

# **LINBY PARISH COUNCIL**

## **Minutes of the Council Meeting held on Monday 11<sup>th</sup> September 2023 at Brooke Farm, Linby, commencing at 7:30pm**

**Present:** Cllr's D Ireland (Chair), C Hardstaff (Vice-Chair), W Lewis, J Parker, E Tunstall, S Molsom and L Gretton (Clerk). Cllrs C Barnfather, S Pickering, S Bestwick

Members of the public: 4 including Elliott Mizen (Vice Chair of School Governors Linby-cum-Papplewick school & Transport Facilities Manager at NCC)

### **1.0 Apologies for Absence**

Cllr C Harrison

Cllr M Smith (GBC)

### **2.0 Declarations of Personal and Prejudicial Interests**

Cllr C Hardstaff – Top Wighay – Greater Nottingham Strategic Plan

Cllr D Ireland – Water drain and patio at The Heritage Centre

### **3.0 Approval of the minutes**

The minutes of the July meeting were approved by the Parish Council and signed by the Chair Cllr D Ireland and the Vice-Chair, Cllr C Hardstaff

### **4.0 Matters arising**

Cllr Ireland queried whether a decision has been made on the planning application on Church Lane. She agreed to pursue.

### **5.0 Open Forum**

A member of the public made a complaint to the Parish Council regarding overgrown vegetation in an area of the village which makes visibility pulling out onto Main Street very difficult. Cllr Lewis advised he has requested the Lengthsman to cut back the vegetation, however, due to the recent poor weather he hasn't been able to do it. He advised it will be completed as soon as possible.

Elliott Mizen advised the school would like a representative at all the PC meetings. Cllr D Ireland advised she will contact the Head regarding future meeting dates.

Mr Mizen thanked the PC for enabling the school banner to be erected in the village and advised it has been very well received. He reported there are still spaces in Reception and other year groups. He asked the PC if the banner could remain on a rolling basis. The PC advised the banner can remain until October and then it will be reviewed. It was discussed that the banner could be erected each year between July and September – this to be agreed nearer the time. Cllr Ireland advised sending a poster for the website and noticeboards. The Clerk advised she will raise with Papplewick PC.

### **6.0 Antisocial Behaviour in the Parish**

#### **6.1 Stolen Plants**

The PC decided not to pursue CCTV due to the implications involved. Cllr Bestwick advised reporting all incidents to the police.

## **7.0 Traffic & Road Safety inc. Linby Traffic Study update, school crossing, bus stop visibility and Linby Dock ownership of repairs**

### **7.1 Bus Stop, Main Street – Safety & Visibility**

Elliott Mizen advised he received a complaint from a member of the public regarding difficulty boarding the bus on Main Street due to parked cars in the layby. The member of public was forced to walk onto the road to board the bus. Mr Mizen advised one option could be to introduce an enforceable bus stop clearway. This would involve a reduction of the layby which would lose several parking spaces. This could then be enforceable between certain hours, for instance 7am-7pm. Cllr Ireland was concerned that by removing those car parking spaces, it will encourage people to park elsewhere in the village. She advised of the ongoing issues of vehicles mounting the stone footpaths and the large projects the PC have of restoring them all. Cllr Molsom commented that more people use the layby to park than necessarily people use the bus here. It was acknowledged that staff at Brooke Farm will use the bus, however this will only be at certain times. Cllr Ireland advised of the traffic calming measures discussed during the development of the Neighbourhood Plan which included incorporating the footpath and laybys into similar material to give the perception of a narrower road. Elliott Mizen advised build outs are a significant cost, but a bus stop clearway isn't. He advised that NCC are keen to work with Parish Councils and without the support of the PC he would not pursue this. The PC commented that if more people used the bus service it could be a scheme to revisit. Cllr Lewis commented that the 'build out' could be considered when restoring future footpaths.

Mr Mizen advised of the poor visibility of the bus stop and that new bus drivers may not be aware of the bus stop. An option could be to turn the white plates onto the side of the bus shelter, so it is more visible to the driver. The PC agreed to trial this approach.

### **7.2 School Crossing**

Cllr Barnfather advised of an onsite meeting with Paul Hillier at NCC and members of the PC and local school regarding the crossing. All agreed the only viable place for the crossing is by the school. Paul Hillier advised the plans are being drawn up and they are currently looking at where they can secure funding. Cllr Barnfather agreed to pursue.

Elliott Mizen left the meeting at 20:10.

### **7.3 Linby Traffic Study / HGVs in the village**

Cllr Ireland advised Chris Bancroft has emailed Highways and GBC to make them aware of the updated traffic study. She advised a lot of Highways traffic information looks at the dual Carriageway and A611 but doesn't look at the B6011 and the PC specifically wanted to look at Main Street Linby. Cllr Ireland commented that previous studies were showing 0.8% of vehicles coming through the village were HGVs, however the updated study is showing it as 10% which is a significant increase. Cllr Barnfather advised there are limited resources to cover the whole county which is where the Lorry Watch Scheme is helpful. It requires members of the public to record details of the HGVs on a form. This can then be sent to the Trading Standards who will contact the firms if necessary. Reoffenders can then be prosecuted. Cllr Ireland agreed to download the form and look into this further.

### **7.4 Linby Docks Repairs**

Cllr Ireland reported the docks have been repaired by NCC Highways.

## **8.0 Railings at Bus Stop and relocation – update**

The PC advised the bus stop has been relocated. Cllr Lewis confirmed the railings will be removed this week.

## **9.0 Footpath leading up to St Michael's Church – update**

Actioned

## **10.0 CIL Projects & Finance**

Cllr Ireland reported the PC should receive £30,463.49 in September and a further £30,463.49 in the new year. It was agreed to look at another footpath project in the next financial year. Cllr Ireland reported they have received £59,652.67 in S106 contributions from the Strata development. This has been used for improvements to the Heritage Centre which include water supply, a patio area and resurfacing the slip road. Cllr Ireland expressed her thanks to Lewis Widdowson, CIL Officer at GBC for his help in accessing the S106 monies. Works to the slip road will commence this week for approximately 4 weeks depending on the weather. Severn Trent Water advised the PC will need to install a lockable box around the stand pipe prior to them coming out to complete the connection. Cllr Lewis advised Marshalls Engineering can create a bespoke stand for the wall and will request a quote from them. Cllr Lewis suggested planting 1000 blue bells in the shaded area near the trees. When the whole project is finalised, Cllr Ireland agreed to send all costs to Lewis Widdowson.

## **11.0 S106 – Open Green Spaces Projects – Update**

As above

## **12.0 Lengthsman Scheme & Green Spaces Maintenance**

Cllr Lewis reported all is going well with the scheme, though he is struggling to complete jobs due to the poor weather. Cllr Ireland asked whether the PC would be permitted to top up the Lengthsman's pay as currently he is undertaking his private work before the PC's jobs, which is understandable as it pays more. Cllr Barnfather commented there would be no problem with the PC doing this. He advised the Lengthsman Scheme is a benefit to 5 parishes. It is not a full-time role and is aware the Lengthsman has his private clients. He advised that if possible, the PC's utilise their hours during the winter months when the lengthsman has less private work.

Cllr Ireland advised she is keeping a log of all the maintenance requirements in the village. She advised the Lengthsman has painted 9 of the 17 lamp posts and some still require sanding down prior to been painted.

## **13.0 Top Wighay – Allocated land**

Cllr Barnfather reported a developer called Vistry have purchased the land from NCC.

## **14.0 Top Wighay – Greater Nottingham Strategic Plan**

Cllr Barnfather advised Consultations will take place between September and November.

## **15.0 Correspondence received**

*All correspondence was circulated prior to the meeting*

## **16.0 Planning including new applications received**

2023/0609 Lawful Development Certificate (LDC) in respect of an existing 2.4m high timber fence and gate which were erected to form a storage compound. Linby Quarry: This is a retrospective application. PC advised they have no comment.

2023/0604TCA Hanson House: The PC have no objections to this application. Cllr Ireland advised tree works are required and the tree that is to be removed is having an impact on the Oak due to its proximity. Cllr Lewis advised the trees here are used for the Christmas lights which will soon be removed for servicing. Cllr Ireland and Cllr Lewis to meet onsite to find out whether the tree works will impact on this. Cllr Lewis advised the lights will be removed on 17<sup>th</sup> September at both Hanson House and the Island.

2023/0626 Church Lane. Cllr Ireland advised this falls within the conservation area, however, the Design & Access Statement does not stipulate how they will mitigate some of the policies in the Neighbourhood Plan as well as GBCs Local Plan part 2. Cllr Ireland advised the PC cannot comment by 26<sup>th</sup> September until they have all the information. Cllr Bestwick agreed to contact the Planning Department to request a Heritage Statement is forwarded to the PC.

Cllr Ireland commented the application includes removal of the wall which the PC does not support. The red brick, concrete pantiles, rendered frontage and grey UPVC graphite windows are not in keeping with the street scene so the PC do not support this. The PC support 2-3 houses on this plot which are in keeping of the setting of the conservation area. The PC agreed to contact Hannah Barter at Urban Vision to look at the application in detail and formulate a response on behalf of the PC.

## **17.0 Funding Update**

### **17.1 Bank Balances**

Current: £47,116.88

CIL: £3.95

Savings: £ 20,539.44

### **17.2 Payments and Receipts**

<b><u>Date</u></b>	<b><u>Details</u></b>	<b><u>Amount</u></b>
25/07/23	Urban Vision -Planning Application Church Lane	£330.00
01/08/23	E Gretton – July wages and home office expenses	£580.19
09/08/23	W.Lewis - Anti Corrosion Paint/ brushes	£42.23
09/08/23	W. Lewis - Grinding Pads for Lamp posts	£13.99
09/08/23	W. Lewis - Petrol Expenses	£24.78
09/08/23	W. Lewis - Petrol Expenses	£25.00
09/08/23	W. Lewis - Plant Food	£5.99
11/08/23	Gedling Borough Council - Trade sweep (July)	£43.32
11/08/23	SSE - Christmas Lights electricity	£65.99
15/08/23	Birchover Reclamation - cobbles	£28,500.00
24/08/23	Four Seasons Lawn Care - Chafer Grub control	£187.00
24/08/23	E Gretton – Aug wages and home office expenses	£580.19
25/08/23	Four Seasons Lawn Care – Summer Herbicide	£152.00
04/09/23	W. Lewis - Plant Food	£14.70
04/09/23	W. Lewis - Petrol Expenses	£26.58
04/09/23	Gedling Borough Council - Trade sweep (Aug)	£43.32
04/09/23	Frank Key - Material Heritage Centre Project	£904.34
04/09/23	TSO Host - SSL Certificate	£117.44
04/09/23	Severn Trent - Water connection Heritage Centre	£934.88
	<b>TOTAL</b>	<b>£32,591.94</b>

### **Receipts**

<b><u>Date</u></b>	<b><u>Details</u></b>	<b><u>Amount</u></b>
15/08/23	Gedling Borough Council - S106- Strata	£59,652.67
	<b>TOTAL</b>	<b>£59,652.67</b>

### **17.3 Internal Audit Update**

The internal audit has been carried out by Sue Stack. There were no matters arising from the 2022/23 internal audit. Cllr Ireland thanked the Clerk for her work on this.

### **17.4 Approval of Annual Governance Statement 2022/2023**

The Annual Governance Statement 2022/2023 was circulated to the Parish Council prior to the meeting. The Parish Council agreed and approved the Annual Governance Statement. The document was signed by the Chair, D Ireland.

### 17.5 Approval of Accounting Statements 2022/2023

The Accounting Statements was circulated to the Parish Council prior to the meeting. The Parish Council agreed and approved the Accounting Statements 2022/2023. The document was signed by the Chair, D Ireland.

### 17.6 External Audit update and next steps

The Clerk advised the accounting documents are available to view on the website. The notice of public rights and publication of unaudited annual governance and accountability return is also available on the website. The Clerk confirmed she will send the AGAR and related documents to PKF LittleJohn before the 15<sup>th</sup> September deadline. Cllr Ireland thanked the Clerk for her work on preparing the accounts for audit.

## **18.0 Councillor's Reports**

### 18.1 Defibrillator

Cllr Lewis reported the Defibrillator has been serviced. Cllr Ireland agreed to include this on the maintenance spreadsheet.

### 18.2 CGM – Weed killing

Cllr Lewis reported CGM have only been out once this year and has requested they come out again asap.

### 18.3 Chafer Grub control

Cllr Lewis commented on the area treated which appears to be working well. It had been recommended to have another treatment in December. The PC agreed.

### 18.4 Hedge trimming on Church Lane

Cllr Hardstaff commented on whether the hedges have been cut on Church Lane. Cllr Tunstall commented she thinks they have been cut on one side. The PC commented the football club haven't maintained any of their hedges and the Welcome to Linby Village sign is becoming hidden in the hedge.

### 18.5 S106 Contributions – Linby Colliery Football Club / Green space behind the Horse & Groom Pub

Cllr Lewis advised the Manager at Linby Colliery Football Club has been in contact asking if the club can have access to some of the S106 contributions. Cllr Ireland advised the PC wish to utilise the monies in developing the area behind the Horse & Groom Pub. She advised the next step is to arrange a meeting with the brewery to discuss further.

### 18.6 Papplewick Village Fayre (PappFest)

Cllr Hardstaff commented on a successful event. Cllr Lewis advised all monies raised will be donated to charity.

### 18.7 Community Funding from Borough Councillors

Cllr Bestwick advised they have some funding available and would be happy to discuss helping local community groups with specific projects.

### 18.8 Bonfire Event Saturday 4<sup>th</sup> November 2023

Cllr Lewis advised the event will go ahead – volunteers needed

### 18.9 Carols around the Tree Event 11<sup>th</sup> December 2023

Cllr Lewis advised he has booked the band.

## **19.0 Date of next full Council meeting**

The date of the next meeting is Monday 6<sup>th</sup> November, 7:30pm at Brooke Farm, Main Street, Linby

**20.0 Confidential Item / Clerk Pension**

The Parish Council agreed to seek access to the LGPS (Local Government Pension Scheme) as a designating employer. The proposed date of entry is 1<sup>st</sup> October 2023 (the Clerks next pay date).

The Chair, Cllr Ireland signed the Application Form. The Clerk to contact Gedling Borough Council for a letter confirming that Linby PC are a precepting authority. The Clerk to email this, along with the application form and a copy of the minutes to Andy Durrant at Nottinghamshire County Council.

**The meeting ended at 21.20**

Signed .....  
Chair of the Parish Council

Signed .....  
Vice-Chair of the Parish Council