



THURGARTON PARISH COUNCIL

Chair : Toni Smith

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THURGARTON PARISH COUNCIL

Minutes of meeting Thursday 3rd December 2015 7.30pm

THOSE PRESENT/APOLOGIES

Chair	Toni Smith	TS
Cllr	Tina Tsoukatos	TT
Cllr	Charles Day	CD
Cllr	Roger Aston	RA
Cllr	Neil Harris	NH
Cllr	Roger Jackson	RJ
Clerk	Sue Carne	Clerk
	12 members of the public	

ACTION

- 1.0 **APOLOGIES FOR ABSENCE** : None
TS proposed change to order, with 7.1 being brought forward when County Councillor arrives and 2.2 deferred until end of meeting. This was agreed unanimously.
- 2.0 **MINUTES FROM LAST MEETING**
The minutes of the meeting held on 7th October 2015 were proposed as a true record by TS, approved unanimously and signed by TS.
- 2.1 Introduction of new Clerk – deferred.
- 2.2 Co-option to fill Councillor vacancies - Deferred until end of meeting.
- 2.3 Resolution to exclude public and press from item 12.1 Clerk's contract and pay - Deferred
- 3.0 **QUESTIONS/STATEMENTS FROM THE PUBLIC**
Standing orders were suspended at 7.32
- 3.1 Trees
Trees near Hairdressers - A resident expressed concern that some of the trees were rotten and a mature ash had blown down. Trees had been inspected by Matt Duckworth, NCC with regard to highway and footpath safety. An enforcement notice had been served. TS
Trees at Cricket Club – These were the responsibility of the land owner. Unless a danger to the highway issues regarding trees are not a responsibility of the Council and should be addressed directly with the landowner.
Priory Park – Some dead trees reported, one of which was leaning. The land was owned by Gascoignes. TS to contact M Duckworth about this and a dead tree on Station Rd.
- 3.2 Planning application, Railway Lake
Cllr R Jackson said that NSDC Planning Committee would conduct a site meeting with Hoveringham and Thurgarton Parish Councils on 9th Dec. A member of the public had concerns that very little detailed information had been given re restoration, adequate control monitoring, noise and ecology. R Jackson said that the application does not go against the aftercare proposal. He would represent the Parish Council's view.
- 3.3 Planning Application Hope House
A resident felt the porches were unnecessary. Application not yet received by the Parish Council
- 3.4 Village Hall
A resident suggested the provision of a dishwasher, the cost to be met by increased hire charges. TS
TS to pass on.
- 3.5 Emergency Co-Ordinator
It was confirmed that the positions had been filled by Non-Councillors in order to share the load. The meeting was reconvened.
- 5.0 **PLANNING**

- 5.1 Application ref 15/01537FULM : Change of use of Railway Lake to watersport and scouting use, incorporating installation of porta cabin for changing/training room and installation of cess pit
The Parish Council had strenuous objections to this application The application had been discussed with Hoveringham Parish Council and they were in complete agreement with their objections:
In summary
- There was no justification for the Scouts not to continue to use the sailing lake
 - They can't see the demand
 - The application was deficient
 - The original use was for quiet water/leisure use
 - Reference to land/water based activities was too open and doesn't fit with quiet leisure use
 - Very unhappy with the cess pit. Needs to be mains drainage or not at all
 - The drive for this appears to be commercial return – and was not in the spirit of the original agreement for re-instatement when extraction was first agreed, which was as a wildlife sanctuary.
 - Concern over adequate controls, hours of usage with consequential impact on noise and ecology.
 - Car parking in the application was insufficient for 50+ scouts
 - Concern that usage could expand into other things eg conferences, social events
- 5.2 Voting was 5 against Clerk
- Application ref 15/01831/FUL : Barn conversion to new dwelling. Far Barn, Priory Rd, Thurgarton
It was established that this was a large extension to the rear of the property. It was thought that the original footprint was bigger.
Voting was 3 in favour and 2 against.
- 5.3 Approval was subject to the extension being within the % permitted and the maximum limit on size conforming with the 150 square meter policy seen. Clerk
- Application ref 15/01890/FUL Conversion of dwelling and rear extensions (revised scheme of planning permission 14/01262/FUL) Plot 2 Coach and Horses Public House, Nottingham Rd, Thurgarton
This was a short statement which lacked detail and drawings. It seemed to go against the original discussions held with the developers re the provision of small down sizable properties. There was concern that this would take from allocated car parking on the site. The Housing Survey does not show a need. Clerk
- Voting was 5 Objections.
- 5.4 Postscript: Subsequently this application was considered at a meeting on 5/01/16. See minutes
Application ref 15/01940/FUL : Single storey ground floor extension to front: first floor extension to front and associated rendering work to areas of existing brick work. Four Winds, Thurgarton Lane, Thurgarton Clerk
- There were no comments.
Voting was unanimously in favour.
- 5.5a Application 14/01781/FULM : New Horse Stable block and change of use of the land from agricultural use to land used for the keeping of horses Millside Stables, Southwell Rd, Thurgarton
The Neighbourhood Plan was looking not to extend outside the village envelope. A reduction in the application site was noted and this might mean that the application was wholly in Bleasby Parish.
Voting was 4 objections. T Smith did not vote. Clerk
The Parish Council continued to object and agreed with the objections made by Bleasby Parish Council.
- 5.5 Decision notices – These were reviewed.
- 5.6 Tree work decisions - These were reviewed.
- 5.7 To consider Newark and Sherwood Local Development Plan Framework Plan review Issues Paper – Deferred
- 5.8 Street naming and numbering for proposed residential development at Coach and Horses Public House, Nottingham Rd, Thurgarton - It was felt that 'Priory' would not be a good idea as there would be confusion with other roads. Heritage names were put forward. Clerk
Old Forge Close, numbers 1,2,3 was agreed unanimously.
- 6.0 **STRATEGY ROLES**
- 6.1 **TT : Emergency**
Neighborhood Plan – The Steering Group had met and consisted of 9 members, including 2 Councillors. A meeting had been held with R Exton (Senior Planning Officer, NSDC). They will present an Outline Neighborhood Plan and Project Plan to the village early next year as part of the

	ongoing engagement and consultation with the village. It was agreed that there should be a 'Terms of Reference' document and formal minutes.	
	<u>Housing Survey</u> – Adopted unanimously subject to presentation with one type of graph. To be posted on website.	TT & Clerk
	<u>Welcome pack</u> – Distributed	
	<u>Road closure document and equipment</u> – Dealt with	
	<u>Emergency Plan data base</u> – C and R Kirk to be Co-ordinators for The Park area with a Deputy to be announced.	
	<u>Defibrillator update</u> - Installed on the external wall of the Methodist Church and ready to go live. It was confirmed that the repair, replacement and electricity costs would fall to the Parish Council.	
	<u>Audit of Village Skills</u> – Only 2 replies received. Proposed that we distribute a list of jobs that need to be done to particular areas of the village and try to get volunteers.	
	<u>Update on meeting with Hansons</u> – Dealt with	
	<u>Village Hall gate</u> – Farmer Gary Clarke agreed that the gate behind the Village Hall should be kept locked. He will provide a combination lock. Severn Trent and Network Rail might need access to the code and this could be provided by the Council on request. Gary Clarke would need to provide code.	TT & Clerk
	<u>IDB</u> – The diversion route flood management solution was agreed as the preferred option and this was endorsed by the IDB Executive Board meeting whilst waiting for the economic case to be completed by the consultants, JBA. The next stage will be to present the solution to the village and enter a period of consultation. Funding will be sought through a variety of agencies and the village will need to provide some funding.	
	The Beck Monitor was reported as still not working, and the manufacturers had committed to having it up and running asap.	TT
	Funding of '£10 for tarpaulin' was sought. This was agreed unanimously.	TT
	<u>Wreath</u> – Retrospective funding of '£30 for wreath' was sought. This was agreed unanimously.	TT
6.2	CD : Highways and Broadband	
	<u>Faulty timer for lights at the Beauty Salon</u> – This now works	
	<u>Update on 40mph buffer zone</u> – M Duckworth had been contacted regarding this issue.	
	<u>Faster Broadband</u> – This was due 2017	
	<u>Traffic Management</u> – Re-investigation re gateways and plastic signs and 30mph zone.	
	<u>Corner Croft Parking</u> – This was dangerous as it was. The County Council must meet current requirements. CC could create parking on verge adjacent to telephone box and bus stop. Double yellow lines could be requested but this would lead to the loss of parking. It was agreed to explore arrangements for parking with the Village Hall Committee and Red Lion.	Clerk
	<u>Pot hole repairs on Prior Rd</u> – There was concern as to the quality of the repairs.	
	<u>Two dropped inspection covers</u> – Had been reported. Agreement of Network rail for work was required as close to crossing.	
	<u>Drains Beck St</u> – Reported	
	<u>Christmas tree</u> – Agreed to have one.	NH
	C Day proposed expenditure of £40 for lights' and this was agreed unanimously.	CD
	<u>White lines</u> – These were worn at various locations C D to survey.	CD
6.3	RA : Village assets	
	<u>War Memorial</u> – Solicitors fees would be approximately £600 plus £143 land Registry fee. RA to obtain phone quote.	RA
	<u>Village assets</u> – Methodist Church successful, sheep dip failed.	
	<u>Adopt a kiosk</u> - Ongoing	RA
	<u>Network Rail car park area</u> – It was felt that there were not many trains and that the station might be lost if it wasn't used. If there was parking it would be more likely to be used. Obtaining ownership of the land opposite Station House if no owner could be found was discussed. To retain ownership had to show used it/maintained it over a period of time.	
6.4	NH : Environment	
	<u>Lengthsman</u> – Bleasby's Lengthsman is available if there are any issues. Agreed to look at Village needs walkabout list at Strategy meeting.	
	<u>Gate footpath</u> – Safety issue, NH to speak with A Guy, NCC.	Councillors
	<u>Mirror</u> – John Bower had given permission for a convex mirror at the bottom of the steps. This was unanimously agreed. NH would erect.	NH
	Salt and grit sticks – Bins were half to three quarters full. NH to investigate refilling.	NH
	<u>Hedge cutting</u> – This was done twice a year at a cost of £160. Agreed unanimously to carry out the work if now is a suitable time.	NH
	<u>Emergency shed</u> – People reverse into it because it can't be seen as dark there. A resident offered a post. RA to investigate if this would solve the problem or CD to contact owner if fluorescent strips were sufficient.	NH RA/CD

6.5	CLERK : VARIOUS E mail header and disclaimer – An alternative disclaimer was put forward which was shorter. This was adopted unanimously. Logo also to be made smaller. E mail for Councillors – Agreed that Clerk should produce a template.	Clerk Clerk
7.0	CORRESPONDENCE	
7.1	<u>Supporting Local Communities Fund - Consider application for funding for gateways and Village Hall refurbishment</u> – Agreed unanimously to proceed with application for funding for village gateways.	Clerk
8.0	FINANCE	
8.1	<u>Balance of accounts as 31st August 2015</u> Current : £8592.51, reserve : £1188.95	
8.2	<u>To consider internal audit arrangements</u> – RA agreed to act as internal auditor.	RA and Clerk
8.3	<u>To consider future external audit arrangements</u> – The Clerk outlined the new arrangement for external audit. Unanimously agreed to ‘Opt in’ to the arrangements being made for smaller Parish Councils.	
8.4	<u>Bank account</u> – Unanimously agreed to remove Annie Duquemin as a signatory and contact and add Suzanne Carne in her place and also to add Roger Aston as a signatory. The Parish Council were unanimously in agreement with the resolution ‘the authorized signatories in the current mandate, for the accounts detailed in section 2, be changed in accordance with section 5 and 6 and the current mandate will continue as amended’ and the terms and conditions for online and telephone banking.	Clerk
8.5	<u>To approve expenditure and sign cheques -</u> <ul style="list-style-type: none"> • Thurgarton Village Hall hire £42 • Malcolm Lane & Son Ltd for refurbishment of Village sign £1314.00 Agreed unanimously.	Clerk
9.0	MINOR SPENDS None	
4.00	STRATEGY MEETING 8 th December 1.00pm at either the Village Hall or Methodist Church	Clerk
2.2	CO-OPTION TO FILL TWO COUNCILLOR VACANCIES T Smith proposed Pam Kirk and Andrew Parker. Their appointment was agreed unanimously.	Clerk
10.0	AOB	
10.1	<u>Pressure wash flag pole</u> – Agreed NH to action. <u>Coach and Horses Footpath</u> – It was noted that the developer did not want to put in a footpath <u>Resignation of Chair</u> – The chair tendered her resignation as from the next meeting <u>Election of Chair and Vice Chair (as necessary)</u> - agenda item for next meeting	NH Clerk Clerk
11.0	DATES OF NEXT MEETINGS 12 January 2016 at 7.30pm 1 st March 2016 at 7.30pm All at the Methodist Church	Clerk
12.0	CONFIDENTIAL MATTERS	
12.1	<u>Clerk’s contract and pay</u> - Deferred The meeting closed at 9.55pm	