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**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 6th January 2021 at 7.30pm.**

Councillors present: Cllr Matt Garrard (Chairman), Cllr Claire Dul (Vice), Cllr Parma Somal, Cllr Rob Elliott, Cllr Martin Goodman, Cllr Mark Law, Cllr Tracy Longworth, Cllr George Walker.

Officers: Lesa Gilbert – Executive Officer, Emma Goodman – Responsible Finance Officer.

Also present: NCC Cllr Richard Butler, NHW representative, village residents.

1. **Apologies for Absence:** (one cllr vacancy).
2. **Declarations of Interest:** Cllr Garrard agenda item 5biii b (*planning application*).
3. **Chairman's announcements:** Cllr Garrard thanked residents for adapting again to changed brought about by the national restrictions and in particular school closures. -- Congratulated the Executive Officer for passing CILCA qualification.
4. **Minutes of the Council meeting** held on 2nd Dec 2020 - Approved and signed accurate.
5. **Issues, consultation and matters notified to the Parish Council:**
 - a. Open session for members of the public to raise matters of council business (*limited - 15 mins*)
Resident parent expressed concern about suspected drug dealing at the open space and risk of approaching teenagers hanging out down there. Enquired about council closing the gate at night, CCTV and more lighting to deter. Also explained teenage girls approached by aggressive man not from the area – police are investigating (for council comments see agenda item 7bii). ---
Neighbourhood Watch Representative reported slight increase in crimes during Dec (inc online fraud and social restrictions party fine). --
Resident highlighted areas around the village that need foliage cutting back as difficult for residents to walk past – Council agreed to send letters/report to NCC. - Resident thanked council for resolving MUGA lights issue. --
Cllr Butler reported country parks are being overwhelmed with car parks full and inconsiderate road parking so NCC have addressed issues with signs/cones. - Tollerton lane additional signage is complete. - Also, not privy to NCC estates teams plan regarding selling Gamston Fields land. - Report issues online to NCC website or if criminal issue call 101 to report to the local police.
 - b. Consultation and public notices issued by other bodies/councils:
 - i. Gamston Fields Development: Cllr Garrard gave an update on the status of the development – a planning application to RBC is expected to be submitted shortly; following this the council hope to meet with the developers again to discuss application details/comments.
 - ii. Draft Rushcliffe Nature Conservation Strategy 2021-2025: Cllr Garrard explained the strategy. Cllr Somal commented some good 'green' points in the strategy that could be transferred to Gamston Fields development. Council agreed for Cllr Garrard to feedback comments.
 - iii. Planning applications
To consider and comment on applications received by the Parish Council:
 - a. 20/02988/FUL - 29 Muir Ave - 2 storey ext/car port – Do not object (DNO)
 - b. 20/02924/FUL - 46 Bentinck Ave – 2 storey ext. - DNO

c. 20/03072/FUL - The Old Rectory, 168 Tollerton Ln – Garage Construction. - Object key reasons: in greenbelt/out of character to surroundings-listed building/inappropriate scale and mass/no covenant to secure condition of use.

d. 20/03196/FUL - 3 Chestnut Mews – Single Storey ext. - DNO

Any other applications received prior to meeting: None.

Planning applications responded to under delegated authority: None.

Notice received of planning decisions taken by Rushcliffe Borough Council:

e. 20/02497/FUL - Tollerton Lodge, Tollerton Lane, New dwelling - Granted.

f. 20/02500/Ful - 63 Melton Rd, SS garage Ext – Granted.

- c. Gardener Spring Update – TPC Gardener gave an update on Spring planting plans/jobs. Planters have daffs/tulips, then change of soil/reservoirs can be installed - Kevin to review if additional cost for new planters. -- Larger plants can be transferred to war memorial. Edible hedging has needed extra weeding and mulching (suggest weed suppressant plants), Hawthorne needs trim. -- Discussed difficulties of summer watering/need for drought tolerant plants. -- Suggests slight increase in contract hours would benefit the village upkeep.
- d. Reports from parish councillors, working groups and representatives on outside bodies:
- i. Councillors: None
 - ii. Council representatives to the Tollerton Community Trust – Tollerton Flying Club Ltd
 - Cllr Dul reported the pub is looking to start a takeaway service. Committee meets next week. - Cllr Law gave a car park opening/signage update and will take any councillor questions back to the committee meeting. - Cllr Goodman queried when TPC will receive the first CBS payment. - Cllr Garrard explained the virtual Flying Club Annual General Meeting.
 - iii. Grant applications – None received.

Cllr Law to action

6. Decisions to further the objectives of the Tollerton Covid19 Recovery Plan and Tollerton Community Plan:

- a. To protect and enhance rural characteristics, community facilities and village life
 - i. Christmas 2021 – Cllr Somal would like to repeat Christmas themed window at the parish rooms next year. - Cllr Garrard would like to investigate getting the Christmas lights connected to streetlights so they are mains powered. - Cllr Dul wonders if we can display Santa/reindeer illumination at the parish rooms. - Cllr Law requests electricity cost check on the window lights (although will charge for any craft display next year). - RFO is testing solar lights just purchased so that we know they work for next year.
 - ii. Neighbourhood plan and consultation – Cllr Garrard explained the emerging policies document and its opportunity to consult with residents regarding council questions/matters e.g. teenage needs, etc.
- b. Covid19 Recovery Plan - to review delivery and agree any additional risks/actions to support recovery from Covid19 in Tollerton: Cllr Garrard confirmed council can keep the open space play equipment open and will remind residents via TPC social media.

Cllr Garrard to action.

7. Tollerton Parish Council Services and Operations:

- a. Finance and expenditure – RFO reported bank balance 1/1/21: £96,468. Expenditure £5,439. Income £3,055. The 3 main cost centres remain under budget so need any additional job spend in before year. Council agreed remain £450 from the flood grant to be used on signage. RFO explained NCC covid grant of £1,050 (*didn't get awarded the full amount requested*).
 - i. Invoices for approval – RFO explained reoccurring invoices this month, plus Christmas Trees invoice.
 - ii. 2021/22 Precept and budget – Council signed off precept/budget. -- Preliminary Audit 2020/21 - The Council agreed to the terms and conditions as sent by Redwood Pryor and have given authority for the RFO to act on behalf of the Council during the audit process. The Council agree to the proposed fee and has formally approved this appointment. -- Council also approved Alpha year end training and overtime payment for the RFO and sight tests for Officers.
 - iii. Spending under urgency delegated powers – for public record
 - Plumber flat 42 tap leak
 - iv. Spending on projects - None.
- b. Maintenance of parish council assets and property:
 - i. Delegation and approved suppliers – council agreed quick go to contractors: Simon Tillyard – Handyman, and Gary Electrics.

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EO to action

- ii. Securing the open space and alleged criminal activity: council discussed issues at length (key discussions around: cctv, additional lighting, fence repair, staff safety/gate closing) and agreed the next step is for councillors to close the gate at night for the time being and invite the local PCSO to a meeting to discuss options/advise council. EO to action
- c. Contracts and services:
 - i. Playground annual external inspection – EO gave 2 quotes, council would like to use new contractor to compare inspection report styles - council agreed to use B-Safe £191+VAT.

8. Parish council forward plan, action log and the month ahead.

- a. Action log – EO/FO updated status on actions (key notes: Mobilus installation to start w/c 11th, open space gate w/c 25th, Electricity door repair awaiting quotes in).
- b. Forward plan – Council to review grass cutting contract next month (for March start).
- c. Date of next meeting: Wednesday 3rd Feb 2020 at 7.30pm - noted.

The Chairman to move that the press and public be excluded from the meeting during consideration of the following agenda item on the grounds that it involves confidential employment information as defined in section 1 (2) of the Public Bodies (Admission to meetings) Act 1960.

- 9. **Casual Vacancy for a Parish Councillor** – (online candidate introductions took place pre-council meeting) council voted on the casual vacancy position as per the standing orders - following an equality of votes the Chairman exercised his casting vote. Ross Cox received majority vote and is now declared co-opted onto the parish council. Due to COVID-19 restrictions the Declaration of Acceptance of Office will be done remotely/electronically. Council noted the strong skill set of all candidates and how they could assist the pc in a non-councillor role.

Closed: 10.15pm

Signed: Chairman of the Parish Council

Date: