**Newton Parish Council**

Minutes of a meeting of the play area working party on 6th September 2016 at Royal Oak, Main Street, East Bridgford, 7.30pm to 9.20 pm.

Cllrs present

Chair Cllr.Mrs I Shouler, Cllr. Mrs M Topping, Cllr.Mrs J Dobson. Cllr. Mr A Forward.

Other members of the Working Party

Mrs S Wilson, Mrs K Waters, Mrs P Harris, Mr C. Henshaw, Mr E Temple (minute taker), Mr LSycamore (adviser)

Public in attendance

Mrs H. Richardson, Mrs R. Emeleus, Mrs S. Andrews, Mr N. Cookson (part of)

**MINUTES**

**1 Apologies for absence**

Cllr. Mr D Simms, Mr J. Weber.

**2 Minutes of the meeting held on 26 July 2016**

Previous Meeting Approved. A meeting arranged for August had been cancelled due to holidays and low attendance. Cllr. Forward confirmed the agenda and minutes of the previous meeting had been publically advertised on the community notice boards around the village. The group agreed this was the most inclusive method of communication for ALL residents. The location of both community notice boards was identified for the purpose of the member of the public in attendance. These are:

* Wellington Avenue (adjacent to the bus stop)
* Main Street

Minutes are also publicised on the website www.newtonparishcouncil.com

**3 Matters Arising**

It was noted that Mr J Stray had resigned from the working group due to personal time constraints. Cllr Shouler thanked Mr Stray for his involvement and contributions to the works completed so far. In particular, for sponsoring the recent questionnaires by arranging for them to be printed, collated and put in envelopes. Further thanks were given to those residents who had delivered and received back the questionnaires.

**4. Design Proposals Update**

Mr Sycamore confirmed no further design work has been carried out during the consultation period. Mr Temple has written to the land owner; Mr Simon Waterfield keeping him informed with progress and making enquiries about a possible lease for the Phase 1 sites. Mr Waterfield has replied positively but needs to see some details when available.

It was previously discussed 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. Mr Temple is to seek a written response from the Management Company. A letter has already been prepared this purpose.

Mr Sycamore advised planning permission would need to be considered for all new play provisions. No approach can be made to the district’s planning team until the proposals are more developed and a site(s) has been chosen.

**5. Public Consultations**

**Public Questions:**

Cllr Shouler reminded those all present of the aims, purposes and background of the working group. There has been several working party and Parish Council meetings where this proposed project has been openly discussed and ideas developed. The group are committed to working in an open and transparent manner so all opportunities are explored.

Questionnaires had been successfully delivered to all 330 residents in Newton. One additional copy was supplied to a resident at 5 Battle Close. The closing deadline for returning the questionnaires was originally Saturday 3rd September, but the group agreed this should be extended for 1 further week to allow for resident returning from their holidays. The new deadline is therefore 5pm on Saturday 10th September 2016.

Cllr. Shouler reported that the data in the questionnaires had not been fully analysed yet but after a quick count of those questionnaires received back. 95 out of 333 households had sent in replies which is a 29% response. Probably greater than initially expected. 82% of those voting were in favour and supported the aims to improve play facilities in the village. It was agreed that this was only a preliminary view and that when analysis takes place of all the data, a more detailed picture might well be established. Mrs Richardson who has professional experience in data handling offered to help in the analysis and this offer was gratefully accepted. Cllr Shouler asked the outcomes to be published on the notice boards and presented at the next council Parish Council meeting.

Mr Temple made the group aware of concerns he had received from residents living on Battle Close. He had received two letter of objection; a copy of these had been circulated around the members of the working group prior to the meeting. In response Mr Temple had sent a copy of the design drawings and invited Mrs R Emeleus & Mrs S Andrews to the meeting to publically raise their concerns and ask the group any questions:

Concerns were given over their awareness of the project and discussions that had already taken place. They stated stated they were not aware of the project until receiving the questionnaire and felt in strong opposition to the principle of improved place facilities in the village. Mrs Emelues enquired if a play area was really needed and suggested an alternative may be to seek the provision of a Village Hall as she felt this would have a greater value as a community asset than simply play equipment. Cllr Shouler confirmed these letters would be presented concurrently to the PC at the next meeting to allow council to fully review all responses received – especially as these residents did not wish to complete a questionnaire. Cllr Shouler advised that a separate working group has been formed and is currently investigating the potential of the village hall and landownership. The public asked for clarity if funding was successfully granted for the play area that this would not inhibit other applications for the village hall. Cllr Shouler commented that the progress of the other working party is unknown and these would be questions for the Parish Council. Mr Sycamore clarified there was alterative funding potential available for much larger projects such as the idea of a village hall, separate to those being suggested for the play provision enhancements.

The working group agreed the discussions had reached a milestone and the next step would need to be guided by the Parish Council. It was agreed that a report would be presented at the next council meeting before proceeding further with the project.

1. **Finance**

**VAT and bank account**

The Parish Council is registered for VAT. Mr Temple is to check with the 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.

Mr Sycamore had circulated a budget estimate of funding required to the chair ad RM temple. This is site based and should be discussed at the next meeting.

**External Funding**

Mr Temple remaindered the group the PC had agreed in principle to support the play area(s) project up to a maximum of £20,000.

Mr Sycamore raised concern over the WREN application deadline and tight timescale especially given the uncertainly of site selection and clear outcomes form the questionnaires. It was agreed that the next round of funding was not possible and future applications would be again considered at the next opportunity.

**Community Fund Raising**

Cllr Shouler reported The Newton Sports Day held on Saturday 3rd September 2016 had been extremely wet but had raised approx. £300. The raffle was very successful and the stalls had been popular with the children. Thanks were given to all involved and helped contribute to the day.

**Sponsorship / Local businesses.**

Working party yet to identify substantial businesses in Newton and to provide details to Mr Temple. 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 is to prepare a template letter to these businesses and to pass this to Mr Temple.

**Maintenance Costs.**

The PC currently pays approx. £2000 p/a to maintain and insure the existing equipment at Wellington Avenue.

**7. Insurances**

No Discussion. Refer back to next meeting.

**8. Target timescales**

Before any application can be filed for grant funding, there need to be 5 items completed in sequence.

1. Data analysis to be completed and a report made to Council by 21 September.
2. Council to make a decision on the proposals, subject to lease agreement, to planning permission if needed and to adequate grant funding.
3. Explain proposals to Mr Waterfield, to obtain his consent to those and to grant of a 25 year lease to the PC of the selected areas.
4. To consider whether planning permission is needed.
5. To canvass support from local businesses.

It was not considered likely that all this could be completed by the 28 September deadline for WREN funding and that an application for the February round would be more likely, if and only if, the Parish Council decided to move ahead on the project.

**9. Date and location of next working party meeting**

Tuesday 4th October 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.

**10. Date and location of next Parish Council Meeting**

 Wednesday 21st September at Car Colston Village Hall at 7.30pm

**11. Any other business**

There being no further business, the meeting closed at 9.20 pm

Approved:

Cllr. I Shouler (Chair)………………………………………………………………………………….

Date: ……………………………………………………………………………………………………