

Brinsley Parish Council

Minutes of Brinsley Parish Council Meeting Wednesday 10th November 2021

Held at Brinsley Parish Hall Meeting Room NG16 5BY commencing at 7.00 p.m.

Present: Chairman Councillor Mrs. T. Davies

Councillors Ms. G. Bellamy, Mrs. R. Herrett Bellamy, T. Egglestone, B. Enever, P. Hunt, D. Kerry, B. O'Neill, Mrs. H. Stevenson, Mrs. V. Wakeling & Mrs. E. Williamson.

Also present 1 member of public, Clerk S. Trower.

138/2022 APOLOGIES received from Councillors J. W. Handley.

139/2022 TO CONFIRM RECEIPT OF SIGNED REGISTER OF INTEREST FORM

RESOLVED: -

Confirmed Cllr Ms. N. Garratt duly signed the Register of Interest form for submission to Borough Council.

140/2022 DECLARATIONS OF DISCLOSABLE PECUNIARY & OTHER INTERESTS

Councillor Mrs. V. Wakeling declared a non-pecuniary interest in Brinsley Food Bank (volunteer) and Bowls grounds and pavilion (dispensation).

Councillor Mrs. T. Davies declared a non-pecuniary interest in Brinsley Food Bank (volunteer).

Councillor Mrs. E. Williamson declared a non-pecuniary interest in Brinsley Food Bank (volunteer with dispensation).

Councillors Davies, Egglestone, Wakeling & Williamson left the room during deliberations and voting on the Brinsley Food Bank agenda item 7(f).

Councillor B. Enever declared a non-pecuniary interest in hire of recreation ground. The Member left the room during discussion and vote.

Councillor Ms. N. Garratt declared a non-pecuniary interest in Brinsley Carnival. The Member left the room during discussion and vote.

Councillors B. Enever & Ms. N. Garratt left the room during deliberations and voting on the recreation ground agenda item 9(ii) Premises Report.

141/2022 TO RECEIVE, CONSIDER AND RECORD COUNCILLORS' REQUESTS FOR DISPENSATION

None.

142/2022 ADDRESS BY COUNCILLORS WHO HAVE DECLARED A PECUNIARY INTEREST IN AN AGENDA ITEM

No addresses.

143/2022 MINUTES

- (a) Minutes of Brinsley Parish Council Meeting held 7th October 2021.
- (b) Events & Premises Committee Meeting held 29th September 2021 approved at Committee held 21st October 2021.
- (c) Personnel Committee Meeting held 22nd September 2021 approved at Committee held 27th October 2021.

RESOLVED: -

- i. That Minutes (a) 7th October 2021 approved. Abstained Cllrs B. O'Neill (due to absence) & Ms. N. Garratt.
- ii. That Minutes (b) 29th September 2021 approved. Abstained Cllrs Mrs. R. Herrett Bellamy & Ms. G. Bellamy due to absence.
- iii. That Minutes (c) 22nd September 2021 approved.
- iv.
- v. That (a) abstention Cllr Mrs. E. Williamson due to her absence from that meeting.

144/2022 CHAIRMAN'S REPORT

Councillor Mrs. T. Davies addressed the meeting: -

The Chairman reported on attendance to the Parish Hall to support sports events serving beverages, supported by Cllr Mrs. R. Herrett Bellamy. Report of income to date noted for contribution towards development of recreational facilities. Initiative to continue. The Parish was looking forward to the forthcoming festive event scheduled to take place Saturday 27th November 2021 at the Parish Hall. Bookings from hirers gradually increasing for the Parish premises.

145/2022 COMMITTEE REPORTS

RESOLVED: -

- a) **Events & Premises Committee** Cllr Stevenson report received. (i) Noted Members available to attend to Remembrance Service at Church and Wildflower Meadow. Speakers appointed. Cllr Mrs. Herrett Bellamy volunteered to serve refreshments in the Parish Hall

supported by Chairman. (ii) Noted Members available to assist with the annual festive event Saturday 27th November 2021 at Parish Hall. Apologies submitted Cllr Garratt. Facilities Manager & two caretakers requested to attend, subject to Events & Premises Committee. Next meeting 11th November 2021.

- b) **Finance & General Purposes Committee** No meeting held.
- c) **Personnel Committee** the Chairman to Committee Cllr P. Hunt addressed the meeting to report staff appraisals scheduled with forms prepared.
- d) **Neighbourhood Plan Committee** No meeting held.
- e) **To consider appointment of Events Committee** **RESOLVED** agreed in principle refer to January 2022 meeting. Ex-officio Chairman & Vice-Chairman.
- f) **To consider appointment of Premises Committee** **RESOLVED** agreed in principle refer to January 2022 meeting. Ex-officio Chairman & Vice-Chairman.
- g) **To consider endorsement of booking form, terms and conditions of hire** as circulated with deposit for recreation ground raised to £1,000.00. Cllr Williamson reported this was based on Broxtowe Borough Council guidelines. Valuation for terms of ground hire underway. **RESOLVED:-** that the forms approved, subject to no fireworks or smoke machine allowed on the recreation ground at any time, with the exception of Brinsley Parish Council with an applied silent fireworks procedure.

146/2022 PARISH SURGERIES

RESOLVED:- schedule approved commencing Monday 22nd November 2021 at the Parish Hall Meeting Room. Apologies received Cllr Ms. G. Bellamy. Cllr Stevenson to prepare rota on receipt of Members' availability and circulate. Times 2 p.m. – 4 p.m. and 6.30 p.m. – 8.30p.m.

- Monday 22nd November 2021
- Monday 17th January 2022
- Monday 21st March 2022
- Monday 23rd May 2022
- Monday 25th July 2022
- Monday 26th September 2022
- Monday 21st November 2022

147/2022 ANNUAL REMEMBRANCE SUNDAY

Confirmed for Sunday 14th November 2021 with arrangements for attendance to Brinsley Church and Brinsley Wildflower Meadow lectern organised by the Events & Premises Committee.

RESOLVED:-

Cllr Williamson extended a vote of thanks to Cllr Mrs. V. Wakeling for organisation of the commemorations through the Church and at the Parish Hall, supported unanimously by Council.

148/2022 FINANCE REPORTS

- (a) Income, expenditure and reconciliation September 2021 received as attached.
- (b) Income, expenditure and reconciliation October 2021 received for information only. Referral to next meeting for consideration of approval.
- (c) New bank mandates for TSB business account and Bank of Ireland required controlling person self-certification form for FATCA and CRS completion (Bank of Ireland).
- (d) To consider setting up of current account Bank of Starling. Report received from Cllr Garratt.

RESOLVED: -

- i. That (a) approved as attached.
- ii. That (b) received with referral to next Council meeting.
- iii. That cheque signatories complete required documentation.
- iv. That consideration of new bank account suitable for public funds referred to Finance & General Purposes Committee for further investigation.

149/2022 PLANNING MATTERS

Broxtowe Borough Council Planning applications update circulated:-

Brinsley Hill check no comments

Brynmoor road check no comments

Councillor Williamson answered queries regarding greenbelt land at Hobsic Drive, Brinsley which had undergone mowing; clarification of rights of way on the land were underway. Reports of gunfire in the area. Police aware of the concern.

RESOLVED:-

No comments.

150/2022 ASHFIELD DISTRICT COUNCIL DRAFT LOCAL PLAN 2021

A copy of the plan had been circulated to Council with relevant reports copied for information. Cllr Williamson reported on the amendment of the plan boundaries to land up to a defensible boundary at Plainspot Road, Brinsley. The plan was out for consultation. Two letters received from Brinsley parishioners had been received, redacted copies had been circulated. Cllr Williamson reported residents were able to comment directly onto the Ashfield District Council website or appointment system through Selston Parish Council (Cllr Williamson offered to sort arrangements). Cllr Stevenson offered to attend Selston Parish Council to discuss plan. Cllr Enever supported 106 funding from development to benefit the village. Cllr Williamson advised 106 funding was received by the Borough Council for expenditure.

RESOLVED:-

- a) That Brinsley Parish Council object in principle to development within greenbelt, additional traffic, pressure on local schools, inadequate access and egress, environmental effects, additional development within the area, limited services and facilities in the village.
- b) That Cllr Williamson draft a formal response on behalf of the Parish Council, subject to circulation and approval by Council prior to submission to Ashfield District Council no later than 16th November 2021.
- c) Formal response to be publicised on noticeboards and website.
- d) Cllr Enever abstained.

151/2022 APPLICATION FOR HIRE OF MEETING ROOM

It was reported a group had submitted a request to Brinsley Parish Council for free hire of the meeting room to provide arts and crafts venue, subject to closure of the day centre at Springs. It was noted no further report had been received since original request. Cllr Wakeling reported a new venue identified in Underwood.

RESOLVED:-

That charges apply in all circumstances for room hire at the Parish Council premises. Local organisations could apply for Section 137 grant consideration.

152/2022 BRINSLEY FOOD BANK HIRE OF MEETING ROOM

Councillor Williamson addressed the meeting regarding the initiative with recommendation for charge for the meeting room and garage set to a level the Council supported. Cllrs Davies, Egglestone, Wakeling & Williamson left the room during discussion and voting on the matter. Cllr Stevenson confirmed the garage was a food storage facility.

RESOLVED:-

- a) That current room hire charges apply to the organisation for the purpose of hire of meeting room.
- b) Refer consideration of garage hire charges for the purpose of food bank to next meeting.
- c) That electricity charges for the garage investigated to ascertain accurate usage of power for costing to be covered by Brinsley Food Bank.
- d) That Section 137 grant application may be submitted for consideration by the organisation.

153/2022 CLERK REPORT

- a) **Gateway Signs** Nottinghamshire County Council LIS funding initiative, match funded by Brinsley Parish Council. It was reported the completed signs would be installed week ending 13th November 2021. All highway approvals confirmed. Total nett cost of £7,888.00. **RESOLVED:-** that the existing Brinsley road signs to be retained by Brinsley Parish Council. Confirmation signage under insurance cover through Parish Council policy.
- b) **National Association of Local Councils** Newsletter attached Environmental Permitting (England & Wales) Regulations DEFRA for information.
- c) **Nottinghamshire Association of Local Councils** (i) AGM 17th November 2021 by Zoom (ii) Training opportunities. **RESOLVED** circulate.

154/2022 PREMISES REPORT

- a) **Replacement Gas Central Heating Boiler to Parish Hall** **RESOLVED:-** invoice payment retained with letter of complaint submitted to contractor requesting reduction due to poor workmanship. Await response.
- b) **Re-instatement of Recreation Ground following damage due to Carnival 2021** It was reported the Council was advised by hirer insurance company to submit claim of £1,600.00 for ground damage directly to hirer. **RESOLVED** forward claim direct to hirer with 28 day response required; outstanding works could incur additional charges. Correspondence to be marked private & confidential.
- c) **Re-instatement of Recreation Ground Contract** Cllr Egglestone reported on the completion of the original works following hire 6 – 9th August 2021. After repair the ground looked neat and tidy but was previously undulating. Some areas had since sunk including within football pitch one which presented danger for sports use. Borough Council had carried out a short cut in order such areas could be identified. Some ground ruts were up to 1 ft in depth.
- d) **Glass Decorative Window** **RESOLVED** quotation for installation of the feature within frame in reception area with LED lighting to be sought; repair to glass pane required. Refer to Facilities Manager.
- e) **Stairlift request Parish Hall** following request received from local organisation, two quotations received to date. **RESOLVED:-** no further action.

- f) **Brinsley Car Park Bottle Bank** Report received from Cllr Hunt. Problems caused by lateness in service of the banks. Report submitted by Broxtowe Borough Council advised lack of HGV drivers had caused issues. Glass continued to be left around the banks when full, vandalism occurring causing risks to other users of the site. It was agreed the facility looked an eyesore; feature of the area around the oak tree recommended with wrought iron seating which could encourage potential sponsorship. Arrangements for multi-coloured spotlighting at the tree underway to be sited out of reach to reduce vandalism. The oak tree had already vehicle impact damage. It was agreed the seating would further protect the tree from more damage. Potential for memorial plaques on the proposed seating. **RESOLVED:-** relocate banks to football car park site.
- g) **Application Mobile Pizza Van to use Parish Council Car Park** Application received to use car park for sale of wood stoved pizzas. Consideration of charges and conditions. **RESOLVED:-** that two Council Members to meet applicant to receive further details. Completed report to be circulated by email for decision.
- h) **Hall Bookings** Updated bookings schedule from October 2021 circulated.
- i) **Tree Planting Initiative** referred from Council meeting 7th October 2021. **RESOLVED:-** refer to next meeting; Chairman agreed to liaise with Cllr Williamson over initiative.
- j) **Parish Hall Stage** The Chairman reported the stage had previously undergone an inspection by Civil Engineers; not suitable for large groups due to weight. Options for conversion to further storage. Cllr Hunt advised the stage not structurally suitable for heavy weight. Discussion of stage curtain to screen Quotation for strengthening or boarding off noted for consideration subject to weight capacity of stage. **RESOLVED:-** identification of maximum weight for the installation for further report.
- k) **Vandalism on Children's Play area** report of vandalism noted. Cllr Stevenson recommended report of incidents, balanced with positive reports for the parish. Cllr Stevenson agreed to consider options. Residents to be encouraged to call Police on 101 to report incidents for record. Cllr Bellamy agreed to look for posts.
- l) **Lighting outside Pavilion** noted social media reports of lighting remaining on 24/7 at pavilion. Cllr Hunt reported matter rectified and set pointing to car park. Estimated cost of usage of LED facility around £2.00 per annum. The lighting illuminated the pavilion area to assist users and staff attending pavilion in evenings.
- m) **Annual Service Testing** It was reported fire alarm and extinguisher testing completed 9th August 2021; annual PAT test completed January 2021; annual gas service completed November 2020; Facilities Manager booked gas service and repair to heaters in main hall. New boiler under guarantee until October 2022. Electrical system PAT testing and hard wire (5 year testing) to be booked due in 2022. **RESOLVED:-** noted.

RESOLVED: -

- i. That (a) Parish Council insurance company consulted; Broxtowe Borough Council requested to provide quotation to provide safe system.
- ii. That (b) amended copies for circulation for consideration of approval at next meeting.
- iii. That Parish Council Lawyers, Messrs. Geldards, instructed to proceed with requirements as (c) above with quotation of £450.00 approved.
- iv. That (d) Chairman Cllr Mrs. T. Davies & Cllr Mrs. H. Stevenson attend as representatives of the Council; Cllr Williamson would attend if required due to absence.
- v. That (e) no further action required.
- vi. Reference (f) above refer to next meeting for consideration of a plan for annual review and inclusion on the Parish Council website.
- vii. Reference (g) noted.
- viii. Reference (h) that the bench and tree accepted by Council with installation of the bench for consideration in April 2022 (Chairman report).

155/2022 PREMISES REPORT

A	<p>To consider replacement gas fired central heating boiler at the Parish Hall Confirmation the existing gas central heating boiler was condemned from use. The installation required a commercial gas engineering company. Quotations received: -</p> <ol style="list-style-type: none"> i. Pump Services Baxi 619 condensing boiler (no refund on recently fitted tank and immersion heater available) £3444.00 nett ii. T & S Heating Worcester Combi Boiler £2817.43 nett with 15-year maintenance plan available at £10.65 per month iii. T & S Heating Worcester regular boiler £1999.79 nett iv. S. Walters Services gas condensing boiler £2850.00 nett. 	<p>Approved that T & S Heating appointed to install a Worcester Combi Boiler at a nett cost of £2817.43 as soon as possible.</p> <p>That the existing water tank and immersion heater could be facilitated in the pavilion or sold separately.</p> <p>That a maintenance plan to be considered after installation. The boiler would be covered with guarantee following completion of works (excluding existing radiators, valves and pipework).</p>
B	<p>Re-instatement of Brinsley Recreation Ground following damage caused by Brinsley Carnival 8th august 2021. Works completed 31st August 2021. Insurance claim in the sum of £1,600.00 submitted to the Parish Council insurance company for reclaim through hirer insurance. Noted the Parish Council insurance company had advised the Council required to pursue the claim directly.</p>	<p>Approved that a claim submitted directly to the hirer's insurance company to cover the outstanding costs of £1,600.00 for re-instatement of grounds. Abstention Cllrs B. Enever & Ms. N. Garratt.</p>

C	Spotlights to the Recreation Ground car park and areas Cllr P. Hunt reported on availability of additional lighting to enhance security to the site.	Approved installation of lighting.
D	Vandalism report Brinsley Recreation Ground further damage caused by vandals at the ground including to litter bins in the play area, play area equipment and fencing. Members had been advised by email 2 nd October 2021. Reports of use of the play area after dark noted. Cllr Egglestone reported Police had attended the Council office during the week for three and a half hours to investigate cctv footage of the area. Improved cameras which had been installed but noted the image quality was insufficient for Police purposes.	That the concerns had been reported to Police who had visited the site. The Chairman advised residents to report any concerns within the parish to the Police.
E	Brinsley Parish Council hire of premises A bookings schedule had been circulated. Noted the Parish Hall was booked every weekday evening by groups and organisations, with bookings during the daytime in the meeting room, hall and pavilion.	Noted.
F	Bowling Season 2021 It was reported the season had completed 30 th September 2021. No staff outlay had been required for the purpose of bowling matches and play, subject to cleaning of the pavilion premises, which was also hired independently. Cllr Wakeling reported the season had been successful following a difficult period during lockdown; games and practice well attended with new members from the parish. No further matters were raised regarding the bowling pavilion or bowling green facility.	Noted.
G	Football Pitch One noted the pitch remained out of use due to damage until further notice.	Noted.
H	Mobile Toilet Facilities now removed from the Parish grounds 13 th September 2021.	Noted no damage caused to the facility during hire.

A 5-minute break was held in accordance with Standing Orders.

156/2022 SUSPENSION OF STANDING ORDERS

RESOLVED: - Standing Orders suspended to allow the following matters: -

157/2022 BROXTOWE BOROUGH COUNCIL MATTERS

Broxtowe Borough Councillor Mrs. E. Williamson reported on the following matters: -

- a) Broxtowe Borough Council in a good financial position following the pandemic with balances increased by over £1m.
- b) Update on Universal Credit reductions and the potential impact. Limited funding had been secured through Government to assist.
- c) Council operating on Committee system to make decisions; there would be 11 Members making important decisions cross party. This would give a fair point of view and scrutiny would be in place.
- d) Work input high including Stapleford Town & HS2 Toton delivery plan.
- e) Locally, Brinsley would be included within the wider area for bid towards Headstocks Country Park.
- f) Green Futures Campaign 500 trees given away to residents; scheme launched for ornamental trees and native trees for the borough.
- g) Glass bottle banks at Brinsley Parish Hall car park – Cllr Hunt reported the site was untidy and recommended re-siting of the facility onto the football car park facility. Refer to next agenda.

158/2022 NOTTINGHAMSHIRE COUNTY COUNCIL MATTERS

Nottinghamshire County Councillor Mrs. E. Williamson reported on the following matters: -

- a) Changing system with Conservative Party making decisions on behalf of the Council.
- b) Devolution Bill working together instead of overlapping services; adult social care services to be considered.
- c) Request for speed monitoring of Broad Lane & Main Street, Brinsley – temporary interactive speed signs request submitted.
- d) Local Improvement Scheme to be replaced by Communities Fund with amended criteria, subject to match funding.
- e) Reference to last meeting request for dropped kerbs Broad Lane to Broad Oak Drive, Brinsley. Parking issues also causing pedestrians difficulties to safely cross the roads. Noted Ash Grove without dropped kerbs. Cllr Williamson to provide update. Request for residents to leave contact details for responses.
- f) Request for pavement repairs on Moor Road, Brinsley. Cllr Williamson agreed to report the concern.
- g) Request for update on household waste disposal. Cllr Egglestone reported he had been advised by the authorities the waste was separated and recycled appropriately.

159/2022 POLICE REPORT Noted Police representatives would attend the December 2021 Council meeting.

160/2022 FRIENDS OF GREENWOOD FORUM

Councillor D. Kerry as Parish representative on the forum reported no projects undertaken due to the effects of the pandemic. The group was considering renewed projects in Spring 2022. Subscriptions had been suspended until further notice.

Councillor Williamson reported funding was available through Woodland Trust for tree planting schemes in the village; also Queen's Green Canopy Scheme funding available for 2022. Recommendation for tree to be planted to commemorate the Queen's Platinum Jubilee 2022.

Brinsley Food Bank may consider tree planting and biodiversity scheme.

Cllr Hunt referred to tidying around the Parish Hall car park Oak tree.

RESOLVED: -

That the tree planting initiative an agenda item for the next Council meeting.

161/2022 PUBLIC PARTICIPATION The following comments received: -

Councillor Ms. G. Bellamy requested the Council consider installation of the stained-glass window donated some years ago to the Council. The matter would be referred to the next Council agenda to consider suitable site in reception area for siting.

162/2022 EXCLUSION OF PUBLIC ORDER

RESOLVED that agenda item 16 required the exclusion of the Press and Public in accordance with the Public Bodies (admission to meetings) Act 1960 for matters appertaining to confidential or except information.

163/2022 PARISH COUNCIL CCTV SYSTEM

A report was received on the existing cctv surveillance system in operation.

RESOLVED: -

That enquiries regarding upgrade of the existing contract or alternative opportunities to provide an upgraded system with improved image quality approved.

164/2022 DATE OF NEXT MEETING

The next meeting of Brinsley Parish Council to take place on Wednesday 10th November 2021 at the Brinsley Parish Hall/Meeting Room commencing at 7.00 p.m. Agenda items required one week prior to meeting date.

The Chairman closed the meeting at 21.41 p.m.