

## **Newton Parish Council**

Minutes of a meeting of the working party on 26 July 2016 at Royal Oak, Main Street, East Bridgford, 7.30pm to 9.00 pm.

### Cllrs present

Chair Cllr Mrs I Shouler, Cllr Mrs M Topping, Cllr D Simms, Cllr A Forward,

### Other members of the Working Party

Mrs Sharon Wilson, Mrs Kirsty Waters, Mr Carl Henshaw, Mr Jason Stray

### In attendance

E Temple (minute taker) . Cllr A Carlyle.

### Adviser

Mr Lee Sycamore, Chartered Membership of the Landscape Institute (CMLI) of Landscape Design Services landscape architecture + design: tel 07977 010 627  
[mail@landscapedesignservices.co.uk](mailto:mail@landscapedesignservices.co.uk)

### 1 Apologies for absence

Cllr Mrs J Dobson, Mrs Pip Harris, Jamie Weber.

### 2 Minutes of the meeting held on 13 July 2016.

Approved.

Matters arising, not covered in the following agenda. None.

### 3. Report by Cllr Shouler on matters arising since last working meeting.

The site security office is not willing to assist as a drop off point for questionnaires.

### 4. Location details and projected costings

No changes suggested to locations. Mr Temple to write to Mr Simon Waterfield keeping him up to date with progress and making enquiries about a lease. Grant funders will not entertain an application until there is a lease in place.

The tarmac area near the existing play area on Wellington Avenue could be developed and items of equipment added. This land is owned by Trenchard Close Management Company Ltd and could technically be leased to the Parish Council for installation of play equipment but it is not known yet whether the Management Company would be prepared to agree to this.

#### a). Need to advertise the purchase and installation contract?

The play areas contract will need advertising.

There is a Contracts Finder website (and probably others) which can be used for advertising the play areas contract, which clearly will have a value of over £25,000.

#### b) Need for planning permission?

Planning permission would need to be considered for these 3 small sites, though very possibly it might not be needed. It must be assumed at the moment that it will be needed and possibly also for Wellington Avenue if any changes are to be made.

There is believed to be intended provision for teenagers in the next stage of development at Newton so it may not be so necessary to make current provision for teenagers in these play areas.

### **Proposals for play areas by Mr Sycamore**

#### Location A (Battle Close)

For younger children

Equipment and carriage £13765

Installation and ancillaries 23,195

36,960

#### Location B (the Activity Trail, near Hampden Road)

Equipment and carriage £6788

Installation and ancillaries 9,500

16288

#### Location C (the Mound)

Equipment and carriage £20455

Installation and ancillaries 17591

38,046

Existing play area at Wellington Avenue.

Equipment and carriage £16159

Installation and ancillaries 38225

54,384

Public consultation is needed but it was not thought to be necessary to have £54,000 spent on Wellington Avenue, particularly if there is local opposition to this least expensive concept. But questionnaires and wide consultation will clarify.

We can now consult on detailed plans, make expressions of interest to possible grant funders and to apply for planning permission if appropriate.

It is not desired to make these as magnets for people from outside the village to drive in with children (a "destination site") but to make it useful and accessible to village residents. The village would get more for its money.

### **5. Public Consultations**

There have been several working party meetings and Parish Council meetings where this proposed project has been discussed. The public have been invited to express views and have done so.

This is to be a genuine consultation, not a paper exercise. This is part of a non-binding consultation process and the Parish Council will be able to reach its own decision on its own judgements. The public will be invited to be present. The working party can only make recommendations.

It was sought not to let builders off the hook if there is already a definite binding planning obligation to build a play area at no expense to the village.

### **Questionnaires**

The purpose underlying the questionnaire is to obtain information, to inform views and to enable inclusive consultation. It is recognised that not every household will complete and return the questionnaire but every household should be consulted.

#### Creation

The working party examined three questionnaires for play areas from other locations in England and created from these a list of wide ranging specific questions for inclusion in a Newton questionnaire. Cllr Shouler agreed to hand-write these up in conjunction with Mr Sycamore and pass them to Cllr Forward for typing up.

Mr Sycamore to provide copies of pictures of proposed equipment so that villagers could recognise that there is no intention to create an Alton Towers-type play area outside their houses.

Mr Temple to provide a template privacy wording under data protection laws.

The questionnaire will then be circulated by email to members of the working party for approval. Mr Stray volunteered to arrange for enough copies to be formatted and printed off in colour. Questionnaires to be numbered to avoid the possibility of multiple votes by people using photocopies.

#### Delivery

The intention is to have it circulated by hand to all houses in Newton on any of the days 12/13/14 August in A5 envelopes. Various members volunteered to share the task.

#### Collection.

The site security office is not willing to assist as a drop off point. It was desired to have 3-4 drop off points in Newton. Offers were received from Mrs Waters, and Mr Stray. Mrs Wilson said her house could be a drop off point if Mrs Dobson was unwilling to have hers used for this purpose. Cllr Simms to check with an owner on Main Street whether he would be prepared to have his house as a Main Street drop off point.

Closing date 11 September at 12 noon at the proposed coffee morning.

#### Interpretation and analysis

Work will be required to analyse the responses to the questionnaires. Perhaps to create pictorial pie-charts evidencing the results. Publish the results.

### **Further consultation**

1. proposed representation by the working party on Saturday 3 September at the sports day, 12 noon onwards. (School term starts on 6 September and so families will be back from holiday by then).

2. Coffee morning in the cadets hall on Sunday 11 September 10.00-12.00 if available and the last moment for dropping off replies to questionnaires.
3. Next working party meeting to be on 6 September at East Bridgford and next Parish Council meeting on 27 July at Car Colston Village Hall.

## **6. Financing**

### Possible sources of grant funding

WREN FCC community action fund,

Biffa landfill community fund

Veolia landfill community fund

Nottingham supporting local communities fund

Rural Community Action Nottinghamshire (RCAN)

Notts County Council "Supporting Local Communities"

Rushcliffe Borough Council Play Strategy may provide advice and possibly some funding.

Mrs Shouler reported that the PC had agreed in principle to support the project up to a maximum of £20,000.

### Possible sources of grant funding? Progress?

It was noted that the various sources of grant funding insist on ensuring wide community involvement. Eg Is the project supported by the community, does it meet community needs, how will the project make a difference, who will benefit?

### Action

Working party yet to identify substantial businesses in Newton and to provide details to the Clerk. A letter might be sent to these businesses for a grant in connection with the proposals. Included are Bellway, David Wilson Homes, Newton Nottingham LLP, and possibly Trenchard Close Management Company. Cllr Simms to prepare template letter to these businesses and pass this to Mr Temple.

Mr Sycamore met with Proludic Limited on 15 July on other matters and their products and prices are very similar to those already obtained from other sources which will provide a good base for the tendering process.

### VAT and bank account

The Parish Council is registered for VAT and is to be asked to check with professional advisers that in these circumstances, any VAT charged is recoverable.

A separate bank account for the project has already been opened at Lloyds Bank, Bingham.

## **7. Construction and choice of equipment**

Refer back to next meeting.

## **8 Maintenance**

Refer back to next meeting.

## **9 Insurances**

Refer back to next meeting.

10 Target timescales

To be reviewed.

11. Date and location of next working party meeting

Wednesday 6 September 2016 at Royal Oak, Main Street, East Bridgford. at 7.30pm in the skittles room at the rear of the building. To be open to the public.

12. Date and location of next Parish Council Meeting

Wednesday 27th July at Car Colston Village Hall.

123 Any other business

None,

13. There being no further business, the meeting closed at 10.00 pm

Mrs I Shouler, Chair.....