

## SELSTON PARISH COUNCIL

**Minutes** of meeting of the Parish Council held on **Tuesday 28th February 2017** at 7.00pm in the Old Council Offices, Selston.

Present:

Cllr M Ashmore

Cllr E Banks

Cllr C Chapman (also ADC)

Cllr S Fletcher

Cllr S Hey

Cllr D Hodgman

Cllr B Jackson

Cllr S Jackson

Cllr D Justice Vice Chair

Cllr D Martin (also NCC)

Cllr J O'Byrne

Cllr R Parkinson

Cllr P Pilgrim

Cllr C Quinn-Wilcox (also ADC)

Cllr D Wilson

Cllr S Wilson Chair (also ADC)

Apologies:

Cllr S Alvey (family illness)

Cllr J Butler (work commitment)

Cllr A Gascoyne (stuck in traffic)

Cllr R Young (other meeting)

Also present: Lisa Simpson Clerk, Tracey Kirkland-Walker Admin Assistant, PCSO Simon Gazzard and approximately 19 members of the public.

1. To receive apologies for absence

Apologies were received as above

2. Co-option

Dennis Wilson, Elizabeth Jane Banks, Susan Hey, Stuart Fletcher, Joe O'Byrne and Richard Parkinson all gave a personal statement. Cllr S Wilson proposed that as there were 6 candidates for 6 vacancies that all were co-opted in one vote. Cllr S Jackson 2<sup>nd</sup> and all were in favour.

The new councillors duly signed their Declaration of Office.

3. To receive declarations of interest from Councillors

Cllr S Wilson explained the meaning of pecuniary and non-pecuniary for the benefit of the new councillors

Cllr M Ashmore – items 14 & 20 non pecuniary

Cllr J Banks – item 21 non pecuniary

Cllr D Hodgman – items 8, 11, 16 & 20 non pecuniary

Cllr S Jackson – items 14 & 20 non pecuniary

Cllr D Justice – item 21 non pecuniary

Cllr D Martin – items 4, 14, 16, 17 & 20 non pecuniary

Cllr R Parkinson – item 8 non pecuniary

Cllr C Quinn-Wilcox – items 16 & 17 non pecuniary

Cllr D Wilson – item 8 non pecuniary



4. Paul Crawford (Investment & Projects Office from ADC) - Public Open Spaces/Future Planning

Paul addressed the Council on the need to future plan for the existing green spaces within Selston Parish. All Councillors had previously received a copy of his Briefing Note.

Cllr S Wilson suggested that Councillors send their thoughts to the Clerk.

Cllr S Wilson proposed that items 7 and 5 of the Agenda are swapped to allow PCSO Simon Gazzard to leave the meeting earlier.

5. Policing

PCSO Simon Gazzard gave an overview of the crime figures for the whole of the parish over the last month. 246 incidents had been rung in. He then went on to give a detailed breakdown of the different types of crimes that had been reported and how these numbers were split across the three wards of the parish. He also informed the meeting that the Senior Management Team had recently met at Ashfield and it was acknowledged that the figures for the rural areas were low.

With regard to the Parish Hall contact point, the IT department had now given the go-ahead to proceed.

The contact point at the Tin Hat will close possibly at the end of the month.

The work of the Neighbourhood Watch group was going well and they had received many responses. There will be a Neighbourhood Watch promotion in Selston Co-op on Saturday 18<sup>th</sup> March 2017, Simon is on duty so he will be there, Cllr D Justice asked for volunteers.

It was clarified that the Control room for the Police is still at Arnold

With regard to Jacksdale Community Centre, the Police are working with Councillors to resolve these problems.

6. Members of the public are invited to address the Council – 15 minutes is designated for public participation

A resident asked why the youth clubs are not open as the need has been proven over the last few months.

Cllr D Martin informed that the youth services are short of staff and the youth club held at Jacksdale on a Friday night will be moving back to Selston Base 16.

A Jacksdale resident asked if the Council will help to do Jacksdale Recreation Ground and also asked about the promised extra spaces in the car park.

Cllr C Quinn-Wilcox said that a survey had been done but to fund the extra spaces required a parking charge would have to be implemented and they didn't want people to have to pay.

Cllr S Wilson said Ashfield District Council will be asked for more information for the next council meeting.

A resident thanked the Clerk for including figures in the minutes.





7. To approve the minutes of the full council meeting held on Tuesday 24 January 2017

**RESOLVED:** To accept the minutes of the full council meeting held on Tuesday 24 January 2017 as a true record.

8. Supporting local groups

Letters received from 4 local groups were read out by the Clerk.

It was agreed to give grants, from s137, to local groups rather than free room hire.

- Allsorts Preschool (Underwood) requested help with room hire fees – Proposal by Cllr S Wilson to give the Preschool a grant of £200, 2<sup>nd</sup> by Cllr D Justice all were in favour

**RESOLVED: To donate £200 to Allsorts Preschool**

- Bagthorpe Athletic Football Club has raised £500, as advised, which is half of the funds required for a Defibrillator. Cllr S Wilson proposed to give £500 to BAFC, 2<sup>nd</sup> by Cllr Jackson all were in favour

**RESOLVED: To donate £500 to BAFC towards a defibrillator**

- Selston Parish Neighbourhood Watch requested free use of the Parish Hall for monthly meetings. Cllr S Wilson proposed to give £200 to the new Neighbourhood watch group, Cllr Jackson 2<sup>nd</sup>. All were in favour.

**RESOLVED: To donate £200 to Selston Parish Neighbourhood Watch**

Cllr Chapman suggested that the groups should be advised of the start-up grant available from ADC.

It was noted that new Councillors Dennis Wilson and Richard Parkinson have a non-pecuniary interest in the next request as they are committee members of Youth Together.

- YouthTogether requested support to continue with events to provide opportunities for the youth of the parish to get together. Proposed by Cllr S Wilson and 2<sup>nd</sup> by Cllr B Jackson to give £400 to Youth Together. All were in favour.

**RESOLVED: To donate £400 to Youth Together**

9. Policies

- Media policy for adoption – it was noted that the Clerk had emailed Councillors the incorrect version of the Media policy & item 9 regarding recording of meetings is not required. Cllr Chapman proposed Cllr Hodgman 2<sup>nd</sup>. All in favour

**RESOLVED: To approve the Media Policy with item 9 removed.**

- Social Media policy for approval Cllr Justice proposed Cllr Chapman 2<sup>nd</sup>

**RESOLVED: To approve the Social Media Policy**

- Terms of Reference for the Staff & Complaints Panel for approval Cllr S Wilson proposed all were in favour

**RESOLVED: To approve the Terms of Reference for Staff & Complaints Panel**

- Children & Adults Safeguarding policy - [www.proceduresonline/nottsdistrict](http://www.proceduresonline/nottsdistrict)  
Clerk explained the website contains a safeguarding policy used by Ashfield District Council and other Councils throughout Nottinghamshire, which can be used by Selston Parish Council.

**RESOLVED: Noted**

*S Wilson*

7.30pm Cllr Pilgrim left the room and returned at 7.34pm

10. Finance - See attached sheet – no issues were raised

- Purchase of additional computer for the Parish Office – Cllr Jackson explained that another computer was required so that the Responsible Financial Officer has her own computer and doesn't have to share with the Clerk. Cllr Chapman advised that it was a reasonable quote at £1058 but to query the price of the network adaptor at £79. The purchase was proposed by Cllr S Jackson Cllr B Jackson 2<sup>nd</sup> and all were in favour.
- **RESOLVED: to purchase a new computer for the RFO.**

11. Update on the change of use of the male toilets next to the Eleanor Adams Room

Cllr Wilson informed that volunteers were willing to work for free. Electrical alterations are being done for free including equipment but there will be some costs to complete the alterations. An external and internal door is required and possibly some cupboards. Cllr S Wilson proposed to use the contingency budget of £3500 to convert the male toilets into an office for the police. It was 2<sup>nd</sup> by Cllr D Justice and the vote was carried.

**RESOLVED: To use the £3500 Contingency Budget to convert the male toilets at the Eleanor Adams Room to a Police room.**

Cllr D Hodgman stated that the changes to the male toilets will affect the use of the Eleanor Adams room due to the loss of sinks large enough to wash paint pots etc. The old storage cupboards could be removed and a kitchenette including sink with running water could be installed. The floor in the Eleanor Adams room is in a dire state and there are holes in it which need repairing. In fact it is a Health & Safety issue. The work could be done at the same time as the police room.

The kitchenette could also be used by the café whilst the bar area is being improved. It was agreed that quotes would be discussed at the next council meeting and there may be some of the contingency budget left.

Cllr D Hodgman proposed to create a kitchenette, with running water, in the Eleanor Adams room. 2<sup>nd</sup> by Cllr S Jackson. The vote was carried.

**RESOLVED: To install a kitchenette with running water in the Eleanor Adams room.**

12. Peninsula Contract

The Clerk explained that the 5 year contract for Employment Law finishes in September 2017 and 6 months' notice is required to terminate or it will roll over for another 5 years. The cost is £125 per month and the Clerk informed that alternatives are available. Concern was raised over legal cover insurance. It was agreed to bring this back to the meeting in March. The Health & Safety Law agreement is due to expire in 2018.

13. Correspondence received – see sheet attached to the Agenda

Clerks & Councils Direct renewal was agreed

It was agreed to continue with the Lengthsman Scheme

It was confirmed that the Huthwaite Leisure Centre Options had already been seen by the District Councillors.

*S Wilson*



#### 14. County Council Update

- Jacksdale Library - Cllr Martin informed that Jacksdale Library will be moving into the Dale Club. It is Notts County Councils aim to make libraries cost neutral.
- Selston Golf Course – Cllr Martin informed that the golf course is micro managed by ADC and they have decided to turn it into a country park. The land belongs to NCC so they are trying to sell it as a golf course. It was agreed to ask ADC to clarify their intentions.
- Jacksdale Youth Club – The youth club is held on Friday evenings and is not well attended so it will be moving back to Selston Base 16 from April 21<sup>st</sup>. The youth leader has stated that there is not enough staff to run Base 16. It was suggested that she is invited to the next council meeting.

#### 15. Allotments – To approve quotes received for improvement to visual splay on Nottingham Rd. Quotes of £1050 and £1100 was received.

**RESOLVED: To award the quote to AKA at £1100 as the Council is happy with works they have done previously.**

#### 16. Christmas Tree Lighting Ceremonies

ADC have informed that due to cuts there will be no events this year, but trees and street lights will be provided. Next year there will be no budget at all.

Cllr D Hodgman reported that she has done an online survey and would like to use Underwood Community Centre for a tree lighting event and involve the Church. She asked if a small tree could be planted in the grounds. Cllr S Wilson suggested that a working group is set up to work with Community groups.

#### 17. Use of Recreation Grounds

Cllr S Wilson informed the council that the Parish Council should be made aware of the beneficiary of fundraising events held on Parish Land before the event takes place. After the event the Parish Council should be advised of the monies raised and where it has been donated to. This will provide clarity to what is held on Parish land as residents assume the Parish Council knows. It is not aimed at any particular event. New terms and conditions will be drawn up for approval at the next council meeting.

#### 18. Recreation Ground update

- Woodnook - Tree works to be carried out 13<sup>th</sup> March 2017.

The ongoing problem of dog mess on Recreation Grounds was discussed. Cllr Chapman stated that offenders should be reported to the CPO's. The closure of the ADC Cash Office will mean dog bags are not available in Selston.

#### 19. Planning Applications – see attached sheet

V2017/0066 – It was agreed that the Parish Council should send a letter of objection as this development is on Greenbelt.

#### 20. Community Centres

- Parish Hall – Bar Area – Cllr Hodgman read out her response to Cllr Martin's suggested schedule of works. It was agreed to email both suggestions to all councillors for their consideration.

Cllr Quinn-Wilcox proposed that Standing Orders be extended. It was agreed to extend Standing Order 3w to enable the meeting to continue until 9.30pm  
9.05pm Cllrs Ashmore & Pilgrim left the meeting.

- Underwood Community Centre – Heating & Lights – A heating engineer advised the Clerk that the boiler did not need replacing but required a service and new grill to improve efficiency which the Clerk authorised.  
As a new boiler is not required it was agreed to replace the existing lights in the Community Centre with LED's which should save £1039 per annum. Two quotes have been received: £2095.16 and £1709 both offering a 5year warranty.  
**RESOLVED: To accept the quote of £1709 from Access All Electricals for LED lights at Underwood Community Centre.**
- Jacksdale Community Centre – it was agreed to obtain quotes for a new gas combi boiler.
- Old Council Offices - Update on vacant office – Clerk informed of the advice received from 3 Estate Agents and it was agreed that £65 per week plus £20 for utilities should be charged for the use of the office. The vacant office needs to be advertised.
- Outside hire of tables and chairs – Councillors voted against hiring out the tables and chairs to other venues.

**21. Neighbourhood Plan update**

Brinsley Alternative Site Consultation – Cllr Justice informed that Brinsley Parish Council had requested that the proposed Winter Closes site be removed from Ashfield's Local Plan to prevent coalescence of the villages of Brinsley & Underwood. Brinsley Parish Council is now proposing a site on Cordy Lane which goes up to that boundary. The Neighbourhood Plan Steering Group will send in a letter of objection and it was agreed the Parish Council will too.

**22. Date of next full council meeting**

It was proposed by Cllr D Justice and seconded by Cllr C Quinn-Wilcox that the next Full Council meeting be held in Underwood to give other residents the opportunity to be able to walk to the meeting.

**RESOLVED:** Monday, 27 March 2017 at 7pm at Underwood Community Centre, Church Lane Underwood NG16 5FS

**23. Finance meeting to be arranged**

**RESOLVED:** Tuesday, 14 March 2017 at 7pm in the Eleanor Adams Room

**Confidential Items**

Staffing matters were discussed and minutes held in the Parish Office

Meeting Closed at 21  
.30 hrs

