

PAPPLEWICK PARISH COUNCIL

Minutes of the meeting held on Wednesday 8th May 2024 at the Papplewick & Linby Village Hall, Linby Lane, Papplewick following the Annual Meeting which commenced at 7:15pm

Present: Cllr's R Smart (Chair), C Hesketh (Vice-Chair), S Roberts, S Walker, S Bennett, N Seagrave and L Gretton (Clerk).

*Cllr's C Barnfather (NCC), S Bestwick (GBC), Martin Smith (GBC)

6 members of the public.

Minute No		Action
65/24	APOLOGIES Cllr A Bly Cllr S Pickering (GBC)	
66/24	DECLARATIONS OF INTEREST Cllr C Hesketh & Cllr S Bennett – Papplewick & Linby Village Hall Cllr R Smart & Cllr C Hesketh – Papplewick Village Fayre (PappFest)	
67/24	APPROVAL OF MINUTES The minutes of the March 2024 meeting were accepted as a true record. Proposed by Cllr Smart seconded by Cllr Roberts and signed by the Chair, Cllr Smart	
68/24	MATTERS ARISING i. Path over the meadows: Cllr Walker reported the PC cannot take any action regarding parking on this footpath. ii. Standing Operating Procedures on the website: Clerk to pursue iii. Notices for noticeboards at Top Farm. Clerk to forward notices to Cllr Bennett	Clerk to pursue Clerk to pursue
69/24	OPEN FORUM <u>a) Special thanks</u> Mrs Kerr thanked Cllr Roberts for her service over the years, from when she joined the Parish Council back in 2006 and as Chair from 2015. <u>b) Cleaning signs</u> Mrs Kerr reported the sign by the Hall still needs cleaning. Cllr Hesketh to add it to the Lengthsman's jobs. <u>c) Parking, Top Farm</u> Mrs Kerr reported that as the grassed area near Top Farm has been taped off, vehicles are parking on the road, which is a safety hazard due to the bend. She asked if 'no parking' signs can be erected. The PC advised it is not Parish Council land. No further action.	Cllr Hesketh to contact the Lengthsman
70/24	APPROVAL OF EXTRA-ORDINARY MEETING MINUTES / CO-OPTION OF NIGEL SEAGRAVE The minutes of the Extraordinary Meeting were accepted as a true record. Proposed by Cllr Roberts seconded by Cllr Hesketh and signed by Cllr Roberts.	
71/24	CLLR'S HESKETH & SEAGRAVE TO SIGN THE DECLARATION OF ACCEPTANCE OF OFFICE Cllr's Hesketh & Seagrave signed the Declaration of Acceptance of Office.	
72/24	DEFIBRILLATOR UPDATE Cllr Roberts reported the Defibrillator at the Village Hall is currently out of action. She advised a Locksmith has been to open the box, however there is a problem with the electrics. Cllr Roberts agreed to contact an Electrician. She advised the Defibrillator itself is working. Cllr Hesketh reported she has contacted the owner at the Griffins Head Pub who has agreed to temporarily store the Defibrillator at the pub. She advised the defibrillator will only be available during opening hours. The Clerk to update details on The Circuit. Cllr Roberts to put a sign on the box at the Village Hall directing people to the Griffin's Head Pub.	Cllr Roberts to contact Electrician and include sign at the Village Hall Clerk to update The Circuit.
73/24	ANTISOCIAL BEHAVIOUR IN THE PARISH Cllr Smart reported Scooters/Motorcyclists on the Linby Trail in Linby. Clerk to contact the Police and speak to Linby PC re deploying their Police signs to deter them.	Clerk to pursue

Initials Chairman

74/24	<p>POLICE BEAT SURGERIES UPDATE The clerk advised the Village Hall has requested details of days/times the police would like to hold their surgeries. The Clerk awaiting response from PC Dennis. Mrs Sherwin, Mortons Farm Tea Rooms advised they would be happy for them to be held at the tea rooms or alternate with the Village Hall.</p>	Clerk to chase PC Dennis
75/24	<p>LENGTHSMAN SCHEME a) <u>Cork in noticeboards & cleaning the exterior – Hall Lane Triangle</u> Cllr Hesketh to contact the Lengthsman re noticeboard at Hall Lane. The PC agreed the plastic/glass on the noticeboard near the bus stop also needs cleaning.</p> <p>b) <u>Update on the 24/25 agreement</u> Cllr Hesketh to contact Ravenshead PC</p> <p>c) <u>Jobs to be requested</u> Cllr Hesketh to request jobs</p>	Cllr Hesketh to pursue
76/24	<p>HIGHWAYS MATTERS a) <u>Flooding works on Blidworth Waye update</u> Cllr Walker reported work has been carried out including installation of perforated kerbs. He advised he investigated the Flood Wardens idea but as Blidworth Waye is a B road it isn't practicable to close the road and would be the responsibility of NCC Highways.</p> <p>b) <u>Grips on Forest Lane update</u> Done. Clerk to thank Paula Johnson at Highways for her assistance. Cllr Roberts advised that Highways are currently working on Mansfield Road (A60) and she will liaise with them regarding the grips.</p> <p>c) <u>Drainage works Moor Road update</u> Cllr Walker reported a raised kerb has been installed outside of a residents home. Crossing – Linby Lane – Cllr Walker reported the crossing has been installed on Linby Lane along with an extra gully. The Clerk to thank Paula Johnson at Highways for her efforts. Cllr Hesketh advised she has spoken to Cllr Wyn Lewis at Linby PC regarding the 50mph sign being moved back so that the crossing is within a 30mph zone. He advised he is liaising with Highways.</p> <p>d) <u>Solar lights at bus stop, Mansfield Road</u> Done – no further action</p>	<p>Clerk to thank Paula Johnson</p> <p>Cllr Roberts to liaise with Highways</p> <p>Clerk to thank Paula Johnson</p>
77/24	<p>WORKING PARTY GROUPS a) <u>Traffic & Road Safety</u> Cllr Smart thanked all those who volunteered for the Lorry Watch. There were 136 lorries reported. Dean Taylor at Trading Standards advised they will investigate each violation, though they can't give a timeframe due to limited resources. He confirmed they cannot prosecute, but they can issue warnings. Cllr Rowan advised the next Lorry Watch will be on an ad-hoc basis and not publicised as some companies were aware and chose alternative routes that week. He advised following the successful Lorry Watch scheme, he contacted Paula Johnson at Via and she agreed to install traffic monitoring devices along the entrances of Papplewick. Cllr Smart to contact Paula for an update on the data collected. Once the data is collected, the Working Party will discuss pursuing a Speed Watch Group. Cllr Smart reported he has created a notice regarding parking on Main Street. This has been sent to PC Steven Dennis to confirm their agreement and will then be printed and delivered to all residents on Main Street.</p> <p>b) <u>Flooding</u> <i>Discussed in Highways 76/24 (a)</i></p>	<p>Cllr Smart to contact Paula Johnson at Via</p> <p>Cllr Smart and Cllr Roberts to pursue printing</p>

	<p><u>c) Facilities (Playground)</u> In the absence of Cllr Bly, Cllr Hesketh gave a report on the Facilities Group:</p> <p>Actions Since Last Meeting:</p> <ul style="list-style-type: none"> List of jobs for the lengthsman based on ROSPA report sent to the Lengthsman to progress. Playdale initial visit to site on 15 April. <i>Done</i> Pressure washing of multiplay equipment and picnic area arranged for 2 May – <i>Done</i> Replace cradle seats on swings fitted Heras fencing removed from the playing field – Sunday 21 April - <i>Done</i> <p>Next Steps:</p> <ul style="list-style-type: none"> Playdale initial plan due 29 April – <i>Quote received. Awaiting updated quote.</i> Further visits to site by other potential suppliers to arrange. Mulch surfacing to be purchased for a test patch – Cllr Bly to organise. Surface underneath Igloo to be repaired – Cllr Bly to organise. Battery operated spray painter to be purchased – Cllr Bly to organise. Removing the grind rail / scrap? – <i>To pursue</i> Flower beds to be prepared and plants organised. Date for the Lengthsman plus volunteers to fill in the tyre tracks on the field with top soil – <i>Done</i> <p>Decisions Required:</p> <ul style="list-style-type: none"> Confirmation from the PC that this working party should be called the Playing Field and Associated Facilities Working party, thus incorporating the field, playing equipment, and flower beds on the field, but nothing wider – flower barrels, Christmas decorations, poppies, etc are all part of the main workings of the Parish Council. The PC Agreed. <p>Cllr Hesketh reported Playdale have provided a quote however, the Working Party Group have requested costings for a new surface and are awaiting an updated quote.</p> <p>She advised the Concrete area could be skimmed to create a smooth surface for painted road tracks for toddlers/trikes. Playdale would outsource the work and therefore the Working Party can pursue contractors for this.</p> <p>She advised that as per the PC's Financial Regulations, the work will need to go out to Tender.</p> <p>The PC agreed to review the Financial Regulations before the July meeting and to review the Standing Orders.</p>	<p>Cllr Hesketh to pursue with the Working Party</p> <p>Cllr Hesketh to pursue.</p>
78/24	*Cllr's C Barnfather (NCC), S Bestwick (GBC) and M Smith (GBC) arrived at 20:25	
79/24	WELCOME TO PAPPLEWICK SIGN – UPDATE ON INSTALLATION Installation date 25 th May. Cllr Roberts confirmed access from the field as agreed with Rachel Marshall. Cllr Roberts suggested the PC fill in the gap to the hedge after installation, if required.	Cllr Roberts + 1 to be available on 25 th May
80/24	LOCAL COMMUNITY FUND – APPLYING FOR A SIGN ON THE A60 The PC agreed to apply for quotes for a Welcome sign on the A60, on the verge between Miller and Carter and the turn onto Forest Lane. Clerk to obtain costs.	Clerk to pursue.

81/24	PAPPLEWICK ENVIRONMENT AND COMMUNITY FUND UPDATE No updates.		
82/24	NEW BARRELS Delivered to Cllr Bly.		Cllr Bly to pursue.
83/24	COMMEMORATIVE TREE, CHURCH LANE Cllr Walker advised the tree will be planted on Thursday 16 th May at 9.30am. The PC to discuss holding a ceremony when the plaque is installed. The PC to invite Cllrs Barnfather (NCC) and Cllr Bestwick from GBC.		PC to organise a ceremony
84/24	LITTER PICK – UPDATE ON EVENT The PC advised on another successful event and thanked all those who volunteered. A total of 14 bags were collected. The PC agreed to hold another litter pick on Sunday 2 nd June.		PC to organise / Clerk to contact GBC re: collection
85/24	SUMMER PLANTING/FLOWER DISPLAYS The PC agreed to plant in time for the Best Kept Village Competition. Cllr Bly to organise the flowers with Cllr Lewis (Linby PC).		Cllr Bly to pursue
86/24	BEST KEPT VILLAGE COMPETITION The PC have entered. The first round takes place between 3 rd – 30 th June.		
87/24	PENSION SCHEME – PC TO PRODUCE DISCRETIONARY POLICY – UPDATE Cllr Hesketh agreed to pursue		Cllr Hesketh to pursue
88/24	SPRING NEWSLETTER The PC agreed to produce a newsletter for the first week in July which will include an update on the police beat surgeries, the commemorative tree, sign on A60 and an invitation to parishioners to the July meeting.		Cllr Walker to pursue
89/24	LAMP POST POPPIES / DISPLAYS The PC agreed to pursue costings for an A3 poster of a Silent Soldier (on a board) which will be attached to the lamp posts, similar to those in Kimberley last year (discussed at the September 2023 meeting). Cllr Walker to pursue a quote.		Cllr Walker to pursue
90/24	PAPPLEWICK VILLAGE FAYRE (PAPPFEST) – PC TO AGREE DONATION <i>Cllrs R Smart and C Hesketh left the room due to declaring an interest.</i> The PC agreed to donate £250.00 to the Papplewick Village Fayre. They also agreed in principle to allocate some Lengthsman hours, this will depend on the hours allocated to the PC and hours remaining at the time.		The Clerk to arrange payment.
91/24	CORRESPONDANCE RECEIVED All circulated as appropriate.		
92/24	PLANNING MATTERS		
	2024/0163	103 Mansfield Road – Single storey extension	PC Comments: No objections
	2024/0162	Horse Chestnuts, Hall Lane – Retrospective app. for replacement of conservatory with single storey rear extension	PC Comments: CH – No objections
	2024/0239	127 Moor Road – Alterations & extension to existing side/front extension. New side entrance porch. Demolition of rear conservatory and erection of rear extension.	PC Comments: No objections

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93/24	<p>PARISH COUNCIL ACCOUNTS</p> <p><u>a. Current Account balance</u> £86,634.60</p> <p><u>b. Payments & Receipts</u> Payments:</p> <table border="1" data-bbox="212 347 1182 824"> <thead> <tr> <th>Date</th> <th>Details</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>19/03/24</td> <td>Reuben Shaw - 2 x planters with compost</td> <td>£788.86</td> </tr> <tr> <td>20/03/24</td> <td>Morris Cast Signs – Repair sign & install</td> <td>£2,517.60</td> </tr> <tr> <td>21/03/24</td> <td>A Sharpe (Lengthsman) Wood for Hall Lane</td> <td>£31.71</td> </tr> <tr> <td>02/04/24</td> <td>E Gretton – Mar wages & home office exp.</td> <td>£575.59</td> </tr> <tr> <td>02/04/24</td> <td>HMRC – Tax</td> <td>£1.40</td> </tr> <tr> <td>02/04/24</td> <td>NCC Pension Fund – March</td> <td>£156.24</td> </tr> <tr> <td>17/04/24</td> <td>Sutcliffe Play, 2 x cradle seats for park</td> <td>£588.72</td> </tr> <tr> <td>17/04/24</td> <td>Village Hall – Hall hire 10/1 & 13/3</td> <td>£40.00</td> </tr> <tr> <td>17/04/24</td> <td>Old Hall Nurseries – Coronation tree</td> <td>£125.94</td> </tr> <tr> <td>17/04/24</td> <td>Proweb – unix hosting</td> <td>£80.00</td> </tr> <tr> <td>01/05/24</td> <td>E Gretton – Apr wages & home office exp.</td> <td>£583.37</td> </tr> <tr> <td>01/05/24</td> <td>HMRC – Tax</td> <td>£3.20</td> </tr> <tr> <td>01/05/24</td> <td>NCC Pension Fund – Apr</td> <td>£158.98</td> </tr> <tr> <td></td> <td style="text-align: right;">Total</td> <td>£5,651.61</td> </tr> </tbody> </table> <p>Receipts:</p> <table border="1" data-bbox="212 929 1182 996"> <thead> <tr> <th>Date</th> <th>Details</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>29/04/24</td> <td>Gedling Borough Council – Precept</td> <td>£22,287.00</td> </tr> </tbody> </table> <p><u>c. Internal Audit Update</u> The Clerk reported the internal audit has been completed. There are no issues to report.</p> <p><u>d. Approval of Annual Governance Statement 2023/2024</u> The Annual Governance Statement was circulated to the Parish Council prior to the meeting. The PC considered and approved the Annual Governance Statement. The document was signed by the Chair R Smart.</p> <p><u>e. Approval of Accounting Statements 2023/2024</u> The Accounting Statement was circulated to the Parish Council prior to the meeting. The PC considered and approved the Accounting Statements. The document was signed by the Chair, R Smart.</p> <p>The Clerk advised the Confirmation of dates of the period for exercise of public rights is 3rd June to 12th July 2024. The Clerk to forward document to the Cllr's to display in the noticeboards.</p>	Date	Details	Amount	19/03/24	Reuben Shaw - 2 x planters with compost	£788.86	20/03/24	Morris Cast Signs – Repair sign & install	£2,517.60	21/03/24	A Sharpe (Lengthsman) Wood for Hall Lane	£31.71	02/04/24	E Gretton – Mar wages & home office exp.	£575.59	02/04/24	HMRC – Tax	£1.40	02/04/24	NCC Pension Fund – March	£156.24	17/04/24	Sutcliffe Play, 2 x cradle seats for park	£588.72	17/04/24	Village Hall – Hall hire 10/1 & 13/3	£40.00	17/04/24	Old Hall Nurseries – Coronation tree	£125.94	17/04/24	Proweb – unix hosting	£80.00	01/05/24	E Gretton – Apr wages & home office exp.	£583.37	01/05/24	HMRC – Tax	£3.20	01/05/24	NCC Pension Fund – Apr	£158.98		Total	£5,651.61	Date	Details	Amount	29/04/24	Gedling Borough Council – Precept	£22,287.00	<p>Clerk to send AGAR to PKF</p> <p>Clerk to forward document to Cllr's and put on website</p>
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94/24	<p>PLAYING FIELD</p> <p>a) <u>General – vandalism & litter</u> Cllr Roberts reported the Bear bin needs drainage holes – Cllr Seagrave to pursue.</p> <p>Cllr Roberts reported she has conducted two inspections and has completed the online report. She advised there were large alcohol bottles in the bin at the bottom of the field.</p> <p>b) <u>Inspection report, risk assessments and handover</u> Handover from Cllr Bennett to Cllr Roberts</p> <p>c) <u>Playing field working party update</u> None</p>																																																				

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	<p>d) <u>Tree survey update</u> Cllr Walker to pursue in the autumn</p> <p>Cllr Walker advised the trees around the edge of the field need crown lifting. Cllrs to pursue.</p> <p>e) <u>Playground Inspection Form – update</u> No updates</p> <p>f) <u>Ruts on playing field – update</u> Done. Cllr Roberts advised she has contacted WeedFree and scheduled in spiking to help with the drainage.</p> <p><u>Other</u> Cllr Roberts to pursue padlock for gate.</p>	<p>Cllr Walker to pursue in the autumn</p> <p>Cllr's to pursue</p> <p>Cllr Roberts to pursue</p>
95/24	<p>REPRESENTATIVE REPORTS</p> <p>a) <u>Papplewick and Linby Village Hall</u> Cllr Bennett reported the hire charges have increased – room hire by £2.00 p/h, functions by £20.00 p/h. Progress has been made on replacing the boiler, lighting in the main hall will need to be replaced. The side fence is due to be mended. Following the Fire Assessment, a few issues were raised so they had an independent assessment and have received recommendations to solve the problems. A key pad locking system will be installed on the front door. On the 22nd July, the Village Hall Committee and the Pre-school staff are clearing out the Hall and removing any flammable material. Pre-school are holding their 50th anniversary on Sunday 12th May and there is a Motown Evening on Friday 14th June, tickets available on the door.</p> <p>b) <u>Moor Pond Wood</u> Cllr Walker reported an Open Event on Saturday 11th May to celebrate the completion of the archeology project – all welcome. He advised the bridge at the bottom of the playing field into the wood needs to be replaced. The bridge in Dam Banks also needs replacing and is expected to cost around £20,000.00.</p>	
96/24	<p>COUNCILLOR REPORTS None</p>	
97/24	<p>DATE OF NEXT FULL COUNCIL MEETING The date of the next Full Council Meeting is Wednesday 10th July 2024 at the Papplewick & Linby Village Hall</p>	

Meeting ended 21:25

Signed: _____ Chairman _____

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