**0304202401

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

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

**Councillors present:** Cllr Matt Garrard (Chairman), Cllr Claire Dul (Vice), Cllr Tracy Longworth,

Cllr Rav Tank, Cllr Annette Beaumont, (*x1 vacancy*).

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

**Also present:**  Several residents, Local PCSOs, NCC/RBC Cllr Richard Butler, NH Watch Representative.

1. **Apologies for absence:** Cllr Peter Foale, Cllr Alex Ball, Cllr Mark Law - accepted.
2. **Declarations of interest:** Cllr Longworth item 5bii, Cllr Dul item 5biii – abstained from planning comment/decision.
3. **Chair’s announcements:** None.
4. **Minutes of the pc meeting held on 6th March 2024 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:**

Councillors listened to members of the public regarding their concerns on the Vistry planning application with the main objections asking to be supported of: protection of wildlife (*e.g. bats, badgers, deer, birds*) and obtaining evidence that a thorough environmental report is done by RBC not the developers, which also considers the buried fuel tanks. -- Protection of the airport and cafe site which is one of a kind in the area providing an education centre, flight training, 100+ jobs, visitor attraction/loss of heritage, base for the Air Ambulance, therapeutic to Spire Hospital patients to watch planes. -- It was suggested that there are no other local alternative airport sites to relocate to/fit for purpose. -- Also reported that with advances in aeronautics technology the future use for retaining the site is extremely important. -- Residents commented that the plans for the site are too vast for a small village with lack of detail around the proposed infrastructure/increased traffic effects. The site is viewed as a heritage site to Tollerton residents. -- Another resident from Tollerton Park highlighted that the development would mean many residents of Tollerton Park losing their homes. ------ Local PCSOs reported that the police have a new crime recording system and Tollerton is classified as a safe area. -- Recently carried out a drop-in centre in the village centre. -- Also reported that the Rushcliffe team are getting another x6 Officers and now have new 4x4 off road police vehicles to better assist with rural crimes. -- Cllr Beaumont highlighted the recent bridge strike to the PCSOs, and the Chair highlighted the current issues with the diversion routes through the village; both discussed with the PCSOs. ------ NCC Cllr Butler explained that after a technical site visit unfortunately the Cotgrave Lane verge isn’t suitable to support an electronic speed sign, but Highways are considering alternative options. The 30mph limit will be introduced on Cotgrave Lane shortly. -- Reported that Melton Rd public footpath is due to be resurfaced this year. -- Delighted the Flood Warden training has been successfully received to date and NCC are still progressing the gully cleaning. -- Also shared that the Highways team has confirmed that the Melton Rd bridge height and equipment are all correct and in working order.

* 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. *24/00297/FUL - The Orchards, Oak Tree Court - Proposed rear 2 storey ext. - Object on mass scale.*
    2. *24/00158/FUL - 41 Tollerton Lane - Demolition of existing dwelling/outbuildings and erection of 1no. Dwelling. - Object on mass scale/overbearing to neighbouring properties. Contrary to NHP, reg15 retain a mix of property types.*
    3. *24/00347/HYBRID - Tollerton Airport site, Vistry Homes - Full planning for a first phase of residential development for 400 dwellings with associated access from Tollerton Lane, partial demolition of the runway, drainage, open space and associated infrastructure works. - Object on absence of master plan, insufficient green buffer and infrastructure/flooding details. Loss of wildlife, employment, education, visitor/heritage site. Environmental and land contamination reports by independent professionals are required. PC request greater involvement to represent more local level views.*

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Any other application received prior to the meeting *- None.*

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

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

* 1. **Reports from parish councillors, working groups and representatives on outside bodies:**
     1. **Parish Councillors:** None.
     2. **Council representatives to the Tollerton Community Trust**: Cllr Dul reported that the AGM held last week was very well attended and received. Overall, the Trust is operating well and hopeful to now begin building up a profit share pot for residents/Community Trust.
  2. **Grant applications:** Village newsletter funding – EO explained annual funding requirements for the newsletter est. £1,600pa. Council agreed in principle subject to the newsletter committee submitting grant application documents – delegated to the EO.

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. **Tollerton Neighbourhood Plan –** Cllr Dul gave an update on the status of the NHP following meeting with RBC planners; currently still awaiting a revised version from RBC for the pc to review. Council agreed a time extension to RBC to make amendments.
  2. **Community Speed Watch Scheme** – EO explained the new scheme lead by local police. The requirement would be for the PC to purchase the speed monitoring equipment est £500 and the local police will train/manage the community volunteer side of the scheme. Council discussed and agreed to purchase the equipment and promote the scheme for volunteers.
  3. **Village newsletter** – EO explained that the PC requires a new Councillor on the newsletter committee and the role requirements. Council discussed and suggested asking Cllr Law or developing a meeting rota.
  4. **Local flood signage scheme** – Cllr Beaumont explained the flood draft policy is in development and specific to Tollerton’s needs. Further training sessions are to be carried out in May. Plan to engage with the Spire Hospital to store road closure equipment on site as the best place to close the road when flooding occurs. Also following up with NCC on signage storage on highway verges. Due to meet with NCC and Via next week to review the trigger points for the draft policy doc.

1. **Tollerton Parish Council Services and Operations:**
   1. **Finance matters** – to consider and agree matters regarding:
      1. Monthly Income/Expenditure report – deferred to next month as awaiting bank statement in.
      2. Monthly Bank Reconciliation – deferred to next month as awaiting bank statement in.
      3. 2023-24 Budget to actuals: year end – EO talked over the precirculated end of year budget position. With annual income of £114,700 *(excluding remaining VAT return income*) and expenditure of £96,900, against a budget of £97k expenditure. Council reviewed cost centres/bank balances and agreed for the EO to transfer £30k from the current account into general reserves.
      4. Spending under urgency delegated powers – EO reported an emergency plumbing repair to flat 42 toilet - £365.
      5. Internal Audit 23-24 – EO updated Council that the internal audit has now been carried out with no arising issues. Awaiting full Internal Auditor’s report due in, to be shared next month.
   2. **Maintenance of parish council assets and property:** 
      1. **Council flats management review** – EO/Chair explained background to the flat management, the current contractor issues and due a review of management agencies offerings. EO shared fees and management service of 3 local agencies. Council reviewed and agreed to appoint FHP to fully manage the flats as well as the Parish Rooms for efficiencies. EO delegated to process contract terms to Council.

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* 1. **Contracts and services:** – None.

1. **Casual Vacancy –** following Cllr Cox’s resignation Council agreed to advertise the casual vacancy.
2. **Parish Council forward plan, action log and the month ahead.** 
   1. Action log – noted by council. EO reported that the post boxes are rusted and need replacing to be able to install at the Methodist. Council agreed to purchase 2 new post boxes. EO gave an update on the OS surface jet washing – Council agreed to also jet wash the back gym area - £550.
   2. Forward plan – noted by Council. EO flagged AGAR at next month’s meeting.
   3. Date of the next PC meeting - Wednesday 1st May 2024 at 7pm for the Parishioners meeting followed by the PC AGM, at the Scout Hut.

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

1. **Future land acquisition –** Council discussed a matter regarding future land acquisition as per recorded in the confidential minutes.

*Meeting closed: 9.45pm*

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*Signed: Chair of the Parish Council Date:*