

**Minutes of the meeting of Newton Parish Council held in Car Colson Village Hall on Wednesday 22 June , 2016 at 7.35pm.**

Present:

Chaired by Vice-Chairman Cllr D Simms

Present Cllrs M Goulder, J Dobson, D Simms, I Shouler, T Forward, County Cllr Cutts and Borough Cllr Lawrence

In attendance EMF Temple ( Parish Clerk)

Member of the public

Mrs V Cropley

**BUSINESS TRANSACTED**

- 1) To make Declarations of Interest in any matter on the agenda. (Where an interest becomes apparent during the course of any discussion, it must be declared at that time.)  
Cllr Forward re planning application 16/01236/FUL
- 2) To receive apologies for absence.  
Cllrs Morgan, Fearn, Carlyle, and Topping
- 3) To consider the minutes of the Annual Parish Council Meeting held on 31 May 2016 and when approved, to sign them as a true record.  
Resolved:-THAT the minutes be approved  
Proposed by Cllr Dobson, seconded by Cllr Goulder and all in favour.  
To consider the minutes of the Parish Council Meeting held on 31 May 2016 and when approved, to sign them as a true record.  
Resolved:-THAT the minutes be approved  
Proposed by Cllr Dobson, seconded by Cllr Goulder and all in favour.
- 4) To receive reports on matters arising from the minutes and answer questions from Cllrs.  
None
- 5) To receive public comment. (The meeting was adjourned for the duration of this item)  
The play area was discussed here but recorded at item 8.
- 6). To consider and make recommendations on planning applications and receive RBC decisions 16/01236/FUL

William Hughes and Newton Nottingham LLP

Conversion of former RAF Newton control tower at Wellington Avenue to a single dwelling (including alterations and extension); and Change of use of old fire station and workshop to domestic use

The Council expressed its Objections to the proposal as follows (Cllr Forward abstaining) :-

This proposal will lead to loss of Public Open Space orchard land which is likely to conflict with the Phase 2 development plans as outlined in the Masterplan, and loss of a large piece of artwork.

As an observation, there were enquiries made at the Parish Council Meeting, about the suitability of accessibility to the application site in question, as it seems to be likely to go between the hangers. Cllr Lawrence said a consortium were looking into funding for the bridge over the A46. He also said that Newton Nottingham LLP could appeal the planning for phase 2 without the bridge because RBC had not achieved their 5 year building programme. Also access from which road. Clerk to write to planners.

Cllr Simms said that the working party had discovered that the land where the original community centre was to be built does belong to Belay and a small section belongs to Newton Nottingham LLP. Cllr Cutts asked if the Council had considered using the empty guardroom as a possible temporary community centre.

7) Finance

(a) To receive the statement of account to 31 May 2016

Current credit balance as evidence by bank statement provided during the meeting by Cllr Goulder Supported by bank statement. No payments in since the last council meeting and only payments out have been the cheques authorised at the previous meeting.

(b) To approve and sign the Schedule of Payments namely to sign cheques for invoices due for payment

Deferred to item 20

(c) To receive the RFO's report,

Nothing further to report.

(d) Authority to book & pay for training at NALC of Cllrs, Chairman and Clerk at £25 per person.

Resolved that the following persons be booked in for Cllr training namely Cllrs Shouler, Dobson and Goulder, and that the clerk be booked in at £25 per person, all payable by the parish council.

(e) Banking arrangements and bank statements

Cllr Goulder reported that the current signatories on the account are Cllr Goulder, Cllr Shouler and Cllr Fearn. No changes had been made to the issue of bank statements so these are still being sent to the former Clerk.

8)\_ To discuss updating matters relating to the proposed play area

A copy of the play area working party last minutes had already been sent to all cllrs.

a) Cllr Shouler updated the council with the latest position on the proposed play area.

b) It was agreed that Mr Sycamore be instructed to draft a letter to Mr Waterfield in relation to the proposed areas he was suggesting, and that this be sent in by the Clerk after review by the Chairman before despatch.

c) Cost of mowing and maintaining the existing play area. It was considered that £105 per cut (£85 for the play area, £25 for Main Street) was expensive and that the contract be put out to tender. Names of suggested contractors to approach will be given to the Clerk.

- d) Index map searches at Land Registry to identify landowners if not Newton Nottingham LLP. The Clerk said that he had not incurred this expense at this stage, pending receiving a response to Newton Nottingham LLP on the proposed letter.
  - e) recording for insurance purposes the weekly checks on the existing play area and the Streetwise monthly reports. Cllr Goulder reported that she herself personally made walkthrough checks of the playground equipment every week, and recorded this in a timed and dated record. This is made available to members of the council and to the insurers on request.
  - f) Cllr Goulder reported that Streetwise give a regular inspection and report relating to the existing Wellington Avenue play area. She had seen a recent report from Streetwise obtained by the Clerk and the Council is awaiting a quote from Streetwise to cover its concerns within the report. This to include replacement of D shackles, crown lifting trees and replacement of screw cover on one handle.
  - g) Another working party meeting is planned for 13 July.
- 9) To discuss matters relating to the proposed village hall.
- Nothing to report as yet. Cllr Lawrence advised that the Council should not take on too much at one time. Apparently funds have been ring-fenced for a Village Hall.
- 10) To discuss issues relating to maintenance of the open areas at Newton and to the un-adopted roadways. Including costs of land ownership enquiry.
- Deferred to next meeting.
- 11) To discuss highways issues relating to speeding and parking on the David Wilson Homes / Bellway estates and condition of pavements on Main Street Newton.
- The Clerk reported that he had written to Mrs Rossafio the owner of the White House Main Street, in a form agreed with Cllr Fearn. No response yet. County Highways had written back saying that the surveys made had not met criteria for interactive speed signs. Most roads now have a large growth of weeds and Cllr Cutts said she would see if they could be sprayed and Cllr Lawrence said he would then get the roads swept. Cllr Forward had identified a problem with overhanging trees, ATC willow and TCRCL cherry tree. Agreed that the clerk should write to ATC re the willow and Lambert Smith Hampton re the cherry tree.
- 12) To receive a report on matters on the monthly list of outstanding issues, if any.
- None other than dog waste and dog warden issues which were deferred to the next meeting
- 13) To consider whether there are any insurance/risk assessment issues arising from the agenda
- Mainly the proposed play area.
- Details of the insurance policies had been received from Came & Company but with the former clerk's address on the paperwork. The Clerk was asked obtain from Came & Company corrected documents.
- 15) To consider whether there are any consultation issues arising from the agenda
- The proposed play area. There have been several working party meetings and several Parish Council meetings. The public have been invited to express views and have done so.

Further public consultations are to be held over the coming months. This will include a more in-depth questionnaire being circulated to all Newton households and proposed representation by the committee at community events.

16) To receive reports from committees, if any

None other than the play area, as above .

17) To receive and consider report from the Clerk

None

18) To receive matters for report by Cllrs

None

19) Correspondence received from the public

None

20) Advertising for a Clerk

The chairman had set this up and the application period will be open until early July

21) To approve and sign the Schedule of Payments for the next month namely to sign cheques for invoices due for payment £10 for EB Methodists, plus £25 to Car Colston Village Hall, plus £264 to Streetwise.

22) Crime and Disorder Act 1998, report by Clerk.

The Clerk reported on the provisions of the Crime and Disorder Act 1998

**S.17 Duty to consider crime and disorder implications.**

(1)Without prejudice to any other obligation imposed on it, it shall be the duty of each authority to which this section applies to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area.

The Clerk reported that in his view there was nothing that was decided at this meeting that would be likely to have an adverse effect on prevention of crime and disorder in the Parish.

22) Any other business

a) Advertising for a clerk

Cllr Morgan had set this up and the application period will be open until early July.

b) Cllr Goulder asked that the number of items on the agenda be reduced. The Clerk explained that the content was no different, just the various items were listed separately to ensure that so far as possible, nothing got missed out by accident. Her comments were noted but not supported by those present.

c) Cllr Goulder suggested that the past council minutes were not numbered as required. If you keep loose-leaf minutes as opposed to a bound book then the pages must be numbered.

Charles Arnold Baker states:

*7.40 The minutes must be entered in a book kept for the purpose. Loose-leaf minute books are lawful provided that the pages are consecutively numbered and initialled by the person signing the minutes at the time of signature. (Local Government Act 1972, Sch 12 para 41(1) and (2))*

*This is to show that there hasn't been any tampering – pages cannot be changed or removed if they are both numbered and initialled.*

*Though minutes may be held in a computer database for convenience, the minute book remains the only lawful and authentic record."*

The Clerk responded that he had already numbered the minutes pages consecutively .

NALC subsequently advised "*the law isn't specific but having Googled Parish Council minutes, it would appear that most number the pages per meeting rather than ongoing.*" And that that is precisely what numbering had been done when he had been preparing the minutes.

But the Clerk agreed to invite the Chairman to sign every page of every Parish Council minute 24 March onwards as opposed to every last page.

23) Closure The meeting closed at 9.22pm

Signed . ..... Cllr D Simms Vice-Chairman

Date 27 July 2016