

PAPPLEWICK PARISH COUNCIL

Minutes of the meeting held on Wednesday 2nd July 2025 at The Papplewick & Linby Village Hall, Linby Lane, Papplewick commencing 7:15pm

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

Cllr S Bestwick (GBC, NCC), M Smith (GBC), S Pickering (GBC).

Members of the public: 4

Ref		Action
70/25	WELCOME & APOLOGIES FOR ABSENCE <u>a) Apologies for Absence</u> Cllr S Bennett – received and accepted	
71/25	DECLARATIONS OF INTEREST Cllr C Hesketh - Papplewick & Linby Village Hall and Papplewick Village Fayre (PappFest) Cllr R Smart - Papplewick Village Fayre (PappFest) Cllr N Seagrave – Moor Pond Wood Cllr S Roberts – Papplewick & Linby Cricket Club	
72/25	APPROVAL OF MINUTES The minutes of the May 2025 meeting were accepted as a true record. Proposed by Cllr Hesketh, seconded by Cllr Bly and signed by the Chair, Cllr Smart	
73/25	MATTERS ARISING <u>a. Police Beat Surgery</u> The date of the next Police Beat Surgery is Thursday 21 st August, 10am – 12pm at the Papplewick & Linby Village Hall, Linby Lane, Papplewick. All Welcome. Cllr Smith commented that as the last surgery only had one attendee, it may be worth speaking to the police to ask if they will have more of a presence if they walk around the village, rather than holding an indoor surgery. Clerk to pursue with PC Bradbury. <u>b. Defibrillator – Training from Cllr Roberts and new sign to be installed</u> Cllr Roberts tested the Defibrillator prior to the meeting and all working well. She advised the new battery is in the container. She gave instructions to the PC on how to test the Defibrillator and the Councillors agreed they were happy with how it worked. She commented it may be useful to have a pair of scissors in the cabinet for emergency use. The PC to pursue. Regarding the Defibrillator sign, Cllr Hesketh advised she has followed it up with Sarah at the Village Hall and she will also will look into the sign for across the road. <u>c. Mansfield Road, Papplewick Sign – update on installation</u> The sign has yet to be ordered. A licence is required from Via. Cllr Smart to pursue with Paula Johnson at the meeting on 21 st July (see below). <u>d. Main Street Sign near Papplewick Hall</u> Cllr Bestwick reported the sign has been delivered and is awaiting an installation date. <u>e. Overhanging vegetation, Papplewick Hall</u> Completed by the Lengthsman <u>f. Plaque for King's Coronation Tree, Church Lane</u> To be installed by the Lengthsman including weeding and clearing around the tree <u>g. Parking on Main Street</u> Cllr Smart commented the PC discussed the issue with both Via and the Police last year. It is very difficult to action as Via say it is a police matter, and the police advise they can only action it if there is evidence at the time i.e. a call is made to the police when a vehicle is obstructing the pathway. A resident advised there is a bill going through parliament for Councils in England to be able to act on parking issues, similar to those in London. Cllr Smart enquired whether there would need to be parking restrictions already stipulated i.e. double yellow lines, and if that were the case, there would need to be alternatives for residents who don't have parking. He advised that restricting the parking on Main Street	Clerk to contact PC Bradbury PC to pursue scissors in the container Cllr Hesketh to pursue Cllr Smart to pursue with Paula Johnson (Via) Cllr Smart to

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	<p>will only move the problem elsewhere in the village. Cllr Smart agreed to discuss this again with Paula Johnson on 21st July and find out if there is anything the PC can do that is enforceable.</p> <p>Cllr Hesketh suggested the people who are interested and feel strongly about these issues could set up a working party, and any proposals can be presented to the Parish Council. The working party can be made up of residents and councillors who are passionate about moving this forward. Cllr Seagrave agreed to lead this.</p> <p>A resident raised an issue with crossing safely on Linby Lane due to the volume of traffic and asked that a Crossing be installed. Cllr Smart commented this has previously been raised with Via who advise it is not viable. He agreed to discuss again with Via at the meeting on 21st July to confirm the justifications for not pursuing it.</p>	<p>pursue with Paula Johnson (Via)</p> <p>Cllr Seagrave to lead the Working Party</p> <p>Cllr Smart to pursue with Paula Johnson (Via)</p>
74/25	<p>OPEN FORUM</p> <p>a. Public Participation: None</p> <p>b. Reports from District and County Council Representatives Cllr Bestwick (NCC) reported:</p> <p><u>i. Siding up Moor Road</u> Via have advised it is not high priority compared to other areas where footpaths are completely covered. It can be discussed at the meeting on 21st July.</p> <p><u>ii. Flooding on Hall Lane Bend</u> The area is scheduled for cleaning and includes the chamber within the island. Via believe the issue relates to the soakaway. They advise the chamber to the entrance to the private road also needs inspecting. The works have been classified as priority 2 as there are no reports of internal flooding or carriage way obstruction. The drainage team to arrange the works which may require traffic management or a full road closure. Date TBC.</p> <p><u>iii. Gedling Local Plan</u> A public consultation will commence on 21st July for 6 weeks. It is important for the Parish Council and residents to put submit their views of the Plan to GBC. The Plan needs to be ratified by Cabinet on 10th July. The Plan will run from 2028 to 2043 and GBC are proposing sites that could see over 1500 houses being built in the area. They are not required to build this many houses; the figure is around 11,500; however, they need to propose more sites than needed in case of any issues or changes. As there are still plans to abolish borough councils in the future, the plan would go in front of the new unitary authority who may decide to change it. The bulk of the proposal is on Green Belt land. This is due to the housing targets by central government and the recent changes to the National Planning Policy Framework (NPPF) policy making it easier to build on green belt. Cllr Smith commented that the sites have been agreed by the landowners/farmers who have advised their land is available to build on. GBC consult with landowners every year regarding the sites. Proposed sites in Papplewick include the field behind the Griffin's Head pub and the fields near Altham Lodge. The PC advised the Papplewick Neighbourhood Plan runs to 2028 and will need to be reviewed.</p> <p>*GBC Councillors left 20:00*</p>	<p>Cllr Smart to pursue with Paula Johnson (Via)</p> <p>PC to review NP</p>
75/25	<p>REPORTS FROM WORKING PARTIES</p> <p>a) Transport & Road Safety</p> <p><u>i. Update on Grips on Forest Road</u> To be discussed with Paula Johnson on 21st July.</p> <p>b) Playing Field and Associated Facilities</p> <p><u>i. Lengthsman Scheme</u> All jobs have been submitted. There are 50 hours remaining</p> <p><u>ii. Playground Inspection (ROSPA Report)</u> Cllr Hesketh reported the Inspection Report highlights a lot of points but there is nothing more than "Amber", which indicates the equipment needs fixing but is not high risk. She advised the Playing Field Representatives meet to discuss any required fixes and whether they can be dealt with inhouse or outsourced.</p>	<p>Playing Field Reps to pursue</p>

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	<p><u>iii. Plans for QEII Playing Field</u> Cllr Smart agreed to review the results from the questionnaire and put forward a recommendation to the working party. This will need to be agreed by Full Council before moving forward with the Tender. Once agreed, Cllr Hesketh and the Clerk will meet to discuss putting the project on Contracts Finder. This is not a requirement; however, it has been recommended by another Clerk who had success using it and will be a good way to bring in suggestions from playground companies.</p>	Cllr Smart to pursue																																							
76/25	<p><u>FINANCE AND ADMINISTRATION</u> <u>i. Finance Report</u> <u>Bank Balance</u> £91,308.94</p> <p><u>Payments</u></p> <table border="1"> <thead> <tr> <th><u>Date</u></th><th><u>Details</u></th><th><u>Amount</u></th></tr> </thead> <tbody> <tr> <td>28/05/25</td><td>Virgin Money – Bank charges</td><td>£9.80</td></tr> <tr> <td>01/06/25</td><td>E Gretton – May wages and home office expenses</td><td>£757.35</td></tr> <tr> <td>01/06/25</td><td>HMRC – Employers NI / Tax</td><td>£122.83</td></tr> <tr> <td>01/06/25</td><td>NCC – Pension Fund – May (Employer & Employee)</td><td>£224.37</td></tr> <tr> <td>03/06/25</td><td>Clear Councils – PC Insurance</td><td>£2,249.43</td></tr> <tr> <td>05/06/25</td><td>C Hesketh – Plants, bunting, items for playground project</td><td>£198.13</td></tr> <tr> <td>05/06/25</td><td>A Bly – Reimburse for Compost</td><td>£48.92</td></tr> <tr> <td>12/06/25</td><td>Playsafety Limited (ROSPA) – Playground inspection</td><td>£129.60</td></tr> <tr> <td>12/06/25</td><td>Reuben Shaw & Sons Ltd – Plants & compost</td><td>£528.24</td></tr> <tr> <td colspan="2">Total</td><td>£4,268.67</td></tr> </tbody> </table> <p><u>Receipts</u></p> <table border="1"> <thead> <tr> <th><u>Date</u></th><th><u>Details</u></th><th><u>Amount</u></th></tr> </thead> <tbody> <tr> <td>24/06/25</td><td>Papplewick & Linby Village Hall – Lengthsman expenses</td><td>£54.00</td></tr> </tbody> </table> <p><u>ii. Quarterly Bank Reconciliation and Budget Statement</u> The Clerk circulated a quarterly statement prior to the meeting which summarised the Council's receipts/payments and balances for the last quarter, along with copies of the bank statements. It also included a comparison with the budget for the financial year and highlighted any overspends.</p> <p><u>iii. Update on Grants and Funding Applications</u> None</p>	<u>Date</u>	<u>Details</u>	<u>Amount</u>	28/05/25	Virgin Money – Bank charges	£9.80	01/06/25	E Gretton – May wages and home office expenses	£757.35	01/06/25	HMRC – Employers NI / Tax	£122.83	01/06/25	NCC – Pension Fund – May (Employer & Employee)	£224.37	03/06/25	Clear Councils – PC Insurance	£2,249.43	05/06/25	C Hesketh – Plants, bunting, items for playground project	£198.13	05/06/25	A Bly – Reimburse for Compost	£48.92	12/06/25	Playsafety Limited (ROSPA) – Playground inspection	£129.60	12/06/25	Reuben Shaw & Sons Ltd – Plants & compost	£528.24	Total		£4,268.67	<u>Date</u>	<u>Details</u>	<u>Amount</u>	24/06/25	Papplewick & Linby Village Hall – Lengthsman expenses	£54.00	
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77/25	<p><u>POLICIES TO REVIEW</u> Cllr Hesketh reported she met with the Clerk to review the new model Standing Orders and the draft was circulated to the Parish Council for comment prior to the meeting. She advised in accordance with the new model standing orders; the PC's quorum is 3 councillors; it was previously 4. She reported that if a Councillor wants to bring something to the meeting to be decided on, they will need to propose a resolution. The Clerk will include this on the agenda which will need to be precise, stating exactly what it is the PC are voting on. She advised it was necessary to update the Standing Orders in conjunction with the Financial Regulations and there were some recommendations from the Internal Auditor which were also addressed. The updated Financial Regulations were circulated to the PC for comment prior to the meeting.</p> <p><u>i. Resolution to Adopt the updated Standing Orders</u> RESOLUTION to adopt the updated Standing Orders, proposed by Cllr Hesketh, ALL agree. The Standing Orders were adopted.</p> <p><u>ii. Resolution to Adopt the updated Financial Regulations</u> RESOLUTION to adopt the updated Financial Regulations, proposed by Cllr Hesketh, ALL agree. The Financial Regulations were adopted.</p> <p><u>iii. Polices to Review</u></p> <ul style="list-style-type: none"> ○ Financial Reserves Policy and Risk Management Policy: Cllr Hesketh advised these policies are due for review at the Finance Meeting in October 	<p>Clerk to upload to website</p> <p>Clerk to upload to website</p>																																							

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	<ul style="list-style-type: none"> Terms of Reference for HR Committee: The Clerk advised she is in the process of producing this. It refers to a Disciplinary Policy, a Grievance Policy and an Equality & Diversity Policy which the Clerk will draft and circulate to the PC Complaints Procedure: Cllr Smart Health & Safety: Cllr Smart Safeguarding Children & Young People: Cllr Cassey Freedom of Information: Cllr Bennett GDPR Policies: Cllr Bly 	<p>Clerk to pursue Terms of Ref & Policies</p> <p>All Cllr's to review their policies</p>						
78/25	PAPPLEWICK ENVIRONMENT & COMMUNITY FUND <ul style="list-style-type: none"> Environment Fund Total: £17,061.23 Recent activities and outcomes: None since last meeting Proposals from PPC for use of funds: Contribution towards the Sign and a contribution to the match funding required for the QE2 Playing Field refurbishment 							
79/25	PLANNING AND DEVELOPMENT i. New applications: <table border="1"> <thead> <tr> <th>Reference/Location</th><th>Proposal</th><th>PC Observations</th></tr> </thead> <tbody> <tr> <td>2025/0474 23 Linby Lane Papplewick</td><td>Demolition of existing conservatory and erection of single storey rear extension</td><td>No objections</td></tr> </tbody> </table> ii. Update on existing applications: 2025/0035 Papplewick Pumping Station Museum. Proposal to extend portal frame building to house and conserve two historic steam engines and create visitor centre including café. The Clerk advised she has received an email from the Conservation Officer, Amy Schofield advising that no progress has been made on the application and there is still no clarification on the confusion of the plans submitted. She advised they are working with an extension of time while the agent compiles the updates and clarifications required. She advised she will notify the PC when they re-do the consultation.	Reference/Location	Proposal	PC Observations	2025/0474 23 Linby Lane Papplewick	Demolition of existing conservatory and erection of single storey rear extension	No objections	
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80/25	PARISH COUNCIL PROJECTS i. Salt bins: Cllr Bly to pursue this weekend ii. Summer flowers: update on planting and watering – Cllr Hesketh thanked all those involved with planting and watering. Volunteers are always needed to help with watering to cover holidays etc so if you can help please get in touch via the Clerk – clerk.papplewick@gmail.com iii. Christmas Tree – RESOLUTION to continue to purchase the Christmas tree from Reuben Shaw's and position it on the corner of Marshall's Field. Proposed by Cllr Hesketh, ALL agree	<p>Cllr Bly to pursue</p> <p>Volunteers needed</p>						
81/25	CORRESPONDENCE i. Website correspondence from a resident regarding speed and volume of traffic on Forest Lane was circulated to the PC prior to the meeting. Cllr Smart advised he's had previous discussions with Via regarding speed and the PC did suggest reducing the speed limit to 20mph, however this was dismissed. Cllr Smart commented he will raise the issue again with Paula Johnson (Via) at the meeting on 21 st July. ii. Parish Conference – Thursday 16 th October 2025 – Cllr Hesketh and the Clerk to attend	<p>Cllr Smart to pursue with Paula Johnson (Via)</p>						
82/25	REPORTS FROM PARISH COUNCIL REPRESENTATIVES Moor Pond Wood: None The Village Hall: None							
83/25	COUNCILLOR REPORTS None							
84/25	DATE AND TIME OF NEXT MEETING The next meeting is Wednesday 10 th September, 7:15pm at the Papplewick & Linby Village Hall, Linby Lane, Papplewick. All Welcome.							

Meeting ended 20:30

Signed: _____ Chairman _____

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