



0209202001

**Minutes of the Parish Council meeting of Tollerton Parish Council (TPC)
held remotely via video conferencing in accordance with The Local Authorities, Police and Crime Panels (Coronavirus)
Regulations 2020, on Wednesday 2nd Sept 2020 at 7.30pm.**

Councillors present: Cllr Matt Garrard (Chairman), Cllr Claire Dul, Cllr Parma Somal, Cllr Rob Elliott, Cllr Martin Goodman - left 8pm.

Officers: Lesa Gilbert – Executive Officer.

Also present: Representative of village newsletter, 2 village residents.

1. **Apologies for Absence:** Cllr George Walker, Cllr Julian Smith, Emma Goodman – Responsible Finance Officer.
2. **Declarations of Interest:** None.
3. **Chairman's announcements:** 1. Best wishes to Mrs Aldridge – Tollerton Primary School as the children return to school tomorrow. The parish council has offered support but they are very well prepared. 2. The Plunkett foundation has asked the parish council to contribute in their gathering of best practice community pubs – Cllr Garrard agreed to telephone interview to assist.
4. **Minutes of the Council meeting** held on 1st July 2020 - Approved and signed accurate.
5. **Open Session for members of the public to raise matters of council business:**
Representative of the village newsletter reported large beech tree near Medina Dr/Tollerton Lane needs addressing. Council agreed to ask tree surgeon to advise. Notice boards still not looking clean – EO explained outsides have been watched, awaiting inside cleaning.

Village resident explained concern about the recent major accidents (drink/drug driving related) on Tollerton Lane towards the Shell garage. One of the accidents resulting in an overturned car in his garden – concern for own family and also the many family homes along that road with children at risk. Many residents are concerned and want to see a resolution to speeding/slowing cars down. Requests support from the parish council in lobbying action from the county council. NCC Cllr Butler is meeting with resident to hear concerns. Council discussed and agreed to contact NCC supporting. Also will factor this into the neighbourhood plan.

Village resident explained concern/support request about the Shell garage opening a 24hr off licence. Already an issue with drink driving. Council to discuss at agenda item 9di to be brought forward on agenda.

6. **Election of Chairman and Vice Chair for 2020/21** – council voted Cllr Garrard - Chairman and Cllr Dul - Vice Chair.

9di. Shell 24hr Off Licence resident complaints – for review (*brought forward for resident attendance*) - Cllr Dul/Cllr Somal explained complaints/background of Shell 24hr off licence application. Council discussed and agreed RBC have not given residents a fair chance of seeing the notice application during Covid lockdown (which was only one small A4 poster on a fence of multiple signs therefore very hard to notice). Residents feel they have not been ethically informed, and that the application has been pushed through during lockdown. Executive Officer reported RBC reply response that they have met the legal requirements for notice to residents and any complaints should be sent in and they will review.

7. **Finance & Assets** – to consider and agree matters regarding:
 - a. Monthly statement of budget and expenditure: Bank Rec: £75,387.20. Expenditure £145,287.59 / Income £43,037.59 (incs pub VAT rebate/RBC grant).

- i. **RBC grant success £10k** – EO explained RBC covid grant terms have changed and precepting councils can now receive a £10k grant. Cllr Garrard explained the grant will help offset the loss of income from the parish rooms and to replace the A frame notice boards that have had to be used at the open space.
- ii. **Invoices for approval** – no invoices for approval.
- iii. **Nalc 2020 pay scale inflation** – EO explained Nalc has announced the delayed annual pay inflation at 2.75% agreed from the 1st April 2020, plus annual leave increase from 21 to 22 days. Officers employment contracts align to Nalc – inflation noted by council.
- iv. **Spending under urgency delegated powers noted by council:**
 - a. Virus protection renewal for Officers' laptops.
 - b. Annual PAT/Fire testing.

b. Grant applications – None

c. Maintenance of parish council assets:

- i. **War Memorial** – EO updated funding application has been successful. Awaiting revised quote to identify stone masonry elements.
- ii. **TPC Website Accessibility** – EO explained website accessibility requirements and the costs of using a website developer and council agreed the costs seem a disproportionate burden. As a small council 'Method 3' on the government check criteria is initially application for the EO to do a basic check if a detailed WCAG 2.1 check is a disproportionate burden. EO reported that overall following the basic check the website is reasonably compliant and accessible for people. The branding colours of white on grey/some of the word press formats are not ideal for visually impaired people but this would require costly rebrands and wordpress structure changes. Council agreed with 'Method 3' initially and will continue to review/monitor feedback from users.
- iii. **Repairs to open space porta cabin** – council had reviewed video of works required and agreed for Cllr Walker (with his expertise) to review and report back recommended solution. Council agreed needs to be made good for start of football season. Council pre-approve the football club installing another porta loo.
- iv. **Open Space usage/signage** – Cllr Dul explained options from meeting with signage company – large aluminium reusable signs proposed £132+fitting. Cllr Somal highlighted need for open space sign to explain private land and usage terms. Council discussed and agreed signs good option and can be reused so agreed in principle following Cllr Dul confirming details/artwork options with the sign company and sharing with councillors.
- v. **Open Space hedge cutting** – EO explained quote same as last year £480 inc vat. Council agreed to go ahead.

EO to action

Cllr Walker to action

Cllr Dul/EO to action

EO to action

7. Planning Applications:

- a. Council comments on applications received by the Parish Council:
 - i. 20/01496/FUL – 2 Bentinck Avenue – Extension. Do not Object subject to neighbours objections being reviewed.
 - ii. Planning applications responded to under delegated authority – 20/01471/FUL – 48 Tollerton Lane – Do not object.
- b. Notice received of planning decisions taken by Rushcliffe Borough Council:
 - i. 20/01032/FUL - 42 Cotgrave Rd – Granted
 - ii. 20/00944/FUL- Tollerton Hall – Granted.
 - iii. 20/00837/FUL- 48 Medina Dr – Granted.

9. Tollerton Covid-19 Recovery Plan and Tollerton Community Plan:

- a. **Recovery Plan Cont./ Parish Rooms reopening** – EO explained several new requests for room hire groups. Council discussed reopening the parish rooms and agreed for plastic chairs out of shed to be used instead of material, kitchen crockery/utensil out of use, and to look into fogging treatment. Increased cleaning (especially of touch points) will be required after each groups use. The extra cleaning costs agreed to be covered by increased hire room

EO to action

rate. All bookings will need to have their own risk assessments to ensure they meet the social distancing guidelines. EO delegated to progress opening the parish rooms and circulate information/costs to councillors.

Cllr Garrard explained the Scout bonfire has been cancelled but proposes just a fireworks display funded by the parish council at another location/village centre. Council discussed and agreed needs h&s/risk assessments done and via scouts insurance – council agreed to investigate further and max budget £900.

b. Rural characteristics (including development of a Neighbourhood plan/Rushcliffe Greater Nottingham Strategic Plan) -

Cllr Garrard to action

- i. Cllr Garrard confirmed funding through and progressing with the neighbourhood consultants. Cllr Garrard explained the Rushcliffe Greater Nottingham Strategic Plan and the sites put forward by developers. Council will submit a statement to consider the infrastructure needs/cycle lanes/traffic implications, etc. which will impact the village.
- ii. Daffodil community planting – EO explained locations suggested by residents. Council agreed to move to Nov meeting to consider locations further.
- iii. RBC free tree scheme – Council discussed locations and agreed to let EO know locations.

EO to action

c. Community facilities

- i. Personal trainer use of open space – council discussed and agreed to permit use on a trial basis at £10 per session. Subject to limited numbers, risk assessments, keeping to just the open space, and promoting to villagers to keep it local.

d. Village life

EO to action

- i. Shell 24hr Off licence resident complaints – agenda item moved to beginning of meeting.
- ii. Cotgrave Road Speeding/Accidents/Litter – council discussed and agreed support action to highlight to Nottingham County Council who own land/roads.
- iii. Pub parking/noise – council discussed and feel need to review again when the pub car park is open. Cllr Garrard explained the pub committee is aware of the problem and is looking as ways to reduce inconsiderate parking. Council agreed for TPC logo to be incorporated on inconsiderate parking notice being created by the pub.
- iv. Christmas preparations – council confirmed x2 tree order, monitor covid conditions as to what activity can be permitted.

10. Flooding update and agree how to spend RBC flood grant

EO to action

EO explained £1,050 RBC flood grant. Council discussed and agreed to contact flooded residents to identify what they have done to date to prevent flooding themselves following their own RBC £5k grants and what other support/items they need from the parish council. EO to draft letter.

11. Reports – to consider reports from:

- a. Councillors – None.
- b. Officers
- EO reported: Tenant bonfire in car park. – Muga Lights timer is broken and being replaced. – Delay to tree felling in the Open Space. – Poppies to be displayed in Nov.
 - i. Tollerton Community Pub – None.

EO to action

Closed: 9.25pm

Signed: Chairman of the Parish Council

Date: