

**THURGARTON PARISH COUNCIL**

**Minutes of the Council Meeting held on October 27 2016 at 7.30 pm in the Methodist Church**

Couns Tina Tsoukatos (Chairman)

Roger Aston, Denise Bryant (A), Charles Day, David Lewis, Andrew Parker (A), and Natalie Robinson.

In attendance the Clerk Mike Elliott, County/District Councillor Roger Jackson and 4 members of the public

The chairman introduced the new clerk Mike Elliott to his first meeting.

- 1] APOLOGIES Couns. Bryant and Parker
- 2] DECLARATIONS OF INTEREST There were none
- 3] MINUTES FROM PREVIOUS MEETING HELD ON September 6, 2016 were accepted as circulated and signed by the chairman.
- 4] CLERK'S REPORT ON PREVIOUS MEETING BUSINESS  
The clerk explained that it was not within the regulations to have Matters Arising on an agenda and therefore they had been removed. He also said that the minutes required to be numbered consecutively and would be from this meeting onwards, starting at 01/16.
- 5] ITEMS FROM THE PUBLIC  
Standing Orders were suspended at 7.33pm.  
Various matters were raised including a request to purchase a wreath for Remembrance Day in November. The vice chairman Coun. Day was to lay the wreath on behalf of the council. The council were asked to consider assisting the parish church in respect of helping towards the cost of grass mowing in the cemetery and the matter was to be raised as an agenda item at the next meeting. The question of a need for road side grass mowing to be carried out on the main road from the Red Lion to the outskirts of the village was raised. The chairman said she was confident minutes of the council meetings did appear on the village website.  
Standing Orders were reinstated at 7.50pm.
- 6] CORRESPONDENCE  
The clerk was asked to respond to the NALC request for comment to the Government to oppose any move to introduce expenditure capping for parish councils in connection with the 2017-8 local Government Finance Settlement, and to support the NALC objection to any such move.  
Newark and Sherwood District Council confirmed they had designated a community asset status on the Red Lion public house in the village. A letter was received from Mr Neil Harris of Jackeroo Rural Services, Hollows Farm Cottage, Thurgarton, seeking information on a letter he felt the parish council had received from Thoresby Estates granting a pedestrian right of way on Hollows Farm Lane. The clerk said he had not been able to trace such a letter but the chairman said she would investigate the matter further.  
A letter from Chris Robinson raised the subject of speeding traffic on Beck Street and Station Road. Coun. Jackson said he would raise the matter again with Notts County Council and the clerk was also asked to write to support the views of the resident.  
A letter was received from Michelle Price-Horne expressing concern over a horse that keeps escaping on to the footpath between Southwell and Bleasby Road. It was suggested the security fencing for the field was inadequate. The clerk was asked to acknowledge the letter and to write to the field owner.
- 7] PLANNING  
Newark & Sherwood District Council Applications  
16/01525/ful. Bankwood Barn, Oxtou Road. Demolish existing piggery outbuilding and erect new outbuilding. No objection

Newark & Sherwood District Council Decisions

16/01178/ful. Meadow Agricultural Ltd, Far Barn Farm, Priory Road. Erect lean to extension to side of existing grain storage building. Grant.

15.01831/ful. Tom Cressey, Far Barn Farm, Priory Road. Barn conversion to new dwelling. Grant.

8] STRATEGY ROLES: feedback from individual Councillors in their individual roles

a) Couns. Natalie Robinson / Tina Tsoukatos Emergency Measure

Handover of papers etc to the new clerk Mike Elliott had been carried out.

Resource shed: The council were given information on a review inventory taken for the resource shed and considered suggestions for new items. The shed was, said Coun. Robinson in the report she presented to the meeting, brimming with items and said in an emergency situation it could have been difficult to locate items. The shed had now been re-organised. It was agreed the existing trolley in the shed needed replacing.

Defibrillator location sign. There was no progress at present on provision of a new sign.

Welcome Pack: Discussion took place on how the council should deal with distribution of the pack to newcomers to the village.

Facebook page for the parish council was discussed alongside a report from Coun. Robinson. It was agreed to establish a working group to progress the establishment of a Thurgarton village facebook page and to put an appeal on the website asking for volunteer helpers. Coun. Robinson was thanked for the detailed report she had presented.

Beck Monitor Coun. Robinson presented an updated report on the new flood alert service for Beck Street residents, explaining that the scheme would send text alert messages automatically to mobile phones when the Beck reached certain levels. The scheme was about to be rolled out. There would be a charge of £15 per annum per household which would be paid to the service provider, CPS Environmental Services Ltd. The meeting was told there would be alerts at two different levels, one when water levels were 50cm for residents to be prepared and one when the levels were 75cm, and when action was needed to be taken.

b) Coun. Charles Day - Highways and Broadband

Village Entrance Signs: Two village entrances for the A612 have been ordered from Notts County Council and confirmation about delivery and installation was awaited.

Corner Croft parking: Efforts are being made to have off street parking for the residents of this area who live opposite the Coach and Horses development. Previously they used to park in the pub car park but now it has become residential that option is no longer available. Notts County Council Highways and Newark & Sherwood Homes have been jointly looking to see if there was a viable proposition that could be put to planning, the previous two having been refused on road safety grounds by Highways. They say that there is not a safe option that meets the government guidelines and therefore no scheme can be put forward.

HGV signage. At the top of Beck street signage directs people traveling from Southwell down Beck Street to the station, Hoveringham and Industrial area. The council wish to have the signage moved to the junction of the A612 and Station Road.

Broadband: The fast broadband cabinet has gone in alongside Bleasby 2 Cabinet which is sited in the centre of the village. Residents of Bleasby Road have always been connected directly to the exchange in Bleasby and therefore are not fed from cabinet 2, as part of Phase 1 all residents living on Bleasby Road were rerouted and are now fed from Bleasby Cabinet 3 which is 100 meters from Bleasby exchange and therefore too far away to be able to have any but the basic internet connection. Notts County Council have said they will review to see what can be done and are due to report back by the end of October.

Projector: Steps are being considered on a project to acquire a Projector for the council in order information can be displayed to the public and other councillors.

40mph buffer zones: In order to slow traffic down traveling through the village the council has asked Notts County Council Highways to introduce 40mph on Bleasby road between Goverton and Thurgarton, and on the A612 both sides of the village. This proposal was not accepted for the 2017-18 programme but will be put forward again for 2018/19.

Coun. Roger Aston

Members were told that a quote had been obtained from a local tradesman to re-paint the telephone kiosk for £429. The chairman had hoped a volunteer may offer to undertake the work. Coun. Aston said he didn't think this was a reality.

Scouts Liaison. Operating from the old gravel pits, the Scouts are setting up a sail training facility. It was agreed that there would be liaison meetings but currently nothing was being brought forward for discussion.

Network Rail car park proposal: This involves a small plot of land near the station which is currently used by Network Rail to dump its detritus but which, it is believed, belongs to Trinity College, Cambridge. The plan is to approach Trinity and request that the Parish Council take over the land and create a small car park. It is understood Network Rail wish to continue to use the land as a dumping area.

A flooding report is awaited for which Trinity's co-operation may be needed and Coun. Aston said it was hoped to negotiate the flooding and car park points simultaneously. The thought is that a meeting will be sought with the Bursar of Trinity College.

### Neighbourhood Plan

The chairman gave an update on the Neighbourhood Plan, the draft of which members had now approved, and said the six week consultation period for residents would come into effect the following day, with letters being delivered door to door by members.

The meeting unanimously approved to delegate responsibility to the Steering Group to progress the Neighbourhood Plan to the end of its process for publication.

Coun. David Lewis – Village Hall

A further meeting had been held with the Thurgarton Community Association. An updated copy of their accounts was awaited. Coun. Lewis said he was still assessing the short and long term options for managing the hall, but have identified the need of monies to do major repairs over the next couple of years. The council would be looking for grants that will help to facilitate this work.

Discussion took place with Coun. Roger Jackson about the protection status of the hall against future development

### Environment

Methodist Church hedge. It was reported than whilst some work had been undertaken to cut back the hedge there was still a problem in that it was felt insufficient growth had been removed.

9] Strategy Meeting The item was left over to the next meeting.

10] FINANCE

a] CHEQUES FOR PAYMENT

The following cheques were agreed for payment:

Open Plan Consultants, £2,294, provision of consultancy services for village Neighbourhood Plan

Royal British Legion, £30, provision of wreath for Remembrance Day.

The clerk presented a written report presented by Grant Thornton, as External Auditors on behalf of the Audit Commission, in which a number of matters were raised in regard to the councils presentation of its accounts for 2015-16. Members were given copies of the report.

Coun. Aston presented an account report and said the council currently had a cash balance in hand of £21,394.23. He confirmed he was intending to maintain the cash records until the end of the current financial year.

11] AGENDA items for next meeting November 24, 2016.

Strategy meeting and budget proposals

## Thurgarton Village – Facebook page

This paper provides an initial review of the benefits and considerations for setting up a 'Thurgarton Village' Facebook page.

### Context

- There are 32m Facebook users in the UK and the use of social media is rapidly increasing.
- I personally only joined Facebook a year ago as it became quickly apparent (being new to the area) the best way to connect with people and find out what was happening was through Facebook. I soon noticed Bleasby, Lowdham, Fiskerton had their own pages each with hundreds of likes. When I checked what was on Facebook for Thurgarton I was faced with the attached page which is not what I would want to be promoting the village.



### Benefits

- Provide a public and professional identity of the village on a social media platform which would be integrated with the website – allow people to 'check-in' to the village so their friends and family can see they are visiting the village
- Raise awareness of the benefits of the village through showcasing its history and heritage, services and sense of community.
- Promote local village amenities such as the Village Hall by doing so it has potential to increase bookings for hiring hall (can even have a Book Now facility), attract new events and activities for the village.
- Provide village parishioners with an alternative and more 'real-time' method of communication to engage, interact as a Community and stay connected – ability to post and share images of the village, advertise events, quickly advise of emergency situations, send direct messages).
- Connect to surrounding villages and key local groups Facebook pages so they can share to their followers what is happening in Thurgarton. (E.g. Lowdham Parish, Bleasby Village, The Southwell Scoop)

### Key considerations

- Who will be responsible for administering the page? Posting content, replying to messages etc
- Would we want the page to be Thurgarton village only or integrate Thurgarton Village Hall (TCE), Thurgarton Parish Council or combination of these?
- What regular content do we want to include? Stock content/images, Parish Council meetings set up as events?
- How many of the parishioners use Facebook now and would actually use a Thurgarton page?
- How do we raise awareness and encourage people to use it/like it? For it to be successful it needs to be kept up to date, be responsive and provide useful information.

### Proposed Next steps

- Set up a working group committee to review end to end process of setting up a Facebook page taking into account the questions raised in this paper, reviewing the benefits and overall appetite in the village.

## THURGARTON RESOURCE/EMERGENCY SHED – INVENTORY REPORT

- An inventory and general review of the resource/emergency shed (located next to Acacia Hair Salon) was completed on 16<sup>th</sup> October 2016 with the following results:

## **INVENTORY**

	<b>ITEM DESCRIPTION</b>	<b>UNITS</b>
	<b>ROAD SIGNAGE</b>	
	'Flood' Sign Small Triangle	
	'Flood' Sign Large	
	'Road Ahead Closed'	
	'Road Closed'	
	<b>SAND BAGS</b>	
	Aqua Sacks (5 boxes – 1 x 19 units, 4 x 20 units)	
	Sand Bags (41 inside shed, 31 outside shed)	
	Bags (not filled)	
	<b>CLOTHING</b>	
	High Vis Jackets (1 x Medium, 1 x Large)	
	Hard Hat	
	Protective Gloves	
	High vis trousers (1 x Medium, 2 x Large)	
	Wellies (2 x Size 11, 1 x 10)	
	<b>CONES</b>	
	Cones – Large	
	Cones – Small	
	Lights to fit on cones (including brackets)	
	<b>BATTERIES</b>	
	Batteries (6v)	
	<b>SALT</b>	
	Salt Bags (25kg each)	
	<b>TOOLS</b>	

	Shovel – Large	
	Shovel – Small (hand held)	
	<b>MISC</b>	
	Large Trolley (handle broken)	
	Christmas fairy light sets	

### **Observations and recommendations**

1. The shed was brimming with items which were piled on top of each other and in an emergency situation it would have a) been difficult to locate items b) potentially caused a safety issue. It was even unclear there was actually a trolley in the shed until items had been moved out. The shed has now been re-organised so the salt and sand bags are stacked in separate piles. However it is the recommendation of this report to consider a shelving unit that can store items so they are easily accessible.
2. Many of the items are still in boxes unopened with its original packaging – again in an emergency situation this wouldn't be practical as per point 1. Therefore recommend that a Stanley knife is purchased and stored in the shed which would also be useful for opening salt bags etc.
3. As mentioned in the inventory checklist the handle on the trolley is broken and added to this the trolley is also quite large, heavy when loaded and takes up space in the shed. Whilst it is important to have a trolley that can transport multiple items at once to save frequent trips to and from the shed it is the recommendation of this report to purchase a new trolley. Options are to have one large folding truck or 2/3 smaller folding 'potato trolleys'.
4. There was a large amount of debris and leaves that were around the shed therefore this needs to be cleared to maintain access to the signs and cones that are located outside the shed.
5. It was apparent there were no torches in the shed therefore in an emergency situation at night it would be a requirement to have them to hand due to the low level of street lighting.
6. There appeared to be no date on the aqua sacs however reading the instructions they have a 5yr shelf life. Therefore it is important to know when these were purchased.
7. The report asks whether the Thurgarton Emergency Plan covers aspects around what resources to use in which emergency – for example where should the aqua sacs be used / are there priority locations?
8. There is a delivery of further 5 x 20kg bags of salt this Winter. Whilst there should be room for these in the shed particularly if the trolley is replaced there should be note taken around whether this is sustainable long term if bags of salt are not used. The report asks 'what is the process for re-filling the salt bins?' and 'who is responsible?'