

# PAPPLEWICK PARISH COUNCIL

## Minutes of the meeting held on Wednesday 13<sup>th</sup> November 2024 at the Papplewick & Linby Village Hall, Linby Lane, Papplewick commencing 7:15pm

**Present:** Cllr's R Smart (Chair), C Hesketh (Vice-Chair), A Bly, N Seagrave, S Roberts, S Bennett and L Gretton (Clerk). Cllr C Barnfather (NCC) and 7 members of the public

<b>Minute No</b>		<b>Action</b>
139/24	<p><b>WELCOME &amp; APOLOGIES FOR ABSENCE</b></p> <p>a) <u>Apologies for absence</u> Cllr's M Smith (GBC), S Bestwick (GBC), S Pickering (GBC)</p> <p>b) <u>Appeal for new Councillor</u> A position is still available. All enquiries to <a href="mailto:clerk.papplewick@gmail.com">clerk.papplewick@gmail.com</a></p>	Cllr Smart to write role profile for website /social media
140/24	<p><b>DECLARATIONS OF INTEREST</b></p> <p>Cllr C Hesketh &amp; Cllr S Bennett – Papplewick &amp; Linby Village Hall Cllr R Smart &amp; Cllr C Hesketh – Papplewick Village Fayre (PappFest) Cllr N Seagrave – Moor Pond Wood Cllr S Roberts – Papplewick &amp; Linby Cricket Club</p>	
141/24	<p><b>APPROVAL OF MINUTES</b></p> <p>The minutes of the September 2024 meeting were accepted as a true record. Proposed by Cllr Hesketh, seconded by Cllr Seagrave and signed by the Chair, Cllr Smart</p>	
142/24	<p><b>MATTERS ARISING</b></p> <p>i) Police beat surgeries update – Clerk liaising with PC Joshua Bradbury and has requested availability for the Village Hall from Sarah Slack</p> <p>ii) Defibrillator update – Cllr Roberts advised the defibrillator is currently available at the Griffin's Head Pub during opening hours. A new cabinet is needed before it can return to the Village Hall and the power to the machine will need to be checked. The cost for the cabinet is around £550.00. The PC have received a donation of £150.00 from the Gedling Councillors and Cllr Barnfather agreed to contribute. The Clerk confirmed she has approached the Village Hall for a contribution. The PC discussed whether they would be allowed to set up a crowd funding page - the Clerk agreed to pursue. Cllr Roberts advised there is a defibrillator at the Cricket Club which is available 24 hours every day.</p> <p>iii) Tree Survey for playing field – There are 3 trees which require attention: The tree near the picnic table needs ivy removing from the bottom and stripping 2 metres from the trunk – to be carried out by the Lengthsman. The tree near the concrete base on the playing field has a branch that needs cutting -the Clerk to contact Jonathan Rhodes for a quote. There is a tree that needs felling that isn't on PC land. The recommendation from Via is to contact the owner. The PC agreed to obtain a quote from Jonathan Rhodes and then contact the owner.</p>	<p>Clerk to pursue with VH &amp; Police</p> <p>Cllr Roberts to pursue defib cabinet</p> <p>Clerk to contact NALC</p> <p>Cllr Hesketh to contact the Lengthsman</p> <p>Clerk to obtain quote from J Rhodes</p>
143/24	<p><b>OPEN FORUM</b></p> <p><b>a. Public Participation:</b> <u>Removal of hedgerow, Wighay Road, Top Wighay Development</u> Mrs Kerr asked whether the hedge that has been removed on Wighay Road will be replaced. The Clerk advised a bund will be installed as a temporary flood mitigation measure. She understands it will eventually be fenced.</p> <p><b>b. Reports from District/County Council Representatives:</b> Cllr Barnfather offered a contribution towards the Defibrillator. The PC thanked him for his support. A resident raised concerns regarding a ditch at the side of their property which needs clearing. Cllr Barnfather advised the resident that if it is a drainage ditch then it is the responsibility of the landowner adjacent to it, however, he agreed to look into the matter. Clerk to forward resident details.</p>	Clerk to forward details to Cllr Barnfather

Initials Chairman .....

	<p>Mrs Kerr advised the footpaths in Moor Pond Wood are in desperate need of improvements due to the high footfall during the covid pandemic. She advised the footpaths have collapsed either side and are no longer suitable for wheelchair users or pushchairs. She enquired whether there was any funding available at NCC. Cllr Barnfather advised the Local Community Fund has now closed but recommended contacting Gedling Borough Council.</p>	
144/24	<p><b>REPORTS FROM WORKING PARTIES</b></p> <p><b>1. Transport &amp; Road Safety Working Party</b></p> <p><u>a) Update on Traffic Survey / Traffic Calming / Parking Concerns:</u>  Cllr Smart gave a brief overview of his recent meeting with Paula Johnson (Via) and Cllr Chris Barnfather. They advised that installing traffic signals at the crossroads would be a problem due to the limited space to mount the equipment.</p> <p>Cllr Smart commented there is a similar junction in Thornton Le Dale with equally bad traffic backing up, and they created a one-way system which works well.</p> <p>A suggestion from a concerned resident was to have mirrors installed, however NCC advise they ceased installing mirrors on the highway due to safety concerns. The problem is that the view they give is distorted and can create a false impression of how far away an oncoming vehicle is and how fast it is approaching.</p> <p>Cllr Smart suggested a 4-way traffic stop similar to what has been installed at the back of Mapperley Plains. Cllr Hesketh commented this may be a problem as it is not a straight road from Moor Road to Main Street and this would cause a problem with line of sight.</p> <p>The PC discussed the possibility of installing temporary traffic lights to be used only during rush hour for as little as 15-20 seconds to clear some traffic. Cllr Hesketh commented it's important to keep traffic moving, as if it stops on Moor Road or Linby Lane it will cause traffic chaos and it will back right up. This is evident when a car is parked on Forest Lane as within seconds there is a long queue of traffic waiting to get around the car.</p> <p>The PC discussed the difficult pedestrians having crossing the road near the junction. They discussed the possibility of installing a crossing near Blacksmiths Court which would lead over to the Bus Stop.</p> <p>Cllr Smart thanked everyone for their suggestions and agreed to explore this further with Via.</p> <p>Parked cars on Main Street: Paula Johnson advised that though it isn't ideal, parked cars are perceived as a natural traffic calming device. Adding traffic calming to Main Street will be expensive and not always well received by residents who have had this infrastructure implemented elsewhere. Double yellow lines would be cheaper but often results in pushing the problem elsewhere. Mrs Kerr advised the problem on Main Street is that pedestrians cannot walk safely on the pavements due to the mounted cars that are parked. It is a serious issue for wheelchair users, those with disabilities and pushchairs. Cllr Smart had suggested road narrowing however whilst it works in some places, it wouldn't work on Main Street.</p> <p><u>b) Update on Flooding Actions:</u>  Blocked drain outside Ward Cottage: The owners advised the water now flows down past the property and further down Main Street to the corner. Cllr Smart discussed this with Via who have agreed to investigate.</p> <p><u>c) Lorry Watch:</u>  Cllr Smart reported that Trading Standards have been in Papplewick monitoring and have spotted persistent offenders which align with the PC's findings from earlier in the year. Dean Taylor at TS is working on following up all reported vehicles.</p>	<p>RS to pursue with Via</p>

Initials Chairman .....

	<p><b>2. Playing Field and Associated Facilities</b>  <u>a) Lengthsman Hours</u>  Cllr Hesketh requested all Councillors to send jobs through. Jobs to do include strimming the corner of the field ready for the installation of the Christmas tree.</p> <p><u>b) Update on plans for the site</u>  Cllr Bly reported he contacted Rob McClearly at GBC regarding funding available for sports facilities and playgrounds. He recommended contacting Jane Richardson, the Parks Manager. Cllr Bly to arrange a meeting.</p> <p><b>3. Community Engagement Working Party</b>  <u>a) Formation of WP Personnel/Resourcing</u>  Open to both PC and residents – any volunteers interested please contact <a href="mailto:clerk.papplewick@gmail.com">clerk.papplewick@gmail.com</a></p> <p><u>b) Gedling Play Forum</u>  The Clerk advised she has contacted Gedling Borough Council regarding the play forum which used to be held annually in July, on the playing field. It was an event for the whole family and involved lots of free, fun activities. GBC have advised they do still hold the event in various locations around Gedling and will contact the Clerk in the next few months to discuss the plans for 2025.</p>	<p>Cllr Bly to pursue</p> <p>Clerk to pursue</p>																																																												
145/24	<p><b>FINANCE AND ADMINISTRATION</b>  <u>a) Financial Report</u>  Bank Balance: £79,870.68</p> <p>Payments:</p> <table border="1" data-bbox="212 985 1257 1563"> <thead> <tr> <th><u>Date</u></th> <th><u>Details</u></th> <th><u>Amount</u></th> </tr> </thead> <tbody> <tr><td>26/09/24</td><td>NALC – Chair skills training attended by Cllr Smart</td><td>£45.00</td></tr> <tr><td>26/09/24</td><td>Royal British Legion – 20 x lamp post poppies &amp; wreath</td><td>£122.25</td></tr> <tr><td>26/09/24</td><td>E Gretton – Reimburse for Microsoft software</td><td>£29.99</td></tr> <tr><td>01/10/24</td><td>E Gretton – Sept wages &amp; home office expenses</td><td>£584.76</td></tr> <tr><td>01/10/24</td><td>HMRC – Tax</td><td>£1.80</td></tr> <tr><td>01/10/24</td><td>NCC – Pension Fund</td><td>£158.98</td></tr> <tr><td>10/10/24</td><td>Village Hall – hire 10/7 &amp; 11/09</td><td>£48.00</td></tr> <tr><td>10/10/24</td><td>Vitty – website management &amp; privacy policy (6 months)</td><td>£390.00</td></tr> <tr><td>10/10/24</td><td>Weedfree – Grass cutting x 9 invoices for 03/6 to 07/10</td><td>£864.00</td></tr> <tr><td>23/10/24</td><td>Proweb – Anti-spam filter for Papplewick.org</td><td>£24.00</td></tr> <tr><td>23/10/24</td><td>E Gretton – Reimburse for paper</td><td>£21.99</td></tr> <tr><td>23/10/24</td><td>C Hesketh – Reimburse for remembrance boards</td><td>£115.75</td></tr> <tr><td>01/11/24</td><td>E Gretton – Oct wages &amp; home office expenses</td><td>£584.76</td></tr> <tr><td>01/11/24</td><td>HMRC – Tax</td><td>£1.80</td></tr> <tr><td>01/11/24</td><td>NCC – Pension Fund</td><td>£158.98</td></tr> <tr><td>07/11/24</td><td>A Sharpe (Lengthsman) – materials for broken fence</td><td>£8.90</td></tr> <tr> <td colspan="2" style="text-align: right;"><b>Total</b></td> <td><b>£3,160.96</b></td> </tr> </tbody> </table> <p>Receipts</p> <table border="1" data-bbox="212 1653 1257 1720"> <thead> <tr> <th><u>Date</u></th> <th><u>Details</u></th> <th><u>Amount</u></th> </tr> </thead> <tbody> <tr> <td>12/11/24</td> <td>GBC – Donation towards repairs to Defibrillator</td> <td>£150.00</td> </tr> </tbody> </table> <p><u>b) Finance Committee Meeting Update incl. Budget &amp; Precept Approval</u>  Cllr Hesketh gave a brief overview of the meeting. The PC approved the budget.</p> <p>Cllr Hesketh advised the precept for 2025/2026 is £22,888.00, a 2.7% increase on last year. The PC resolved to accept the precept.</p>	<u>Date</u>	<u>Details</u>	<u>Amount</u>	26/09/24	NALC – Chair skills training attended by Cllr Smart	£45.00	26/09/24	Royal British Legion – 20 x lamp post poppies & wreath	£122.25	26/09/24	E Gretton – Reimburse for Microsoft software	£29.99	01/10/24	E Gretton – Sept wages & home office expenses	£584.76	01/10/24	HMRC – Tax	£1.80	01/10/24	NCC – Pension Fund	£158.98	10/10/24	Village Hall – hire 10/7 & 11/09	£48.00	10/10/24	Vitty – website management & privacy policy (6 months)	£390.00	10/10/24	Weedfree – Grass cutting x 9 invoices for 03/6 to 07/10	£864.00	23/10/24	Proweb – Anti-spam filter for Papplewick.org	£24.00	23/10/24	E Gretton – Reimburse for paper	£21.99	23/10/24	C Hesketh – Reimburse for remembrance boards	£115.75	01/11/24	E Gretton – Oct wages & home office expenses	£584.76	01/11/24	HMRC – Tax	£1.80	01/11/24	NCC – Pension Fund	£158.98	07/11/24	A Sharpe (Lengthsman) – materials for broken fence	£8.90	<b>Total</b>		<b>£3,160.96</b>	<u>Date</u>	<u>Details</u>	<u>Amount</u>	12/11/24	GBC – Donation towards repairs to Defibrillator	£150.00	
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Initials Chairman .....

	<p><u>c) Update on grants and funding applications</u>  Cllr Smart advised the deadline to apply for the Local Community Fund was 8<sup>th</sup> November. There may be another round of funding at the beginning of next year.</p>	
146/24	<p><b>HR</b>  <u>1. Sexual and General Harassment Policy &amp; Procedure</u>  The Clerk circulated the Policy prior to the meeting. The PC resolved to accept the Sexual and General Harassment Policy and Procedure. Clerk to upload to website.</p> <p><u>2. NALC Pay scales increase, backdated to 1<sup>st</sup> April</u>  The PC resolved to accept the Clerk's pay increase and back date to 1<sup>st</sup> April</p>	Clerk to upload to website.
147/24	<p><b>PAPPLEWICK ENVIRONMENT &amp; COMMUNITY FUND</b>  The Fund stands at £15,363.00. The annual payment is expected imminently. Cllr Smart reported he and Cllr Hesketh met with Suzanne Marshall to clarify how they wished the Fund to be spent. Mrs Marshall advised they would like to create a legacy and longevity for the community that cannot be supported through the PC's normal funding process. They would support updating areas of the playing field, creating the multi-use paths or contributing towards the Papplewick Sign on the A60. Cllr Hesketh commented they have recently funded the Remembrance boards which are currently erected in the village. Cllr Smart commented they were keen to offer grants to individuals in the parish, however, the PC do not have the power to do this. The grant could be available for a community group, if the project benefits the residents of Papplewick. Mrs Kerr asked if they would consider contributing towards a new bridge for Moor Pond Wood. Cllr Hesketh advised that they put in a request to the PC and it will be considered.</p>	
148/24	<p><b>PLANNING AND DEVELOPMENT</b>  <u>Recent planning applications</u></p> <ul style="list-style-type: none"> <li>- 2024/0592, 73 Mansfield Road - Demolition of outbuilding and erection of new outbuilding for the storage of tractors, trailers, lawn care equipment, vehicle storage and workshop. PC Observations: No objections</li> <li>- 2024/0595, 12 Forest Lane - Brick tinting to part of the front elevation, new fenestration and single storey rear extension with canopy. PC Observations: Papplewick Parish Council object to the above planning application: The new black windows and blue tinting of bricks at the front is not in keeping with the local area or the Papplewick Neighbourhood Plan. The dark grey windows against red brick is in contrast to other frames in the area. Staffordshire blue brick in a sandstone and clay brick area is out of regional character...</li> <li>- 2024/0590, 3 Hall Mews, Hall Lane - Excavate for retaining wall with patio area PC Observations: The application states the work began in July. We object to the work starting before the application has been consulted on.</li> <li>- 2024/0725TCA, 1 Hall Mews, Hall Lane – Tree works. PC Observations: No objections</li> <li>- 2024/0776, West View Farm, Main Street – Change of use from agricultural farm building to gym. PC Observations: No objections subject to restrictions offered in covering letter re: times/numbers.</li> </ul>	
149/24	<p><b>PARISH COUNCIL PROJECTS</b>  <u>a) Ongoing projects</u>  Multi-use Paths: Opening up of multi-use paths – Calverton Line and Link path on Moor Road: Cllr Smart advised he has arranged a meeting with Mary Bell at the Local Access Forum in February.</p> <p>A60 Papplewick sign: Cllr Roberts advised she has been liaising with Lewis Widdowson, CIL Officer at GBC re: funding available to replace the sign. Cllr Smart advised he has received an email from Paula Johnson at Via confirming a suitable location for the sign.</p> <p>Bonfire Update: Cllr Seagrave commented the event was a great success. Cllr Hesketh commented the profit raised to date is £7,918 which will be equally split between Papplewick PC, Linby PC and the Village Hall.</p>	Cllr Roberts to pursue

Initials Chairman .....

	<p>Cllr Hesketh commented the event comes very quickly after the Papplewick Village Fayre and the effort that goes into it, weeks before, running up to and on the night is huge. She advised she has made the decision not to be involved moving forward. Cllr Wyn Lewis (Linby PC) commented he felt the same, however, he has been approached by a member of public who said they would be prepared to take the lead on the event. He will meet with them in the New Year to discuss further. Cllr Hesketh advised the Parish Council need to make a decision whether they will take part next year, as though they may not take the lead on the event, they are still liable should any problems arise. It was agreed to include this on the March Agenda.</p> <p>Remembrance Day: Cllr Smart thanked Cllr Bly and Cllr Seagrave for putting up the poppies and the silent soldiers. Cllr Roberts gave an update on the ceremony held at the Church.</p> <p><u>b. Projects for the remainder of 2024</u>  Christmas Tree – Cllr Wyn Lewis (Linby PC) advised the tree will be delivered on 25<sup>th</sup> November. Volunteers are needed to install the tree. The PC agreed to install the lights the weekend of 30<sup>th</sup> Nov/1<sup>st</sup> Dec and the light switch on will be 7<sup>th</sup> December to coincide with the Griffin’s Head Christmas Market. Cllr Hesketh and Bly agreed to install the street decorations.</p>	<p>Clerk to include on March agenda</p> <p>Volunteers needed</p>
150/24	<p><b>CORRESPONDENCE</b>  St James’ Church – Cllr Smart to pursue new sign for the gate on Church Lane and arrange a meeting with Reverend Raaff regarding a discussion re the Church Yard maintenance</p>	Cllr Smart to pursue
151/24	<p><b>REPORTS FROM PARISH COUNCIL REPRESENTATIVES</b>  Moor Pond Wood: Cllr Seagrave advised the MPW Committee have agreed that the trees at the side of Moor Pond Wood need thinning out. Mrs Kerr commented the missing information board will cost around £600.00 to replace. She commented it may have been thrown into the woods, so they have agreed to search for it. She commented the bridge needs replacing and they are looking for funding for improvements.</p> <p>Village Hall: Cllr Bennett reported. The Committee thank Pappfest for their donation. She advised they have a pest problem under the stage and have agreed to take out a service contract with a pest controller. Cllr Bly has produced an Emergency Procedure for the village hall. The hirers will be able to use this template as a guide as they need to have their own procedures in place. Cllr Hesketh advised they have finally received the grant for the boiler which covers 20% of the cost.</p>	
152/24	<p><b>COUNCILLOR REPORTS</b>  Cllr Hesketh advised when the Finance Committee were reviewing the Finance Policies, it clearly states there should be an annual review of Church Lane. The PC need to include a check-list like what is carried out on the Playing Field.</p>	PC to produce check-list for Church Lane inspection
153/24	<p><b>DATE AND TIME OF NEXT MEETING</b>  The next Full Parish Council meeting is Wednesday 8<sup>th</sup> January 2025, 7:15pm at the Papplewick &amp; Linby Village Hall</p>	

Meeting ended 21:10

Signed: \_\_\_\_\_ Chairman \_\_\_\_\_

Initials Chairman .....