

RUDDINGTON PARISH COUNCIL

Draft Minutes of the Parish Council Meeting

Held at St Peter's Rooms on Tuesday 9th September 2014 at 7.30 p.m.

Action

Membership

Councillors

W A Wood
K S Piggott
A Mrs A Auckland
Mrs B Breakwell
Miss S A Chambers
G Ellison
D J Hall
A Mrs S Kaur Samra
A M S McGowan
P F McGowan
Miss H Opie
Mrs M Pell
A Mrs M Robinson
N J Tegerdine
Mrs B M Venes
M Walsh

Chairman
Vice-Chairman

PCO =
Parish
Council
Office

PCG =
Parish
Council
Ground
staff

Persons absent are marked 'A'

Persons representing the Parish Council on other business are marked 'O'

Also in Attendance

G D Long Clerk to the Council
Ms R Turner Deputy Clerk to the Council
C Churches Senior Groundsman
S Evans Groundsman
1 member of the public

Before the start of the meeting the Chairman of the Council, Councillor Allen Wood, presented gift vouchers to Chris Churches, Senior Groundsman, and Scott Evans, Groundsman in recognition of being the runner-up in the national Football Association, Groundsman of the Year for the category that Ruddington Parish Council's pitches fall in. There were also vouchers for Steve Mills, Seasonal Worker who was unable to attend.

Apologies for Absence

Apologies for absence were received from Councillors Mrs A Auckland, M S McGowan and Mrs M Robinson, and the reasons accepted.

Declaration of Member's Interests and Dispensations from Non-participation

Councillor Mrs B M Venes declared an interest in any item relating to the allotments and Vicarage Lane Cemetery.

Councillor Mrs B Breakwell declared an interest in the confidential item on costs from the Estates Working Group.

C. 14/09/01 Minutes

The minutes of the meetings held on 24th June 2014 and 19th August 2014, having previously been circulated, were confirmed – subject to correction of who was indicated as Chairman and Vice Chairman of the Council - as a correct record and signed by the Chairman.

Councillor Mrs Pell said that the meeting on the 19th August was a debacle as insufficient chairs had been put out, the board with the plans on should have been in the Committee Room and the sound system did not work properly.

The Clerk explained that the reason that chairs had not been put out in half of the room was that the precise number of attendees was not known and there were health and safety issues regarding overcrowding. The maximum capacity issued as guidance by the Fire Authority is greater when people are standing than when seated. This was a matter of judgement. His decision had been that more chairs would breach the Fire Authority guidelines and potentially put lives at risk.

In the event over 140 people turned up and that half of the room was packed. Councillors N J Tegerdine and W A Wood said that in such circumstances the Clerk was the proper person to make such decisions.

Councillor N J Tegerdine pointed out that this illustrated the need for the Parish Council to have better facilities.

Councillor P F McGowan said that he was disappointed in the limited presentation given by Andrew Grainger & Co.

C. 14/09/02 Action List Update

An update on actions resulting from recommendations had previously been circulated.

Members noted this information.

C. 14/09/03 Motion for Adjournment

Resolved that: The Council adjourns to allow the members of the public present to make statements on agenda items.

Committee in Session

C. 14/09/04 Development - New Applications

Resolved that: The observations contained in Planning Schedule 724 are adopted.

C. 14/09/05 Committee Reports and Minutes

The minutes and reports as set out below were presented and motions made for approval and adoption:

Amenities Committee	8 July 2014
Environment & Policy Committee	22 July 2014

Resolved that: The recommendations contained in the minutes and reports mentioned above are adopted.

C. 14/09/06 Questions under Standing Order No. 26

There were no questions raised under Standing Order No. 26.

C. 14/09/07 Schedule of Payments

Resolved that: The schedules of payments, attached, are noted:

Month	Total Payments £
June 2014	25,415.04
July 2014	18,046.54

C. 14/09/08 Statement of Income Received

Resolved that: The statements of income received, attached, are noted:

Month	Income Received £
June 2014	6,831.75
July 2014	8,144.24

C. 14/09/09 Outstanding Sundry Debtors Accounts

The Clerk reported that there are no outstanding sundry debtor accounts that caused concern.

Resolved that: The above information is noted.

C. 14/09/10 Budget Preparation 2015/16

A paper had previously been circulated with a suggested budget programme and guidelines for preparation of the budget. The Clerk advised that, to date, there had been no national agreement in respect of a wages and salary increase for 2015/16.

In preparation for the budget there were some items for which reasonably accurate figures were available and others for which the estimates were less precise. The Clerk reported that a 3% figure was normally used for these and also for a guide to the level of increase in charges.

Resolved that: The budget programme and guidelines for preparation of the budget, a copy of which is attached to these minutes, are approved.

PCO

C. 14/09/11 Wedding Anniversaries and Birthdays

The Parish Council, when notified, currently delivers a planter to Ruddington residents on their diamond wedding and flowers on their 90th, 95th and 100th birthdays. This has been the policy for at least the last 6 years. However the practice has previously not always been consistent.

A member of the public has provided names for peoples 50th wedding anniversaries and has also provided names of former residents for flowers/planters to be delivered. The Parish Council only has legal power to spend money that will benefit the residents of Ruddington.

The Chairman wishes to have a consistent approach and to reflect the views of Parish Council in this matter. Members discussed this and agreed that the Parish Council, when notified, should deliver a planter to Ruddington residents on their golden and diamond wedding anniversaries, and flowers on their 90th, 95th and 100th birthdays

Resolved that:

1. Parish Council notes that it only has legal power to spend money that will benefit the residents of Ruddington.
2. The Parish Council, when notified, delivers a planter to Ruddington residents on their golden and diamond wedding anniversaries, and flowers on their 90th, 95th and 100th birthdays.

PCO

C. 14/09/12 Estates Working Group (See minute C. 14/05/17)

The Clerk reported that the Parish Council had been notified by Nottinghamshire County Council that the submission for a new build on the Ruddington Youth Centre site had not been successful.

Parish Council on 13th November 2012 agreed (minute C. 12/1653) a report of the Estates Working Group to pursue 3 options for the future of the Parish Council estate. These were:

- (a) a new build on the Youth Centre site,
- (b) a new build on Sellor's Playing Field, and
- (c) remove back of Village Hall and build new facilities on the back.

Option (c) had been agreed as the 'fall back' option if the others do not prove feasible

The Chairman of the Estates Working Group, Councillor Allen Wood, reported that the Estates Working Group is currently, therefore, pursuing option (b).

One significant issue that will impact on the possibility of a new build on the site is flooding. As a first step, initial advice has been obtained from a civil engineer. This is that a Flood Risk Assessment would be required to be certain of the issues resulting from flooding. There is data available on the Environment Agency website and other data may be available. An indication of the likely costs of undertaking a Flood Risk Assessment has been obtained. These will be presented in confidential session so as not to prejudice the process of obtaining quotes.

Resolved that: The above information is noted.

C. 14/09/13 St. Mary's Play Area (See minutes F. 14/1283 & C. 14/06/13)

The St. Mary's Play Area Project Group has been informed that the bid to WREN has been successful. This means that Phase 1 of the project can now go ahead, although it will be some time before the play equipment is installed.

In order for this to proceed the Parish Council have to be co-applicant, make the claims for the grant and enter into an agreement with WREN, as lessees of the land, regarding the funding. (See minute F. 14/1283).

WREN now require a copy of a minute authorising the signature of the agreement on behalf of the Parish Council.

It was agreed that the Clerk, G D Long, should be authorised to sign the agreement with WREN on behalf of Ruddington Parish Council.

Resolved that: The Clerk, G D Long, is authorised to sign the agreement with WREN on behalf of Ruddington Parish Council.

GDL

C. 14/09/14 Parish Council Representatives on the Village Plan Steering Group

A request had been received to clarify the term of appointment for the 3 Parish Council representatives on the Village Plan Steering Group

The Parish Council decided on its 3 representatives on the Village Plan Steering Group on 24th September and 19th November 2013 (See minutes C. 13/1726 & C. 13/1740). There was no term put on the appointments.

The current phase of work of the Village Plan Steering Group is scheduled to be completed by spring 2015. Also in May 2015 all Parish Council seats are up for election.

Resolved that: The 3 Parish Council representatives on the Village Plan Steering Group should be reconsidered at the Annual Parish Council Meeting following the elections in May 2015 and at the Annual Parish Council Meetings each year thereafter.

PCO

C. 14/09/15 Standing Order 3j - Recording Meetings

A report on a change in the law regarding recording Parish Council meetings had previously been circulated to members.

The National Association of Local Council's (NALC) Legal Briefing LO2-14 recommends suspending Model Standing Order 3l (or equivalent) due to a change in the law. For Ruddington Parish Council this is Standing Order 3j "Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is not permitted without the Council's consent."

A redrafted standing order will be presented when NALC issue advice.

Resolved that:

1. Standing Order 3j is suspended with immediate effect, and
2. The Clerk brings a revised standing order to Parish Council once appropriate advice is received from NALC.

PCO

C. 14/09/16 Nottinghamshire Association of Local Councils (NALC) AGM

The Clerk reported that formal notification had been received of the AGM of the Notts Association of Local Councils (NALC) to be held on Saturday 15th November, Woodborough Village Hall starting at 10.30 a.m.

The Parish Council is asked to appoint 2 voting delegates and can also nominate someone for president, vice president, treasurer, auditor or membership of the executive committee. Councillors P F McGowan and Mrs B M Venes volunteered to represent the Parish Council at the AGM.

Resolved that: Councillors P F McGowan and Mrs B M Venes are Ruddington Parish Council's 2 representatives at the NALC AGM.

PM/BV

C. 14/09/17 City Council Late Night Levy

A report on Late Night Levy (LNL) had previously been circulated to members.

The LNL is a power under the Police Reform and Social Responsibility Act 2011 which enables licensing authorities to raise a contribution from late-opening alcohol suppliers towards the costs of policing what has become known as the 'night-time economy'.

Only premises with a licence to open after midnight have to pay. Whether the premise opens or not is irrelevant. Nottingham City Council has chosen to exercise this power.

An unintended consequence for a bounded city like Nottingham is that revellers may choose to cross licensing authority borders if later drinking is available. Historically the City had 10.30 p.m. closing with the County having 11.00 p.m. closing. This led to a dash across Trent Bridge, for example, for a late drink, from Clifton to Ruddington.

Should pubs in neighbouring city areas all close at or before midnight, and pubs in Ruddington remain open later, this may contribute to more noise, more nuisance, and an increased level of the fear of crime and antisocial behaviour within Ruddington.

Members discussed this issue and agreed to raise concerns with appropriate people and organisations as set out in the resolution below.

Resolved that:

1. Ruddington Parish Council:

- a. Writes expressing our concerns about the Late Night Levy (LNL) to the Police and Crime Commissioner, the Chief Constable, and the Leader of Nottingham City Council, Cllr Jon Collins. PCO
- b. Copies the letter to City Councillors Rosemary Healy, Dave Trimble and Alex Ball who are all mindful of the sensitivities of this issue. PCO
- c. Writes to the Leader of Rushcliffe Borough Council seeking his position on the imposition of a LNL for Rushcliffe (cc Borough Licensing officer D Collings) PCO
- d. Writes to Ruddington Pubwatch expressing our concerns and seeking their views. PCO

2. The responses are considered at Environment & Policy Committee on 7th October, with a report to Parish Council if required. PCO

C. 14/09/18 Parish Council Surgery

Copies of the reports of issues raised at the Parish Council surgery held on 12th July 2014 had previously been circulated to members

Resolved that:

- 1. The reports of issues raised, which are appended to these minutes, are noted.
- 2. Actions are taken as necessary. PCO

C. 14/09/19 Reports

Chairman's Announcements

The Chairman reported that the following people had received flowers/planters for 90th birthdays & 60th wedding anniversaries

Joan Britton	Shrimpton Court
Eileen Selby	Balmore Nursing Home
Joyce Hooley	Elms Close
Margaret & Kenneth Lawson	Shrimpton Court
Joan Bradley	Elms Gardens

Communications

The Clerk reported that Joyce Hooley rang to say thank you and how much the lovely flowers had been appreciated, and a thank you card was received from Joan Bradley

Village Plan Working Group

Councillor Miss H Opie reported back from the Village Plan Working Group: The report is appended to these minutes.

C. 14/09/20 Heart Defibrillators

A report on the provision of heart defibrillators in Ruddington had previously been circulated to members. An updated version including a full estimate of costs was handed out at the start of the meeting.

An application had been submitted, by the Parish Council Office and Ruddington Village FC, to the British Heart Foundation for 3 AEDs, one for each the Jubilee Clubhouse and Elm's Park Pavilion and one at St. Peter's Rooms.

2 AEDs had been awarded one for the heart of Ruddington Village and one for the sports venue. The contribution towards the cost is £800, which will be met by the RVFC.

The boxes which house the AEDs are not included and need to be purchased separately, there are also cost implications with regards to installation of the cabinets and providing an electricity supply.

The cost of 2 cabinets is	£2,000
Installation costs approx.	£ 600
Servicing costs	£ nil
Pads, need replacing 2 years	£ 100
Batteries, replacing 4/5 years	£ 400

The cabinets have been quoted by the Community HeartBeat Trust, the cost includes awareness sessions, governance system, to ensure the equipment is being maintained correctly and training of Parish Council staff on carrying out weekly checks on the AEDs.

Members discussed the award of 2 heart defibrillators and agreed to fund the cabinets and installation from Earmarked Reserves (The Green).

Resolved that: The costs of purchasing the cabinets and installation (approx. £2,600) are met from the Parish Councils Earmarked Reserves (The Green).

PCO

C. 14/09/21 Exclusion of Press and Public

Resolved that: In view of the confidential nature of the business about to be transacted the public and press be temporarily excluded from the meeting during consideration of the following item in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 and they are asked to withdraw.

Councillor Mrs B Breakwell left the room for the following item

C. 14/09/22 Estates Working Group (See minute C.14/06/12)

A report had previously been circulated to members regarding the potential costs of obtaining a Flood Risk Assessment for Sellors Play Area.

Councillors Mrs B M Venes and D J Hall reported that a Flood Risk Assessment for Sellors Play Area had been obtained some years previously.

Resolved that:

1. The Clerk checks to see if the previous flood risk assessment is available and if, in the light of the information then available, there is still a need to immediately obtain a current Flood Risk Assessment,
2. If and when appropriate, the Clerk obtains 3 quotations for a Flood Risk Assessment, and
3. The Estates Working Group selects the appropriate firm to undertake the work up to a value of £6,500, to be funded from the Major Projects Earmarked Reserve.

PCO

PCO

PCO

**Councillor Mrs B Breakwell returned to the room.
The Clerk left the room for the following item.**

C. 14/09/23 Clerk Job Evaluation (See minute C.14/06/17)

Members discussed again the process of job evaluation of the Clerk's role undertaken by the Staff Conditions Working Panel (SCWP) and its outcome as noted in the paper presented to the Parish Council meeting on 24th June 2014 (See minute C.14/06/17).

The recommendations in that paper were also discussed and the fact that discussions with the Clerk on performance management and progression had taken place was considered by members.

Based upon the findings of the SCWP, which was tasked with evaluating the role of the Clerk, and those findings having been adopted by the Parish Council on 24th June 2014 the resolutions below were voted upon and agreed.

Resolved that:

1. The outcome of the Job Evaluation, agreed at the last meeting, is implemented in four quarterly stages. At each stage progression will be subject to successful completion of targets set.
2. From 1.9.14 the Clerk's salary will be point 35 (£29,528 FTE). Assuming successful completion of the targets, from 1.12.14 point 37 (£31,160 FTE). Stage 3 point 40 (£33,998 FTE) and stage 4 point 43 (£36,674 FTE). This last figure represents the starting point of the agreed evaluation at the last meeting.
3. The targets will be set, and success determined, by a group of 3 parish councillors comprising the Chairman of the Parish Council and 2 other parish councillors chosen by the Chairman.
4. The Clerk's job description will be reviewed by the group setting the targets.

The meeting closed at 9.50 p.m.

Chairman

Council Surgery

12th July 2014

In attendance: Cllr. Helen Opie - Ruddington Parish Council
Cllr. John Lungley - Rushcliffe Borough Council
Cllr. Reg Adair - Notts. County Council
PCSO Jonny Wilkinson
Inspector C Berry

150+154+148 Loughborough Road

Complaint about 'Fernwood' lorries on Loughborough Road. Starts At 3.30am and continues all day. Road surface is not good, and reg is aware of this. (Fernwood is based at Watnall). Lorries returning to British Gypsum and are causing excessive noise pollution. (91 decibels In the afternoon at garden gate).
Trevor Gillot, Stevie Maxie (+Roger Shipham not present No 148)
Reg to deal with.

Mr Markus Owen - 238 Loughborough Road

Complaint about No.63 R Winson bus service being removed from 4/8/2014. New service 863 from East Leake to Gamston not QMC, nor to Ruddington. Shopper service only.
Bus company do not want to remove the service, (documents attached & passed to Reg) and reply from County Council by email to follow.
The 63 was NOT included in the schedules for consultation but has still been removed.
Reg will investigate.

Paul Green - Apt 2 36b Easthorpe Street

Also concerned about the removal of the No.63. Feels it is important to keep this service. Could contact the medical centres to see if they can supply data on 'usage' of their patients. Core strategy document for transport was not available at last meeting but will obtain a copy and send on to the Clerk.

Mrs Coates – 2 Elms Park

No 63 to be removed, this will cause more problems for people needing the QMC. Service is very reliable and it will be the loss of a great asset. Not advertised enough and people not always aware of the service.
Reg to deal with.

Barbara Breakwell

Complaint recorded about the 'house on the Green' – is real eyesore, can this be revisited? Can the Clerk, check if anything can be done?
Can 50% council tax be charged?

Sarah Brookes – 26 Elms Close

A complaint about the No.63 bus service stopping. Both her and her husband work at the QMC and regularly use the service. They are doctors and know that some nurses use the service to go to work.

George Lyons – The Avenue

States he has no 'dedicated right of way' from his gate to Mere Way. It is on his deeds but County Council Highways have informed him that he has no 'right of way'.
Reg to deal with.

David Hollingsworth – Elms Close

Can the Clerk chase up the cutting of the hedge's around the BT exchange? Cannot walk on the pavement on Carter Avenue and coming over on the Kirk Lane pavement.

RUDDINGTON VILLAGE PLAN

*'CONSULTING WITH THE COMMUNITY TO PRODUCE A PLAN
WHICH WILL PRESENT YOUR VIEWS FOR RUDDINGTON'S FUTURE'*



REPORT FROM THE STEERING GROUP OF THE RUDDINGTON VILLAGE PLAN

Parish Council meeting 9th September 2014.

There is just one meeting to report as the August meeting was cancelled due to a number of members being on holiday. However, our meeting on 29th July was particularly successful and satisfying.

The final draft of the consultation questionnaire for 'Sport, Leisure and Young People' was drawn up and will not be revisited until all other sections of the questionnaire are completed and the consultation document is reviewed as a whole. It includes a supplement for over 11's to complete themselves and Rushcliffe School has agreed in principle that this can be completed in school during IT sessions. This first section has been a good guide as to the timescale for each subsequent section and as a group we hope we are still on target for late spring 2015 for the completion of the consultation questionnaire.

Our next topics are 'the environment' and 'heritage' and we have a number of volunteers coming along to give advice and assistance with this section. At this time we are excluding issues such as transport and planning, which will be considered at a later date to ensure they are up to date and relevant.

Our Twitter and Facebook pages are now posting questions on some of the less obvious topics to gauge interest and the responses are very encouraging. Interest in these pages is increasing steadily.

As always, our minutes are available on the Ruddington Parish Council website for members of the community to read.