

PAPPLEWICK PARISH COUNCIL

Minutes of the meeting held at Papplewick Village Hall, Linby Lane, Papplewick on Wednesday 11th September 2019

Present: Cllr Stephanie Roberts (Chairman), Cllr Jules Salmons, Cllr Helen Guyler, Cllr Nigel Penlington and the Clerk.

Parishioners/Visitors: Cllr C Barnfather (NCC, GBC), Niki Pekal (Antisocial Behaviour & Troubled Families Co-ordinator (GBC), PCSO Kirsty Szeluk (Notts Police), Reverend Raaff and 5 parishioners

<u>Minute No</u>		<u>Action</u>
94/19	APOLOGIES Cllr C Hesketh, Cllr S Walker Cllr Smith, Cllr Murray (GBC)	
95/19	DECLARATIONS OF INTEREST Cllr Roberts – Papplewick & Linby Cricket Club Cllr Penlington – Papplewick & Linby Village Hall	
96/19	APPROVAL OF MINUTES The minutes of the July meeting were accepted as a true record. Proposed by Cllr Roberts seconded by Cllr Salmons and signed by the Chairman Cllr Roberts.	
97/19	MATTERS ARISING None	
98/19	OPEN FORUM Mrs Kerr asked the PC to chase Highways to request a new pavement along Main Street. Mrs Kerr gave an update on Whyburn Medical Centre in Hucknall and advised of a PPG meeting this week. She also advised Mark Spencer has convened a meeting this week with NHS England, CCG and GP representatives from each practice to discuss the issues the practices are facing. Mrs Kerr agreed to keep the PC updated.	Clerk to chase
99/19	COUNCILLOR VACANCY Cllr Roberts thanked Mr Johns for attending the PC Meeting.	
100/19	ANTI-SOCIAL BEHAVIOUR IN THE PARISH Cllr Roberts raised concerns about the increase of antisocial behaviour in the village, including allegations of drug use, defacing of a listed building, damage to the stone wall, rubbish left in the church grounds and around the parish and the reports of scooters along Church Lane and around the Parish. Reverend Raaff commented that he has spoken to the youths and they have since stopped defacing the Church. He advised the biggest issue was the mess left in the Church porch including chewing gum, litter, small plastic sachets assumed to hold cannabis and small silver cannisters. Niki Pekal advised the cannisters will contain laughing gas. Reverend Raaff advised the youths are not abusive in any way and when asked to move on, they do. He advised the youths have said they are from the Ruffs estate and the estate behind Tesco in Hucknall. He reported he has received complaints from parishioners to say they do not feel safe when visiting the graveyard. He advised they wear hoods and although they are not threatening, they do make others feel threatened. Niki Pekal advised the concern is the drug use and if anyone suspects that drugs are being used they should report it to the Police on 101.	

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	<p>PCSO Kirsty Szeluk advised the main issue is if the youths are taking drugs and then riding on their scooters as this is dangerous. She advised she has visited Church Lane on every shift and only came across the youths once, and after speaking to them, they denied any wrongdoing and left. She has visited the area and has seen nothing to indicate drug use. She advised the Police cannot stop and search anybody without reasonable grounds. They need to either respond to a report indicating drugs are being used or have evidence. She advised they have only received 2 reports for Papplewick over the summer. She urged people to contact the police if they see any drug use or antisocial behaviour by calling 101 or reporting via the police website, or by email the local beat team at:</p> <p>kirsty.szeluk4764@nottinghamshire.pnn.police.uk christopher.whild@nottinghamshire.pnn.police.uk gedling.northnpa@nottinghamshire.pnn.police.uk</p> <p>Cllr Guyler advised including some information on how to contact the police in the Parish News and PC Newsletter. PCSO Szeluk advised if incidents aren't reported, then they can't get a pattern as to when these incidences are occurring. Niki Pekal advised the more reports the Police receive, the more likely they are to investigate. She also advised getting registration numbers as these can be checked.</p>	
101/19	<p>PAPPLEWICK ENVIRONMENT & COMMUNITY FUND</p> <p>Cllr Roberts advised of the application form which had been circulated to the PC and to the Marshalls prior to the meeting. Mrs Marshall advised simplifying the application form to make it easy for everyone to apply to the fund. Cllr Penlington advised having 2 stages; for small amounts a very simple form and for larger projects where a business report is required, a more comprehensive application form. Cllr Barnfather agreed to forward a template of a simple application form to the Clerk. It was agreed to arrange a meeting to discuss the application process and how to advertise this to ensure the whole community are aware of the fund. Date to be agreed with working party.</p>	Working party to arrange meeting
102/19	<p>POPPIES, SILENT SOLDIERS & WREATH</p> <p>Reverend Raaff advised he will be available to conduct a small service at the war memorial on the Park on Monday 11th November. The Clerk to contact the Royal British Legion to find out if they are conducting a service.</p> <p>The PC to circulate dates to erect the silent soldiers and lamp post poppies.</p>	<p>Clerk to contact RBL re service</p> <p>PC to agree date to erect Silent Soldiers and Poppies.</p>
103/19	<p>RISK ASSESSMENTS & POLICIES</p> <p>The Parish Council agreed to adopt the Litter Picking Risk Assessment.</p> <p>Cllr Penlington advised he will produce other risk assessments including PC Events and Playing Field.</p>	Cllr Penlington to pursue
104/19	<p>NEIGHBOURHOOD PLAN: ACTION PLAN</p> <p>Cllr Roberts discussed the updated draft action plan which had been circulated to the PC prior to the meeting. She advised the PC should undertake an audit of all the signs in the village, take photographs and forward to the Clerk to create a record. The PC will continue to work on the draft. She advised of the fantastic work carried out by Cllr Walker and thanked him on behalf of the PC.</p> <p>Cllr Roberts advised the Cricket Club have been successful in securing a Grant through Trent Bridge for the Defibrillator including a contribution from Cllr Barnfather and thanked him for his support. She advised the Defibrillator will be situated on the outside of the cricket pavilion making it accessible to the public.</p>	PC to forward photos of parish signs to the Clerk

105/19	TRANSPORT & MAINTENANCE SCHEMES Cllr Barnfather advised the PC has not been successful in their application.	
106/19	UPGRADING PC WEBSITE Cllr Roberts asked the Councillors to send their documents through to Cllr Walker as soon as possible. Cllr Hesketh advised prior to the meeting that she would be happy to progress this and that she has received a quote for £1500 for the initial design of a new website. She advised there would be other ongoing costs and this can be discussed further at the Finance Meeting in October.	Cllr's to submit document to Cllr Walker
107/19	BONFIRE EVENT Cllr Hesketh circulated an update prior to the meeting. She advised she has confirmed the use of the Griffins Head carpark. The insurance has been agreed and will be paid for by the Village Hall. She confirmed the Parish Councils have already paid half of the initial fireworks invoice. She advised she will not be available on the evening and asked for volunteers. Cllr Penlington advised there is a bonfire event meeting on the 16th September. Cllr Penlington agreed to update the Event Safety Plan.	Cllr Penlington to update the Event Safety Plan
108/19	CHRISTMAS DECORATIONS Cllr Hesketh circulated an update prior to the meeting. She reported that the tree has been ordered at £350 plus VAT plus delivery and is due at the end of November. She recommended ordering 700 multi-coloured LED lights at a cost of £200. She advised the application form to Via is in progress. She also recommended purchasing 6 sets of battery lights at £12 per set. She advised arranging a working party meeting in November to clear the corner of the field and again on 1 st December to erect the tree and lights. Volunteers needed.	Cllr Hesketh to purchase lights and arrange working party meeting.
109/19	DEFIBRILLATOR MAINTENANCE Cllr Roberts confirmed she has received the battery and pads for the defibrillator. Cllr Penlington agreed to assist with installing the new battery. Cllr Roberts advised that once installed, the Clerk can include on the Park inspection list.	Cllr Roberts & Penlington to install new battery.
110/19	VE DAY 75 CELEBRATIONS The Clerk advised she had received an email from Kathryn Holmes at the Village hall advising that they would not be holding an event next year. Cllr Roberts asked the Clerk to contact the Royal British Legion to find out if they were holding any events in the area. She asked the Clerk to contact Mrs Hardstaff to find out if the Beacon will be lit.	Clerk to contact the RBL re: VE Day events Clerk to contact Mrs Hardstaff re: Beacon
111/19	CORRESPONDENCE RECEIVED All correspondence had been circulated to the Parish Council prior to the meeting. The Clerk advised the PC that GBC have updated their Code of Conduct and advised Parish Council's to adopt the new changes. Cllr Roberts asked the Clerk to update the policy and circulate to the PC.	Clerk to update the Code of Conduct
112/19	PLANNING APPLICATIONS RECEIVED 2019/0623 & 2019/0671, 61 Main Street. Retention of boundary wall & gates & reduction in height to original height (1.5m) with coping stones re-instated. Re-pointed where required. 2019/0624, 61 Main Street. Sundial baluster and retain and reuse of existing bronze sundial to top.	

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	<p>2019/0625, 61 Main Street. Installation of a surface swimming pool and surrounding terraced patio within an existing earthen terrace.</p> <p>2019/0624TCA, Gardeners Cottage, Hall Lane. Remove dead yew tree and reduce conifers by 25%.</p> <p>2019/0756PN, 259 Moor Road. Single storey rear extension.</p> <p>2019/0832TCA, Gardeners Cottage, Hall Lane. Removing dead yew tree and felling conifer hedge/trees.</p>																																								
113/19	<p>PARISH COUNCIL ACCOUNTS</p> <p><u>a. Current Account balance</u> £55,517.00</p> <p><u>b. Payments & Receipts</u> Payments:</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Details</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>16/07/19</td> <td>Papplewick Village Hall – Room hire</td> <td>£14.00</td> </tr> <tr> <td>22/07/19</td> <td>Defib Store Ltd – Defibrillator Battery & Pads</td> <td>£92.34</td> </tr> <tr> <td>25/07/19</td> <td>Malfords – Playing field cut – Jul x 2 cuts</td> <td>£96.00</td> </tr> <tr> <td>01/08/19</td> <td>E Gretton – Jul wages & home office expenses</td> <td>£407.96</td> </tr> <tr> <td>27/08/19</td> <td>Malfords – Playing field cut – 2 cuts</td> <td>£96.00</td> </tr> <tr> <td>01/09/19</td> <td>E Gretton – Aug wages & home office expenses</td> <td>£407.96</td> </tr> <tr> <td>04/09/19</td> <td>Gedling Legal (GBC) – GDPR Training</td> <td>£12.00</td> </tr> <tr> <td>04/09/19</td> <td>N Penlington – Reimburse for locks & chain for gate</td> <td>£59.97</td> </tr> <tr> <td colspan="2" style="text-align: right;">TOTAL</td> <td>£1,186.23</td> </tr> </tbody> </table> <p><u>c. Payments to be authorised</u></p> <table border="1"> <tbody> <tr> <td>10/09/19</td> <td>Mr T Barker – Reimburse for ironmongery for gate</td> <td>£9.98</td> </tr> </tbody> </table> <p>Receipts:</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Details</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>20/08/19</td> <td>HMRC – VAT Reclaim</td> <td>£790.16</td> </tr> </tbody> </table>	Date	Details	Amount	16/07/19	Papplewick Village Hall – Room hire	£14.00	22/07/19	Defib Store Ltd – Defibrillator Battery & Pads	£92.34	25/07/19	Malfords – Playing field cut – Jul x 2 cuts	£96.00	01/08/19	E Gretton – Jul wages & home office expenses	£407.96	27/08/19	Malfords – Playing field cut – 2 cuts	£96.00	01/09/19	E Gretton – Aug wages & home office expenses	£407.96	04/09/19	Gedling Legal (GBC) – GDPR Training	£12.00	04/09/19	N Penlington – Reimburse for locks & chain for gate	£59.97	TOTAL		£1,186.23	10/09/19	Mr T Barker – Reimburse for ironmongery for gate	£9.98	Date	Details	Amount	20/08/19	HMRC – VAT Reclaim	£790.16	
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114/19	<p>PLAYING FIELD</p> <p>a) <u>General – vandalism & litter</u> Mr Southgate continues to empty the bins.</p> <p>b) <u>Inspection duty book handover and report</u> Cllr Walker to hand book to Cllrs Hesketh/Penlington</p> <p>c) <u>Inspection report and risk assessments</u> Cllr Penlington to strim nettles</p> <p>d) <u>Playing field working party update</u> Playing field party to recruit new volunteers and arrange meeting</p> <p>e) <u>Tree Survey Update</u> Cllr Penlington advised the necessary tree works have been carried out and further works will be done after the bird nesting season</p> <p>f) <u>Skate park noise</u> Considered as part of the NP Action Plan</p>	<p>Clerk to send thank you to Mr Southgate</p> <p>Cllr Walker to hand inspection book over</p> <p>Cllr Penlington to strim nettles</p> <p>Cllr Walker and M Else to arrange meeting</p>																																							

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	<p><u>g) CCTV – Data Processing Agreement Update</u> The Data Processing and Confidentiality Agreement was adopted by the Parish Council and signed by the Chairman, Cllr Roberts. The Clerk to forward to K Holmes at the Village Hall to sign</p> <p><u>h) CCTV Notices update</u> The PC agreed to purchase the notices. Cllr Hesketh to pursue.</p> <p><u>i) New CCTV equipment for Playing Field Update</u> Cllr Penlington to pursue with the Village Hall.</p>	<p>Clerk to send agreement to K Holmes</p> <p>Cllr Hesketh to purchase notices</p> <p>Cllr Penlington to pursue with K Holmes</p>
115/19	<p>HIGHWAYS MATTERS</p> <p>a) <u>Lengthsman Scheme</u> Cllr Barnfather advised St Albans Parish Council are no longer included in the lengthsman scheme and advised their hours have been allocated to the other parishes in the scheme. Cllr Roberts advised they have received 12 additional hours.</p> <p>Cllr Roberts advised the lengthsman has removed the gorse bush on Mansfield Road near the junction with Forest Lane and strimmed the path from the footpath to the bin and around the bench.</p> <p>The PC discussed whether the lengthsman could clear out the sensory beds on the playing field. Cllr Salmons advised they were full of twitch which would need spraying. Cllr Salmons to pursue.</p> <p>Mrs Kerr asked if the weeds on Main Street could be treated. The PC advised this was Highways responsibility. The Clerk to pursue.</p> <p>b) <u>Proposed Roundabout Papplewick Lane / Moor Road junction</u> Cllr Barnfather to chase.</p> <p>c) <u>Fly tipping update</u> Cllr Roberts advised she had reported fly tipping. Cllr Barnfather commented on the amount of litter along Blidworth Way. He advised he was part of a litter force who periodically meet to litter pick in and around Ravenshead. He advised they will meet next week and include Blidworth Way.</p> <p>d) <u>Flooding on Forest Lane</u> The Clerk advised she had received an email from Mick Greenaway at Highways confirming that works will be carried out imminently.</p> <p>e) <u>Flooding on Blidworth Way</u> The Clerk advised she had received an email from Mick Greenaway at Highways confirming that works to resurface the road and improve drainage were arranged for March 2020.</p>	<p>Cllr Salmons to pursue</p> <p>Clerk to contact Highways</p>
116/19	<p>REPRESENTATIVE REPORTS</p> <p>a) Village Hall: Cllr Penlington advised Mr Robinson has been appointed Treasurer and Paul Kanilkowski has been appointed the new Chairman. He reported the gents toilets have been refurbished and a new cupboard has been created to store the tables.</p> <p>b) Moor Pond Wood: Mrs Kerr advised they are still waiting for the LIS grant. Upon receipt of the grant the works to the path at Papplewick Dam can be completed.</p>	

117/19	<p>COUNCILLOR REPORTS</p> <p><u>a. GDPR Training</u> The Clerk has recently attended GDPR training at GBC. The Clerk has updated the Parish Council prior to the meeting and will include this item on the November agenda.</p> <p><u>b. Best Kept Village Competition / Thank You</u> Cllr Roberts advised that Papplewick had been unsuccessful in winning the BKVC but thanked everyone for their time and effort involved in tidying up the village. Special thanks to Wyn Lewis for mowing and arranging the Young Farmers to come out to the village.</p> <p><u>c. Papplewick Village Fayre</u> Cllr Salmons advised of the great success of the Papplewick Village Fayre and advised it was an amazing event which raised a profit of £8,844.00. She advised over 2,000 people attended. She thanked everyone who supported the event and helped it to be such a huge success. Cllr Penlington thanked Jules, Helen and Carolyn on behalf of the Parish Council.</p> <p><u>d. Gate, Church Lane</u> Cllr Penlington to purchase the gate</p>	<p>GDPR Update on Nov agenda</p> <p>Cllr Penlington to purchase gate</p>
118/19	<p>DATE OF NEXT FULL COUNCIL MEETING Wednesday 13th November</p> <p>The Clerk to circulate dates for the Finance Meeting in October</p>	<p>Clerk to circulate dates</p>

The meeting ended at 21:40

Signed: _____ **Chairman**

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