**0301202401

**Minutes of the council meeting of Tollerton Parish Council**

**held at the Scout Hut, on Wednesday 3rd January 2024 at 7.30pm.**

**Councillors present:** Cllr Matt Garrard (Chairman), Cllr Claire Dul (Vice), Cllr Alex Ball, Cllr Mark Law, Cllr Tracy Longworth, Cllr Annette Beaumont, Cllr Rav Tank, Cllr Peter Foale.

**Proper Officer**: Lesa Gilbert – Executive Officer/RFO (EO).

**Also present:**  Several residents, Newsletter Editor, NH Watch Representative.

1. **Apologies for absence:** Cllr Ross Cox - accepted.
2. **Declarations of interest:** None.
3. **Chair’s announcements:** None.
4. **Minutes of the pc meeting held on 6th Dec 2023 for approval**: Council agreed accurate and signed by the Chair.
5. **Issues, consultation and matters notified to the Parish Council:** 
   1. **Open session for members of the public to raise matters of council business:**

Residents reported that towels are required for one of the properties on Tollerton Lane following internal flooding and the Air Hostess Pub has kindly purchased a water pump for the resident. Also flagged that a 97-year-old resident lives in one of the externally flooded properties on Tollerton Lane who may need assistance. Council advised reporting to the relevant authorities. -- Another resident affected by flooding highlighted that in an emergency they are unclear who to contact to get the road closed asap. Also thanked the PC Cllrs for continued quick response to help. Chair advised NCC flood team are the first point of contact and that the PC is meeting with them and will highlight emergency out of hours response is required and PC powers to close the road. -- Resident raised that the continued flooding is affecting residents physical and mental health and can’t continue like this. NCC Flood team said that ditches would be dug out 2 years ago and still hasn’t been done. Also enquired about re flood storage box near the allotments. Chair explained that the PC don’t feel it would be of any benefit on the highways verge and poses a security risk. Initially want responsibility taken and direction from NCC flood team. PC will ask at the meeting for NCC to supply flood supplies first. -- Resident felt that the main issue is that the rainwater runs off the fields (*bringing with* *it field soil/leaves*) and floods so fast that a key resolution would be to dig out ditches to take away some of the water before it reaches their properties, but residents have no influence over getting the farmers to do this. Very concerned how the potential new development will worsen the problem. Council agreed to ask NCC for land typology and updated section 19 reports. Cllr Longworth highlighted that ditches on NCC Highways land should be quick to get carried out. - Cllr Ball thanked residents for sharing their concerns and highlighted the need to still form a ‘village community led flood resilience group’ which sadly the PC hasn’t had any volunteers come forward yet. As a collective this group could also add pressure on farmers to dig out ditches. - Cllr Beaumont rounded up that all these concerns will be raised to the NCC flood team at the meeting next week. -- Resident enquired about speed reduction on Tollerton Lane and the possibility of installing an interactive speed sign that displays the actual speed of the vehicles. Council explained that following the speed petition further ‘speed reduction’ actions are planned in by highways.

* 1. **Consultation and public notices issued by other bodies/councils: to agree involvement and response.**

1. **Planning Applications:**

To consider and comment on applications notified to the Parish Council:

* + 1. *23/02242/FUL - 30 Medina Dr- Single storey front/side/rear exts./Hip to gable and rear dormer loft conversion –DNO.*

Any other application received prior to the meeting. - *Noted appeal on 23/00295/FUL - Wood View Oak Tree Court.*

Confirm planning applications responded to under delegated authority: *None.*

Notice received of planning decisions taken by Rushcliffe Borough Council:  *None.*

0301202402

* 1. **Reports from parish councillors, working groups and representatives on outside bodies:**
     1. **Parish Councillors:** Cllr Beaumont gave an update following meeting with Nottingham City Airport and raising resident complaints of low flying/off path aircraft. A retired Pilot also visited the airport with Cllr Beaumont. The Airport manager was very accommodating and reviewed the radar tracking analysis with Cllr Beaumont for the day in question. The radar only showed 1 plane off path. The Airport Manager is happy to investigate any further reports. Cllr Baumont has updated residents and will continue to highlight any further sightings. -- Cllr Dul/Cllr Law have a couple of policies spotted for updating and will share with EO/Council for revisions. EO also highlighted all policies are to be reviewed annually at the May AGM.
     2. **Council representatives to the Tollerton Community Trust**: No reports this month.
  2. **Biodiversity duty for Parish Councils:** EO/Cllr Ball explained that as per 2021 Environmental Act, Parish Council’s now need to agree their policy/objectives to conserve biodiversity over the next 5 years (*Biodiversity meaning the variety of all life on Earth - animals, plants, fungi and micro-organisms*). Cllr Longworth highlighted now key factor in planning and Council agreed the PC already carry out many biodiversity actions such as: NHP policies green spaces, edible hedging/new trees and preservation/wildflowers and bulbs/reduced mowing, etc. Council discussed and agreed to incorporate actions and further objectives into a Biodiversity Policy.
  3. **Grant applications:** None.

1. **Decisions to further the objectives of the Tollerton Community Plan:**

To consider matters that protect and enhance Rural characteristics, Community facilities and Village life, including:

* + 1. **Annual review of progress, ambitions for the year ahead and budget priorities** - Chair explained the pre-circulated review and future projects plan. Council reviewed/agreed the future projects and thanked the Chair for compiling a great report.
    2. **Active Tollerton Project - to review progress and agree any further actions.** 
       - **Set up of composting toilet, consumables, cleaning and maintenance.** - EO shared maintenance requirements/costs. Council discussed and agreed to relocate a bin to the compost toilet and display signs ‘no nappies/sanitary disposals’, paint the toilet floor with a sealant, to finish off the external area with stone/millboard. Council agreed to leave the toilet unlocked.
    3. **Your Tollerton Village Centre Project** – Chair gave an update on the village centre actions in progress.

1. **Tollerton Parish Council Services and Operations:**
   1. **Finance matters** – to consider and agree matters regarding:
      1. Monthly Income/Expenditure report – EO talked over pre-circulated bank recs/statements. *Expenditure of £15,098 (key purchases: 50% shipping container, legal fees, office rent) / Income of £573.*
      2. Monthly Bank Reconciliation – noted by Council and invoices signed.
      3. 2022-24 Budget to actuals – Council review ytd budget.
      4. Spending under urgency delegated powers – to record for transparency. -None.

**Medium Term Financial Strategy and Budget -**

* + 1. to review budget principles and approve the financial strategy - Council reviewed the medium-term financial budget and agreed strategy direction.
    2. to review budget against priorities and the draft statement of proposed expenditure – Council agreed the ‘Statement of Proposed Financial Activities 2024/25’ for public circulation by the EO subject to table changes proposed by Cllr Ball.
    3. to agree a budget and precept for 2024/25 - Council reviewed the draft budget handout and discussed any cost code increases/queries together. Council agreed the budget 2024/25. Chair/EO talked over the precept 24-25 requirement of: £76,650.00 to meet expenses payable by the Council; the percentage increase on a band D property is 4.7%. Council reviewed and agreed the precept - delegated EO to submit to RBC.

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* 1. **Maintenance of parish council assets and property:** 
     1. **PAT Testing** – EO explained regulations of PAT testing and that the reduced list of PC assets for testing could be incorporated within the Methodist Church testing. Council agreed.
     2. **Replacement of flood light to rear of Parish Rooms** – Council agreed to replace the broken light.
     3. **Christmas lights on Methodist tree** – Council agreed to replace the broken lights on the tree and £25 charity donation (of the residents choosing) who kindly permitted the PC use of their electricity for the Pinfold tree lights.
  2. **Contracts and services:** – EO reported flat 40 rent inflation increase to £510pcm from Feb 24.

1. **Parish council forward plan, action log and the month ahead.** 
   1. Action log – noted by council.
   2. Forward plan – noted by Council. Council to review next annual grass cutting contract.
   3. Date of the next PC meeting - Wednesday 7th February 2024 at 7.30pm, The Scout Hut.

*Meeting closed: 9.15pm*

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*Signed: Chair of the Parish Council Date:*