



18/01

**Minutes of a Council meeting of Tollerton Parish Council held in the Parish Rooms,
Burnside Grove, Tollerton on Wednesday 03 January 2018 at 7.00pm**

Councillors:

Andrea Beyer, Matthew Garrard (Chairman),
Julian Smith, Mark Law, Tracey Longworth, Andrew Penn (from 7.20pm)

Also present: Three members of the public

1. **Apologies for Absence:** Councillor Firth and Somal sent apologies which were accepted
2. **Declarations of Interest:** None
3. **Chairman's announcements:** The Chairman made recommendation for members of the public to watch the Plough Monday performance in Tollerton next week.
4. **Minutes of the Council meetings held on 6 December 2017:** were accepted and signed by the chairman
5. **Report on matters and actions arising from the minutes:** None

6. Open session for members of the public to raise matters of Council business:

Standing Orders were suspended at 7.15pm

Concern was raised with regards to problematic heating arrangements at the Parish Rooms. Suggestion was made that a checklist for both opening up and shutting down the Parish Rooms would be valuable to ensure that users comply to council requirements. Councillors agreed to look into this.

The council was made aware that the county had been contacted with regards to potholes in Tollerton, to no avail. The Chair made note to bring this up with Richard Butler.

Point was made over resident confusion about right of way access around Tollerton Hall. Conversations are taking place between the land owner and the council and it is hoped that a compromise will be made.

Standing orders were resumed at 7.25pm

7. **Appointments:** Coordinated by Councillor Beyer, an initial meeting will take place on Monday 8th January 2018 between herself, Rebecca Holden and Emma Goodman to discuss roles and priorities. Councillor Beyer advised councillors to come back to here with a list of priorities in advance of this. - Cllr Beyer to action

8. **Casual Vacancies:** No further applications have been received at this point

9. Finance & Assets:

a) Grant Applications: n/a

b) Building matters – Electrics & Heating: It is noted that electrics in the Parish Rooms have tripped on multiple occasions in the last few weeks. A kettle has been removed from the kitchen in the hope to resolve this. One of the flat residents has brought to the councils' attention that the outside light has tripped and that the bulb has blown twice recently. Councillors recognise that the light is dated and will take action to look at replacing this with a sensor activated light.

Heaters in the Parish Rooms are in-effective and may benefit from being replaced by a system with less manual intervention options and which can be managed remotely. Councillor Beyer recommends getting an electrician to review the current heating arrangement and provide short and long-term recommendations. - Cllr Beyer to progress

c) PAT testing: Councillor Law to identify how often PAT testing is recommended and whether it is a legal requirement. Council to take action to create review all council owned electrical equipment to create a list for annual testing. - Cllr Law to action

d) Flat renovations and maintenance: Councillor Longworth received one quote of three back at £20,000. This is an unrealistic spend. The Chair asks that the executive officer can pick this up as a high priority. - Rebecca Holden to progress

e) Payments & Budget and f) Budget 2018 and Medium-Term Finances: Councillor Penn provides finance overview to the effect of an existing surplus minus payroll. The chairman has asked that recording of how finances are attributed is reviewed by Emma Goodman. Councillor Penn to arrange a handover.

- Cllr Penn to progress

g) Financial arrangements: None

10. Rural Characteristics

a) Planning Applications: to consider planning applications received by the Council: None

b) Recent Rushcliffe Borough Council Decisions: None

c) Tollerton Neighbourhood Development Plan: The rural characteristics working group have a meeting with Gary Kirk from 'Your locale' scheduled in January 2018.

- Cllr Longworth to progress

11. Community Facilities:

a) Open space – implementation of the report of the working group and grant funding – Active Tollerton: The deadline for putting in a funding bid has been extended to the end of January 2018. The council will look to apply.

-Cllr Beyer to progress

Councillor Beyer to review replacement options for broken floodlight.

b) Allotments – security: The councillors agree with Rob May from the allotment association to contribute £1000 towards security measures and make up additional funds (if required) to be returned to the Parish Council through increased rent fees. Councillor Penn and Councillor Beyer to review options with Rob May.

- Cllr Penn and Cllr Beyer to progress

c) Parish Rooms - provision of projector and audio equipment: role over to February agenda.

12. Village Life:

a) Implementation of Village identity policy: Including review of contracts for planting and maintenance: Councillor Longworth updates that bulb planting has been completed by Streetwise and Matt Earl. Councillor Longworth has met with Streetwise and will use basic specification to go out to tender.

- Cllr Longworth to progress

b) Christmas Decorations 2018: It has been requested that we have a tree permanently in place. Projected cost of £1000. Councillors agreed to request with Councillor Longworth to progress.

- Cllr Longworth to progress

c) Councillor Longworth to obtain a copy of Spire's planting schedule and also to look at quotes for planting trees on Tollerton Lane and Cotgrave Road. Council will take action to review grass cutting across Tollerton.

13. Councillors' Reports: Deer are present at Tollerton airfield

14. Reports from Outside Organisations: Yoga class due to start in Parish Rooms on 11th January

15. AOB: It was discussed that rules regarding dog waste on agricultural land need to be communicated to residents and land owners.

The council will get an article published in the newsletter regarding dog waste (AB to action) and have discussions with Debbie Mason from Rushcliffe Council to enquire on dog warden facilities which the council could utilise.

- Cllr Beyer to action
- Cllr Law to progress

Date of Next Meeting: noted as Wednesday 07 February 2018.

The meeting closed at 8.40 pm

Signed: Chairman Date