

KINOULTON
PARISH COUNCIL MEETING
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Minutes of the Parish Council Meeting held in Kinoulton Village Hall on Tuesday 16th June 2019.

Present Councillors: Cllr. P. Cadwallader (Chairperson)
Cllr. M. Marriott (Vice-Chairperson)
Cllr. N. Oxby (Treasurer)
Cllr. S. Campbell
Cllr. G. Earl
Cllr. S. Hill
Cllr. M. Kaiser

J Holland (Clerk to the Council)

Visitors Cllr. T. Combellack (Borough Councillor)

Apologies Cllr. R. Butler (County Councillor)

Meeting was formally opened at 7.35pm.

As the Election of Chairperson for the Parish Council had been carried over to June's meeting, the Vice-Chairperson, Cllr. Marriott opened the meeting.

36. APOLOGIES

Cllr. Marriott advised that apologies had been received from Cllr. Butler.

37. DECLARATION OF INTEREST BY MEMBERS AND OFFICERS

Cllr. Marriott asked if any member of the Parish Council wished to declare an interest in any of the agenda items, no Declarations of Interest were taken.

38. ELECTION OF OFFICERS – Chairperson

Cllr. Oxby proposed Cllr Cadwallader for the position of Chairperson, if he was still willing to accept it. Cllr. Cadwallader confirmed that he was, the proposal was seconded by Cllr. Hill.

Cllr. Oxby asked if there were any objections to Cllr. Cadwallader being elected as Chairperson, no objections were raised. Under these circumstances, it was unanimously agreed by the Council to elect Cllr. Cadwallader as Chairperson of Kinoulton Parish Council.

39. DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRPERSON

Cllr. Cadwallader signed the Declaration of Acceptance of Office of Chairperson form, witnessed by the Clerk.

Cllr. Kaiser joined the meeting at 7.40.

Cllr. Marriott handed over the chairing of the meeting to Cllr. Cadwallader.

40. APPROVE MINUTES FOR THE MEETING HELD IN MAY

Cllr. Cadwallader asked if there were any amendments to the minutes which were taken at May's meeting, Cllr. Cadwallader had an amendment which was the planning reference was incorrect should have been 19/01018/OUT not 19/01015/OUT these were amended and signed by the Chairperson as a true and accurate record.

41. MATTERS ARISING FROM THE MINTUES MEETING HELD IN MAY

Cllr. Cadwallader went through the Action Points from the minutes: -

Item number 19, New councillor training. The only Councillor due to attend the training is Cllr. Cadwallader.

Item number 20, Cllr. Oxby advised that there are two notice boards around the school ground and that the one by the School's vehicle entrance needed the new Councillor contact details posting on it.

Action Point: Clerk to put up the new Councillor details on the second board.

Item number 23, Cllr. Oxby and Cllr. Earl had met to run through the Joint Use Area inspection form, Cllr. Oxby will send a letter to Parishioner that is willing to do the Joint Use Area weekly inspection.

Action Point: Cllr. Oxby will send a letter to the Parishioner re Joint Use Area weekly inspection.

Cllr. Marriott had volunteered to do the weekly check of the Defibrillator at the Nevile Arms, but she had not yet had the handover. This item is carried over to July's meeting.

Action Point: Clerk to contact ex-Cllr. Bilton who checked the Defibrillator at the Nevile Arms and put this item on the Agenda for July.

Item number 24, re Clerk to contact Head of Planning at Rushcliffe concerning the return of paper plans.

Action Point: Clerk to contact A. Pegram at Rushcliffe.

Item number 31, on agenda for June.

Item number 32, on agenda for June.

42. PLANNING APPLICATION

Reference Number: 19/ 01188/FUL.
Applicant: Mr & Mrs Freeman
Development: Single storey side extension.
Location: 10 Meadow Way, Kinoulton, Nottinghamshire, NG12 3RE

Cllr. Cadwallader asked for guidance concerning how the Parish Council comment on applications, Cllr. Combellack agreed to circulate the material and non-material procedure concerning planning to the Parish Council, Cllr. Cadwallader confirmed that this would be helpful.

Cllr. Cadwallader asked if the Parish Council had any comments on the application.
Cllr. Hill said it was difficult due to the information on the plans to see if there was still side access, if the extension meant that there was no longer any side access this would be a concern as it would mean that there would be no access to rear of the property if any maintenance work needed to be carried out in this area and that the bins would need to be kept at the front of the property.
Cllr. Cadwallader asked if there were any other comments, as no other issues were raised. Cllr. Cadwallader proposed that the Parish Council do not object in principle to the design if there is access to the rear of the property. Agreed by all.

Action Point: Cllr. Combellack will circulate material and non-material procedure to the Council. Clerk to state on planning portal that the Parish Council do not object in principle to the planning application if there is rear access to the property.

43. DECISION NOTICE

Reference Number: 19/ 00296/FUL.
Applicant: Mr & Mrs Sketchley
Development: Construction of new dwelling.
Location: Grounds of the Old Fosse House, Fosse Way, Kinoulton, Nottinghamshire, NG12 3ER
Decision: REFUSE PERMISSION

Cllr. Oxby said that he had circulated the appeal decision for Orchard House.

44. WEBSITE

Cllr. Oxby advised that the Website was on the agenda as the Village Survey identified it was rarely looked at by parishioners Access to a website is required as the Parish Council has to publish Annual Account etc. and the agenda/minutes from the meetings on a website. However, is there a need for the website to be interactive?

After a discussion, it was agreed that Cllr. Campbell assisted by Cllr Kaiser would research other Parish Council websites

Cllr. Combellack suggested that Rural Community Action Nottinghamshire (RCAN) is contacted re websites – contact is Jenny Kirkwood.

Action Point: Cllr. Campbell and Cllr. Kaiser to feedback at July's meeting re website findings, Clerk to give contact details to Cllr. Kaiser for Jenny Kirkwood.

45. KINOULTON VILLAGE SURVEY 2018

Cllr Marriott summarises the responses to the website

Transport: had 445 responses, working age from 25-44 a lot did not respond, think need to work on inclusive village.

Comments on this aspect included:

- bus usage for a lot of people is not practicable as unable to use for getting back and forth to work.
- 18% said they have difficulties in reaching nearby villages but only 3% use volunteering car service.
- 12% use bus, victim of own service.
but the 12% that do use it this might be their lifeline.
- Cost were good, but the big concerns were route and poor timetable, needs to be more direct and regular.
- Bus services was used by a limited number of people. Nevertheless, it was a valuable service to those who used the bus.
- This is a national issue of funding bus services. Cllr. Oxby proposal that we write to County Council even if it is a limited service it needs to be maintain or improve the bus service. Agreed by all.

Action Point: Clerk to write to Cllr. John Cottee and feedback to the Parishioner via newsletter that a letter has been sent.

Housing: Majority felt it should be conversions, did not want large houses. Majority felt wanted single dwelling or conversions of redundant properties. Need for one or two bedroom or affordable houses.

Comments on this aspect included:

- There is a need for cheaper houses.
- That the survey failed to ask whether people thought or not there a need for more housing in Kinoulton
- Properties are restricted in village; extensions are happening so then the extended houses are no longer affordable.
- It is difficult to analysis these figures given the breakdown in the age of respondents, 4% return 18-24yrs olds, 45/59 year old huge number, if populated by numbers this would read differently, driven by what they feel for them.

Cllr. Combellack left the meeting at 8.50pm.

- data does not say that we need to do a housing needs survey.

Chairperson raised whether Cllrs considered that it was necessary to undertake a housing need survey to understand any future housing requirements. Agreed by Cllrs that the Council should approach Rushcliffe Borough Council regarding assistance on undertaking housing need survey.

Action Point: Clerk to contact Rushcliffe Borough Council re the cost and possibility of doing housing needs survey.

Given the time constraints the Chairman propose that we the Village Survey results that retained should be considered at the next Parish Council meeting

Action Point: Recreation Fund to go on agenda for July.

46. RISK ASSESSMENT

An associated paper on a draft risk assessment inspection sheet had been circulated to Cllrs with the agenda. With minor changes it was agreed to adopt the risk assessment inspection sheet. The following Cllrs agreed to undertake inspections of specific areas of the Parish:

- Cllr. Marriott volunteered for Village Green.
- Cllr. Cadwallader Pinfold Lane.
- Cllr. Oxby School/Village Green.
- Cllr. Kaiser Canal.

Agreed that risk assessment should be an agenda item in March and September of each year.

Action Point: Cllr's to send completed risk assessment to Clerk to be filed. Clerk to put Risk Assessment on Agenda in March and September. Cllr. Oxby to send our Risk Assessment electronically to all Cllr's.

47. AUTUMN CLEAN UP

Cllr. Cadwallader stated that the Autumn Clean-Up has been set for 22nd September.

Cllr. Kaiser briefed Cllr. Cadwallader that this is a new event for Parish Council, it was discussed at the last meeting and the idea was that if the uptake was good and it made a difference then it may become an annual event.

Action Point. Cllr. Cadwallader to put an article in the newsletter advertising this event.

48. JOINT USE AREA

Cllr. Oxby explained that the Joint Use Area was inspected twice a week and a log are sent to the Clerk.

Cllr. Oxby confirm that the Joint Use Area had been inspected twice a week. On the recreation ground he had identified some significant holes to the surface, and he had taken action immediately to ensure all the identified holes had been filled. Mr Warden at the Primary School had been advised of the action taken.

Wicksteed normally do an unaccompanied inspection. Cllr Oxby advised that he considered that it would be helpful for him to meet Wicksteed's inspector on the site. This would be an accompanied inspection with a higher anticipate cost.

Action Point: Clerk to contact Wicksteed and ask for an accompanied inspection this year. Cllr. Oxby to do the inspection with Wicksteed.

49. RUSHCLIFFE LOCAL PLAN PART 2

Cllr. Cadwallader could not see any modifications that affect Kinoulton.

Cllr. Oxby confirmed that nothing relates to Kinoulton and there is no need to respond to the consultation. The Council agreed to take no action.

50. DEFIBRILLATOR AT THE NEVILE ARMS: WEEKLY CHECK

Cllr. Marriott has not yet been contacted by ex-cllr. Bilton.

Action Point. Clerk to contact ex Cllr. Bilton and ask him to contact Cllr. Marriott. Item to appear on Agenda for July.

51. CLERK TO THE COUNCIL SALARY REVIEW

Clerk' Salary - Under the provisions of section 11 of the Local Government and Housing Act 1989 the right of the inspection of any document that contains personal information about a member of staff was agreed to be removed. Therefore, details of the Clerks salary appear as an Addendum to these minutes.

The Clerk left the room while this matter was being discussed.

52. CORRESPONDENCE

- Parishioner had e-mailed concerning article in Newsletter asking for volunteer dog walkers in the area, suggested that the parishioners that said that they would like to volunteer for dog walking were contacted.

Cllr. Cadwallader suggested that ex-Cllr. Cadwallader contacted the parishioners that had said that they would be interested in volunteering.

- A parishioner had sent an e-mail concerning the long grass on the A46. The grass is blocking visibility.

Action Point: Clerk to contact Rushcliffe to ask for the grass to be cut.

- Code of Conduct Standards Committee. The Council agreed that no response was necessary.
- Crime figures had been circulated to the Councillors prior to the meeting.
- A Parishioner had completed a request for trees, the Clerk was under the impression that this form had been submitted the previous year. Cllr. Oxyby raised that another parishioner was interest in applying for trees to be planted in fields adjacent to Needham Hill.

Action Point: Clerk to submit form to the Tree Planting Scheme and advise parishioner of outcome.

53. SANCTION OF ACCOUNTS

- Cost for refreshments at the Annual Parish Meeting had been refunded to the Clerk in the sum of £67.24. However, with the sale of excess wine and soft drinks this cost would be significantly reduced.
- NALC - Training course for a new Cllr £35.

The Parish Council agreed to defray the above costs.

The Treasurer advised that he had received the sum of £400.00 from the Allotment Society to offset the rental paid on the allotments last month.

The Clerk had received a request to supply black bin sacks for use in emptying the dog waste bins, these will be purchased and put on Sanction of Accounts in July.

Cllr. Oxby asked that the Autumn Clean-Up is put on the agenda for July as litter pickers might need to be purchased.

Action Point: Clerk to put Autumn Clean-Up on the agenda for July.

54. PARISH AFFAIRS

The Treasurer advised that the information AGAR (Annual Governance & Accountability Return) is on the website and a paper copy on the noticeboard at Pinfold Lane. An e-mail has been forwarded to Littlejohns, the auditors, attached forwarding the Statement of Exemption for the Parish Council together with the Treasurer's contact details.

Cllr. Campbell, speeding along Hickling Lane is an issue. Cllr. Oxby informed that the Parish Council had already confirmed that the County Council had been informed that in principle the Parish Council would be willing to contribute towards the cost of an interactive speed sign.

Cllr. Earl, been advised that horses are being ridden on the footpath by allotment.

Cllr. Oxby raised that signs regarding horses being ridden on the highway was raised at the Annual Parish Council meeting. The Clerk set out that she had received Correspondence from an officer at Nottinghamshire County Council "I can see there is a lot of horse activity around this whole area and the linking bridleways (shown attached in dark green) would generate horse crossing manoeuvres which warrant warning signs. The various stables/yards will probably generate crossing movements as well. I have read through the explanatory document and as a result, I would suggest a layout along the lines of the red symbols on the attached. See below sketches of the four locations suggested using Google images, although any eventual detailed design will be assessed on site by the engineer in due course. Please let me know your thoughts and feel free to pass this information back to the Parish Council for comments. This potential scheme would be considered for the 2020/21 Programme at the earliest as this year's programme is already ongoing"





Cllr. Cadwallader has been asked to raise the mowing of the meadow between Newbold Lane and Meadow Way. It was requested to just mow a footpath, so it is better for the wildlife. It was felt that this aspect needed consideration of how the site is utilised before the matter was raised with the owner of the land Rushcliffe BC. The Chairman formally congratulated Cllr Campbell and his wife on the birth of Archie.

It has been raised with Cllr. Cadwallader whether it was possible for a dog bin to be provided on the area just before the A46. He had also reported to the Council that gullies along Main Street that between Nevile Arms and Meadow Way were full of debris and needed to be cleared.

55. DATE AND TIME OF NEXT MEETING

Tuesday, 16th July at 7.30pm.

Meeting closed at 9.55pm.

Addendum to minute 51

Clerk salary, increase in line with NALC'S RECOMMENDATION scp 18 £1,463.04 per annum.

Addendum to minute 53

Clerk's wages for the period from 1st April 2019 to the 30th June 2019 £353.09.