



**Minutes of a Council meeting of Tollerton Parish Council held in the Parish Rooms,
Burnside Grove, Tollerton on Wednesday 05 September 2018 at 7.00pm**

Councillors: Matt Garrard, Andrea Beyer, Julian Smith, Mark Law, Parma Somal, Chrissie Firth, Tracy Longworth,

Officers: Emma Goodman

Also present: 4 members of the public

1. Apologies for Absence:
Councillor Andrew Penn
2. Declarations of Interest:
None
3. Chairman's announcements
The New Executive Officer was introduced and thanks made to everyone who had stepped in to cover the vacant role. The Fruit and Vegetable Exchange Market Stall had been well used and would remain until the end of October.
4. Minutes of the Council meeting held on 04 July 2018 and 18 July 2018 and Committee on 24 July 2018 for approval –
Approved and signed as being accurate
5. Report on Matters and Actions arising from the Minutes
None reported
6. Open Session for Members of the Public to Raise Matters of Council Business. Limited to 15 Minutes.

Standing Orders were suspended at 7.04pm

Allotments The Association thanked the Council for the new gates. These had subsequently been damaged, a quote for repairs made and a car insurance company will cover the cost.

It was asked when the road markings were to be done on Melton Road as the signs kept changing. The Parish Council had not received communication on this from the County Council.

Carol King was to guest edit the November newsletter. The updated Information leaflet was to be ready for January.

Standing orders were resumed at 7.09pm

7. Rural Characteristics
 - a) Planning Applications: to consider planning applications received by the Council
Lothian Road not object, 43Tollerton Lane not object, 65 Burnside Grove not object, Shell UK not object, 5 Pendock Court object
 - b) Recent Rushcliffe Borough Council Decisions: to report planning decisions
4 Chestnut Mews, Tollerton house, 36 Tollerton Lane, 6 Priory Ave all grant permission
 - c) Tollerton Neighbourhood Development Plan - Consultation would be working in the village on Friday 7th September as part of the free Technical support package secured by the Parish Council. The next stage of development was discussed and the ongoing role for Yourlocale or other grant funded support.

Chairman to progress

8. Finance & Assets – to consider and agree matters regarding:

- a) Audit and Annual Governance and Accountability Return – Finance Officer provided an update on the annual return and clarification sought by the external auditor. Clarification was to be provided to PFK Littlejohn

Finance Officer (FO) to respond

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| <p>b) Account signatories and banking – agreed to update bank mandate to include new Executive Officer Lesa Gilbert as an account signatory.</p> | <p>Finance Officer to action</p> |
| <p>c) Monthly statement of expenditure July and August expenditure £12,759.55 and Income £948.00</p> | <p>Finance Officer to make payments</p> |
| <p>d) Payments to authorise: FO to arrange payments for those agreed. Further discussion regarding Streetwise invoice and invoices for work on Flat 42..</p> | <p>Deputy clerk to action</p> |
| <p>e) Purchase of Hoover – Options to be provided to the cleaner and replacement hoover to be purchased</p> | <p>Councillor Longworth to progress building inspection.</p> |
| <p>f) Repair of railings – Outstanding with Dave Milton to be commissioned to carry out the necessary maintenance. Walkway to be sealed after railings completed</p> | <p>Councillor Beyer and Firth to progress</p> |
| <p>g) Flat 42 renovations – completion and outstanding work – Snagging had not been completed to the satisfaction of councillors overseeing the work and it was agreed that a building inspector's view of the works was to be sought. Where Councillors were concerned that the work did not meet the specification quotes to make the work right should be sought to be considered against payments due. It was noted that the submitted invoices did not match the prices quoted. Agreed that Mark'd Improvements to resubmit or clarify invoices so that the Council can assess them and arrange payment for goods/services provided. Discussion was also had as to the Council not having the General Power of Competency and whether this was necessary to action the decision to rent flats or whether they should be sold.</p> | <p>Finance Officer to action</p> |
| <p>h) Other Maintenance of buildings – no further matters</p> | |
| <p>i) Grant aid –</p> | |
| <p> i) Morsbags – request for grant to hire Parish rooms on second Saturday of the month. Agreed</p> | <p>Finance Officer and Chairman to notify/action</p> |
| <p> ii) Rushcliffe Voluntary Transport Scheme – request for £100 to help increase the number of volunteers as drivers. Agreed.</p> | |
| <p> iii) Fund Carol Singing Christmas 2018 – Annual grant agreed</p> | |
| <p>9. Community Facilities– to consider and agree matters regarding:</p> | <p>FO to progress</p> |
| <p>a) Open Space – Tollerton Football Club had requested replacement football goals and nets on the Open Space. Agreed to replace and seek grants available. Roundabout base is rotten and may need to be replaced. Timber at the top of the slide may also need replacing. Advice to be sought Proludic</p> | <p>Chairman to investigate</p> |
| <p>b) St Peters Church and Church Centre Repairs and Fundraising Campaign The church is looking to start a fundraising campaign to replace the toilets in the community centre and repairs the Tower. Agreed that the Parish Council supported this and would assist with the campaign.</p> | <p>Chairman and Executive Officer to progress.</p> |
| <p>10. Village Life– to consider and agree matters regarding:</p> | |
| <p>a) Implementation of Village identity policy - The Council received an update on improvements to the war memorial. Old wall taken down, rebuilding. Thanks given to Mr Kershaw for providing some of the bricks. Agreed for Cllr Longworth had developed a planting scheme specification - 3 quotes £2400, £2450, £2000 to be sent to Councillors. The Council agreed to register its dissatisfaction with the wildflower planting by Streetwise and seek immediate improvements. In the circumstances only payment for the Pinfold and planters would be appropriate.</p> | <p>Councillor Longworth to progress</p> <p>EO and FO to action</p> |
| <p>b) Cycle tour of Britain – Yellow bikes had been put on Huntsman's Green and the Road closure for Cotgrave Lane had been confirmed by the County Council. Councillors thanked Councillor Smith for his work organising</p> | <p>Chairman to progress</p> |
| <p>c) Remembrance Sunday – Lamp post poppies – agreed to be order poppies at the relevant time.</p> | <p>Executive Officer to arrange.</p> |
| <p>11. Reports – to consider reports from:</p> | |
| <p>a) Councillors none</p> | |
| <p>b) Outside Organisations – request received from Allotments Association and to to terminate tenancy agreement for 2 plots. Plots had not been tended in the past few years. Letters sent 21st July to give notice to tend to plot. Council support request.</p> | <p>Executive Officer to action.</p> |
| <p>c) Tollerton Community Trust none</p> | |
| <p>d) Complaints Investigated – complaints policy requires investigation to be reported to council. Complaint on muddy grass verges, planting and Streetwise parking of vans. Investigation concluded that planting was completed before the complaint was received and that parking had been to water planting. Streetwise spoken to about responsible parking and Council seeking improvement to planting. Chairman to respond to complainant.</p> | <p>Chairman to action</p> |

12. Date of Next Meeting: **Wednesday 03 October 2018**

18/28

Closed 20.45pm

Signed: Chairman of the Parish Council

Date: