

RUDDINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting

Held at St Peter's Rooms on Tuesday 7th March 2017 at 7.30 p.m.

Action

Membership

Councillors

W A Wood
K S Piggott
A Mrs A Auckland
A Mrs D Beecroft
G Ellison
D J Hall
A Mrs J Hallam
J Hawson
A Mrs H G Hurman
A Mrs S Kaur Samra
A S Kirby
A J Noble
Mrs M Pell
M Pinks
A Mrs M Robinson

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

13 members of the public

C. 17/03/01 Apologies for Absence

Apologies for absence were received from Councillors:

Mrs A Auckland (prior engagement),
Mrs D Beecroft (work),
Mrs J Hallam (prior engagement),
Mrs H G Hurman (work),
Mrs S Kaur Samra (holiday),
S Kirby (holiday),
J Noble (holiday), and
Mrs M Robinson (holiday).

C. 17/03/02 Election of Councillor for Camelot Ward

Members welcomed Councillor Mark Pinks to the Parish Council following his election as a councillor for Camelot Ward. Councillor Pinks had indicated a preference to be on Amenities Committee and this was confirmed.

C. 17/03/03 Vacancy Easthorpe Ward

Members noted the resignation of Nick Tegerdine from the Parish Council. The Chairman thanked Nick for his contribution during his time on the Parish Council.

C. 17/03/04 Declaration of Members' Interests

There were no declarations of interest.

C. 17/03/05 Minutes

The minutes of the Parish Council meeting and the planning meeting both held on 24th January 2017, having previously been circulated, were confirmed as a correct record and signed by the Chairman.

C. 17/03/06 Action List Update

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

Members noted this information.

C. 17/03/07 Motion for Adjournment

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

Barbara Venes spoke on Items 6 and 14.

Ian Wilson spoke on Items 2, 3 and 6.

Gavin Walker spoke on Item 18d.

Yvonne Lishmann spoke on Items 2 and 6.

Committee in Session

C. 17/03/08 Development - New Applications

Resolved that: The observations contained in Planning Schedule 786 are adopted.

C. 17/03/09 Resolutions of Committee

There were no resolutions at Amenities Committee on 8 February 2017

Environment & Policy Committee on 21 February 2017 was not quorate. The notes of actions agreed by the Clerk were noted.

C. 17/03/10 Questions under Standing Order No. 26

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

C. 17/03/11 Financial Report

A report on the Parish Council's finances up to 31st December 2016 had previously been circulated reporting the actual expenditure against the profiled budget, with significant variances highlighted. The overall picture suggests that a favourable variance, including wages, of approximately £8,700, can be predicted for the end of the financial year based on the first nine month's figures. The contents of the report were noted.

Resolved that:

1. The Budget Monitoring report for period ending December 2016, attached, is noted, and
2. The schedules of payments October – December 2016, attached, are noted.

C. 17/03/12 Gateway Signs

The provision of five 'Gateway Signs' has been an ongoing item on Environment & Policy and has been discussed on a number of occasions. Councillor Ken Piggott is heavily involved in the process and has reported back on progress at each recent E & P meeting.

The concepts for the signs and draft drawings have been discussed with approval and were featured on the front page of the Village newsletter in January.

The project is now ready for the final stage – implementation.

Design costs have been incurred of £846 (plus VAT). Installation costs will be £750 (plus VAT). The siting of the signs has been agreed with Nottinghamshire County Council.

Three quotes have been obtained for production of the signs (all plus VAT):

MLS	£10,720
Croft	£10,395
Signs of the Times	£6,793

The cheapest quote uses polyurethane rather than cast iron. Samples have been obtained and confirmation that these are in use successfully elsewhere. Parish Council authorised expenditure of up to £10,000. The quote from Signs of the Times brings the project in well under budget.

Resolved that: The quote from Signs of the Times is accepted.

PCO

C. 17/03/13 Insurance

The Clerk reported that a process is under way for obtaining quotes for the Parish Council's insurance, which would normally be dealt with by Environment & Policy Committee.

It had been planned to report the outcome for approval. The Clerk reported there has been some slippage and the information required for consideration of the quotes is not yet complete. The insurance needs to be renewed from 1st April 2017.

Resolved that: The Clerk and Chairman of Environment & Policy complete the process of obtaining the Parish Council's insurance and report the outcome to the next Environment & Policy Committee.

PCO/
GE

C. 17/03/14 Bank signatories

A report had previously been circulated to members on bank signatories. With the resignation of Nick Tegerdine a replacement councillor will be needed. The current councillor signatories/payment authorisers are: Councillors David Hall, Marion Peil, Ken Piggott, and Allen Wood.

Ideally the signatories are reasonably computer literate and available during the day (in case an urgent payment needs to be made) – although this is not necessary for all signatories.

It was agreed that two additional councillor signatories are appointed: Councillors John Hawson and John Noble.

With the retirement and replacement of the Clerk, Gary Long should be removed from the signatory list and from the list of officers who can initiate payments on-line from 31st May 2017 and Claire Dorans, the new Clerk, added from 20th March 2017.

Resolved that:

1. Nick Tegerdine is removed from the list of signatories and from the list of councillors who can authorise payments on-line.
2. Councillors John Hawson and John Noble are added to the list of councillors who can authorise payments on-line.
3. Mrs Claire Dorans is added to the signatory list and to the list of officers who can initiate payments on-line from 20th March 2017.
4. Gary Long is removed from the list of signatories and from the list of officers who can initiate payments on-line from 31st May 2017.

PCO

PCO

PCO

PCO

C. 17/03/15 Ruddfest 2017

A report had previously been circulated to members. Ruddfest is a very popular, and growing, event. It brings business into the village and many people enjoy it.

The success of the event and the number of people attending have an impact across the centre of Ruddington and, in particular, around the Village Green. After Ruddfest 2016 a significant number of complaints was received. Some individuals submitted a number of complaints but the majority were 'single issue'. Some related specifically to the part of Ruddfest held on the Village Green and some were more general or about other aspects of the Festival.

Of those that related to the part of Ruddfest held on the Village Green some were about breaches in the agreed conditions, some were about issues arising on the Village Green not covered by the current conditions, some were about issues that are not the responsibility of the Parish Council and some arose from the impact on the neighbouring area due to the success of the event.

The booking of the Village Green for events is delegated to the Clerk under the Council's Scheme of Delegation. However, in view of the fact that this booking is an integral part of the whole Ruddfest event, the size of Ruddfest and the impact on the whole of the centre of Ruddington it is considered sensible that special consideration is given to this particular booking.

The Clerk and the Chairman of the Parish Council met with the 3 Crowns regarding the booking for 2017. It was accepted by the 3 Crowns that there had been a failure to meet some of the conditions in 2016. This was a constructive meeting and a number of conditions in addition to the 'standard' conditions for booking the Village Green were mutually agreed. The charge for the event was the currently agreed rate for booking the Village Green (£204.17 + VAT per day).

The Clerk explained that there had been difficulties in assessing a number of the complaints because they were received after the event and it was not possible to know exactly what had happened after the event. He had, reluctantly, come to the conclusion that the Parish Council needed to monitor during the event.

He had made an assessment of the likely cost, using Parish Council staff to monitor intermittently over the 4 days. This would be to monitor only the agreed conditions and issues that are the responsibility of the Parish Council. Any other issues could be notified to the proper authorities (e.g. Police, if drunk driving is observed) or a record kept if appropriate.

The Clerk explained that he did not feel the cost of this monitoring should be borne by the taxpayers of Ruddington (via the Parish Council precept) but by those renting the Village Green for the event.

The estimated cost was given as £500. In view of the agreement to work more closely in the run up to the event a lower level of monitoring, at a cost of £350, was discussed at the meeting with the 3 Crowns. The 3 Crowns requested that the charge for monitoring was agreed by Parish Council. The Chairman and Clerk agreed.

Members considered the desirability of monitoring and the suggestion of using an outside firm to do the work. An estimate of this cost of this had been obtained at £250 - £350 a day. It was agreed to go ahead with the Clerk organising the monitoring, with the option of including some outside help. The charge to the hirers was agreed as £500.

Resolved that:

The Clerk will organise monitoring during Ruddfest 2017, with the option of including some outside help. The charge to the hirers will be £500.

PCO

C. 17/03/16 Ruddfest 2018

A report had previously been circulated to members. Ruddfest is a success and brings many people into the Village. Over the past few years the size of the event has increased significantly. As Ruddfest grows there is an increasing possibility of things going wrong and having some negative impact on the Village grows – and indeed this is already happening. As has already been reported there was a significant number of complaints after last years Ruddfest, as compared to only a small number in previous years. The Parish Council has a particular responsibility for the element on the Village Green,

The Parish Council has been approached by two different parties regarding the possibility of renting part of the Village Green for Ruddfest. The current Parish Council processes do not include a method for deciding between competing applications for bookings except for the Clerk's discretion. Whilst this is adequate for most situations (and is normally 'first come first served') with an event of this size and complexity a more prescribed process would be beneficial.

It has also been suggested to some councillors, who have passed this on to the Clerk, that the use of the Village Green for Ruddfest should be 'opened up' to allow others to submit an application.

Members discussed this and agreed that the three Chairmen would bring a proposal back to Parish Council regarding a process by which the Parish Council decides how to address the renting out of the Village Green during Ruddfest for 2018 onwards.

Resolved that: The three Chairmen will bring a proposal back to Parish Council regarding a process by which the Parish Council decides how to address the renting out of the Village Green during Ruddfest for 2018 onwards.

AW/
DH/GE

C. 17/03/17 Chairman of Environment & Policy Committee

With the resignation of Nick Tegerdine the post of Chairman of Environment & Policy Committee became vacant.

Councillor George Ellison was proposed and seconded as Chairman of Environment & Policy Committee. There were no other nominations and he was elected.

Resolved that: Councillor George Ellison is Chairman of Environment & Policy Committee.

PCO

C. 17/03/18 Reports

Chairman's Announcements

The Chairman reported that the following people had received flowers for 90th birthdays or planters for 50th wedding anniversaries

4th March 2017, Mr & Mrs John & Sandra Fisk, 50th wedding anniversary.

Parish Council representatives on outside bodies

Councillor Mrs M Pell reported that she had attended a meeting of the James Peacock Bread Charity on 30th January 2017 and a meeting of the Town & Parish Forum on 15th February.

Councillor M Pinks reported that he had attended a meeting of St. Peter's School governors on 18th January

Councillor John Hawson reported that he had attended a meeting of the Town & Parish Forum on 15th February.

Village Plan Working Group

The Clerk read out a report from the Village Plan Steering Group.

"The Village Plan Steering Group met on Tuesday 28 February 2017.

The Steering Group has now discussed two thirds of the subject areas originally displayed at the consultation meetings.

The next meeting of the Steering Group is scheduled for 21 March 2017 when the remaining subject areas will be discussed and refined.

Four members of the Steering Group are attending a Neighbourhood Planning meeting at Bingham on 28 March 2017.

The Launch of the Village Plan will be on 19-20 August 2017 at Ruddington's Summer Event."

The meeting closed at 9.05 p.m.

Alpoed
Chairman