



ELSTON

PARISH COUNCIL

Est: 1894



MEETING OF THE COUNCIL

7pm Tuesday, 12 July 2022

MINUTES

Present: Cllrs P Clark (in the Chair), B Pinchera, D Sankey, M Wildsmith, R Hargreaves (Newly Co-opted Members Jean Williamson & Marian Green joined after Co-option - ITEM 5)

In attendance: Cllr Ivor Walker (NSDC), Cllr Sue Saddington (NCC), Clerk and six members of the public.

1. Apologies for Absence

There were no apologies for absence

2. Declarations of interest

To receive disclosures of pecuniary and non-pecuniary interests pursuant to section 31 of the Localism Act 2011 from councillors on matters considered at this meeting

None received

3. Appointment of Locum RFO

Following the retirement of the current RFO (Mike Elliott) in August. To discuss and agree on the appointment of the locum Responsible Financial Officer together with the approval of increased hours for the Locum Clerk to facilitate this extra responsibility, from 20hrs per month to 25 hrs per month.

It was resolved that the Locum Clerk would take on the responsibility of Locum RFO and increase working hours to 25hrs per month. The Locum Clerk agreed to notify the Council if further hours are required to carry out the extra duties.

4. Minutes of the previous meeting held on 10 May 2022 for approval

These were accepted as a correct record, and signed by the Chair.

Minutes of the Extraordinary meeting held on 14 June 2022 for approval

These were accepted as a correct record, and signed by the Chair.

5. Appoint Casual Vacancies

Consider applications received from prospective candidates for the available positions of Casual Vacancy and appoint if a decision can be reached, subject to applicants meeting the required criteria for the role.

Councillors completed the voting process. Marian Green and Jean Williamson were both appointed, filling both Casual Vacancies. Both Marian and Jean signed their acceptance of office documents and were welcomed to the parish council.

6. Reports from District/County Councillors

District Cllr Ivor Walker updated the Council on activities that included the relocation of the lorry park in Newark, although no date was given for when this would be in place. However, it was mentioned that The Newark Showground had been considered as the new location for the lorry park.

County Cllr Sue Saddington informed the meeting that she was still the Chair of the Health Committee and that new governance is in place at County Hall.

7. Clerks report

The Clerk reported that much work needed to be done to keep proposed projects moving forward. However, as the Council only meets every other month, he suggested that committees and working groups could be considered to ensure continuity and focus where required. It was agreed that these would be considered by the Council.

8. Correspondence

Non received by the Clerk

9. Public question time (Session is limited to no more than 15 minutes)

Standing Orders are suspended whilst members of the public are invited to ask councillors questions

10.

11.

12. Finance

a) Approval of payment sheet

Acting Clerk advised members that an invoice had been received from the expert who had prepared the Heritage Statement which accompanied the Council's planning application. It does not appear to have been received by the Council before, but is outstanding and has been added to the Payment Schedule.

With this addition, Payment Sheet 3 was approved, proposed Cllr Murray, seconded Cllr Biddicombe, all in favour.

b) To note any expenditure under delegated authority

There have been no items approved under delegated authority

c) Any other matters appertaining to Finance

There were no other matters appertaining to Finance

13. Planning Applications

- a) 21/01337/HOUSE 3 Tudor Oaks, Elston NG23 5NW
Replace Wooden windows and front door with uPVC Windows and composite front door
Members have no objection to this application

A further planning application has been lodged:

21/00671/HOUSE Regularisation of the raising of the roof and reinstatement of dormer windows as approved under 17/01456/FUL

Members discussed whether this application could be considered, as it had only just been received, and there had been no time for members to look at the associated papers in detail. However, because of the timescale it was decided to proceed, and the application was supported (5 members in favour, 1 abstention)

14. Communications Policy

A draft communications policy had been circulated. Members considered that this was a good initial document but should also include communications channels being used.

Matters discussed included the following:

- Octave – subscription magazine, but could include a regular update on parish council matters, and a contribution to the cost could be considered
- A one-off questionnaire/leaflet to residents to ask their preferred method of communication
- Collective email to those who wish to receive information this way

Cllr Wright proposed, seconded Cllr Biddlecombe that a one-off leaflet should be circulated to all residents.

Councillors were asked to read through the draft communications policy, and provide the Clerk with their feedback.

15. RoSPA Play Report

RoSPA has inspected the play equipment and provided a report, which indicates work which needs to be carried out. Cllr Pinchera proposed, seconded by Cllr Wright, that Playdale should be sent the report and asked to quote for repairs. Clerk to action.

16. Grant Application for mowing Churchyard

Having declared a non-pecuniary interest in this item, Cllr Murray asked Cllr Clarke to Chair this item.

Cllr Wright proposed that the grant application be approved, seconded Cllr Biddlecombe, 4 members voted in favour, 1 abstained. Motion carried.

17. Sports Field - General

a) Willow tree

Cllr Key reported on his meeting with the contractor who had advised that further work is necessary on this tree, as it is in a poor state, and one large branch overhangs the car park. If the work is not carried out, there is a risk that branches might fall unexpectedly, and this could cause harm to anyone nearby.

Cllr Key proposed, seconded Cllr Biddlecombe, that the contractor be asked to quote for the further work recommended.

b) Hedge trimming

A neighbouring resident has asked that when the hedge is trimmed along Pinfold Lane, that its height is not reduced too much so as to protect against noise and visual intrusion. This will be taken into consideration when work is carried out in the autumn.

14, Sports Field Project

a) To consider change to siting of building as per two options suggested by BE Designs

Sport England has indicated to the planning officer that they would prefer the modular buildings to be sited elsewhere so as to maximise the play area for football, and Council has been asked to consider which of two relocation options to approve.

It was noted that these two options are not in accordance with the plans put forward to the planning office, and have not been considered by neighbouring residents. The original design, with the modular buildings end-on to the road, minimised the visual impact to neighbours, and also allowed sufficient space for off-road parking. Cllr Clark proposed, seconded by Cllr Biddlecombe, to ask the planning department to determine the application as it was submitted by Elston Parish Council. Cllr Murray proposed an amendment, seconded by Cllr Wright, that the Council submit supporting arguments for this decision. 5 members voted in favour of the amendment, 1 against, therefore the amendment was carried.

The original proposed was then voted on, 5 members in favour, 1 against, motion carried.

b) To note possible alternatives to modular buildings and consider implications

It was noted that there are companies which specialise in ready prepared and fitted out modular buildings, the cost of which would be similar to the fit out of the empty units currently being offered. Choosing to purchase one of these units could have benefits, both in cost and time. Clerk asked to check with Welland Procurement what the position would be with regard to the need to go out to tender if the cost of groundworks is below £25,000.

This will be considered further when the planning decision outcome is available, but in the meantime the working group on this project will be asked to investigate fitted out modular buildings.

c) Funding Update

Nothing to report at this time.

d) Report to Council to support application for Borrowing Approval

The business report to Council had been circulated, and was discussed. It is still incomplete and there are a number of matters which need to be resolved, such as the sum to be borrowed and the length of time of the loan. However no decision could be taken on these matters until costs and other funding provision have become clearer.

A proposal to hold a display in the village hall for residents to learn fully about the proposals was left for a later decision

15. Casual Vacancy

Clerk will confirm with NSDC but it is likely that no election has been called, therefore the Council may co-opt to fill the vacancy. Agreed that a notice will be circulated, invited anyone interested to contact the Council with a brief note of their reasons for wishing to be considered.

16. Date of Next meeting: 12 July 2022

Council will arrange an earlier meeting when the planning decision on the Sports Field is known.

Chair thanked members for their attendance and closed the meeting at 10.00 pm.

I declare that this is an accurate account of the meeting and agree to accept the minutes as a true account.

Signed:

Chair Elston Parish Council

Date: July 12 2022