

UPPER BROUGHTON PARISH COUNCIL

Minutes of a meeting of the Parish Council held on Tuesday 27<sup>th</sup> March 2017 commencing at 7.30pm in Rose Cottage.

Councillors: Copley(Chair)  
Bailey Watson.

Also in attendance: Borough Councillor Combellack and The Clerk – Jo Cartmell.

1. Apologies: Were received and accepted from NC Cllr. Cottee and Cllr. Flood.
2. Declarations of Interest: None.
3. Acceptance of minutes of meetings held on 6<sup>th</sup> February 2018: It was agreed that the minutes be accepted as a true record of the meeting.
4. Co-option of new members: The Council agreed to approach two parishioners and invite them to join the Parish Council and fill the current vacancies left by the resignation of Mark Barry and Alan Parkinson.  
**Action: Cllr. Copley and Watson to approach two parishioners.**
5. Open session for the public **limited to 15 minutes**: None.

6. Planning matters.

*No applications at time of agenda publication.*

**Decisions.**

Permission granted for the following applications:

17/02743/FUL Demolition of existing detached double garage

The Croft, Station Rd.

17/02680/FUL Demolition of garage, new dwelling, conversion of coach house to ancillary residential accommodation, and erection of a replacement garage with new access.

The Croft, Station Rd.

18/00032/LBC Structural repair and support works to east and west facing gable ends.

Willow Cottage, Bottom Green.

17/02774/FUL

To carefully renovate Piecrust Cottage (formerly the Butcher's), replace existing windows and doors with new. Internal modifications to turn butchers into a two-bedroom rental property on the ground floor and retain the rental property to the first floor. To demolish disused Slaughterhouse and Pie Factory. To erect 2 x 3-bedroom semi-detached houses with gardens and off-road parking. New shared access off Station Road. (resubmission)

**Other matters:**

Notice of Planning Enforcement: Belle Voir House, Colonels Lane.

There was some confusion surrounding the Enforcement Notice as one of the Neighbours had been informed that the Applicant had lodged an appeal with the Planning Inspectorate. Councillor Combellack agreed to take the matter up with the Planning Department at the Borough Council and clarify the situation.

7. Neighbourhood Plan:

i) Update: The Pre-submission Draft would be forwarded to members for consideration on Tuesday 3<sup>rd</sup> April. A meeting would then be held on 24<sup>th</sup> April where the Parish Council would have the opportunity to put questions and make comments to the Committee Members and Planning Consultant.

ii) Finances inc forthcoming expenditure: Further funding would need to be applied for to cover the costs up to 31<sup>st</sup> March 2019. The grant application system was currently closed while the new grant application process was set up, once new applications were invited, the Clerk would work with the Planning Consultant to submit the application.

8. Councillors Reports: Cllr. Combellack noted that Rushcliffe Borough Council had been awarded the Entrepreneurial Council of the Year.

9. Data protection: The Clerk had forwarded information prior to the meeting relating to the new data protection laws that were being introduced in May. The Fair Processing Notice and the Data Protection Policy were approved by members. The Clerk confirmed that the Council would need to be compliant with the new Data Protection Laws before May. Further details to follow.

10. War Memorial Restoration: Update from working group.

The cleaning of the War Memorial had now been completed. It was felt that one further coat of cleaner and a warm pressure wash would finish the job to a higher standard. Cllr. Bailey felt that the lead lettering needed painting and it was suggested that a local sign writer be asked to quote for the work. The Clerk was asked to consult with the War Memorials Trust with regard to the best option for sorting the lead lettering.

**Action: Clerk to speak to the War Memorials Trust.**

11. Correspondence.

RCAN: Best Kept Village competition: Members decided not to enter this year.

RBC: Town and Parish Forum: rescheduled - Wednesday 2<sup>nd</sup> May: Councillors to inform the Clerk if they wish to attend.

12. Village Hall.

Restoration/replacement of windows – The Clerk forwarded the additional information from the Joiner relating to the windows. The Big Lottery Fund had written to confirm that the grant application had been successful and that full £10,000 had been awarded. The Clerk was asked to liaise with the Joiner with a view to submitting some technical specification to the Borough Council for approval to proceed.

Heater replacement: It was agreed that the heater in Rose Cottage be replaced at a cost of £300 including fitting.

Defibrillator checks: Cllr. Hill volunteered to take on the monthly defibrillator checks taking over from Alan Parkinson.

13. Highways & Footpaths: None

14. Cross Green.

Weekly checks: Cllr. Copley volunteered to undertake the weekly checks following the resignation of Alan Parkinson.

Outstanding action point from Annual Inspection: Seat repair - Cllr. Hill agreed to buy the timber and repair the bench on Cross Green.

**Action: Cllr. Hill to repair the seat.**

15. Finance:

a) Balance of accounts: To be confirmed.

b) Payments due: Neighbourhood Plan highlighted in grey (\*Payments made between meetings)

Cheque No.	Payee	Description	Amount
552	Staff	Final Quarter salary and expenses	£615.20

Members agreed that the above payments be made.

**Action: Clerk to arrange payment.**

c) Appointment of Internal Auditor: Members agreed the appointment of David Dixon at a cost of £50.00

16. Items from members for the next agenda: None

17. Late items and Chairman's matters: Hickling Lane – the Clerk was asked to report the surface of Hickling Lane to Notts County Council and also the condition of the surface on the bends of the A606.

18. Date of next meeting: 22 May AGM, 17 Jul, 11 Sep

No further business: Meeting Closed 9pm.