

## **Minutes of the Meeting of Eakring Parish Council**

**Held in the Cator Hall, Eakring**

**At 7.30pm on Wednesday 9<sup>th</sup> May 2018**

### **Present**

Councillor R Ford (in the Chair)

Councillors, R Brown, J Pennicott, M Curry, L Haslam, T White

**Also Present:** Cllr John Peck, County Councillor and 5 Parishioners

The Council extended its heartfelt thanks to Cllr M Curry for her diligent work in the position of Chair over ten years.

### 22/18 **Apologies of Absence**

Cllr J Sweeney and Cllr L Tift (District Councillor)

### 23/18 **Variation of Order of Business**

There was no variation to the Order of Business

### 24/18 **Declarations of Interest**

Cllr R Brown declared an interest in agenda item 13.1.

### 25/18 **Public Participation**

A parishioner queried, in response to the attendance register in the previous meeting, how Councillors who didn't attend meetings were handled. The Clerk answered that after 6 months of no apologies then a Councillor could be removed from the Council.

The Village Plan was raised and it was requested that the cleaning of the village road signs be added to it. This was agreed and Cllr Brown suggested that a team or working party could be organised to do this as a regular thing. It was noted that the sign on Braille Road had been cleaned.

It was also suggested that the plan could be placed in the Eakring Echo as an attempt to encourage it and village pride as a whole.

The issue of tree conservation and TPO's was discussed and a parishioner informed the Council that the Woodland Trust was giving away trees for planting by organisations. Cllr Brown stated that this had been done before and that the Council had struggled to find places to put the trees.

Cllr Curry noted that there had been plans for a tree corner but that past trees had ended up not being taken up due to lack of areas in Eakring for them to be placed. It was suggested by a parishioner that local landowners could possibly be approached. It was agreed to place the issue in the Village Plan to continue looking at it.

Another parishioner raised that there had been a lot of dog mess left on the allotment area and Church Lane, that dogs had been seen loose and not on leads and that there were issues with potholes and the general state of the roads was poor. Cllr Peck Stated that he would be raising that issue in his report.

Cllr Pennicott stated that he had received a telephone call from a parishioner about a loose dog. Cllr Curry suggested that the issue be placed in the Eakring Echo reminding parishioners that allowing their dogs to roam loose was an offence. This was agreed by the rest of the Council. Cllr Curry also noted that the Dog Warden at the District Council only works certain hours. The Clerk agreed to attempt to contact the Dog Warden to make a report.

A parishioner informed the Council that someone had been out to look at clearing the drains a month prior and Cllr Curry reported that both Kirklington Road and Main Road had issues with the drains. The Clerk agreed to report the issue and locations to the Highways Department.

Cllr Pennicott reported that there had been issues with boulders appearing on verges outside homes in the village causing a hazard. The Clerk agreed to report this to Highways to have them looked at and removed if necessary.

#### 26/18 Report from Police and/or County/District Councillors

Cllr Peck reported that he was continuing to report issues with pot holes, broken road edges and streetlight outages. He noted that all of the villages he serves have similar issues. The pot holes and broken edges on Kirklington road have been previously reported by Cllr Peck and would be followed up. Cllr Haslam noted that if 24 hours after the pot holes had been reported there was damage done to vehicles due to the pot holes the County Council will pay compensation provided the pot holes had a depth of 40mm. The Clerk is to liaise with Cllr Peck over the blocked drains and gullies and about the issue of obstructions on the verges caused by boulders being placed outside parishioner's homes that was raised by Cllr Pennicott. Cllr Ford is to meet Cllr Peck to assess further issues around the village to be resolved. Cllr Curry reported that the grass verges were being damaged due to cars being parked and driven on them and that she had been told previously that due to their being part of the highway people were allowed to do this. Cllr Peck noted that this was a problem that would be looked at.

#### 27/18 Minutes

It was **RESOLVED** after proposal by Cllr L Haslam, seconded by Cllr R Brown and agreed unanimously (Cllr's Curry and White abstained due to not being present at the meeting) that

the Minutes of the Ordinary Meeting of the Parish Council held on 11<sup>th</sup> April 2018 be approved as a true record and signed by the Chairman.

**28/18 To Determine if any items are to be moved into Confidential Session**

It was determined that no items were of a confidential nature.

**29/18 Planning Applications**

**Comments to be submitted to the District Council on the following applications.**

No	Application Number	Description and Details	Applicant	Comments
1.	18/00771/FUL	Erection of two new live/ work units at: Rufford Court, Wellow Road, Eakring. Nottinghamshire	Hexgreave Estates Ltd, Hexgreave Hall, Upper Hexgreave, Farnsfield	Council <b>Resolved</b> , proposed by Cllr M Curry, seconded by Cllr L Haslam, 5 Cllrs in favour, 1 against, to support the application.

**The following applications have been determined by the District Council.**

No	Application Number	Description and Details	Applicant	Decision
2.	18/00574/TWCA	T1 - Willow - Pollard to 5m in height due to loss of limb T2 and T3 - Cherry trees – Fell	Stentons Croft Church Lane Eakring Nottinghamshire NG22 0DH	District Council Allowed
3.	18/00566/TWCA	T1 - Conifer Hedge - Reduce top and sides by 20% T2 - 3 x Deciduous trees - shape and reduce size by a max of 30% (Volume) T3 - Conifer tree - shape and reduce by a max of 30% (Volume) T4 - Large Willow tree - Pollard to just above the previous pollarding points T5 - Apple Tree - Shape and remove dead branches T6 - Large Willow tree - Pollard to just above the	Strete Bank Kirklington, Road, Eakring Nottinghamshire NG22 0DA	District Council Allowed

		<p>previous pollarding points</p> <p>T7 - Conifer tree - Shape and reduce by a max of 30% (Volume)</p> <p>T8 - Fir tree - Shape and reduce by a max of 30% (Volume)</p> <p>T9 - Leylandii/confier hedge - shape and reduce top and sides to allow more clearance from the house/garden (reduce by a max of 20%)</p> <p>T10 - Hawthorne - Shape and reduce by a max of 30% (Volume)</p>		
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30/18 **Finance**

The Council considered the schedule of payments to be made. The Budget Monitoring Report was presented by the Clerk and received.

It was unanimously **RESOLVED**, after proposal by Cllr R Ford, seconded by Cllr R Brown,

- (1) That the schedule of bill payments detailed below be approved and the reports noted

Chq number	Supplier	Description	Budget Item	Total
000515	Came and Co	Parish Council Insurance	Insurance	291.20
000516	Foys Solicitors	Land Registry	Misc Provision	264.00
000517	Information Commissioner's Office	GDPR - Registration Fee	Misc Provision	40.00
				<b>595.20</b>

31/18 **Chairman's Announcements** (if any)

There were no announcements

32/18 **Parish Council Plan**

Cllr Ford reported his pleasure that the village plan was evolving and suggested a newsletter, from the Parish Council and separate from the Eakring Echo be distributed to the parishioners with a focus on the village plan, updates to the Council and village pride. Cllr Curry suggested that it would be preferable to focus on the agenda rather than the plan. It was agreed to move forward

with the newsletter and that the Councillors will distribute copies by hand. The newsletter is to be written up by Cllr Ford brought to the next meeting.

### 33/18 Town Clerk's and Councillor's update of matters in hand

**Bilsthorpe Incinerator Planning Appeal Update:** There is at present no further news on the appeal.

**Wind Farm Update:** Cllr M Curry reported that the blade angles were altered in December meaning the noise from the wind farm should be less. It was noted that the Council will need to invoice the wind farm for its community benefit payment in June.

### 34/18 Reports from Representatives on Outside Bodies and Working Parties

**Cator Hall** – Cllr R Brown reported that a new clock had been purchased and installed in the Cator Hall and that the Cator Hall's Management Committee's Annual General Meeting is to be held on the 4<sup>th</sup> June 2018. It was agreed the Clerk would approach the Council's solicitor to set a meeting and begin formal discussions on the purchase of the Cator Hall from the Diocese.

**Recreation Ground:** Cllr Sweeney was not able to attend the meeting so a report on the Recreation Ground will be given at the next meeting in June.

### 35/18 Flooding Issues with Drains and Gullies

Cllr Ford is to do a walk around the village with Cllr Peck to note the locations of the blocked drains and gullies. The Council was informed that the Highways asset Management System at Nottinghamshire Highways department should hold a plan of these. The Clerk is to contact them for a copy and to liaise with Cllr Peck as to the clearing of them.

### 36/18 Tree Conservation and TPO's

The Clerk reported that she had been in touch with the Newark and Sherwood District Council with a view to setting up a meeting and some dates had been given. It was further reiterated that the District Council had no need to notify the Parish Council as to tree removal. A report from the meeting will be given at the next meeting. Cllr Curry raised the fact that she was in possession of an email from the previous Tree Officer stating that tree removal should be part of the District Council's Planning Policy. Cllr Curry agreed to forward the email to the Clerk for use at the meeting with the new Tree Officer.

### 37/18 Defibrillator Signage

It was unanimously **RESOLVED**, proposed by Cllr Pennicott, seconded by Cllr Haslam to purchase one sign for the telephone box reading 'Defibrillator' to replace one of the telephone signs at a cost of £33.36 including shipping and VAT. It was raised that due to the type of phone box

permission might be needed to alter it the Clerk is to look into this.

#### 38/18 **Backup Systems for the Parish Council Computer and Records**

It was unanimously **RESOLVED**, proposed by Cllr White, seconded by Cllr Haslam, to purchase a hard drive to back up the Parish Council's computer in case of failure.

#### 39/18 **Welcome to Eakring Signs**

The Clerk reported that having looked into costs for the Welcome to Eakring signs it was at present unaffordable. Outside funding was raised as a possible way to move forward and it was agreed to find the designs done for the signs and get a firm quote with a view to one of the Councillor's championing the issue and looking for ways to fund the project. It was agreed to put the issue on the next meeting's agenda.

#### 40/18 **Mompessons Cross Update and Bridge Query**

Cllr Ford reported that he had been up to the Cross and that there appeared to be no further issues with illicit activity taking place in the area.

#### 41/18 **Parish Council Website**

It was agreed that Cllr Brown would make the Parish Council the principle part of the current Eakring.org website and give it a redesign and update. Cllr Brown confirmed it was secure as per GDPR 2018.

#### 42/18 **Dog Poo Bin Installation**

The Clerk reported that at present the cost of the Dog Poo bins were prohibitive due to the requirement that the Highways Department place the posts in the requested locations as they were believed to be part of the highway and so needed qualified contractors to do the work. This pushed the price up significantly and until the purchase of the Cator Hall was completed there was very little funding to cover the extra costs of the posts. The Clerk will try to resolve the issues and report back at the next meeting. It was reiterated that the chosen locations were Braille lane, Tenter's Lane and Triumph Road. It was suggested that the Clerk look at siting the bins on the telephone poles in the area or other existing street furniture.

#### 43/18 **GDPR and Data Protection Officer**

Cllr Haslam reported that he was to be the Data Protection Officer if the Council required one and gave an explanation of GDPR and its requirements for the Council. The security checklists were filled in by the Councillor's and received by the Clerk. The Clerk noted that it would be

best practise for the Councillor's to look to getting email addresses solely for Council correspondence. The Clerk gave explanations of each of the policies to be accepted by the Council.

- 1) It was unanimously **RESOLVED**, proposed by Cllr Curry, seconded by Cllr Brown, to adopt the Data Protection Policy, the Subject Access Request Procedure, the Data Breach Policy and the Records Retention policy.
- 2) It was unanimously **RESOLVED**, proposed by Cllr Curry, seconded by Cllr Brown, to adopt the Privacy Notices and display them on the website.
- 3) It was unanimously **RESOLVED**, proposed by Cllr Haslam, seconded by Cllr White, to adopt the Parish Council Data Map.

And

- 4) It was unanimously **RESOLVED**, proposed by Cllr Pennicott, seconded by Cllr Brown, to register with the Information Commissioner's Office and pay the relevant Data Protection Fee

#### 44/18 Land Registry Update

The Clerk reported that notification had been received from the solicitors at Foy's that a caution had been registered on the common land at Green Lane, Bilsthorpe Road. Cllr Curry explained that this meant if anyone should come forward with a claim on the land the Council would be notified.

#### 45/18 Correspondence/Information

Correspondence was received from:

1. Zurich Insurance – offering a quote for future Parish Council Insurance.
2. HMRC - informing about the change in the way VAT126 Claims are to be made.
3. A parishioner - with concerns about the blocked drains and gullies around the village.

#### 46/18 Date of Next Meeting and Confirmation of Meeting Dates for the Year

It was unanimously Resolved, proposed by Cllr Curry, seconded by Cllr White, to continue with meetings on the second Wednesday of each month apart from August and January. The Clerk agreed to list the dates on the Parish Council website. The next meeting will be held on the 10<sup>th</sup> June 2018 beginning at 7.30pm in the Cator Hall.

#### Confidential information

No Items were moved in to the confidential session

The meeting closed at 9.20pm