

CALVERTON PARISH COUNCIL COUNCIL MEETING MINUTES

13th February 2024

held in the Conference Room, Calverton Village Hall, William Lee Memorial Park,
Park Road, Calverton, Nottinghamshire NG14 6SA

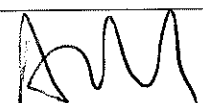
The meeting commenced at 6.45pm

Present	Cllr. A. Meads – Chairman of the Parish Council Cllr. A. Briggs, Cllr. L. Brown, Cllr. D. Curwood, Cllr. B. Elliott, Cllr J. Feargrieve, Cllr. J. Inger, Cllr. S. Harris, Cllr. M. Hope, Cllr. L. Kopyrko, Cllr. N. Quilty, Cllr. K. Summerfield, Cllr. J. Townsend, Cllr. P. Winfield
In attendance	A. Tristram Clerk/RFO 10 members of the public

307/2324	<u>1. Chairmans announcements</u> Members were informed that Planning consent had now been granted for the Play Tower on Seely Park and that the Chairman and Vice Chairman would be meeting with the Clerk prior to the agenda being published.
308/2324	<u>2. Variations to the order of items on the agenda</u> None
309/2324	<u>3. To receive any declarations of any intentions to record the meeting.</u> None
310/2324	<u>4. Apologies for absence</u> Apologies were received from Cllr. B. Mills (work commitments). Council agreed to accept the apology.
311/2324	<u>5. Declarations of Interest</u> The following members declared non-pecuniary interests in items 14.6, 14.7 and 14.8 Cllr. D. Curwood, Cllr J. Feargrieve, Cllr. S. Harris, Cllr. M. Hope, Cllr. L. Kopyrko, Cllr. N. Quilty, Cllr. J. Townsend and Cllr. P. Winfield.
312/2324	<u>6. Public Participation</u> Matters raised: <ul style="list-style-type: none"> • Council commended for work on allotments. • Complaint about damage caused to roadway and individual allotment plots. • Councillors thanked for their voluntary work. • Concern raised about plans to removal of trees for the new cemetery. • Security of Hollinwood Lane field boundaries. • Items found on Parish Land by metal detectorist brought to meeting. • Members from the Bowls club spoke on the agenda item regarding charges for the bowls clubs. • Enquiry from Bowls Club about roller • An applicant for a café in Unit 3 spoke in support of their proposal.
313/2324	<u>7. Nottinghamshire County Councillor Update</u> Matters raised: <ul style="list-style-type: none"> • Police and Crime Panel budget agreed. • Reacher programme absorbed into neighbourhood policing. • County Council budget meeting coming up. • Community Grant decisions are due at the end of February. • Request for bridge over A614 over mineral line to be surveyed.



314/2324	<p><u>8. Gedling Borough Councillors Update</u></p> <p>Matters raised:</p> <ul style="list-style-type: none"> • Proposed Budget not gone to Council yet. • Response to Polling Places Review submitted. • Police and Crime Commissioner and East Midland Mayoral elections taking place in May. • Overview and Scrutiny committee taken place looking at waste, recycling and the local plan. • GBC have issues with reminders going out for bins. • Issues with contaminated waste in Lambley, part of Arnold and Ravenshead – Labels on bins being trialled. • Backlash over hard copies of waste bin calendar. • Recycling centres making it difficult to dispose of mixed waste. • More waste bins being installed in the Borough including Calverton. • Local Plan being reviewed. City are having difficulty meeting housing quota. City Planners have asked Ravenshead, Rushcliffe and Gedling to take an increased allocation. Report will be released in June. Calverton may get part of the City allocation. • Issues with large lorries going through conservation area. GBC advised that there is nothing contained in the Planning conditions to instruct developers which route to take out of the village.
315/2324	<p><u>9. Police Matters</u></p> <p>There was no Police representative present at the meeting.</p>
316/2324	<p><u>10. Approval of Minutes</u></p> <p>Members received the minutes from the Council meeting held on 9th January 2024 and 23rd January 2024.</p> <p>It was RESOLVED that the minutes from the 9th January 2024 are accepted as a true and accurate record of the meeting.</p> <p>The minutes from the meeting on 23rd January 2024 as presented were not approved at the meeting.</p>
317/2324	<p><u>11. Matters arising / updates</u></p> <ul style="list-style-type: none"> • Question raised about the purchase of top soil. • Clerk asked if the person who wanted a bench in the cemetery had taken up the offer for the alternative location near the cenotaph.
318/2324	<p><u>12. Working Groups / Committee Reports</u></p> <p>Members received verbal reports from the Health and Safety Committee meeting held on 23rd January 2024 and the Planning Committee meeting held on 6th February 2024.</p> <p>It was RESOLVED that the reports are noted.</p>
319/2324	<p><u>13. Clerks Report</u></p> <p>Members received an update from Council resolutions from May 2023.</p> <p>Correspondence Received:</p> <ol style="list-style-type: none"> a) Nottinghamshire Police Crime Details – December 2023 b) Nottinghamshire Association of Local Councils – February 2024 Newsletter. c) Nottinghamshire County Council – Advance notification that residents will no longer be able to contact the County Council using the enquiries@ email address and must do so in the future by completing forms on their website. <p>It was RESOLVED that the Clerk's report is noted.</p>



320/2324	<p><u>14. Matters for decision / discussion</u></p> <p>It was RESOLVED to take the specified action in respect of each of the following matters for decision/discussion as listed below.</p>
321/2324	<p><u>14.1 to approve account payments schedules.</u></p> <p>A list of payments for approval was circulated with the agenda totalling £80,698.26. Additional items were distributed by email prior to the meeting totalling £2,669.18.</p> <p>It was RESOLVED to approve the payments totalling £69405.44 (£66,736.26 plus £2,669.18) with the exception of the payment to Colson Transport and Turnbull and Sons (£13,962).</p>
322/2324	<p><u>14.2 to confirm the appointment of Internal Auditor</u></p> <p>It was RESOLVED to appoint Kenneth Goddard as Internal Auditor for the 2023/24 financial year.</p>
323/2324	<p><u>14.3 to approve use of external consultant to carry out year end close on the accounts system.</u></p> <p>It was RESOLVED that use of the external consultant to carry out the year end close on the accounts system is approved.</p>
324/2324	<p><u>14.4 to accept a grant of £3,000 from Persimmon Homes towards the see-saw in Wm. Lee Park.</u></p> <p>It was RESOLVED to accept the grant of £3,000 from Persimmon Homes towards the inclusive see saw at William Lee Park.</p>
325/2324	<p><u>14.5 to consider agreement to install flood alleviation bunds on Council land from Nottinghamshire County Council</u></p> <p>Members were informed of a site visit that had taken place in connection with the proposal to install flood alleviation bunds on Parish land as part of a Natural Flood management project being undertaken by Nottinghamshire County Council and the receipt of a one-off grant of £1,450 for an agreement over ten years.</p> <p>The agreement carries an obligation to carry out an annual inspection and clear collected materials adjacent to the structure that restrict the base flow.</p> <p>It was RESOLVED that the Council agree to the works and authorise the Clerk to sign the agreement on behalf of the Council.</p>
326/2324	<p><u>14.6 to consider a request to erect a fruit cage on Collyer Road allotments.</u></p> <p>It was RESOLVED to agree to the siting of a fruit cage on allotment 3 at Collyer Road and that the Environment working group would inspect the structure when completed.</p>
327/2324	<p><u>14.7 to consider the application to keep 4 hens on allotment 49 at Collyer Road.</u></p> <p>It was RESOLVED to agree for four hens to be kept on allotment 49 at Collyer Road.</p>
328/2324	<p><u>14.8 to consider request for 6m x 2.5m polytunnel on allotment 39 at Bonner Lane.</u></p> <p>It was RESOLVED to agree for a polytunnel on plot 39 at Bonner Lane of no more than 4m x 2.5 mtr.</p>
329/2324	<p><u>14.9 to consider having two new disabled parking spaces outside community unit 3.</u></p> <p>It was RESOLVED to replace three existing parking spaces adjacent to community unit 3 with two new disabled parking spaces and accept a quotation from Acculine markings Limited providing they price match an alternative quote that was received.</p>

330/2324	<p><u>14.10 to agree to splitting either plot 22 or 23 Collyer Road into two plots. Proposed by Cllr. Inger</u></p> <p>It was RESOLVED that Council agree to split plot 22 at Collyer Road into two plots.</p>
331/2324	<p><u>14.11 to agree for the Clerk to progress the use of the telephone kiosk on the corner of Collyer Road and Sherwood Avenue adopted by the Council.</u></p> <p>It was RESOLVED to ask the Clerk to investigate the cost of having power reinstated so the phone kiosk can be used for a defibrillator.</p>
332/2324	<p><u>14.12 to consider recommissioning the tractor and trailer for staff use.</u></p> <p>This item was not covered at the meeting and is being deferred to the next Council meeting.</p>
333/2324	<p><u>14.13 to review the annual fee for use of the bowling green by Calverton Park Bowls Club and other clubs, groups or individuals who may wish to use the facility.</u></p> <p>It was RESOLVED that</p> <ul style="list-style-type: none"> a) the charges for Calverton Park Bowls Club remain at £1,000 per annum. b) the green is marketed to other clubs at £1,000 per annum. c) the charge for U3A remains at £15 for a 1.5 hour session.
334/2324	<p><u>14.14 to review the annual fee for storage of flats at the Village Hall for Calverton Theatre Group.</u></p> <p>It was RESOLVED that charges for £100 per annum for the storage of the flats underneath the stage are unchanged and that the Clerk contacts the Theatre group to inform them that no other items can be stored under the stage.</p>
335/2324	<p><u>14.15 to agree to the three Gedling Borough Councillors using the meeting room or conference room free of charge for community/village meetings with external agencies etc.</u></p> <p>It was RESOLVED that the request is agreed.</p>
336/2324	<p><u>14.16 to request that the Parish Clerk / Office Administrator contact other local Parish Councils with a view to purchasing Christmas lights for the winter switch on.</u></p> <p>It was RESOLVED that the request is agreed to contact other parishes within Gedling borough to collect the information including details of GBC involvement.</p>
337/2324	<p><u>14.17 to consider a discount for room hire for an event to be held by the Calverton RNLI Guild</u></p> <p>It was RESOLVED that a discount of 50% is agreed on room hire charges for the Calverton RNLI event.</p>
338/2324	<p><u>14.18 to agree to enhanced CRB checks for all staff.</u></p> <p>It was RESOLVED that enhanced DBS checks are agreed for all members of staff.</p>
339/2324	<p><u>14.19 to agree to engaging a window cleaner for all external windows at the Village Hall.</u></p> <p>It was RESOLVED to suspend standing orders to allow the work to be awarded without obtaining three quotes for the work and agree to accept a quote of £100 per visit for bi-monthly visits.</p>

340/2324	<p><u>14.20 to consider cutting all trees on William Lee Park located adjacent to the Bellway site. Proposed by Cllr. Inger.</u></p> <p>Members discussed removal of trees along the boundary of the Bellway site. A quote had been obtained to reduce 56 poplar trees by approx. 50-70% and fell three sycamore trees to ground level due to incline.</p> <p>It was RESOLVED to ask the Clerk to obtain three quotes to completely remove the trees.</p>
341/2324	<p><u>14.21 to consider purchasing a van. Proposed by Parish Clerk.</u></p> <p>This item was not covered at the meeting and is being deferred to the next Council meeting.</p>
342/2324	<p><u>14.22 to consider an offer of free tree removal at the Rookery.</u></p> <p>It was RESOLVED to accept the offer for the trees to be removed from the Rookery without charge subject to the Environmental working group marking the trees, take photos and record numbers.</p>
343/2324	<p><u>14.23 to agree to accept the latest version of the WLMP plan Year 4.</u></p> <p>It was RESOLVED to accept the latest version of the WLMP plan year 4 and that any proposals requiring expenditure will be submitted to the Full Council for approval.</p>
344/2324	<p><u>14.24 to agree to accept the latest revision of the community projects to do list.</u></p> <p>It was RESOLVED to accept the latest revision of the community projects to do list subject to interest, funding and volunteer support and that any proposals requiring expenditure will be submitted to the Full Council for approval.</p>
345/2324	<p><u>14.25 to agree to allow Cllr Andy Meads to apply for a grant of up to £20,000 for Calverton Parish Council from the Tarmac Landfill Communities fund through Derbyshire Environmental Trust in collaboration with the Clerk and the Community Projects Working Group.</u></p> <p>It was RESOLVED that Council allow Cllr Meads make the Grant request to the Tarmac Landfill Communities Fund through Derbyshire Environmental Trust.</p>
346/2324	<p><u>14.26 to agree to allow Cllr Andy Meads to apply for a grant of up to £75,000 for Calverton Parish Council from Biffa award through Royal Society of Wildlife Trusts in collaboration with the Clerk and the Community Projects Working Group.</u></p> <p>It was RESOLVED that Council allow Cllr Meads make the Grant request to Biffa award through the Royal Society of Wildlife Trusts.</p>
347/2324	<p><u>14.27 to agree to allow Cllr Andy Meads to apply for a grant of up to £75,000 for Calverton Parish Council from the Veolia Environmental Trust in collaboration with the Clerk and the Community Projects Working Group.</u></p> <p>It was RESOLVED allow Cllr Meads make the Grant request to the Veolia Environmental Trust.</p>
348/2324	<p><u>14.28 to consider quote received for window blinds in the three community units.</u></p> <p>It was RESOLVED that Council agree to the quote from VBCS Blinds for the supply and installation of vertical window blinds in Community Unit 1 and Community Unit 2.</p>
349/2324	<p><u>14.29 to agree to fit tree and animal rubbing plaques on posts around the wild life area as per the WLMP five year plan.</u></p> <p>It was RESOLVED to agree expenditure of up to £924 for 24 oak posts and plaques.</p>

350/2324	<p><u>14.30 to agree to buy and plant a dozen good quality fruit bushes in the wild life area, with a varieties of apples, pears, etc to a budget of £425.00, and delegate to the community working group in collaboration with the clerk to buy the fruit bushes, canes, compost, mats, and then plant them.</u></p> <p>It was RESOLVED to agree expenditure of up to £425 to purchase and plant a dozen good quality fruit bushes for the wildlife area.</p>
351/2324	<p><u>14.31 to agree the date of the 9th of June for the parish council's "Family Fun Day" and delegate to the community working group in collaboration with the clerk to book activities, rides, bouncy castles, buy refreshments and do the promotion work.</u></p> <p>It was RESOLVED to agree the date of 9th June for the Parish Council 'Family Funday' and delegate to the community working group in collaboration with the clerk to book activities, rides, bouncy castles, buy refreshments and do the promotion work.</p>
352/2324	<p><u>14.32 to approve annual subscription for membership of the Nottinghamshire Association of Local Councils.</u></p> <p>It was RESOLVED to approve membership to the Nottinghamshire Association of Local Councils for the year commencing 1 April 2023.</p>
353/2324	<p><u>14.33 to note the resignation of Cllr. Briggs from the HR Working Group and consider appointment of any other councillors to the working group.</u></p> <p>It was RESOLVED that the resignation of Cllr. Briggs from the HR working group is noted.</p>
354/2324	<p><u>14.34 to agree to make an application to the valuation office agency for the revaluation of Mansfield Lane Cemetery and separating the chapel and garage from the cemetery for rating purposes.</u></p> <p>It was RESOLVED to give authority to the Clerk to make an application to the Valuation Office Agency (VOA) for the revaluation of Mansfield Lane Cemetery and separating the chapel and the garage from the cemetery for rating purposes.</p>
355/2324	<p><u>14.35 to agree to delegate authority for the Clerk to submit any applications for change of use required for the Community units and Cemetery Chapel to GBC</u></p> <p>It was RESOLVED to</p> <ul style="list-style-type: none"> a) give authority to the Clerk to make an application to the planning authority (Gedling Brough Council) for the change of use of Community Unit 3 to a community café. b) defer making an application for change of use for the Cemetery Chapel until a prospective tenant is confirmed. c) give authority to the Clerk to seek pre-application advice on potential changes of use for the chapel.
356/2324	<p><u>14.36 to receive an update and consider recommendations on creating/changing a charity to lease and manage the village hall and make decisions to progress the application / changes.</u></p> <p>Members received a report outlining options to create a Charitable Incorporated Organisation (CIO) or changing the governing document of an existing charity to enable the charity to be able to open a bank account and lease or purchase property.</p> <p>It was RESOLVED to authorise the Clerk to proceed with the registration of a CIO and prepare a governing document for council approval using the model document with all councillors becoming trustees of the CIO.</p>

357/2324	<p><u>15. Exclusion of public and press</u></p> <p>It was RESOLVED that in view of the confidential nature of the business about to be transacted it is advisable in the public interest that the press and public be temporarily excluded, and they are asked to withdraw from the meeting.</p>
358/2324	<p><u>16. to consider Suspension of Financial Regulation 14.4</u></p> <p>Members considered a report to suspend Financial Regulation 14.4 to enable the Council to purchase land and roadways on Broadfields without the requirements outlined in the report.</p> <p>It was RESOLVED that Council agree to suspend financial regulation 14.4</p>
359/2324	<p><u>17. to agree to bid at the upcoming auction for the lot comprising the land and roadways on Broadfields to go into the ownership of Calverton Parish Council on behalf of the village.</u></p> <p>It was RESOLVED that the Council do not agree to bid for land and roadways on Broadfields.</p>
360/2324	<p><u>18. to discuss pay rates for staff not aligned to NJC pay rates.</u></p> <p>It was RESOLVED to agree to an increase in pay as recommended by the Chairman of the HR Working group.</p>
361/2324	<p><u>19. to agree to the level of information given to councillors regarding staff rotas, staff holidays, any cover and village hall bookings.</u></p> <p>It was RESOLVED that all councillors receive a monthly staff rota showing staff holidays and village hall bookings weekly by email.</p>
362/2324	<p><u>20. to agree to the modification of the start and finish times of the Assistant Clerk.</u></p> <p>It was RESOLVED that Council agree to the modification of the start and finish times of the Assistant Clerk.</p>
363/2324	<p><u>21. to consider proposals received for rental of community unit 3.</u></p> <p>Members considered proposals received from five parties for using community unit three as a café.</p> <p>It was RESOLVED that</p> <p>a) two of the applications are rejected and that Cllr Brown produces a list of questions for the three remaining parties to complete prior to being invited to an informal meeting.</p> <p>b) Cllr. Brown, Cllr. Elliott, Cllr. Inger and Cllr. Summerfield carry out an informal meeting with the prospective tenants and report back to full Council at an extraordinary meeting (date to be determined).</p>

364/2324	<p>22. <u>a) to review quotations and agree to place an order for a 50kw/h solar panel system for the village hall.</u> <u>b) to agree to a budget of £5,600.00 to replace the gas fired hot water heating system for the showers with an instant electric hot water system, and delegate to the clerk in consultation with the chairman to have this work done.</u> <u>c) to consider a battery system for the solar panel system and decide to go ahead or not.</u></p> <p>Members considered quotations received for the supply and installation of solar panels on the Village Hall.</p> <p>It was RESOLVED to</p> <p>a) proceed with the supply and installation of solar panels with storage batteries by the company offering the lowest quote without any changes subject to final checks being made on the company by the Chairman.</p> <p>b) defer a decision to replace the gas fired hot water heating system for the showers.</p> <p>c) that expenditure is funded by the Community Infrastructure levy (CIL)</p>
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The meeting closed at 10.30pm

I declare that this is a true and accurate record of the meeting of Calverton Parish Council held on 13th February 2024

Signed



Dated

12th March 2024

**Chairman
Calverton Parish Council**