

MINUTES OF THE TROWELL PARISH COUNCIL MEETING, HELD VIA THE ZOOM PLATFORM ON TUESDAY 9TH MARCH 2021, AT 7.00PM.

Present: Cllr. Mrs. L. Harley – Chairman
 Cllr. Mr. D. Pringle – Vice- Chairman (TPC & BBC)
 Cllr. Mrs. M. Birkitt
 Cllr. Mrs. C. McGann
 Cllr. Mrs. H. Cumberpatch
 Cllr. Dr. G. Lewis
 Cllr. Mr. M. Westmoreland
 Cllr. Mr. G. Cotton
 Cllr. Ms. D. Hopwood
 Cllr. Mr. B. Melling
 Cllr. J. Longdon (NCC)
 Cllr. Mrs. L. Ball. B.E.M. (BBC)
 Ms. K. Purewal (NCC 2021 candidate)
 Mrs. J. Murden (Parish Hall Manager/ Asst. Parish Clerk).
 Mrs. A. Smith (Parish Clerk/Responsible Financial Officer).
 Plus 1 member of the public.

The Council held a short Open Forum Session prior to the start of the meeting to allow the member of the public present to ask questions.

The resident concerned raised the issue of the foul smell that affects the village. A detailed discussion then took place in relation to this matter & the resident was signposted to local groups who are active in this regard, given details of how to report instances to the EA & they were also asked to advise DP when they have made a report so that these can be added to the record of complaints that he is collating.

- 174/20. DECLARATION OF MEMBERS INTERESTS.
 LH declared a non-pecuniary interest in the car park project if discussed.
- 175/20. TO RECEIVE APOLOGIES FOR ABSENCE.
 None.
- 176/20. COUNTY COUNCILLORS REPORT (JL).
 It was noted that no written report had been received prior to the meeting.

JL advised Members of the level of Council Tax increases that had been approved at County Hall & the Fire Service.

It was noted that the Fire Service HQ is also being moved to Sherwood Lodge.

JL was advised that the Stapleford Road service road has now had several potholes marked up for repair.

It was reported that there is a large amount of rubbish on the verge near the Ilkeston Road boundary sign coming into the village.

The issue of contractors from VIA leaving rubbish on the highway during the recent works at Stapleford Road/ Trowell Grove was reported. JL will follow up on this.

177/20. COUNTY COUNCILLORS REPORT (JD).

It was noted that no written report had been received prior to the meeting.

178/20. BOROUGH COUNCILLORS REPORT (DP).

It was noted that no written report had been received prior to the meeting.

DP advised that there will be two Borough planning meetings in March due to the large number of planning applications to be considered.

179/20. BOROUGH COUNCILLORS REPORT (LB).

It was noted that no written report had been received prior to the meeting.

LB had nothing further to report but advised that DP keeps her informed of any issues in Trowell.

180/20. TO APPROVE MINUTES OF THE PARISH COUNCIL MEETING - 9TH FEBRUARY 2021.

It was noted that no comments had been received by the Clerk, prior to the meeting.

The minutes of the February Parish Council meeting were approved & will be signed by the Chairman as an accurate record.

181/20. MATTERS ARISING FROM THE MINUTES: for information only.

None.

182/20. TO DEAL WITH CORRESPONDENCE.

It was noted that on this the latest correspondence list had been circulated to Members prior to the meeting & that no queries have been received to date.

183/20. TO RECEIVE COMMITTEE REPORTS ETC. AS APPROPRIATE.

Chairman's Report.

It was noted that a report had been circulated to Members by email over the previous weekend & Members were asked to note the content.

Website Report.

It was noted that a copy of the report from GL had been circulated prior to the meeting & Members were asked to note its content. GL advised that he will be adding a disclaimer to the calendar as it only allows people to view bookings up to 12 months ahead. GL has today received a copy of NALC's latest guidance on Cyber Security & having read it, he has found 3 or 4 points that will need addressing.

Now GL has completed the Accessibility Statement he will be moving onto Information & Records Management. The initial work will be carried out by a small working party, DH & GC volunteered, HC will support if needed & then the staff will be brought in later in the process. This item can also include the use of SharePoint too.

Draft Accessibility Statement.

It was RESOLVED to adopt the draft accessibility statement with a 6-month review date. All in favour.

184/20. FINANCE.

a) Live Budget Report.

It was noted that this report had been circulated to Members prior to the meeting.

The Clerk addressed a query from CMG regarding an expenditure code description.

HC requested that the expenditure codes in respect of the Parish Hall & Grounds Committee be condensed further. It was agreed that HC & the Clerk should liaise on this matter.

b) Scribe Net Position Report.

It was noted that this report had been circulated to Members prior to the meeting & that no queries had been received.

- c) Financial Statements and bank reconciliations etc.
It was RESOLVED to approve all financial reports which were circulated to all Councillors prior to the meeting.
- d) Accounts authorized prior to the meeting – Appendix 2 attached.
Members were asked to note.
- e) Staff Salary Statements.
These reports had been circulated prior to the meeting & no queries had been received in the interim.
- f) 2021/2022 Budget.
There was nothing further to report currently.
- g) 2020/2021 Annual Return & Audit.
It was noted that the documentation & guidance on this year's return are due to be received from the external auditors shortly. The internal auditor's visit has been booked for the 7th & if necessary, the 8th of April 2021.
- h) Bank Accounts – to consider a proposed change to the allocated use of the Council's existing bank accounts i.e., one account to be assigned solely in respect of Parish Hall lettings receipts/payments.
Following a detailed discussion, it was RESOLVED to use the Co-op bank accounts for the Council's day to day banking & the HSBC current account purely for the financial management of the Parish Hall bookings system, bonds, hire fees etc. All in favour.
Clerk to action.
- Following a detailed discussion regarding the possibility of negative yields going forward it was RESOLVED to withdraw the Council's funds from its existing CCLA account. All in favour.
Clerk to action.

185/20. HR REPORT – LH.
It was noted that this had been circulated prior to the meeting, there was nothing further to report & that no queries had been received.

186/20. PLANNING APPLICATIONS –
a) Appendix 5 – No new applications had been received.

Stanton Recycling –

The application has been approved but with strict conditions in place.

Johnson's –

It was noted that the chimney had this evening started operating again after several days shut down for clean up works at the site.

Castle Environmental –

It was noted that this application is to replace a piece of existing equipment.

The Forge -

It was noted that the final application for glamping pods has been refused.

Stoney Lane –

Members were asked to note that retrospective planning permission is to be sought for the electric gate that has been installed.

It was also reported that the BBC Enforcement Officer has yet to make contact with the people building a house on the same lane.

Church Farm –

This matter is still ongoing.

Hedge on Ilkeston Road –

It was reported that the hedge in question has started to fall over in places now & could be dangerous.

b) Annual Footpath Walking

It was noted that all the outstanding inspection sheets have been completed & returned to the Clerk, she will now log them & report any concerns to the appropriate bodies.

c) Greater Nottingham Planning Partnership.

This item was noted.

187/20.

INSPECTION REPORTS.

All complete & verified by the Chairman earlier in the week.

188/20. INSURANCE CLAIM-WATER DAMAGE AT TROWELL PARISH HALL.

It was noted that the loss adjuster is currently reviewing the additional BI claim.

189/20. DATA PROTECTION.

Following a report from GC it was RESOLVED that the Council only retain copies of planning application documentation for a period of 12 months as these are all available from the relevant planning authority. All in favour.

190/20. 2021/2022 MEETING DATES.

There was nothing further to report at this point.

191/20. GREAT BRITISH SPRING CLEAN 2021.

It was suggested that the Council loan equipment to volunteers to litter pick. It was noted that this is already in place through the Borough Council's "Go Green" challenge. It was agreed to promote this initiative further through the parish noticeboards. LB provided details of an officer who may be able to assist when we know if the Great British Spring Clean event can go ahead.

192/20. GARDEN MAINTENANCE UPDATE.

It was noted that there is an issue with litter at present due to people meeting in the park to eat.

193/20. REPLACEMENT OF TWO BOUNDARY SIGNS.

It was noted that these have now been paid for & installed.

194/20. HS2.

NJ had previously requested that the Parish Council reassess its position in respect of its objection to HS2 following the publication of revised plans about the Trowell area.

The reasoning behind the Council's existing position was outlined by several members & what that stance had already achieved i.e., the abandonment of the proposed viaduct through the village. Members were reminded that the majority of parishioners had signed a petition against HS2 & that the Council felt it needed to be representing that position. It was suggested that the Council may need to go out to consultation again with residents to see if that position remains the same or whether opinions have changed in the interim.

After further discussion it was RESOLVED that the Parish Council should work to obtain the best possible outcome for Trowell should HS2 be routed through the village, that best possible outcome being a tunnel.

195/20. CARETAKING POSITION GOING FORWARD.

It was agreed that now the roadmap for easing lockdown is in place & that bookings for the hall can now be taken that the existing caretaking vacancy should now be advertised.

It was agreed that the position should be 16hrs per week over 5 days & that the Asst. Clerk/Hall Manager should form part of the interview team along with LH & GC.

LB left the meeting at this point.

196/20 REVIEW OF INVENTORY OF LAND & ASSETS INCLUDING BUILDINGS & OFFICE EQUIPMENT.

It was noted that work is ongoing in this regard & that the Clerk is currently awaiting receipt of an insurance valuation in respect of the Church clock.

It was noted that the clock had not been serviced since 2017 & the Clerk was instructed to request any copies of documentation relating to the clock that the church may have.

197/20. FIELD FARM UPDATE.

Members discussed the current position in this regard. It is noted that the Parish Council is not able to proceed further until the developer advises that they no longer need access to the land in question which may not be until the entire development is completed.

198/20. 2021 ANNUAL PARISH MEETING.

Clarification from the NALC is still being awaited as to whether an APM can go ahead this year & in what format.

199/20. REVIEW OF STANDING ORDERS.

It was noted that due to the pandemic the annual review in 2020 had not been carried out as is normal practice. The Clerk has obtained a copy of NALC's latest standard document & will report back to Members at the April Council meeting accordingly.

200/20. ASST. CLERK/PARISH HALL MANAGER'S REPORT.

This report had been circulated prior to the meeting & Members were asked to note its content.

Recent incidents of anti-social behavior on the play park were discussed & it was agreed that the Police should be taken up on their offer of patrols & that the CCTV monitoring office should be contacted to check footage. **Clerk to action**

It was agreed that the provision of additional lighting on the play park should be investigated.

It was noted that the ongoing issues in relation to flooring & the double doors in the main hall is ongoing & that a resolution to the problem is being investigated with the relevant contractors etc.

GC kindly offered to check the building & play park on Sunday 14th.

Standing Orders were suspended until close of business.

201/20. CLERK/RFO'S REPORT.

A copy of the report had been circulated prior to the meeting & Members were asked to note its content.

It was noted that the grit store has now been re-stocked.

Insurance Mid Term Adjustment - the Clerk reported in respect of roof condition inspections now being required every two years. She was asked to clarify the situation with the Council's brokers.

Future projects for funding - various suggestions were forthcoming in this regard & it was agreed that the Clerk should liaise with HC going forward in respect of possible projects & also in respect of condensing PHGC expenditure code headings still further.

202/20. TO DECIDE ITEMS FOR PRESS RELEASE.

Hall Bookings are now being taken.

203/20. Date of next meeting.

Tuesday 13th April 2021.

There being no further business the meeting closed at 21.47pm.

Signed..... Chairman

Date.....