

**Minutes of the Annual Parish Assembly held remotely (via Zoom) on  
10<sup>th</sup> March 2021, 7:15pm**

**Present**

Cllrs: S Roberts (Chairman), C Hesketh (Vice-Chairman), S Walker, N Penlington, R Pettitt and L Gretton (Clerk)

Parishioners & Visitors: Cllr Barnfather (GBC, NCC), Cllr Smith (GBC), Inspector Chris Pearson, Sam Briggs (Vitty), Mrs M Kerr, Mrs K Weston, Mr W Lewis

<b>Minute No.</b>	
1/21	<p><b><u>Welcome &amp; Introductions</u></b> Cllr Roberts welcomed everyone to the meeting.</p>
2/21	<p><b><u>Apologies</u></b> Cllr H Guylar Cllr S Murray (GBC)</p>
3/21	<p><b><u>Approval of the minutes of the Annual Parish Assembly held on 13<sup>th</sup> March 2019</u></b></p> <p>The minutes of the meeting held on 11<sup>th</sup> March 2020 were accepted as a true record of the meeting. Proposed by Cllr Walker, seconded by Cllr Hesketh and signed by Cllr Roberts</p>
4/21	<p><b><u>Chairman's Report</u></b></p> <p>Cllr Roberts presented the following report:</p> <p>Firstly, a thank you to all the Councillors and the Clerk for their continued work for the Parish and to our regular meeting attending parishioners who contribute to the open forum. Also a thank you to our local Gedling and Notts Councillors for their continued support of the Parish. This has been a difficult year for everyone. We have held all our meetings since the last APA on Zoom. I hope with the vaccination programme going at full speed we will be able to meet in person before too long. We have lost a couple of Councillors in the last 12 months. I welcome Cllr Ross Pettitt in one of those positions and Ms Kate Weston is joining us tonight having expressed an interest in joining us on the Council.</p> <p>With all the restrictions and need for particular vigilance this has once again been a busy year for the Parish Council. In no particular order ...</p> <p>The HR Committee has met to confirm the Clerk's current pay and employment requirements. The Finance Committee met in October to review the Council's finances and to suggest the Precept for 2021/2022. We continue to hold ear-marked reserves for a number of aspects of Council work such as the Playing Field and equipment replacement.</p>

Planning – a number of planning applications and appeals for us to consider and comment on. I'm not always sure that the views of the Parish Council are taken into account but we can only try.

Highways – we continue to have regular contact with Notts CC and Via on a number of matters. In the last year there has been much work done at the end of Hall Lane and on Blidworth Waye. The problem of standing water at that junction appears to now be only a memory. It is to be hoped that the problem doesn't reappear as the pipework and culverts get blocked in future years. Work has also been done on Forest Lane near the junction with the A60 and this appears to have solved the problem there of water running across the road. We are still waiting for the mini-roundabout at the end of Papplewick Lane and have been advised this should be completed in the summer months.

Playing field – the playing field is kept in good condition by the endeavours of Malfords on grass cutting and volunteers and the lengthsman. Work has also been done round the parish by the lengthsman and we are always on the lookout for suitable work. There has been a survey of trees on the Playing Field and adjacent woodland. The Council will continue to keep this very special part of the parish in good order and have many ideas to develop woodland play. At the start of the Covid-19 pandemic, the Council did a very thorough risk assessment and took much of the equipment out of order in line with Government guidelines. We were regularly required to replace the tape, cable ties etc. around equipment we have removed from use because people had taken it on themselves to remove it. This has been very frustrating. After the first lockdown, the decision was made to remove altogether some swings to ensure Social Distancing when they were being used. In January of this year the Council looked again at the risk assessment in line with the new rules and regulations from national Government. We took the decision to take out of use any play equipment that could be used by more than one child. We also arranged for the Lengthsman to sanitise all the equipment 3 times a week. More recently we have received a number of calls advising we had the only playground in the area that was out of action. The Clerk has advised all those contacting us that the council had done its risk assessments and stood by their decisions. In light of the partial lifting of lockdown restrictions, we will continue to review this and will open the equipment for use when we feel it is appropriate. We have also been in contact with other councils to see what procedures they had in place for these matters. We continue to look at how we can reduce the noise from the skate park and any improvements we can make to this well used facility. The Council is also looking at the requirements for Green Flag status for the playing field.

Best Kept Village Competition did not take place in 2020 but we continue to ensure the village looks good and we try and stay on top of litter. When reports are received of overflowing bins, we try to get this resolved as quickly as possible. I expect the Council will be involved in the competition should it take place in 2021 and we will continue to work to removed litter and unsightly waste from around the parish.

The Environment and Community Fund which is supported by the payments for the turbine at Barracks Farm have once again been used to restock planters in the village and also to provide our own Christmas tree and other festive decorations. A thank you to the Marshall family for allowing the tree to be placed on their land. The tree looked good and although it was blown over just before Christmas, the speedy work of councillors with help from Mr Cundy of Top Farm soon had the tree and lights looking good once again.

As a result of the pandemic lockdown and restrictions, the decision was made very early not to proceed with the Bonfire event in 2020. Discussion will soon take place on whether or not this can take place once again in 2021.

During 2020 there was a number of online meetings about the development at Top Wighay Farm, these were attended by myself and Cllrs Walker and Penlington. The first of these was 'hosted' by Mark Spencer MP for Sherwood. Following this initial meeting we were able to put our concerns to Gedling Planning along with the concerns of Linby Parish Council and their Consultants. Documents have also been received about the next phase of allocations for development from 2030 in the Greater Nottinghamshire area which includes Papplewick Parish. Land has been identified within the Parish as possibly suitable but this work is in its very early stages and having land identified doesn't mean that land would be used.

The Neighbourhood Plan and action plan – The Councillors continue to look at this to put in place changes as agreed in the plan.

Work has been done at the crossroads to provide a non-skid surface and tactile paving to assist pedestrians at the junction. This was done as part of the Sherwood Gate development on Papplewick Lane.

Poppies and Remembrance – the Parish was decorated with poppies in November and some Councillors and Parishioners gathered at a suitable distance on 11<sup>th</sup> November for a silence, suitable words and laying of the wreath.

There have been a few examples of anti-social behaviour in the Parish including the burning of a bench on the playing field and a picnic table in Papplewick Dam woods and small fires in some of the litter bins. The bench on the playing field has been replaced on insurance. We continue to work closely with Inspector Pearson – we will hear from him in a little while – and we have recently received notices that can be placed around the parish advising of Police operations in the area. The Council is also looking into improved CCTV on the playing field with advice from the Police. How and where to sight this is a decision still to be made.

During the last year the Council has worked with Sam Briggs of Vitty to develop a new website for the Parish Council that meets all the requirements of the modern world making it accessible to all via a variety of devices. This work is progressing very well and I thank Sam for his work on this and also Cllr Walker for acting as the contact point for the council.

**Financial Controller's Report****Budget / Precept**

The budget was reviewed at the Finance Committee Meeting in October and ratified at the November meeting.

The precept for 2021/2022 has been agreed at £12,529.00, a rise of 0.44%

**Donations**

The Parish Council has received the following donations for 2020/2021:

Barracks Farm	Papplewick Community & Environment Fund	£2,207.63
Charmaine Daley (Zumba Instructor)	Hire of playing field (Aug-Sept)	£48.00
Gedling Borough Council	Donation from District Councillor's towards CCTV on Playing Field	£600.00
	<b>TOTAL</b>	<b>£2,855.63</b>

**Other Income**

Cllr Carolyn Hesketh	Bedding Plants (left-over)	£70.00
Cllr Helen Guyler	Bedding Plants (left-over)	£7.00
Aviva Insurance	Settlement for park bench	£585.16
HMRC	VAT Reclaim	£911.35
	<b>TOTAL</b>	<b>£1,573.51</b>

**Banking**

The Parish Council continue to bank with the Yorkshire Bank. Payments continue to be made by bank transfer.

Yorkshire Bank will be rebranded Virgin Money in 2021.

**Audit**

The Accounts for 2020/2021 will be prepared after 31<sup>st</sup> March 2021 and sent to Mr Barrie Woodcock, Internal Auditor on 26<sup>th</sup> April 2021.

It is expected that the Parish Council will be exempt from an external audit due to income/expenditure not exceeding £25,000.00. The Clerk will arrange for the Exemption Certificate to be signed after the full council meeting in May and submit to PKF Little John (External Auditors).

The Parish Council continues to comply with the Transparency Code for Smaller Authorities.

All accounts notices, minutes and policies are available to view on the website.

**Representatives Reports****a) Moor Pond Woods**

Cllr Walker reported it's been a traumatic year and the main issue during lockdown was that volunteering had to stop and that's had a massive impact. They managed to get volunteers in the middle of last year but then had to stop again. They've been able to do small works such as litter picking, cutting back vegetation but the bigger works have had to go on hold since volunteers have not been allowed to work in groups, only pairs. They've received a donation of around £3,000.00 from Co-op from their instore campaign.

Two years ago they received a substantial LIS grant from Nottinghamshire County Council that so far they haven't managed to spend due to not being able to complete the larger projects. These projects include replacing the bridge at Papplewick Dam, bank works in Papplewick Dam Wood and once complete, relaying the path and a bridge to the meadow, all this has to be done in teams, so has not been possible due to Covid-19 regulations.

He advised they suffered from vandalism in the middle of last year and some since, particularly the picnic table which was set on fire. The insurance agreed to pay for it but it's yet to be reinstated. Tree works have been carried out recently and the audit of trees revealed over 200 which require some work, which will be on a graded scale . The top 12 trees have now been completed as these were a serious risk to roads and paths. They've had ash-dieback in sapling ashes for 3 years or so, and now have it in mature ashes on the site, and since 60% of the trees are ash, it could have a quite devastating effect. A lot of work has been carried out including topping of ashes to reduce the weight in the crowns. It will have a beneficial effect though and will allow more light in giving chance for others to grow more quickly.

Cllr Walker was pleased to report that the Moor Pond Wood Group is a full partner of the Miner 2 Major Sherwood Landscape Scheme. They've made a promotional film for volunteering, which will be beneficial for the future.

He reported a major impact of Covid on the woodland has been the huge benefit to local population having a place to walk and enjoy. The footfall has been huge and it's been lovely to see families and children enjoying the woods. The downside to this is the erosion of the paths on the embankment which will cost a huge amount of money to replace. The other issue is the litter, which they have managed to keep on top of, but is an ongoing problem.

He thanked the Parish Council for their ongoing support and the Community Fund for the first tranche of bird boxes in the wood.

	<p><b><u>b) Papplewick &amp; Linby Village Hall</u></b></p> <p>Cllr Hesketh advised she is acting as Treasurer for the Village hall and reported the following:</p> <p>Most of the year the Village Hall has been impacted by Covid-19 and for a significant part of the year has remained closed. The only group able to continue using the Hall for part of the year is the Preschool Group. They have become the only regular hirers that are contributing funds to the upkeep of the Hall. In 2020, the hiring income and profits from the bar are overall down about two thirds on the previous year, so a significant loss. Fortunately, they have been able to access the Job Retention Funds for the Furlough and Covid grants of approximately £20,000 and this has helped some way to offset the loss of hire funds for that year.</p> <p>They are starting to see a few weddings and parties being provisionally booked for later in the summer and it's hoped that the children's activities can resume very soon in April. By May they hope that sporting activities can resume within the Hall and hopefully by June the Hall will be able to open up fully again.</p> <p>During 2020, Paul and Kathryn Holmes who ran the bar in the Village Hall under Blue Sky Associates resigned. At the moment the Village Hall Committee is in discussion with Darren and Kelly Wright re: taking over of the bar. Kathryn Holmes resigned from her position as Village Hall manager and the decision to recruit someone new is currently on hold. Sarah Slack has taken on the role on a temporary basis. For a while the Hall hasn't had a Secretary on the Committee; Lynda Jackson joined in this position towards the end of 2020. At the last meeting, I was co-opted as Treasurer and hopefully formally adopted at the AGM coming up in April.</p>
7/21	<p><b><u>Papplewick Environment &amp; Community Fund - Update on Projects &amp; Objectives</u></b></p> <p>Cllr Walker reported the Fund hasn't been used this year. A meeting with members of the group needs to be arranged to make a start on the next disbursement of funding.</p> <p>The Parish Council explored supporting schools during lock-down, but after speaking to the schools, the only help needed had been financial assistance to some families. Unfortunately the Parish Council were unable to assist with this.</p>
8/21	<p><b><u>Parish Action Plan (Neighbourhood Plan) – Update on Projects and Objectives</u></b></p> <p>Cllr Walker reported:</p> <p>The Parish Action Plan was adopted at the last APA although not reviewed mid-year.</p> <ul style="list-style-type: none"> <li>- Roundabout at Moor Road/Papplewick Lane: Scheduled for the summer</li> <li>- New Website: In the process of being developed by Sam Briggs at Vitty</li> <li>- Continue to enhance the QE Playground: Plans for the playground have taken place along with discussion re: noise abatement, this is ongoing and requires a wider upgrade of the stainless steel equipment. We have replaced the damaged seats. We haven't created a motorcycle deterrent at the entrances as this hasn't been a problem last year. We are currently exploring options for CCTV provision</li> </ul>

	<ul style="list-style-type: none"> <li>- Improvement of informal play: Continue to have discussions with the playgroup, however due to Covid-19, works have been on hold. Still intending to convert parts of the woodland as an informal play area and much more clearing in terms of ground level clearance. The tree survey has been commissioned and is due this week.</li> <li>- Trail along the Leen: Pleased to report I have worked with Ashfield District Council to provide a riverside path from Papplewick Lane to greater Papplewick which is in Ashfield. The path has now been cleared and relaying work will continue over the next month or so.</li> <li>- Supporting link path joining Moor Road to the footpath at Calverton Line: More discussions have taken place but there will be no further action until the riverside path is in place. Some interest from Ashfield District Council and also from Miner 2 Major.</li> <li>- Support for community providers, Village Hall Committee, MPW Committee, Playgroups etc: We continue to do what we can to support these groups although a lot has been abandoned due to Covid-19, but can continue in the future.</li> </ul>
9/21	<p><b><u>Councillor's Reports</u></b> None</p>
10/21	<p><b><u>Inspector Chris Pearson to update on Policing in the Borough</u></b></p> <p>Inspector Pearson reported the following:</p> <p>Sgt Neil Langham has joined the Neighbourhood Policing Team. PC Chris Whild is due to leave at the end of the month and a new Beat Manager will take post at the beginning of April.</p> <p>Engagement strategies have broken down due to corona virus though I continue to send the newsletters monthly which provide an update on policing in the borough. It's hoped that later on in the year we can return to normal engagement and include patch walks to understand some of the issues from the community.</p> <p>Figures for every crime type for rural villages are down this year; there has been a significant reduction in burglary and auto theft, 70 less victims of burglary this year to date, so this is really encouraging. Covid has had a massive effect on this, and hoping that the figures remain low so we can focus on issues that matter to the community.</p> <p>There has been discussions with Cllr's Barnfather and Smith regarding antisocial behaviour in Ravenshead and this has been creeping across all the rural villages. This includes kicking doors, knocking over bins, damaging play equipment. I appreciate the financial impact that this has on Parish Councils and the repair work required. Police operations will take place on Friday and Saturday nights over the coming months to get on top of the issue. Working with the Gedling neighbourhood wardens there are plans for extensions of CCTV provision and hopefully by summer we will be able to get this issue under control.</p> <p>There is a lot of evidence the 'police in operation' signs which Papplewick and Linby Parish Council have recently purchased decrease the risk of crime. I would like to assist the PC's with deploying them and will liaise with the Clerk. I'd also like to take photographs of the signs in situ and include them on the police social media pages.</p>

<p>Policing priorities - these are due to be refreshed at the end of the month. A survey is available on the Notts Police website 'What Matters'. It's a short survey which provides local people the chance to tell us what they want us to focus our time and energy on. I'd like to ask that as many people as possible complete the survey as I'm conscious we haven't been out and about in the community.</p>
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<p>Moving forward, we will be focusing on the reopening of licensed premises and there are plans for increasing patrols. There will be some challenges and a fair amount of work to do, but we don't want to forget the rural pubs and this will also be on our agenda.</p>
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<p>Antisocial behaviour is top priority in the rural areas and as soon as plans are finalised as to what police activities we are doing, I will share them with the Parish Councils.</p>
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**The meeting ended at 19:53**

**Signed Chairman:**

**Date:**