



# THURGARTON PARISH COUNCIL

Chair: Tina Tsoukatos

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## THURGARTON PARISH COUNCIL

Draft minutes of meeting Tuesday 5<sup>th</sup> July 2016 7.30pm at the Methodist Church.

### THOSE PRESENT/APOLOGIES

Cllr	Tina Tsoukatos	TT
Cllr	Roger Aston	RA
Cllr	Charles Day	CD
Cllr	Andrew Parker	AP
Clerk	Sue Carne	Clerk
	10 members of the public	

### ACTION

1.0 **APOLOGIES FOR ABSENCE** : None

2.0 **DECLARATION OF INTERESTS**: CD In 8.2 planning application for Roewood Lodge. Clerk in 18 Confidential item.

3.0 **RESOLUTION TO EXCLUDE PUBLIC AND PRESS** from confidential item 18 – Proposed CD, seconded RA and agreed unanimously.

### 4.0 COUNCILLORS

4.1 Co-option of Councillor – TT proposed David Lewis. This was seconded by CD and agreed unanimously. DL joined the meeting.

4.2 Resignation of Cllr P Kirk and Cllr C Kirk -. CD proposed that 'Two casual vacancies be declared' and this was seconded by RA and agreed unanimously. Clerk

### 5.0 MINUTES FROM MEETINGS

The minutes of the meeting held on 10<sup>th</sup> May were proposed 'As a true record' by TT, seconded by CD and agreed unanimously. These were signed by TT.

RA had researched planning agreements for the site north of the Red Lion. Approval had been granted in 1998 and some minor works commenced, so development had started.

CD would investigate the V area with large tree at the Coach and Horses site and the arrangements for future maintenance.

RA reported that the CAMRA application for the Red Lion was a holding operation and that they had no plans for the pub. CD

7.0 It was agreed to bring the following item forward.

**ADDRESS from JULIE WALLHEAD**, Children's Services Operations Manager, Priory Group, about Hill Farm.

Julie Wallhead and her colleague Graham were welcomed to the meeting. She apologised for not having been able to attend the APM. The home was for children aged 8-18yrs with Emotional, Behavioural and Social difficulties. There were 6 places and the children tended to be vulnerable e.g. the victims of abuse. There are currently 4 children, two of which are heavily involved in the community schools/clubs. Another child is off site for school. Another is doing a college course. All the children are looked after by NCC. Some children have contact with their families and others don't. The process of selecting children for the home required a stringent risk assessment and a stringent matching process. Many matters were considered; behavior towards other children; staff skills; suitability of the environment. The children tend not to be a risk to the community. There is a plan for each child. It is not a prison. They try to create a family atmosphere. CAMS and the Educational Psychologists are involved with the children. Staffing depends on the number and needs of the children. TT said that the Parish Council would encourage integration and hoped that the home could integrate into the village. RA expressed concern about children out late. Julie explained that all the children had set bedtimes. The home keeps records of any child out late. As the children are vulnerable, if they do go out they are followed. TT agreed to be the Parish Council contact for the home.

<b>6.0</b>	<b>QUESTIONS/STATEMENT FROM THE PUBLIC</b>	
	<ul style="list-style-type: none"> <li>• A number of complaints were received regarding overgrown footpaths: Footpath past Copsehill,; Footpath by lake; footpath next to Methodist Church; footpath Beck St to Priory Park. It was also reported that a hedge was overgrowing Beck St and the seat near the Church was overgrown. TT said that it was important that footpaths should be maintained. DL was considering taking on the Environment role.</li> <li>• It was reported that a bridge on Beck St had been rebuilt and was now creating a dam. TT would raise with the IDB.</li> <li>• A complaint was received that it was no longer possible to use bus passes at NCC Park and Rides e.g. to go to Queens Med. Cllr R Jackson arrived and said that there had been a lot of complaints and could the resident put it in writing and forward to TT who would forward to him.</li> <li>• A resident requested more explicit accounts and CD explained that the accounting spreadsheets were being reviewed and revised.</li> <li>• It was noted that the Coach and Horses garage parking had no gutter. RA to pass on to the developer</li> <li>• TT said that concern had been expressed about notices posted by Savills around the village and Hoveringham. TT had email'd Savills who confirmed that this was all about footpaths and not about mineral extraction. RJ said that the area was not in the Local Minerals plan for 20-30 years. He felt that it was a legal exercise to protect their rights.</li> <li>• TT requested an annual donation from RJ towards the SMS text messaging service. TT had tested it and wants to offer the service to people at risk of flooding. The annual cost would be £300 and RJ kindly offered £150 from Divisional Funds.</li> <li>• Coach and Horses development – 3 bedroomed houses had been built instead of 2. A revised planning application had not been received. Where roofs had been removed on the old buildings the developer had agreed to reinstate them exactly as they were planning.</li> <li>• Bleasby Rd was without high speed broadband as it was connected to the Bleasby Exchange.</li> <li>• RJ reported that the new company VIA had taken over the Highways functions.</li> </ul>	<p>TT</p> <p>TT</p> <p>CD</p> <p>TT</p>
<b>8.0</b>	<b>PLANNING</b>	
<b>8.1</b>	<p><u>Ref 16/00818/FUL Demolition of existing bungalow (White Lodge) and construct 2 No 3 bed bungalows with detached garages. White Lodge, Bleasby Rd, Thurgarton.</u></p> <p>A member of the public had emailed a concern that the access would be safer shared and that tree number 17 presented a risk of becoming unstable when building commenced. It was noted that the garages were close to the road.</p> <p>AP proposed 'Acceptance' and this was seconded by RA and voting was 4 in favour with 1 abstention.</p> <p>The following comments would be made:</p> <ul style="list-style-type: none"> <li>• The driveway should be shared for safety reasons</li> <li>• There should be extra detail on the garages</li> <li>• Tree number 17 was at risk of becoming unstable when development commenced.</li> </ul>	Clerk
<b>8.2</b>	<p><u>Ref: 16/00868/FUL Extension of existing house for a larger kitchen/dining area in the ground floor and larger bedroom in the first floor. Roewood Lodge, Bleasby Rd, Thurgarton.</u></p> <p>CD said that it was a chalet bungalow and that the extension was too big and would overpower the front of the house.</p> <p>AP proposed 'Not approve' and this was seconded by RA and voting was 4 in favour. CD did not vote.</p>	Clerk
<b>8.3</b>	<u>Coach and Horses planning update – Covered</u>	
<b>8.4</b>	<u>Troughs, Roewood Lodge</u> Deferred	
<b>8.5</b>	<u>Priory Farm – Area of flooding</u> An objection had been made by the IDB as this is an area subject to flooding. The objection is still being considered by NCC and NSDC.	
<b>8.6</b>	<u>Decision notices</u> Reviewed	
<b>8.7</b>	<u>Decisions on applications for tree works</u> None	
<b>8.8</b>	Clerk requested to circulate decision notices. <u>Mains leak, Priory Rd</u> CD to report	Clerk CD

9.0	<b>STRATEGY ROLES</b>	
9.1	<b><u>TT : Emergency Measures</u></b>	
	<u>Flood management solution</u> – Awaiting consultant’s report with a new set of options. TT hoped to pass this role to a new Councillor.	
	<u>Beck Monitor</u> – An extra £150 would be needed. The alternatives are to ask affected householders or to use the Precept. 15/20 households are affected and this would cost approximately £25 each or with funding from RJ approximately £10. It was felt that a new Councillor should send letters to affected residents requesting an annual payment.	TT
	<u>Large puddle</u> – This has been filled.	
9.2	<b><u>CD : Highways and Broadband</u></b>	
	<u>Broadband</u> – No further development.	
	<u>Update on 40mph buffer zone and gateways</u> – Nothing further to report on 40mph. Designs for gateway signing were considered. It was the intention to purchase the first sign this year at a cost of £3500 for which a grant had been secured of £2000. Then the Parish Council would make further grant applications over the next two years to purchase two further signs. The Parish Council favoured a sign incorporating three views of Thurgarton. They would like to see an artist’s impression of the final sign.	
	<u>Corner Croft Parking</u> – CD would be meeting with NCC, NSDC, NS Homes on 12 <sup>th</sup> July to consider this issue.	
	<u>Pothole repairs</u> – Several repairs undertaken.	CD
	<u>HGV signage</u> – AP requested changes to signage to prevent HGVs going down Beck St.	CD
9.3	<b><u>RA : Village assets</u></b>	
	<u>Adopt a kiosk</u> – RA suggested possible uses as book exchange or lock it up. Residents had started to use it as a book exchange and the Parish Council were agreeable to this use. It may require rust treatment, windows refitted, rubbing down and repainting. RA to obtain a quote from Ian Richardson.	RA
	<u>Station car park proposal</u> – This had been dealt with.	
	<u>Scout’s lake</u> – The public were requested not to walk along the north side of the lake. They were able to walk along the footpath next to the railway line. The Scouts were responsible for keeping the footpath cut. RA will raise the issue of station car parking at the next meeting. To be a regular agenda item.	RA
	<u>Planning matters</u> – RA agreed to receive planning applications.	RA
9.4	<b><u>Vacancy : Village Hall</u></b>	
	TT reported that Trevor Mitchell sent his apologies. Annie had carried out a building survey and works required were being costed by Ian Richardson. TT to look at this with TCA.	
9.5	<b><u>AP: Neighbourhood Plan</u></b>	
	AP had not yet taken on this role. TT reported that the steering group had undertaken a massive amount of work. 48 residents had attended the drop in session which Richard Exton from the planning department had attended. A new grant was being sought to pay for consultancy and quotes were being sought. Most work will have been completed by end of August and the plan was for it to become law in mid 2017. TT thanked the steering group for their hard work. RA said that the Park had been left outside the village envelope and TT said that feedback on this would be taken into account.	RA
9.6	<b><u>Vacancy : Environment</u></b>	
	Some of the work that should have been done had been left. DL had expressed an interest in taking on this role.	
10.0	<b>ADMINISTRATION</b>	
10.1	<u>Councillor’s e mail</u> – AP was working on this.	AP
10.2	<u>Stationery and logo</u> – Clerk to forward copy of minutes to CD.	Clerk
10.3	<u>Website update</u> – Keeping the Parish Council website up to date could be a job for a Councillor or someone from the village. Agenda item next meeting.	
10.4	<u>Insurance Risk Assessment</u> – The Clerk pointed out that a condition of insurance was that activities of the council had a written risk assessment. Clerk to research.	Clerk
10.5	<u>Frequency of Parish Council meetings</u> – Holding Parish Council meetings every 4 weeks or 6 weeks was discussed.	
	RA proposed ‘Monthly meetings’ and this was seconded by CD and voting was 4 in favour. This would be trialed for 3 months.	
10.6	<u>Nat West Bank – new mandate</u> . It would be necessary to complete a new mandate to remove signatories. It was agreed to wait until other changes to signatories were required.	
11.0	<b>DOG BIN, PRIORY RD</b>	
	A resident had requested that this bin be re-sited. TT to investigate.	TT
12.0	<b>CORRESPONDENCE</b>	
12.1	<u>Outlaw Triathlon</u> – 24 <sup>th</sup> July noted	

- 13.0 FINANCE**
- 13.1** Receipts:  
 £2654 Neighbourhood Plan grant paid in May  
 £520 Transparency Funding for computer equipment agreed payable in the next few days  
 £150 received from the Councillor's Divisional Fund for Queen's birthday celebrations
- 13.2** To approve expenditure and sign cheques:  
 Newark & Sherwood District Council – insurance £211.05  
 Thurgarton WI – refreshments APM £12.00  
 Newark and Sherwood District Council – Housing Needs Survey £900.00  
 Thurgarton Village Hall Committee, celebrations for Queens 90<sup>th</sup> birthday £150.00  
 S Spencer £168 Neighbourhood Plan Publicity  
 Thurgarton WI – NP drop in refreshments £100.00  
 TT for display boards. Posters, maps, survey monkey costs, stationery and postage £1254.35  
 D North – NP website publicity - £200  
 Thurgarton People – Publicity NP £200  
 TCA – room hire £50.00  
 Proposed TT, seconded CD and agreed unanimously. Clerk
- 13.3** Sponsorship for Thurgarton People - £200 paid from grant.
- 13.4** Budgeting and accounting spreadsheets – CD was working on these.  
 CD proposed 'Purchase laptop Dell Latitude £170.00; A3 scanner/printer HP Officejet 7612 Multifunction £120.00; MS Office 2010 £170.00; Case £20.00; mouse £12.00; anti virus £20.00; 250Gb SSD £53.00; TOTAL cost of £565.00.' This was seconded by TT and agreed unanimously. CD  
 Clerk  
 The purchase of a projector would be discussed at the next Parish Council meeting.
- 14.0** **MINOR SPENDS** - None
- 15.0** **AOB**  
Letter received from Neil Orr, Operations Manager Forterra, in response to NP letter to local businesses. TT commented that a Councillor should take the Industrial Relations role.  
Elmcroft – A resident urged the Parish Council to look at the detail of the application, in particular the size and that there was a bat colony.  
PC & Other Village groups – TT commented that she had already started discussions with the WI and TCA, and hoped that there would be improved communication between the PC and other village groups.
- 16.0** **PARISH COUNCIL NEWS UPDATE COMMENTS**  
 Nothing to report.
- 17.0** **NEXT MEETING:** 6<sup>th</sup> September 2016
- 18.0** **CONFIDENTIAL ITEM**
- 18.1** Clerk's pay - Deferred
- 18.2** Clerk's contract of employment - Deferred

The meeting closed at 10.25pm