COLSTON BASSETT PARISH COUNCIL

DRAFT Minutes for the Annual Parish Council Meeting held

on 16th May 2022 from 1900hrs at Colston Bassett Village Hall

**M835** i) **Attendees** Cllrs J Mcguirk, S Manea-Nelken, Jennings & J Good,

ii) **In Attendance** N Mayglothling (Clerk and RFO to Colston Bassett Parish Council)

iii) **Apologies for absence.** Cllr David Clark, RBC Cllr T Combellack, NCC Cllr N Clarke

**M836** i) **Election of the 2022-23 Chair of the Parish Council**

**Cllr J Mcguirk** Proposed Cllr Good Seconded Cllr Manea-Nelken **Unanimous**

ii) **Election of the 2022-23 Vice Chair of the Parish Council**

**Cllr Manea-Nelken** Proposed Cllr Mcguirk, Seconded Cllr Jennings **Unanimous**

iii) **Election of Portfolio Leads** (Finance, Environment, Transport, Facilities, Planning)

Councillors resolved that each should continue as per their 2021-22 responsibilities, vis;

**Finance Cllr David Clark**

**Environment Cllr John Jennings**

**Transport Cllr Josie McGuirk**

**Facilities Cllr Sabina Manea-Nelken**

**Planning Cllr Jonathan Good**

iv) **Election of the Internal Auditor**

Council thanked Mr Mike Garrett for his work on the Internal Audit and agreed payment of the Annual Honoraria. Council resolved to approach Mr Garrett to continue in role for the 2022-23 Financial period. **(Action RFO)**

**M837 Declarations of interest** in any matters scheduled for discussion. **None recorded**

**M838 Consideration of the Minutes of The Annual Parish Meeting held on 21st March 2022**

**and any matters arising** not covered elsewhere on the Agenda.

Council NOTED that any matters from the Annual Parish Meeting are normally addressed at the next available Parish Council meeting, and that the Annual Parish Meeting Minutes are then also authorised post-publication at the next appropriate Parish Council Meeting in line with recommended best-practice guidance, rather than waiting a whole year. The Clerk was asked to explain the difference between the Annual Parish Meeting (an annual meeting legally required, where all of the resident electorate present have equal speaking rights and an equal vote, albeit that any vote-outcome is not necessarily binding on Council to adopt) and the Annual Parish Council Meeting (which primarily deals with the Election of Officers for the Financial Year but in essence largely then has the usual procedural framework of restricted voting & speaking rights common to a “regular” Parish Council meeting).

**M839`Minutes of the Parish Council Meeting held on 21st March 2022 & matters arising.**

1. **M814a/aii Councillors Support for the Market Cross Plaque**

Council NOTED the donation as having been received into the CBPC accounts and **NCC Cllr Neil Clarke & RBC Cllr Tina Combellack were thanked for their support**

1. M814a/avii Speed Limits on Hall Lane & Harby Lane

Council to write to Cllr Neil Clarke to ascertain progress on this item **Action Clerk**

1. Application for **RBC Support for the Platinum Jubilee Celebrations**

Council NOTED that RBC financial support had been received into the CBPC account and made available in full to the organising group of the Platinum Jubilee Lunch. The local PJC Organising Group led by Mr David Lambert were thanked for their ongoing work on this village event.

1. **Sandpit Hollow.** Cllr Mcguirk NOTED that banking up had been completed on Sandpit Hollow but that the footpath width remained too narrow for wheelchair / pushchair use. Following consideration Council resolved to write to Cllr Neil Clarke requesting that the remaining strip of grass should be totally removed & and the footpath between the entrance to The Knoll to The Lodge should be repaired and resurfaced, as it was currently a Health & Safety issue for all pedestrians. **Action Clerk**
2. **Springhill Potholes & VERGES**

Council noted that any significant restoration and repair work along Washpit Lane / Springhill was still awaited and resolved to ask Cllr Neil Clarke for an update on this **Action Clerk**

**M840 County and Borough Councillor Updates.** *Neither Representative Present*

1. Nottinghamshire County Council Update (Cllr N Clarke)
2. Rushcliffe Borough Council Update (Cllr Combellack)

The Clerk advised Council that Cllr Combellack’s Update had just arrived and would be circulated to local residents via the Parish email list and displayed in hard copy on the Parish Noticeboard asap.

**M841 Planning Applications.** **Cllr Good**

Cllr Good had submitted an update-report on current Planning Applications prior to the meeting

**841.1** New Applications for consideration None at Agenda Circulation Date

**841.2** Planning Applications still under review

a) ***The Old Vicarage 21/01434/FUL*** Cllr Good reported that a **CBPC OBJECT** comment had been submitted against the revised Plans, as discussed and agreed at the last Council Meeting & via email.

b) ***22/00705/FUL New Oak Pergola at Church Gate Barn*.** Cllr Good noted that Councillors had agreed over email to a **CBPC NOT OBJECT** comment, based on construction and use of the pergola as described and not for further development. This comment had been submitted to RBC Planning.

c)***Colston Lodge, Langar Lane*** Council NOTED that future development should only be allowed against the agreed Plans and Conditions. The Clerk informed Council that he had been given to understand that ownership of the (now levelled) site may have changed hands, so future planning applications, revisions or variances against existing permissions may well occur for this site.

d) ***Tree removals in a Conservation Area (Chestnut Cottage).*** Cllr Good reported on applications to remove trees deemed dangerous or detrimental to a property or to general safety, as with Chestnut Cottage. Council NOTED the prime assessment responsibility lies with RBC, whose arboreal officer may issue Tree Preservation Orders as appropriate. Council supported maintenance of trees if possible, or replacement if removal was required, to maintain the noted sylvian aspect of the Parish. Council noted responsibility for assessment lies with the Arboreal Officer at RBC. Cllr Good also offered to undertake research and perhaps **mapping of the TPO and other major trees** particularly within the Conservation Area to support Council’s policies on tree-retention and was thanked for this offer. **Action Cllr Good**

**M842 RBC Scrutiny Review of Planning in July 2022**  **Cllr Mcguirk**

Council NOTED the intention to host a meeting on Weds 25th to gather evidence from other Rushcliffe Conservation Area Parish Councils, to which all RBC Conservation Parish Councils had been invited

The theme is to look at issues around improving the Conservation Area planning process and ensuring that Neighbourhood Plans & Conservation Area management Plans are observed and honoured going forward, as well as looking at the process to ensure all Conservation Areas are adequately reviewed asap.

**M843 Finance** **Cllr D Clark & the RFO**

The Responsible Financial Officer highlighted elements of Councillor Clark’s Report (as circulated ahead of the meeting). Council proceeded to review the 2021-22 Audit procedures & then general Finance

1. ***2021-22 Audit Procedures and Review of 2021-22 Finances***

a) Council considered and NOTED the Internal Auditors Report

b) Council considered and **Resolved to APPROVE the Annual Governance Statement 2021-22**

c) Council considered and **Resolved to APPROVE the Annual Accounting Statements 2021-22**

d) Council considered and **Resolved to apply for a Certificate of Exemption for 2021-22**

e) Council resolved to approve the **Period for Public Inspection to be 13 June to 22 July 2022**

The RFO confirmed to Council that he would now take the appropriate steps to publish and to display the required papers in line with 2021-2 Audit Procedures and also communicate the Certificate of Exemption to the External Auditors within required timescales, saving a potential minimum £400 non-compliance charge.

1. ***2022-23 General Finance***
2. Council Noted **Receipt of the 2022-23 Precept from RBC (£11,200)**
3. Council **authorised payment from Reserve for &** **distribution of Platinum Jubilee Mugs**
4. Council **approved the Platinum Jubilee arrangements & linked funding arrangements**
5. Council considered a three-year LTA insurance with Zurich Municipal (which offered a

saving of £31.19pa). Council resolved that the **RFO should meet on behalf of Council with representatives of the Village Hall Management Committee** to resolve the ongoing “double insurance” on the Village Hall building asap. Council further resolved that a single year renewal with Zurich should be taken up if timescales resulted in that situation occurring*.*

**M844 Neighbourhood Plan; Community Actions**

1. **Environmental Update** Cllr Jennings had circulated a report ahead of the meeting. The intention is to get a list of priorities, cost them and then get these discussed and agreed by Council. Council supported organisation of an appropriate sub-group to take on and support implementation once project identification and funding is agreed. Litter picking is ongoing, including that done by school children, who are also undertaking other sustainable-related projects throughout the year.

The impact, and dissatisfaction of some residents, with the Internal Drainage Board clearance of Smite riverbanks, including burning-off, was again noted. The Clerk confirmed that there was no pertinent regulation forbidding burning-off as was undertaken by the IDB, and that IDBs also have a legal right to maximise clearances to enable their future access, as had been done. The IRB had been made well aware of local disquiet as to their processes, but equally the resultant enhanced river flow speed had supported a lack of recent flooding incidents despite heavy rainfall.

1. **Flooding, Transport & Road Safety***.*

Cllr Mcguirk had circulated her report ahead of the meeting, and Loughborough University were thanked for their ongoing work on local flooding. Several volunteers had offered to assist with Flood duties and Council resolved to support proceeding with locally-based training asap.

The changing situation around the local bus service was also noted, with actions taken to support local users. The meeting noted that NCC had undertaken to ensure that a connecting service continued, now with optional passenger-led return times as a welcome feature. Council noted that a cost-led move to an on-demand “taxi-bus” service for the route seemed almost inevitable given the reluctance / inability of any commercial operator to provide a regular, timetabled service.

1. **Community Assets**

Cllr Jennings reported on the situation around Colston Bassett Cricket Club and the increasingly urgent need to renovate and/or repair / replace the leaking and decaying current Pavilion. The lack of more than an annual-lease agreement ensured that no External Grant Support could be achieved to assist this process, as a minimum 5-year lease is a standard requirement by most funding agencies (eg Sport England, NCC & the ECB). Council Resolved to support the Cricket Club as required and to assist as requested.

Cllr Mcguirk reported that she had sent a letter to representatives of The Estate regarding the lease of the Village Hall Paddocks. It was noted that The Clerk had been trying to resolve this situation for at least four years, with little to no response or resolution from The Estate. Cllr Mcguirk has now joined the Clerk in equally getting no response from The Estate to her communication to date.

**M845 Parishioner Questions**. None raised

**M846 Councillors Items** None raised by Councillors. The Clerk informed the meeting that a recent batch of emails had been illicitly redirected unread to “Junk” as a result of the IONOS registration being compromised by person(s) unknown. That situation was being addressed, including cancellation of 7 illicit account registrations taken out under the CBPC account & charged against the Clerks registered Credit Card.

**M847 Future Parish Council Meetings**

**18 July** Ordinary Meeting *(only if business requires)* **12 September** Ordinary Meeting

**14 November** Ordinary Meeting *(consideration of 2023-4 Precept levels, Asset & Risk Registers)*

**12 December** *(Reserve Date for Ordinary meeting / final date for confirming Precept if required)*

Council Noted that the **Chair and Clerk will assess the business need for a July Meeting** and confer with Councillors accordingly closer to the provisional 18.07.2022 meeting date.

**There being no further business the Chair closed the meeting at 2018hrs**

**Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated \_\_\_\_\_\_/\_\_\_\_\_\_/\_\_\_\_\_\_**