPRE (Best Kept Village Competition)   |
| 16/05/16 | 300885       | £42.55  | E Gretton (NP Wages & Audit Briefing)  |

|              |        |                  |  |
|--------------|--------|------------------|--|
| 16/05/16     | 300886 | £604.72          | Richard Buxton (Barrister Letter to GBC)     |
| 16/05/16     | 300887 | £170.50          | D Ireland (Expenses for train fare re: NP)   |
| 16/05/16     | 300888 | £108.00          | Compliance Surveys Ltd (Asbestos Inspection) |
| 16/05/15     | 300889 | £21.30           | W Lewis (Expenses for Petrol)                |
| <b>TOTAL</b> |        | <b>£1,521.70</b> |  |

| Date         | C h q No. | Amount         | Payable to        |
|--------------|-----------|----------------|-------------------|
| 20/04/16     | S/Order   | £25.00         | Two Little Fishes |
| 01/05/16     | S/Order   | £253.78        | E Gretton         |
| <b>TOTAL</b> |           | <b>£278.78</b> |                   |

### **13.3 Receipts**

| Date     | Amount    | Received from             |
|----------|-----------|---------------------------|
| 22/04/16 | £8,487.00 | GBC – Precept & Grant Aid |

### **13.4 Annual Governance Statement 2015/16**

The Annual Governance Statement was signed by the Clerk and the Chairman Cllr D Ireland

### **13.5 Accounting Statements 2015/16**

The Accounting Statements was signed by the Clerk and the Chairman Cllr D Ireland

### **13.6 Declaration and Notice of Accounts**

The Clerk advised the 'Notice of Date of Commencement of period for the Exercise of Public Rights accounts for the year ended 31 March 2016' was now displayed in both notice boards and on the website.

### **13.7 AOB relating to Finance**

#### **13.7a Train Fare**

Cllr Ireland advised of the train fare expenses claim which relates to the Neighbourhood Plan. Cllr Ireland and Roberta Norris are to meet with Brandon Lewis, the Planning Housing Minister based in London, next week to discuss as members of LNSG the process of Neighbourhood Planning. Cllr Ireland confirmed that this expense would be reimbursed by Cllr Barnfather and thanked Cllr Barnfather for this opportunity to travel down to London.

#### **13.7b Closing of the Co-op Account**

Cllr Ireland discussed closing down the Co-op bank account and moving to HSBC. Also closing the Brown Fields First Account at HSBC and transferring over to the new current account. The PC were in agreement and Cllr Ireland

to arrange an appointment with HSBC in Arnold for the relevant Cllr's and the Clerk to attend.

### **13.7c Risk Assessment**

The Clerk produced the Risk Assessment for 2016 which was agreed by the PC and signed by the Chairman Cllr D Ireland and the Clerk.

## **14.0 AOB**

### **14.1 Yellowstone Quarry**

Cllr Ireland and Hardstaff met with Maximillian C W Kwan, the Group Development Manager at RH Development. It is currently for sale with Rightmove for £450k and there is planning permission for mineral extraction up to 2035.

### **14.2 Heritage Centre**

Cllr Hardstaff agreed to look at registering the Heritage Centre as a Community Asset.

### **14.3 Suspicious Activity on Quarry Lane**

Cllr Hardstaff commented that she had been made aware of individuals loitering past the school on Quarry Lane on a regular basis. The Clerk to contact the local Community Support Police Officer regarding this.

### **14.4 Vintage Tea Party – Update**

Due to a number of events being held in Linby and Papplewick around the same time, it was agreed to cancel the Vintage Tea Party. The Clerk to contact Hanson House and Cllr Lewis to cancel the Ukulele band.

### **14.5 Lit Beacon for Queen's 90<sup>th</sup> Birthday**

Cllr Hardstaff advised she was disappointed with the outcome and commented that she would have liked more support.

### **14.6 Benches**

Cllr Lewis advised the second bench is to be fitted this week.

### **14.7 Health & Safety Policy / Risk Assessments**

Cllr Ireland advised the PC must look at formulating a Health & Safety Policy as a matter of urgency in order to protect the PC. The Clerk to contact NALC for a standard policy and circulate to the PC. Cllr Ireland advised that Risk Assessment Policies should be in place for all activities. The Clerk to contact Cllr Barnfather re: the risk assessment for the Lengthsman. Cllr Clark to find out further information.

### **14.8 Letter of Thanks**

The PC asked the Clerk to write letter of thanks to Ashley and Joanne Maddock, Roger Pickering and Janet Robinson for their assistance with the Barn Dance event. The PC wished to express their thanks to Paul Holmes at Blue Sky Hire for his kind donation of £100 from the bar takings. Also thanks to Cllrs Barnfather and Powell and the Enterprise Group for their kind donation towards the barrels for the village, which is very much appreciated.

**14.9 Best Kept Village Competition**

The PC will enter into this years' CPRE Best Kept Village Competition which is sponsored by Wilkinsons. This year the first rounds will take place between Monday 6<sup>th</sup> June and Friday 24<sup>th</sup> June. It was agreed the Cllrs would meet to clean up the village on Sunday 29<sup>th</sup> May at 10am. Cllr Hardstaff to contact the Young Farmers to rearrange the date when they will come and clean up the village, and the Clerk to contact Mark at the Probation Service to find out when the docks can be cleared out.

**14.10 Heritage Centre Dates for Opening**

Cllr Lewis advised discussing at the next meeting.

**14.11 Planning Applications Received**

2016/0563: Mr Dan Walker, 30 Main Street, Linby. Proposal: 1900mm Stone Wall alongside Main Street. Dropped Kerb to be made onto Main Street. Double garage on Driveway. The PC had no objections but asked that the stone wall be pointed in Lime.

2016/0570 Mr I Watts, 101 Wighay Road, Linby. Proposal: Residential extension of 2.35m to provide habitable bedroom over existing utility room. The PC had no objections.

Cllr Ireland closed the meeting at 9.35pm

**Date of next meeting Monday 13<sup>th</sup> June 2016**

Signed.....

Signed

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Chairman of the Parish Council  
Council

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Vice-Chairman of the Parish  
Council