

PAPPLEWICK PARISH COUNCIL

Minutes of the meeting held at the Papplewick & Linby Village Hall on Monday 26th July 2021

Present: Cllr S Roberts (Chair), Cllr Carolyn Hesketh (Vice-Chair), Cllr Stephen Walker, Cllr Ross Pettitt, Cllr Nigel Penlington, Cllr H Guyler, Cllr K Weston and the Clerk

Parishioners/Visitors: Cllr C Barnfather (GBC & NCC), Cllr M Smith (GBC), Mr S Briggs + 1 (Vitty), W Lewis (arrived later), Parishioners: 9

<u>Minute No</u>		<u>Action</u>
79/21	APOLOGIES Cllr S Murray	
80/21	DECLARATIONS OF INTEREST Cllr S Roberts - Papplewick & Linby Cricket Club Cllr R Pettitt - The Griffin's Head Pub Cllr H Guyler – Papplewick & Linby Village Hall Cllr C Hesketh – Papplewick & Linby Village Hall	
81/21	APPROVAL OF MINUTES The minutes of the May meeting were accepted as a true record. Proposed by Cllr Roberts seconded by Cllr Hesketh and signed by Cllr Roberts.	
82/21	MATTERS ARISING <u>Hall Lane Island</u> Cllr Roberts advised the small fence on Hall Lane Island needs repairing again. Cllr Hesketh to contact the Lengthsman. <u>Hedging on Playing Field</u> Cllr Roberts enquired whether the PC were any further forward with applying for a grant for the hedge on the playing field. Cllr Walker advised speaking to the farmer in the first instance. <u>Great British Spring Clean (13th June) Update</u> Cllr Walker advised of a successful event with most litter found on the outskirts of the parish. He advised a significant proportion of the litter was fast food packaging. <u>Bus Shelter, Mansfield Road</u> Cllr Roberts advised the brick bus shelter has been replaced. <u>Defibrillator Posters and Signs</u> Cllr Roberts produced a poster for the noticeboards advising of the two defibrillators in the village – one at the Village Hall and one at the Cricket Club. A third defibrillator can be found at the Papplewick Pumping Station. She advised she will make some enquiries about signs for the village. She advised she would like an additional defibrillator on Church Lane.	Cllr Hesketh to contact the Lengthsman Cllr Roberts to investigate Defibrillator signs and possibility of additional defibrillator
83/21	SAM BRIGGS AT VITTY TO UPDATE ON NEW WEBSITE & PC TO APPROVE Cllr Walker advised the events diary has been updated and the new website is ready to go live. A few tweaks are required including the Councillors being able to log in to access the playing field section. The PC agreed the Cookies policy to be included in Vitty's management contract, Mr Briggs advised this will be added when the website is live. Cllr Roberts thanked Mr Briggs. The PC approved the new website.	
84/21	OPEN FORUM <u>i. Skate Park noise</u> Several parishioners residing close to the park attended the meeting to report that the noise from the skate park is intolerable and immediate action needs to be taken. They commented that this has been an ongoing problem for them for up to 6 years and the PC have not taken action to resolve the issue. They requested that the skatepark is either repaired immediately or removed. They commented that noise from youths that gather at the skate park can be heard throughout the night and into the early hours of the morning. The PC commented that removing the skatepark will not deter antisocial	

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	<p>behaviour. The PC advised they have actively been looking for someone to carry out the repairs for several years, which would solve the issue of the noise, however they have either been let down or the work hasn't been enough for a company to undertake. Cllr Roberts advised the PC has recently met with a contractor who has experience in sound deadening and are currently waiting for a quote. One parishioner commented that nobody in the parish wants the skatepark it is dangerous, causes noise pollution and is not fit for purpose. The parishioners requested the skatepark is taken out of use immediately until it can be properly repaired. Several parishioners volunteered to acquire 3 quotes for heras fencing and arrange for the ramps to be pulled together. The PC agreed for quotes to be obtained for the fencing, for the ramps to be moved and advised they will review it again in September.</p> <p><u>ii. CCG Update</u> Mrs Kerr advised that at the CCG meeting last week it was reported the infection rate is falling, however they emphasised the current variant is still prevalent and asked that anyone who has not had their Covid-19 vaccination to get it ASAP. They advised that people should lateral flow test twice weekly and these tests are free to collect from your local pharmacy, local testing sites or can be delivered for free from the gov.uk website. Booster jabs will be available from September, it's thought these will be administered at the same time as the Flu jab. They are proposing the first stage will be care-homes, over 70s, over 16s with certain medical conditions and front line healthcare workers. Group 2 will be over 50s and those with certain medical conditions such as asthma. They are closing the centres at Kirkby, the Richard Herrod centre, the Forest and Gamston but are looking to keep Wickes site at Mansfield and set up a new centre in Nottingham. The next CCG meeting is in September.</p> <p><u>iii. Parking on Pavement, Main Street</u> Mrs Kerr advised this continues to be a problem and it is impossible for wheelchair users and pushchairs to safely get by. She advised people are also parking near the bend past the tearooms. The PC advised this continues to be a problem, and leaflet drops has not had any effect.</p> <p><u>iv. Newstead Path / Dogs running loose sign – Update</u> Cllr Smith advised he has highlighted the issue with the Rights of Way Officer at County Hall and they will go out to explore further. He agreed to keep the PC updated.</p>	<p>PC to chase quote for repairs.</p> <p>Volunteers to acquire 3 quotes for fencing and move the ramps</p> <p>PC to review in September.</p> <p>Cllr Smith to update the PC</p>
85/21	<p>HIGHWAYS MATTERS</p> <p>i) Lengthsman Scheme: Cllr Barnfather confirmed the scheme will continue in 2021/2022. Jobs include repairing the broken fence at Hall Lane Island.</p> <p>ii) Fly tipping: None to report</p> <p>iii) Linby Lane Layby flooding: Awaiting flood remedial works.</p> <p>iv) Proposed Crossing, Linby Lane: Sent to Transport Planning for consideration.</p> <p>v) Other: Cllr Penlington advised when resurfacing Moor Road, Via left piles of asphalt in the road grips. Cllr Barnfather took details. The Clerk to pursue.</p> <p>Moor Road roundabout: Cllr Walker reported he has spoken to an Engineer on site who advised the roundabout will be installed in the middle of August.</p>	<p>Cllr Hesketh to pursue</p> <p>Clerk to chase</p> <p>Clerk to chase</p> <p>Clerk to contact Via</p>
86/21	<p>ANTISOCIAL BEHAVIOUR IN THE PARISH / DEPLOYING SIGNS</p> <p>The PC agreed to move the signs to the playing field entrances. The PC reiterated that should anyone witness a crime in progress they should contact 999. All other incidents should be reported on 101.</p>	<p>PC to move signs onto playing field entrances</p>
87/21	<p>PAPPLEWICK ENVIRONMENT & COMMUNITY FUND UPDATE</p> <p>Cllr Walker advised they will meet in the autumn. He reported he has approached Notts Communication Foundation who confirm they are interested in managing the Fund and the fee will be 10%. The PC agreed not to pursue. The PC advised they would like to increase the number of people involved in the Fund. Regarding the wildflower verges, the PC agreed to map out the verges in September and agree a plan of action later in the year ready for the project to start in the spring.</p>	<p>PC to map out verges in the parish</p>

88/21	BONFIRE EVENT 2021 The Clerk reported that at the last Linby Parish Council meeting, the PC had agreed to postpone the event to 2022 and roll over the fireworks deposit. Papplewick Parish Council agreed they will not run the event alone and if Linby PC agree to postpone then they will arrange for the fireworks deposit to be rolled over to next year.	Clerk to confirm with Linby PC. Cllr Hesketh to contact Dynamite re: fireworks															
89/21	POLICIES UPDATE Cllr Hesketh advised the GDPR policies are up to date, the Cookies Policies for the website has been discussed with Sam Briggs at Vitty. She advised the Privacy Policy on the website doesn't take you to the document. Cllr Walker advised he will pursue this, but that a copy is available within the Policies section on the website. Cllr Hesketh produced a draft Complaints Policy which was circulated to the PC prior to the meeting. The PC resolved to adopt the Complaints Policy.	Cllr Walker to look at Privacy Policy link on website															
90/21	NEWSTEAD PATH/DOGS RUNNING LOOSE SIGN – UPDATE Discussed in Open Forum (iv)																
91/21	CORRESPONDENCE RECEIVED <i>All correspondence had been circulated to the Parish Council prior to the meeting.</i> <u>Pony Party on Playing Field</u> The PC discussed the recent request for a pony party for a children's birthday party on the playing field. The PC had requested and received all risk assessments from the organisation. They advised the animal licence is issued for use in Ashfield and requested the Clerk obtain confirmation that they also have the necessary licence for Gedling. The Clerk to pursue.	Clerk to contact Pony Party Organisation															
92/21	PLANNING MATTERS & APPLICATIONS RECEIVED <u>2021/0657, 22 Forest Lane</u> Proposal: 2 storey rear extension; single storey side extension PC Comments: No objection <u>2021/0637TPO, Papplewick Hall</u> Proposal: Works to trees. PC Comments: No objection <u>2021/0731, 17 Main Street</u> Proposal: A like for like replacement of 4 Yorkshire sash windows on the front of the house. PC Comments: No objection <u>2021/0645TPO, Griffin's Head</u> Proposal: Crown lift Ash tree. PC Comments: No objection, however the Clerk contacted GBC Planning as the application was sent to the PC on 16 th July, but the application was sent to GBC in May and expired on 15 th July. Currently the PC have not received a response from GBC. Other Matters: The Clerk advised after conducting a search online, she has found a tree application that hasn't been sent to the PC: 2021/0817TCA, Cornerstone House, 72 Main Street. Proposal: Remove Sycamore Trees. Cllr Walker advised of another application which the PC has not been made aware of: 25 Main Street, to Fell a tree. The Clerk advised this application is not on the GBC website and will contact Planning regarding both issues.	Clerk to contact GBC Planning															
93/21	PARISH COUNCIL ACCOUNTS <u>a. Current Account balance</u> £60,655.78 <u>b. Payments & Receipts</u> Payments: <table border="1"> <thead> <tr> <th>Date</th> <th>Details</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>12/05/21</td> <td>Scot-Petshop – Echohound Dog Waste Bags</td> <td>£22.00</td> </tr> <tr> <td>19/05/21</td> <td>E Gretton – Reimburse for hand sanitiser gel</td> <td>£8.99</td> </tr> <tr> <td>25/05/21</td> <td>Reuben Shaw – 2 x Self Watering Barrels</td> <td>£600.00</td> </tr> <tr> <td>25/05/21</td> <td>Parish Mag Printers – May Newsletter</td> <td>£61.00</td> </tr> </tbody> </table>	Date	Details	Amount	12/05/21	Scot-Petshop – Echohound Dog Waste Bags	£22.00	19/05/21	E Gretton – Reimburse for hand sanitiser gel	£8.99	25/05/21	Reuben Shaw – 2 x Self Watering Barrels	£600.00	25/05/21	Parish Mag Printers – May Newsletter	£61.00	
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	25/05/21	BHIB – Parish Council Insurance	£1,835.50	
	01/06/21	E Gretton – May wages & home office expenses	£435.00	
	01/06/21	Malfords – Playing field grass maintenance (May)	£100.80	
	01/06/21	Granite Workwear Ltd – PPE for the PC	£299.10	
	01/06/21	Reuben Shaw – Summer Bedding Plants	£420.00	
	17/06/21	S Roberts – Reimburse for Zoom subscription	£14.39	
	17/06/21	C Hesketh – Reimburse for Plants & Compost	£123.70	
	17/06/21	Dynamite Fireworks – Fireworks for Bonfire Event	£500.00	
	01/07/21	E Gretton – June wages & home office expenses	£435.00	
	07/07/21	ROSPA Play Safety – Annual Park Inspection	£124.20	
	07/07/21	Malfords – Playing field grass maintenance (June)	£100.80	
	14/07/21	Jonathan Rhodes – Installation of signs	£416.00	
	20/07/21	N Penlington – Reimburse for hoses	£80.43	
		TOTAL	£5,576.91	
	Receipts:			
	Date	Details	Amount	
	19/05/21	Charmain Daley (Zumba Instructor) – Hire of field	£18.00	
	28/05/21	C Hesketh – Payment for unused bedding plants	£40.00	
		TOTAL	£58.00	
	Other matters: Audit documents can now be removed from the noticeboards.			
94/21	PLAYING FIELD			
	a) <u>General – vandalism & litter</u>			
	Cllr Roberts reported she has been attending once a week and emptying the bins. She advised puncturing the bin bags for ease when it's been raining. Cllr Hesketh advised that the Lengthsman may also be emptying the bins and agreed to confirm with him that he's still disinfecting the equipment. Cllr Hesketh to request the lengthsman to remove old signs on the playing field entrances			Cllr Hesketh to contact the Lengthsman
	b) <u>Inspection duty book handover and report</u>			
	None			
	c) <u>Inspection report and risk assessments</u>			
	Cllr Roberts requested a new liner for the Bear Bin and advised the key is missing.			New liner/key required for bear bin
	d) <u>Playing field working party update incl. playing field restoration and repairs to surface</u>			
	Cllr Walker advised he has spoken with a landscape architect who advises that some of the surfacing will not require replacing. The path to the swings could be tarmacked. Cllr Walker agreed to pursue. Cllr Penlington advised he met with the contractor from Ten Construction last week and discussed the surfacing. He is awaiting a quote for the works.			Cllr Walker to pursue
	The PC reported they have received a quote from Ulliyat for £2,200.00 to restore the playing field. Malfords advised they were unable to carry out the works.			Cllr Penlington to pursue
	e) <u>Skate park noise repairs - update</u>			
	Discussed in Open Forum (84/21i). The PC to erect a notice advising the skatepark is temporarily taken out of use for maintenance. Cllr Penlington advised he met with Marcus Reader of Ten Construction who advised they will be able to carry out the repairs to the skatepark and the work required on the park and will provide a quote for the works. Clerk to chase.			PC to erect sign Clerk to chase for quote
	f) <u>Container /CCTV</u>			
	Cllr Roberts circulated information to the PC prior to the meeting. Cllr Walker advised Miner 2 Major are still prepared to fund it and use the front part as a base for their volunteers to use and to store their equipment. Cllr Roberts advised she has a meeting with Alarm Systems this week and will discuss the cameras and solar panels. The PC discussed the options of having a receiver station in the container or if feasible, to hire a locked cupboard at the Village Hall.			

	<p>Cllr Penlington advised speaking to Chris Brown at Hoot as he has provided the security for the Village Hall and will be able to offer some advice.</p> <p>The PC agreed they need to look at costings for all the projects including repairs to the play equipment as detailed in the inspection report, restoration work to the playing field, works to the play surfaces, repairs to the skatepark, CCTV and container. These projects to be prioritised and completed in a phased approach.</p> <p><u>g) Defibrillator signage & posters for noticeboards – update</u> Discussed in Open Forum (82.21)</p>	<p>Cllr Roberts to contact Chris Brown at Hoot</p> <p>PC to prioritise projects</p>
95/21	<p>REPRESENTATIVE REPORTS</p> <p>a) Village Hall: Cllr Guyler reported more bookings are coming through. The first wedding was last week. Cllr Walker advised there was a lot of mess the following day with overflowing bins and advised he will discuss this with Sarah Slack. He also advised the first aid equipment wasn't readily available in the first aid room. Cllr Hesketh reported the floor in the main room is being resurfaced in August and new curtains have been ordered.</p> <p>b) Moor Pond Wood: Cllr Walker reported that volunteering has restarted. They are making good progress including bank erosion work by the waterfall, installing new picnic tables near the layby to replace the one that was destroyed, creating a more grassy, woodland glade rather than the shrubbed area and a new bench by Moor Pond.</p>	<p>Cllr Walker to contact S Slack at the VH</p>
96/21	<p>COUNCILLOR REPORTS</p> <p><u>a) Incidents on Moor Road</u> Cllr Guyler reported people have been seen trespassing on gardens on Moor Road. CCTV footage has been sent to the police. The PC advised residents to be vigilant and to report any sightings to the police.</p> <p><u>b) Signs for the park</u> Cllr Guyler advised she has 2 spare signs to be erected on the park and suggested one be placed at the entrance to the wood. The PC to pursue.</p> <p><u>c) Dogs off leads on playing field</u> This continues to be a problem even after the PC have written to residents. The Parish Council ask again that all dogs are kept on leads on the playing field.</p> <p><u>d) PPE</u> The PC reported they have purchased PPE for the Parish Council/Volunteers. Hi-Vis vests were handed to KW, SR, RP and the Clerk. Cllr Hesketh confirmed she has the Hand Sanitisers. Cllr Walker recommended the PC record which Councillors have up to date health & safety qualifications and first aid training. Cllr Penlington suggested the PC arrange First Aid Training for the Parish Council and open it up to others who may be interested. Basic Emergency First Aid will also include how to use a defibrillator which would be very useful. The Clerk to investigate. Clerk to produce a record of which Councillor has which keys.</p> <p><u>e) Church Lane Verges</u> Cllr Walker advised of the improvement to Church Lane after the PC arranged for the verges to be strimmed.</p>	<p>PC to erect signs in wood</p> <p>Clerk to update PPE Record</p> <p>Clerk to record PC Training</p> <p>Clerk to investigate training for PC</p> <p>Clerk to create record of keys</p>
97/21	<p>DATE OF NEXT FULL COUNCIL MEETING Wednesday 8th September 2021, 7:15pm at the Papplewick & Linby Village Hall, Linby Lane, Papplewick</p>	

The meeting ended at 22:56

Signed: _____ Chairman

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