

**KINOULTON**  
**PARISH COUNCIL MEETING**  
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**Minutes of the Parish Council Meeting held in Kinoulton Village Hall on Tuesday 17<sup>th</sup> April 2018.**

Present Councillors:

Cllr. D. Bilton (Vice-Chairman)  
Cllr. G. Earl  
Cllr. S. Hill  
Cllr. N. Oxby (Treasurer)  
Cllr. S. Roberts

J Holland (Clerk to the Parish Council)

Visitors           Cllr. R. Butler (County Councillor)  
Cllr. T. Combellack

Apologies        Cllr. K. Freeston (Chairman)  
Cllr. J. Cadwallader

**Parishioner's Question Time**

No parishioners were present.

**The Parish Council meeting formally opened at 7.30pm.**

**1. APOLOGIES**

Cllr. K. Freeston (Chairman) and Cllr. J. Cadwallader.

As Cllr. Freeston was unable to attend, the Vice-Chairman, Cllr. Bilton, held the position of Chairman at this meeting.

**2. DECLARATION OF INTEREST BY MEMBERS**

Declaration of Interest was stated by Cllr. S. Hill in relation to the proposal of the Parish Council part paying for the repairs needed for the Parish Church Clock. Cllr. Hill declared an interest as his wife is the Church Warden.

**3. APPROVAL OF THE MINUTES HELD IN MARCH**

The minutes of the Parish Council meeting held on the 20<sup>th</sup> March 2018, as previously circulated, were taken as read and signed by the Cllr. Bilton as a true record.

Cllr. Hill raised the concern of the number of pot holes on Meadow Way, Gardener Drive and in general around the village. He is aware that the Clerk has already reported them to the contact at Nottinghamshire County Council.

Cllr. Combellack agreed with Cllr. Hill and remarked that it worried her as you see a lot of groups of cyclists and if they come across a pot hole it could cause a nasty accident.

Cllr. Hill added that due to how narrow the county roads are it is very dangerous.

Cllr. Butler asked the Parish Councillors if they could please report potholes and the general state of the roads if poor, as they have been over the last few years. Priority is road safety, so if there are any particularly large

potholes it would be appreciated if they were reported on the Nottinghamshire County Council website, anyone can report a pot hole.

**Action Point: Cllr. Butler advised the Parish Council that he will investigate the highways items that have already been raised with Nottinghamshire County Council, e.g. the painting of the 30MPH roundels on the road and Cllr. Butler requested if all Parish Councillors could report the pot holes around the village on the standard form that is on the Nottinghamshire County Council website.**

#### **PLANNING APPLICATIONS**

REF NO: 18/00496/FUL  
APPLICANT: Mrs Belinda Bunker  
DEVELOPMENT: New dwelling with accessible annex on site of former Wheelwright's Yard.  
LOCATION: Former Wheelwright's Yard, Main Street, Kinoulton, Nottinghamshire.  
COMMENTS: The Parish Council has no comments.

**Action Point: Clerk to state on the Rushcliffe Borough Council planning website that the Parish Council do not have any comments on this application.**

#### **DECISION NOTICES**

REFERENCE NO: 18/00093/FUL  
APPLICANT: Mr & Mrs Bilton  
DEVELOPMENT: Garage replacement and single storey side and rear extension to add one bedroom and utility room with associated internal and external works.  
LOCATION: 7 Pinfold Close, Kinoulton, Nottinghamshire. NG12 3EW  
DECISION: GRANT PERMISSION

REFERENCE NO: 18/00178/FUL  
APPLICANT: Mr J. Doherty  
DEVELOPMENT: Erect two storey and single storey rear extension.  
LOCATION: 2 The Barns Wolds Farm, Kinoulton Lane, Kinoulton, Nottinghamshire.  
DECISION: GRANT PERMISSION

REFERENCE NO: 18/00082/FUL  
APPLICANT: Mr & Mrs R Howes  
DEVELOPMENT: First floor extension and bay window extension.  
LOCATION: 5 Nevile Drive, Kinoulton, Nottinghamshire. NG12 3EE  
DECISION: GRANT PERMISSION

REFERENCE NO: 17/02605/VAR  
APPLICANT: Mr Steve Cuthbert  
DEVELOPMENT: Vary condition 2 of planning application 16/01977/FUL to allow increase in height of fence, change to means of enclosure, and changes to access.  
LOCATION: 46 Main Street, Kinoulton, Nottinghamshire. NG12 3EN  
DECISION: GRANT PERMISSION

#### **4. ANNUAL PARISH MEETING**

Cllr. Oxby said that his brother did a talk on the "History of Kinoulton" at the Friendship meeting. The talk is about 40 minutes long and his brother is willing to give the talk at the Annual Parish Meeting, as the re-cycling company Veola is unable to attend the meeting. Cllr. Oxby suggested that the Annual Parish Meeting date for 2019 is set early so the Parish Council can approach companies as guest speakers in advance.

Cllr. Combellack advised that the re-cycling company along the A46 had been temporary closed but is now up and running.

Cllr. Bilton asked the Parish Council if they were happy to invite Cllr's Oxby's brother to do a talk on the "History of Kinoulton" at the Annual Parish Meeting and all Cllr's agreed.

Cllr. Roberts enquired about the note on the minutes from March concerning the renovated sign brought to the last meeting and was advised that it has been put on the existing post by the old Post Office.

Cllr. Earl joined the meeting at 7.56pm.

## **5. VILLAGE QUESTIONNAIRE**

Cllr. Bilton went through the points on the associated paper drafted by Cllr. Freeston, and read out the proposed letter.

Cllr. Hill said that it was a very good letter.

Cllr. Oxby said that he felt that there would be a good response if the Cllr's went back to collect the completed questionnaires, rather than asking the parishioners to post the completed questionnaires back through letter boxes.

Cllr. Hill added that way no questionnaires will go astray and the Cllr collecting them can mark off their list as to which houses have been collected from.

Cllr. Bilton agreed with Cllr. Hill and added that there would be no way of knowing which houses had not completed the questionnaire as it does not ask for address as the response is anonymous unless the parishioner wishes to add their details.

In regards to a prize draw Cllr Hill was of the opinion that parishioners would be prepared to respond for the benefit of the village and identification might cause General Data Protection Regulation issues. When the questionnaires are collected the Cllr can mark on list questionnaire collected or parishioners do not wish to complete the questionnaire.

Cllr. Bilton asked the Parish Council if column E should be added and all agreed.

Cllr. Oxby suggested that the Cllr's should indicate on the questionnaire that they give out when they will be going back to collect them.

Cllr. Hill suggested that the layout of the questionnaire should be on the 8 A4 sides and a wraparound A3 with the letter/volunteer information and the General Data Protection Regulation information on. The price obtained from South Wolds School for the printing seemed acceptable and Cllr. Hill felt that the questionnaire should be distributed before the summer holiday season.

Cllr. Bilton agreed that the questionnaire needed to be collected in by middle of June.

Cllr's agreed that the questionnaire should be:-

- 4 x A4 printed both sides and an A3 with the letter/volunteer information and the General Data Protection Regulation information on. Clerk to obtain quote for the additional A3 wrap around.
- E column added.
- Cllr's to collect questionnaire and state that the questionnaire will be collected in two weeks and highlight their name on the list that is printed on questionnaire.
- No prize draw.

**Action Point: Clerk to obtain quote for the printing of the A3 wrap around. Clerk to advise Cllr. Freeston of the changes/additions to the questionnaire.**

## **6. GENERAL DATA PROTECTION REGULATIONS (Associated Paper General Data Protection Regulations)**

Cllr. Oxby advised that he spent the weekend looking at all the documentation for the General Data Protection Regulations and had circulated the information to the Parish Councillors. Cllr. Oxby asked that if they had any comments could they please reply before the Annual Parish Council Meeting which will be held on the 15<sup>th</sup> May. Cllr. Oxby had seen information that National Association of Local Councils and Society of Local Council Clerks are looking at providing the service, as long as the Parish Council is looking at moving this forward to comply with the General Data Protection Regulations then the Parish Council will be complying. Cllr. Oxby suggested the Parish Council register with the Information Commissioners Office for the cost of £35 as this is needed to comply.

Cllr. Bilton's proposal that the Parish Council register for Information Commissioners Office was seconded by Cllr. Hill and agreed by the Councillors.

Cllr. Oxby advised that if the Parish Council shreds information as soon as it is finished with we will comply with the regulations. Cllr. Oxby suggested that the Allotment Tenancies should probably be passed to the Clerk and presumed that each allotment tenant would be happy to complete the form.

Cllr. Oxby advised the Parish Council that if a parishioner contacts the Clerk their name/personal details will be blanked out of any correspondence before it is circulated. Cllr. Oxby asked if the Councillors have any particular questions that they feedback to the Clerk who will ask the National Association of Local Councils.

**Action Point: Cllr. Oxby to register with Information Commissioners Office on behalf of the Parish Council. All Cllr's to reply to Cllr. Oxby concerning circulated documentation before the 15<sup>th</sup> May 2018. Cllr's to feedback to Clerk if they have any questions concerning the General Data Protection Regulations.**

## **7. JOINT USE AREA**

Cllr. Oxby confirmed that the Joint Use Area had been inspected twice a week and no issues were identified.

## **8. RISK ASSESSMENT**

Cllr. Oxby circulation the information prior to the meeting and this should have been on the agenda in March, Cllr. Oxby suggested it is adopted.

Cllr. Bilton looked at the report and it is essentially the same as last year, he is happy to adopt the Risk Assessment report. Cllr. Hill and Cllr. Roberts agreed happy to adopt.

## **9. CORRESPONDENCE**

Cllr. Bilton advised that the Crime Figures had been circulated prior to the meeting and that there were no crimes reported in Kinoulton.

## **10. SANCTION OF ACCOUNTS**

Paper for Clerk was carried over from March £6.50.

Joint Use Area yearly fee £500.

Black bags used to empty Vimy Ridge dog waste bins £5.98.

Titan Internet £161.89 for nine years cover.

Marmax Recycled Bench £33.4.80 including VAT (half will be reimbursed by Canal and Rivers Trust).

Kinoulton Village Hall room hire for the Parish Council meetings £22.

Cllr. Cadwallader had sent out information regarding the maintenance that is required for the Parish Church Clock, estimated at £880. Cllr. Oxby suggested that this is put on the agenda for May, Cllr. Oxby asked if Cllr. Butler and Cllr. Combella would be able to help with the cost of the maintenance, they asked that the Parish

Council request funding in writing stating that it was for the Parish Church Clock and to include BAC's payment details and if anyone else is able to contribute. Cllr. Oxby suggested that the Parish Council could contribute £500 towards the bill and ask Cllr. Combellack and Cllr. Butler for £100 from ??? and for the Church to find the remaining £180.

**Action Point: Clerk to put the maintenance of the Parish Church Clock on the agenda for May's meeting.**

## **11. PARISH AFFAIRS**

Cllr. Earl had received complaints from parishioners concerning the state of the footpaths from the village hall to the canal, Cllr. Butler suggested that Cllr Earl report to the County Council and that he advises any parishioners that mention it to do the same as the more complaints they get the more likely it is that they will send out an inspector. Cllr. Earl also advised that the put up the renovated sign that was returned by a parishioner at the last meeting.

Cllr. Roberts said that a road sweeper had cleaned part of the village, but they did not do area by the cricket club.

Cllr. Combellack said that she will enquire how often and what area that the road sweeper should cover in the village and will advise that Parish Council.

**Action Point: Cllr. Combellack to report back regarding how often the road sweeper should be in the village. All Cllr's to report any footpath problems to the County Council and encourage parishioners to report any problems too.**

Cllr. Bilton apologised that he is unable to attend the meetings on 15<sup>th</sup> and the 23<sup>rd</sup> May, Cllr. Roberts apologised that she is unable to attend on the 15<sup>th</sup> May.

## **12. DATE AND TIME OF NEXT MEETING**

The next Parish Council meeting will be the Annual Parish Council Meeting which will be held on Tuesday, 15<sup>th</sup> May 2018 at 19.30.

**The Meeting ended at 9.15pm.**