



Colwick Parish Council

Community Centre,
Vale Road
Colwick
NG4 2GP
0115 9400571

Minutes of the full council meeting of Colwick Parish Council, held remotely using the online zoom app, at 7:00pm on Monday 18th January 2021

Present: Cllrs Alison Nunn (Chair), Cllr Meredith Lawrence (Vice-Chair), Cllr Scott Handley and Cllr Janene Davis

In attendance: Cllr Nicki Brooks, Nottinghamshire County Councillor.

1. Apologies for absence: None, however it was noted Cllr Ogundipe was not in attendance and did not send apologies.

2. Minutes of the previous Parish Council meeting held on Monday 16th November 2020:

The minutes were approved as a correct record. Proposed by Cllr Davies and seconded by Cllr Handley.

3. Updates from previous minutes:

- Cllr Nunn confirmed the Electrician will carry out the works in the community centre in due course.
- Cllr Nunn emailed Jane Ansell at Gedling Borough Council to enquire whether we had any specific list of vulnerable residents in the Colwick area that would benefit from a Christmas meal but unfortunately she did not receive a reply.
- The new fridges for the community centre have not been purchased yet, Cllr Nunn will purchase them once they are required.
- Purchase of Darrells work uniform is hold until a new logo can be included on the clothing. See point below.

4. Declarations of interest specific to this agenda:

None.

5. Observations from Borough and County Councillors and Colwick Electors:

Report from Cllr Lawrence:

Since the last parish council meeting I have attended the following meetings and events:

18 November – Full Council (Microsoft Teams)

19 November – Selective Licensing Consultation (Microsoft Teams)

20 November – Planning Delegation Panel (Microsoft Teams)

23 November – Audit Committee (Microsoft Teams)

27 November – Planning Delegation Panel (Microsoft Teams)

1 December – St John’s Governors (Microsoft Teams)

2 December – Planning Committee (Microsoft Teams)

4 December – Planning Delegation Panel (Microsoft Teams)

Reference: 2020/0506 229 Vale Road, detached single storey annex in rear garden – permission granted subject to conditions. If further residents occupy the property further planning permission would be required. The Planning Panel did not believe it would be detrimental visually and no extra demand for parking would result.

Reference: 2020/0969 Former Electricity Sub Station Mile End Road, 8 no. one-bedroom flats with parking spaces – permission granted subject to conditions. No material impact on streetscene and no impact on existing residents. No impact on highway safety, no flooding issues.

7 December – Colwick Village site meeting with Jenny Eurge, John Evens and Alison Nunn looking at community centre grounds and Valeside Gardens garage areas.

8 December – Councillors’ meeting with Jenny Eurge (Microsoft Teams)

11 December – Planning Delegation Panel (Microsoft Teams)

18 December – Planning Delegation Panel (Microsoft Teams)

8 January – Planning Delegation Panel (Microsoft Teams)

Reference: 2020/0978 7 Colwick Manor Farm, change of use of land to garden land and resiting of 2m high boundary wall, permission refused.

13 January – Planning Committee (Microsoft Teams)

15 January – Planning Delegation Panel (Microsoft Teams)

I have throughout responded to casework (there have been no major issues on the Colwick

Village and The Colwick Village Noticeboard – formerly the Colwick Village Community Facebook page – pages).

Report from County Councillor Nicki Brooks (Nottinghamshire County Council):

As always, I have taken up all case work that has come my way and followed up on all outstanding/unresolved cases.

The issue of inconsiderate parking at Mile End Road continues. I have persuaded the City Council to put up some more signs directing the public to their car parks. I am not sure how much effect they are having but it's better than nothing.

I wrote to the Chief Exec of GBC Mike Hill expressing residents' disappointment of the lack of action from GBC. He has pointed out there is little that GBC can do but he has asked his team for any creative ideas to try and sort this out. He pointed out that the Country Park was easier to sort out as they had land to build another car park, but the road parking was still a long drawn out affair with the County Highways department.

The Communities & Place committee have approved the junction protection for the area which although will only push the problem of non-resident parking further into the area it will improve road safety.

I have regular contact and meetings with the police as well as the locality coordinator Jenny Eurge. County Council is continuing to hold all its meetings virtually for the foreseeable future.

6. Correspondence including emails:

None

7. Planning:

None received at time of setting Agenda.

8. Finance. Payments to be approved/noted:

Payments to be noted from 17th November 2020 to 18th January 2021:

17th Nov £120 MSC Plumbing, 18th Nov £17.04 Sage, 19th Nov £1700 Colwick and Netherfield Newsletter, 19th Nov £35.80 Talk Talk, 20th Nov Loan to D Margeson £500, 20th Nov £274.55 Total Gas and Power, 1st Dec £9.90 PC World Warranty, 1st Dec £176.15 GBC trade waste, 3rd Dec £45.68 BT Redcare Line, 4th Dec £1780.64 Staff Total Wages, 4th Dec £193.40 PAYE, 7th Dec £138 DEM Pat Testing, 7th Dec £204 Quantum Fire & Security, 10th Dec £56.60 Water Plus, 17th Dec £17.04 Sage, 21st Dec £43.42 Talk Talk, 21st Dec £147.75 Total Gas & Power, 31st Dec £1732.68 Total Staff Wages, 31st Dec £193.40 PAYE, 4th January 2021 £9.90 PC World warranty, 11th Jan £56.60 Water Plus, 17th Jan £17.14 Sage

Payments to be made tomorrow £ 155.83 Total Gas and Power.

Payments to be authorised

Aquacert Legionella Water Testing £ 58.02

Alison Nunn purchase of two new buckets £17.98

Quantum Fire & Security Redcare monitoring (Annual) £418.80

PKF Littlejohn Audit £360.00

To also note:

The payment made to Colwick and Netherfield newsletter will be refunded into the Parish bank account as the publication did not take place.

Payments were approved, proposed by Cllr Lawrence and seconded by Cllr Handley

9. Main Business:

- a) The Netherfield and Colwick Strategic Plan – Cllr's Nunn and Lawrence attended a meeting with Jenny Eurge and John Evens from Gedling Borough Council to discuss the garages and access off Valeside Gardens. John Evens advised to identify who has legal title to the garages, these residents will also have the shared responsibility for the access road. John Evens also confirmed ownership of the footpath between Valeside Gardens and Vale Road rests with the adjacent property on Vale Road. Since this meeting Cllr Nunn has discovered old documents relating to ownership of the Garages and the Footpath. She will share this information with Cllr Lawrence and John Evens. Cllr Nunn also discovered a letter and plan confirming ownership of the land adjacent to St Johns School and the footbridge.

Cllr Nunn has also emailed Rev Digman to enquire whether the land at the side of the church could be purchased by Colwick Parish Council. To date Cllr Nunn has not received a reply.

- b) Budget and Precept – Cllr Nunn reported the current bank balance to be £61k. Cllr Nunn confirmed the charges to keep the community centre running for a year are approximately £25k so this would be a reasonable amount for this year's precept. However taking into consideration the bank balance and the financial pressures of local residents it would be more appropriate to reduce the Precept to £20k. The Parish suffered losses of approximately £10k income from the closure of the community centre during Covid and this situation is continuing as we move into 2021. We also identified the Parish must reserve an adequate amount of funds

as reserves. It was agreed to request £20k for the 2021/22 Precept. Proposed by Cllr Davies and seconded by Cllr Lawrence.

- c) Audit – The internal audit raised some queries which response had already been given. The external audit was ok.
- d) Documentation Audit/Retention – Cllr Nunn, Julie and the Clerk went through all of the Parish paper records. This is required for compliance with GDPR and legal retention of certain Parish records. The records were read through and the majority of the documents were beyond age to keep. This has resulted in approximately 41 half-filled black bags that require destroying. The remainder of the documents will be scanned in and kept as electronic records. Cllr Nunn obtained a quotation from Shredall to have the paperwork destroyed for a cost of £80, in addition they will also provide a certificate to state they have been destroyed in a secure way. Cllr Davies proposed this expenditure and Cllr Nunn seconded.
- e) Updating Staff Contracts and Sickness Policy – Cllr Nunn has discovered that the staff contracts and staff sickness information we are applying is outdated and incorrect, therefore she has suggested we contact either NALC's Personnel expert Chris Moses and GBC to provide quotes for providing up to date contracts and sickness procedure. The Clerk agreed to obtain quotes for this to progress.

10. Community Centre Update:

None

11. Ongoing Matters:

None

12. Any other items the Chairman considers urgent:

Cllr Nunn confirmed the current format of the Colwick logo is not a suitable for design/reproduction use, i.e. for Darrell's work uniform so a new logo is required. It was agreed the design needs to be more professional. Julie will look at other Parish logos for comparison, Cllr Lawrence Meredith agreed to speak with Head Teacher at Carlton Le Willows to see if there are any art students interested in submitting designs. Cllr Nunn will advertise on Facebook page to see if any local artists interested in designing it too

13. Date and time of next meeting:

Monday 15th February 2021, 7pm on the Zoom app unless restrictions allow face to face meeting, if so the meeting will be in the small hall in the Community Centre.

(The Chair closed the meeting at 7:52pm)