

PAPPLEWICK PARISH COUNCIL

Minutes of the Full Council meeting held on Thursday 21st May 2026 following the Annual Meeting which commenced at 7:15pm.

Present: Cllr's C Hesketh (Chair), S Bennett (Vice-Chair), N Seagrave, T McGuire and L Gretton (Clerk).
Cllr's S Bestwick (NCC/GBC), S Pickering (GBC). Members of the public: 7

The meeting commenced at 19:33

The Chair reported the death of former parish councillor Keith Moralee and expressed condolences on behalf of the council.

<u>Ref</u>		<u>Action</u>
75/26	<i>APOLOGIES FOR ABSENCE</i> Cllr A Sherwin, A Bly, S Cassey – Received and Accepted	
76/26	<i>DECLARATIONS OF INTEREST</i> Cllr Hesketh – Papplewick Village Fayre (PAPPFEST) – Agenda item 90/26 b)	
77/26	<i>APPROVAL OF MINUTES</i> The minutes of the March 2026 meeting were accepted as a true record. Proposed by Cllr Hesketh, seconded by Cllr Bennett and signed by the Chair, Cllr Hesketh	
78/26	<i>OPEN FORUM – Time allocated for members of the public to address the Council</i> <u>a) Works at Main Street property</u> Some residents at the meeting raised concerns regarding works at a property on Main Street. They asked what involvement the Parish Council has had regarding the approval of the works. Cllr Hesketh advised the PC had been made aware of concerns from residents at the time and contacted GBC's Conservation Officer, Amy Schofield. She confirmed it is not a listed building or curtilage listed and usual permitted development rights apply. No further action was taken. <u>b) Gedling Local Development Plan - upcoming consultation</u> A resident requested the PC respond to the upcoming consultation which is expected to be before the next PC meeting.	PC to discuss
79/26	<i>REPORT FROM CLLR BESTWICK (NCC/GBC)</i> <u>a) Blocked Drains</u> He's been told the drains outside Ward Cottage on Main Street and on Moor Road have now been unblocked. Cllr McGuire and Cllr Seagrave advised they haven't been cleared. Cllr Bestwick agreed to pursue. He reported a section of Papplewick Lane will be closed from 1 st June for 3 weeks whilst investigations take place on the sewage pipes. A diversion will be in place. <u>b) Feasibility study on Pedestrian refuges on Linby Lane</u> Discussions are being held between Cllr Bestwick, Via and the Traffic Working Party. No updates were presented to the PC. <u>c) Repainting lines on Main Street update</u> Cllr Bestwick confirmed it will be in the summer. <u>d) Weight limit signs on Papplewick Lane / Moor Road</u> Discussion are being held between Cllr Bestwick, Via and the Residents Traffic Working Party. No updates were presented to the PC. <u>e) Pedestrian crossing signage Linby Lane update</u> Discussion are being held between Cllr Bestwick, Via and the Residents Traffic Working Party. No updates were presented to the PC. <u>f) Hall Lane junction remedial works update</u> To commence 26/27.	

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	<p><u>g) Local Government Re-organisation update</u> Update in July.</p> <p><u>g) Gedling Local Plan update</u> No sites in Papplewick are being brought forward; the sites adjacent to the Griffin's Head Pub and Altham Lodge have been removed from the Plan. He thanked all residents for responding to the original consultation. He advised sites being brought forward include another 880 houses at Top Wighay in Linby, 920 in Ravenshead, 675 in Calverton and 300 in Bestwood. He advised this will have an effect on the traffic and he is currently in discussion with the Traffic Working Party and Via regarding this.</p>	
80/26	<p><i>PARKING ON MAIN STREET – update from Residents Traffic Working Party</i> Discussion are being held between Cllr Bestwick, Via and the Residents Traffic Working Party. No updates were presented to the PC.</p>	
81/26	<p><i>NEW BENCH ON MOOR ROAD</i> The PC discussed the requirements from Via, the type of bench needed (tamper / fireproof) and whether the location is suitable. The Councillor's agreed not to pursue at this time. It will however remain on the list for consideration in the future.</p>	
82/26	<p><i>LENGTHSMAN SCHEME</i> Jobs completed include laying topsoil and reseeding grass on a small area on the playing field. Jobs to do include washing the road signs. Cllr Seagrave requested a tree is cut back on the corner of Church Lane, however Cllr Bennett commented she thought it had already been done and agreed to check with the Lengthsman.</p>	Cllr Bennett to contact the Lengthsman
83/26	<p><i>WEED SPRAYER</i> The Parish Council agreed to contributing £150.00 towards a weed sprayer for the Lengthsman.</p>	
84/26	<p><i>PAPPLEWICK SIGN ON MANSFIELD ROAD</i> The PC were pleased to report the sign has been installed.</p>	
85/26	<p><i>HALL LANE TRIANGLE</i></p> <p><u>a) Update on improvements to the area</u> Cllr's Seagrave and Bly tidied up the area.</p> <p><u>b) Land ownership</u> The Clerk contacted GBC regarding ownership of the land, and they advised they did not own the area. Cllr Bestwick confirmed he has checked with Via and they confirm that according to the land registry; it is not owned by anyone.</p> <p><u>c) Speeding and Parking</u> A resident contacted the PC with concerns of parking near Hall Lane and speeding vehicles along that section of road. Cllr Bestwick advised he has requested the 30mph speed limit to be extended to the Hall Farm corner. Further evidence and surveys will need to be carried out before it can be pursued further. He asked for photographic evidence of cars parking dangerously on Main Street. It can then be followed up with Via. Cllr McGuire to pursue.</p>	Clerk to contact resident, Cllr McGuire to get photographic evidence of parked cars
86/26	<p><i>DEFIBRILLATOR</i></p> <p><u>a) Update on Sign</u> Actioned</p> <p><u>b) Battery supply</u> The Clerk advised the machine and batteries have been discontinued. The Defibstore have confirmed they will offer a refund for the battery the PC have already purchased or a discount on a new defibrillator. The PC agreed not to pursue the offer due to the company not being forthcoming with the issues with stock. The Clerk advised the British Heart Foundation offer a grant to cover the cost of new machines; the next round of funding is in July. The Clerk advised she has also approached East Midlands Ambulance Service for advice on new machines.</p>	Clerk to pursue funding with the British Heart Foundation.
87/26	<p><i>STOP BLEED KITS FOR DEFIBRILLATOR CABINET</i> Nottinghamshire Police contacted the PC with the opportunity to apply for a free Stop Bleed Kit which fits in the defibrillator cabinet. The funding which ATTFE college (Academy Transformation Trust Further Education) has received covers training, supply of kit, delivery, maintenance and replacements. The PC agreed.</p>	Clerk to contact Notts Police

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88/26	<p>PAPPLEWICK ENVIRONMENT & COMMUNITY FUND Funding update: £18,378.96</p> <p>Cllr Hesketh advised the Fund has contributed towards half the cost of the Papplewick sign on Mansfield Road. A significant amount of the remaining fund is to be set aside for a contribution towards the playing field refurbishment, as previously agreed by the PC. She commented the Fund is there to be used, and after they have a definitive answer regarding the playground, there may be opportunity for funding towards other projects within the parish.</p>	
89/26	<p>TRAINING UPDATE Cllr Hesketh reported Notts ALC (NALC) have a Park Inspection Course in September which could be beneficial to the PC. The Clerk to get details.</p> <p>The Clerk advised she would be interested in studying the CILCA qualification (Certificate in Local Administration). She agreed to forward information to the PC for consideration.</p>	<p>Clerk to pursue</p> <p>Clerk to pursue</p>
90/26	<p>POLICIES <u>a) GDPR Policies to review</u> No updates</p> <p><u>b) Communication Policy to discuss</u> Cllr Hesketh reminded the PC of the Communication Policy which was agreed in March 2025. She advised she is concerned with the PC's use of WhatsApp, posting on Social Media pages and using emails for decision making between meetings. She advised Councillor to use the official Papplewick Community Facebook page for official PC notices rather than individual pages or other Community pages. She advised emails should not be used to make decisions between meetings. If a decision is important and urgent an extraordinary meeting can be arranged. WhatsApp should only be used for informal discussion and co-ordinating events/site visits, not for anything else. She advised all Councillors to remind themselves of the policy which is available on PC website.</p>	<p>Cllr's Hesketh & Bly to pursue</p> <p>All Cllr's to view the policy</p>
91/26	<p>PAPPLEWICK VILLAGE FAYRE (PAPPFEST) <u>a) Update on this year's event</u> Cllr Hesketh advised they have a bigger team organising the event this year and are holding regular meetings. Volunteers required on the run up to the event or on the day.</p> <p><u>b) RESOLUTION to approve a donation to the Papplewick Village Fayre</u> Resolution to approve a donation of £300.00 (budgeted) to the Papplewick Village Fayre. ALL AGREE.</p>	<p>Volunteers needed please</p> <p>Clerk to pursue</p>
92/26	<p>VILLAGE FLOWERS AND BARRELS Cllr Hesketh advised Cllr Bly is ordering the summer bedding plants. The PC have two new barrels to install, a new one on Forest Lane and a replacement near Morton's Farm Tea Rooms. Volunteers are needed to water barrels over the summer months.</p>	<p>Volunteers needed please</p>
93/26	<p>CHRISTMAS LIGHTS Cllr Hesketh advised the lights on the Christmas tree all need checking and some need to be replaced.</p> <p>Cllr Seagrave advised he has looked into hiring a cherry picker for the installation of the lights in Hall Lane tree which is expected to be completed over the summer. The cost will be around £100. She advised any works carried out will require a Risk Assessment and the PC will need documented evidence from the driver of the Cherry Picker.</p>	<p>PC to pursue</p> <p>Cllr Seagrave to pursue</p>
94/26	<p>WEBSITE <u>a) Cllr Photographs</u> Councillors to agree for their photograph used in the recent newsletter to go on the PC website. All agree.</p> <p><u>b) IT Support</u> The Clerk reported of recent issues with accessing emails. Cllr Hesketh advised the PC should investigate getting IT support either on a pay as you need basis or on a retainer. The Clerk agreed to investigate. A resident advised of a family member who could offer support and advised they will report back with details.</p>	<p>Clerk to pursue with Vitty</p> <p>Clerk to pursue</p>
95/26	<p>HR MEETING UPDATE Cllr Hesketh gave an overview of the HR Meeting held in March which included a pay increase for the Clerk to the next point on the NALC pay scales. She advised it was evident</p>	

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	the Clerk works above her paid 12 hours per week and therefore the HR Committee agreed to increase by 2 hours per week. Cllr Hesketh advised she will complete the PC's section of the appraisal form and submit to the Clerk.	Cllr Hesketh to pursue																																																																											
96/26	<p><i>CORRESPONDENCE RECEIVED – circulated prior to the meeting</i> All correspondence has been circulated to the Parish Council prior to the meeting incl.</p> <p>a) <u>Dog Fouling Public Space Protection Order</u> The Clerk received an email from GBC regarding a consultation to extend the above PSPO. The PC agreed with the Order and asked the Clerk to contact GBC to ask what they can do when they witness irresponsible owners allowing their dog to foul in a public place.</p>	Clerk to pursue																																																																											
97/26	<p><i>PLANNING MATTERS</i> No new applications</p>																																																																												
98/26	<p><i>FINANCE AND ADMINISTRATION</i> <u>a. Finance Report</u> The bank statements were circulated prior to the meeting and approved by the Parish Council.</p> <p><u>Bank Balance</u> £101,795.58</p> <p><u>Payments</u></p> <table border="1"> <thead> <tr> <th>Date</th> <th>Details</th> <th>Amount</th> </tr> </thead> <tbody> <tr><td>12/03/26</td><td>Viewtec Signs – A60 Sign</td><td>£374.17</td></tr> <tr><td>24/03/26</td><td>Proweb – Domain & Business starter</td><td>£179.99</td></tr> <tr><td>26/03/26</td><td>Virgin Money – bank charges for Feb</td><td>£9.30</td></tr> <tr><td>01/04/26</td><td>E Gretton – Mar wages & home office expenses</td><td>£777.91</td></tr> <tr><td>01/04/26</td><td>HMRC – Tax & Employer NI</td><td>£131.89</td></tr> <tr><td>01/04/26</td><td>NCC – Pension Fund – Mar</td><td>£231.61</td></tr> <tr><td>14/04/26</td><td>Weedfree Landscapes – Grass cutting 1st Apr</td><td>£96.00</td></tr> <tr><td>14/04/26</td><td>Proweb – Hosting for Moor Pond Woods</td><td>£80.00</td></tr> <tr><td>14/04/26</td><td>Vitty Creative – 6 month website maintenance</td><td>£430.00</td></tr> <tr><td>14/04/26</td><td>Village Hall – Room hire 14/01 & 11/03</td><td>£48.00</td></tr> <tr><td>01/05/26</td><td>E Gretton – Apr wages & home office expenses</td><td>£849.48</td></tr> <tr><td>01/05/26</td><td>HMRC – Tax & Employer NI</td><td>£236.64</td></tr> <tr><td>01/05/26</td><td>NCC – Pension Fund – Apr & Annual Deficit</td><td>£572.47</td></tr> <tr><td>29/04/26</td><td>Virgin Money – Bank charges for Mar</td><td>£9.20</td></tr> <tr><td>29/04/26</td><td>A&V Squires Plant Co – A60 Sign installation</td><td>£840.00</td></tr> <tr><td>07/05/26</td><td>East Midlands Audit Services – Internal audit</td><td>£122.70</td></tr> <tr><td>13/05/26</td><td>Weedfree Landscapes – Grass cutting 29th Apr</td><td>£96.00</td></tr> <tr><td>13/05/26</td><td>Weedfree Landscapes – Grass cutting May</td><td>£96.00</td></tr> <tr><td>13/05/26</td><td>Andrew Sharpe (Lengthsman) – Topsoil for playing field</td><td>£125.70</td></tr> <tr> <td></td> <td style="text-align: right;">Total</td> <td>£5,307.06</td> </tr> </tbody> </table> <p><u>Receipts</u></p> <table border="1"> <thead> <tr> <th>Date</th> <th>Details</th> <th>Amount</th> </tr> </thead> <tbody> <tr><td>29/04/26</td><td>Gedling Borough Council – Precept</td><td>£25,194.00</td></tr> <tr><td>01/05/26</td><td>HMRC – Vat Reclaim</td><td>£917.14</td></tr> <tr> <td></td> <td style="text-align: right;">Total</td> <td>£26,111.14</td> </tr> </tbody> </table> <p>b. <u>Internal audit report</u> The Clerk circulated the report to the PC prior to the meeting. There were no issues to report. Cllr Hesketh thanked the Clerk for her hard work on the audit.</p> <p>c. <u>Approval of Annual Governance Statement 25/26</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, C Hesketh.</p>	Date	Details	Amount	12/03/26	Viewtec Signs – A60 Sign	£374.17	24/03/26	Proweb – Domain & Business starter	£179.99	26/03/26	Virgin Money – bank charges for Feb	£9.30	01/04/26	E Gretton – Mar wages & home office expenses	£777.91	01/04/26	HMRC – Tax & Employer NI	£131.89	01/04/26	NCC – Pension Fund – Mar	£231.61	14/04/26	Weedfree Landscapes – Grass cutting 1 st Apr	£96.00	14/04/26	Proweb – Hosting for Moor Pond Woods	£80.00	14/04/26	Vitty Creative – 6 month website maintenance	£430.00	14/04/26	Village Hall – Room hire 14/01 & 11/03	£48.00	01/05/26	E Gretton – Apr wages & home office expenses	£849.48	01/05/26	HMRC – Tax & Employer NI	£236.64	01/05/26	NCC – Pension Fund – Apr & Annual Deficit	£572.47	29/04/26	Virgin Money – Bank charges for Mar	£9.20	29/04/26	A&V Squires Plant Co – A60 Sign installation	£840.00	07/05/26	East Midlands Audit Services – Internal audit	£122.70	13/05/26	Weedfree Landscapes – Grass cutting 29 th Apr	£96.00	13/05/26	Weedfree Landscapes – Grass cutting May	£96.00	13/05/26	Andrew Sharpe (Lengthsman) – Topsoil for playing field	£125.70		Total	£5,307.06	Date	Details	Amount	29/04/26	Gedling Borough Council – Precept	£25,194.00	01/05/26	HMRC – Vat Reclaim	£917.14		Total	£26,111.14	
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Initials Chairman

	<p><u>d. Approval of Accounting Statements 25/26</u> The Accounting Statements 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, C Hesketh.</p> <p><u>e. Confirmation of dates of the period for exercise of public rights</u> The Clerk advised the dates of the period for exercise of public rights is 3rd June to 14th July 2026.</p> <p><u>f. Insurance Renewal</u> The Clerk received quotes from Clear Council and Zurich. The Zurich quote is based on the PC's asset register and significantly less than Clear Councils renewal quote. The PC agreed they will need to update the insurance after the new play equipment is installed. The PC also agreed to review the replacement value of all assets on the register over the summer. <u>RESOLUTION</u> to take out a 3 year agreement with Zurich, proposed by Cllr Hesketh, seconded by Cllr McGuire. ALL AGREE.</p>	<p>Clerk to submit AGAR to the external auditor and include all documents on website</p> <p>Clerk to arrange insurance with Zurich.</p> <p>PC to review Asset Register</p>
99/26	<p><u>PLAYING FIELD</u></p> <p><u>a. ROSPA Annual Inspection</u> Awaiting inspection.</p> <p><u>b. Confirmation of playing field response form completed by Councillor on playground duty</u> Cllr Hesketh advised the form hasn't been completed since March. She asked whether the PC would prefer to return to using a book. The PC agreed. Cllr Bennett to purchase new book. Cllr Bennett and Cllr Seagrave to swap park duty rota.</p> <p><u>c. Heras fencing to sell</u> Cllr Bly pursuing</p> <p><u>d. Church Lane repairs</u> The PC agreed to monitor.</p>	<p>Cllr Bennett to purchase Inspection Duty book</p> <p>Cllr Bly to pursue</p> <p>PC to monitor</p>
100/26	<p><u>QEII PLAYGROUND PROJECT – UPDATE ON TENDER PROCESS</u> Cllr Hesketh advised Cllr Seagrave, M Else and W Lewis met up recently to go through the criteria process for three suppliers. Another meeting is set with the Working Party this week to review the outcome of this. The application for funding to Tarmac has been rejected, however, this was for a small amount to cover the cost of new bins/gate and should not affect the overall project. The PC expect to receive a response from the FCC Communities Foundation Grant in June.</p>	
101/26	<p><u>REPRESENTATIVE REPORTS</u></p> <p>Village Hall: Cllr Bennett reported white lines have been repainted in the carpark which include more spaces along the side and an arrow painted to indicate a one-way system. Works have been completed on the drains and pipes. There is a crack in the Bradbury Suite, which isn't expected to be anything significant such as subsidence. All investigations have been covered by their insurance.</p> <p>Moor Pond Woods: Cllr Seagrave reported trees are being felled and re-planting is taking place. Fences have been taken down but these are the responsibility of NCC. No further updates on the paths. Works are ongoing and the volunteers are working hard.</p>	
102/26	<p><u>COUNCILLOR REPORTS</u></p> <p>a) <u>Fields in Trust Plaque</u> Cllr Seagrave reported he has removed the plaque from the playing field for cleaning. He advised it needs new Perspex, which costs £53 incl VAT. The PC agreed.</p>	<p>Cllr Seagrave to pursue</p>
103/26	<p><u>DATE AND TIME OF NEXT MEETING</u> The next Full Council Meeting is Wednesday 8th July, 7:15pm at the Village Hall, Linby Lane, Papplewick. ALL WELCOME.</p>	

Meeting ended: 21:18

Signed: _____ Chairman _____

Initials Chairman