



**Colwick Parish Council**

Community Centre,  
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**Minutes** of the Annual Meeting of Colwick Parish Council, held in the Small Hall, Colwick Community Centre, at 7:00pm on Monday 20<sup>th</sup> May 2019

**In attendance:** Cllrs Alison Nunn (Chair), Cllr Meredith Lawrence, Cllr Scott Handley and Cllr Femi Ogundipe and one elector from the community.

- 1. Apologies for absence:** Received from Cllr Janene Davis and Cllr Margaret Weatherbed. Those in attendance accepted apologies.
- 2. Resolution passed to change order of business on the agenda:**  
Proposed by Cllr Lawrence and seconded by Cllr Nunn, all in favour
- 3. Declarations of Interest:** None
- 4. Election of Chair:** Cllr Lawrence Proposed Cllr Nunn, Cllr Ogundipe seconded, all in favour. Cllr Nunn accepted.
- 5. Election of Vice Chair:** Cllr Nunn nominated Cllr Lawrence, Cllr Handley seconded, Cllr Lawrence accepted.

**Decision made to adjourn the Annual Meeting agenda to discuss Monthly Meeting agenda item 14 a) Proposed by Cllr Lawrence and seconded by Cllr Nunn**

Information presented to the Council by Gareth Degenhearth from the Lime Trees CIC, for the consideration of running a pre-school group in the Small Hall of the Community Centre. The item was confidential and sensitive and prejudicial to the public interest (In accordance with Standing Order 9 a xi) The Council are in agreement in principle with the Lime Trees proposal subject to satisfactory terms being agreed and the drawing up of a robust lease agreement between the parties to include details of the building and outdoor improvements. Cllr Lawrence agreed to speak with Legal and Estates at at GBC for advice. Gareth agreed to forward a copy of a lease agreement.

**Resume Annual Meeting:**

- 6. Resolution to appoint a committee** to Review the Parish Code of Conduct (Helen Barrington suggested adoption of GBC policy), Standing Orders, Financial Regulations, COSHH, GDPR, Asset Register, Risk Assessments, Community Centre Booking, Equal opportunity policy, social media policy. Cllr's Nunn, Ogundipe, Lawrence, Handley and Weatherbed agreed to work on committee. Cllr Lawrence proposed the above resolution and Cllr Nunn seconded.
- 7. Insurance:** Confirmed the current policy covers all risks and was re-evaluated at the time of renewal last year. Cllr Nunn provided a copy of the policy at the meeting for Cllr's to view.
- 8. Review the Council's subscriptions:** Confirmed there is only membership of NALC which was agreed to continue.
- 9. Determine meeting dates for forthcoming year:** Cllr Nunn circulated a list of dates for the next year.

#### **Resume Monthly Meeting agenda:**

- 1. Apologies for absence:** Received from Cllr Weatherbed, Cllr Janene Davis and Cllr Brooks.
- 2. Approve minutes of previous meeting 15<sup>th</sup> April:** Approved by all, proposed by Cllr Scott and seconded by Cllr Ogundipe
- 3. Declarations of Interest:** Cllr Lawrence is a member of the Planning Committee at GBC therefore unable to take part in planning discussions
- 4. Updates from previous minutes:** to be discussed in this agenda.
- 5. Planning Applications:** two applications received for comment. Ref: 2019/037312, Stratford Close, 1<sup>st</sup> floor extension. Ref: 2019/0198, 54 Sands Close, revised planning application for 2 storey side extension. Cllr's encouraged to leave a comment on GBC planning portal if they need to.
- 6. Observations from electors:** None

**7. Observations from borough and County councillors:**

Notts County Councillor Nicki Brooks, continuing with her case work and no date set as yet for Allsopps to go to planning committee.

Cllr Lawrence – re-elected as Gedling Borough Council Colwick Ward member. He is also on the planning committee and Vice Chair of the Audit Committee. He is also hoping to be confirmed as the Vic Mayor for 2019/2020.

Full Council meeting at GBC 22<sup>nd</sup> May. All invited.

Sol Construction site - no progress, they are appealing against planning decision to vary the S06 agreement (reduction of financial responsibilities).

Framework site – no progress

Anti-social behaviour in Hillarys car park have been affecting residents. Ramblers Close- 32 Mile End Road, Via have mentioned they can't do anything about the traffic. Breach of planning is difficult to enforce as usually intermittent.

Manor Farm – unlikely to come to planning committee as the issues are domestic

Arrow Mini buses causing obstruction by parking on upper corners of Valeside Gardens , obstructing the view and waste refuse vehicles can't get access so bins not emptied. Cllr Lawrence will liaise with GBC Waste dept. The Parish can not regulate this.

**8. Correspondence including emails:**

- a) Jazz in the village – day event in the community centre, £300 charge per day £10 charge. 80/20% split profits
- b) Envirotech Pest Control – prices increased by 5%
- c) County Supplies – new account number issued.

**9. Financial a) Payments to be made/approved/noted:** Cllr Nunn circulated spreadsheet, Cllr Lawrence, seconded by Cllr Handley.

b) Sage Software £13 for first 3 months, then £22 a month, Cllr Nunn proposed, Cllr Handley seconded.

c) OAP Coach Trip 13<sup>th</sup> September – Silverdales are the cheapest of all 3 quotes, £530 including parking, collect Colwick at 8am drop back at 8pm. Proposed by Cllr Ogundipe and seconded by Cllr Handley. Proforma to Colwick Parish Council- can arrange BACS payment.

d) Freedom factory activities for Junior School age children during school holidays on a Tuesday every week from 30<sup>th</sup> July until 20<sup>th</sup> August. To be held in the community centre for maximum of 30 children per session. Activities include music and dance classes and education about safety of social media, £300 daily rate which includes administration and booking system. Proposed by Cllr Handley and seconded by Cllr Ogundipe.

e) DDA compliant picnic bench to be installed on Valeside Gardens Play Area. GBC Parks and street care provided a quote £1185, this includes supply and installation into Breedon gravel surface. Proposed by Cllr Nunn seconded by Cllr Lawrence. GBC will install then invoice CPC.

f) WREN – Gym equipment – defer for next meeting.

#### **10.Colwick Community Centre**

- a) New Curtains – defer
- b) Decoration of small hall – defer/consider alongside The Lime Trees proposal
- c) Community Centre opening and closing rota – Cllr Handley offered to help.

#### **11.Ongoing Matters:**

- a) Parish Website – to make a priority now as required for audit assessment - Neil Pert continuing to upgrade and update, also need to check existing business that the Parish pays for hosting and support, need to find out what the level of support is included in fee.
- b) Ward Walk – To be organised and need to include VIA and GBC. Plan for a weekday.

#### **12.Any other business that the chair considers urgent** (notified to the chair in advance)

- a)Broken emergency lights in main hall. Quote received from Central Fire Systems to repair £286 plus VAT, quote received from DEM £235 plus VAT. Cllr Handley offered to supply the light and ask relative to install. Cllr Lawrence mentioned Cllr Handley would need to declare interest etc. agreed to defer but it is urgent.
- b) training expenditure approval required – defer to June meeting.

#### **13.Date and time of next meetings:**

- a) Monthly meeting 17<sup>th</sup> June at 7pm in the Small Hall
- b) Annual Parish Meeting 24<sup>th</sup> May at 7:30pm

**Meeting closed at 9:27pm**