



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 15th March 2021

Present: Cllrs Alison Nunn (Chair), Meredith Lawrence (Vice-Chair), Cllr Scott Handley and Cllr Femi Ogundipe, Cllr Nicki Brooks (Nottinghamshire County Councillor).

27. Apologies for absence: Cllr Janene Davis,

28. Minutes of the previous Parish Council meeting held on Monday 15th February 2021:

Approved as a correct record. Proposed by Cllr Lawrence and seconded by Cllr Handley.

29. Updates from previous minutes:

- The electrician has completed the new lighting in the community centre.
- Wet signatures are required on Form 'C'. Cllr Nunn confirmed she will arrange to visit Councillors for signatures.
- The Bank account also needs change of names on account, however Cllr Nunn is having continual difficulties trying to submit the form electronically.

30. Declarations of interest specific to this agenda:

Cllr Lawrence declared a non-pecuniary interest as a member of Gedling Borough Council's planning committee and therefore would not comment on planning application consultation discussions.

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

Report from Cllr Lawrence:

Since the last parish council meeting on 15 February 2021, I have attended the meetings:

19 February – GBC Planning Delegation Panel (Microsoft Teams) *

26 February – GBC Planning Delegation Panel (Microsoft Teams) *

2 March – GBC county council election briefing (Microsoft Teams)

4 March – GBC Budget Council (Microsoft Teams)

5 March – GBC Planning Delegation Panel (Microsoft Teams) *

9 March – Councillors' meeting with Jenny Eurge (Microsoft Teams))

12 March – GBC Planning Delegation Panel (Microsoft Teams) *

* = there were no Colwick planning applications referred to the panel during the period

I have throughout responded to casework (there have been no major issues – apart from the ongoing anti-social parking in the Mile End Road area – on the Colwick Village and the Colwick Village Noticeboard Facebook pages).

Following an email from a constituent, I have written to Gedling Police Chief Inspector Chris Pearson to seek assurance that the recently convicted local paedophile poses no threat to local children.

Netherfield Locality Partnership, during the period I proof-read the forthcoming Netherfield & Colwick Wards Newsletter contributions and drafts.

Wendy and I were part of the judges for the Great Gedling Rainbow Cook Off, entered by St John's Foundation, Key Stage 1 and 2, and Netherfield Primary Key Stage 2 pupils. The themes were Meal we'd most like to eat and Meal containing the most fruit and veg. Unfortunately these were in PowerPoint, but they looked delicious!

Councillors' Community Fund – allocations totalling £2,000.00 during this financial year

- 7 April 2020, GBC Giving for Gedling initiative – contribution, £250.00
- 26 October 2020, GBC Free School Meals initiative – contribution, £150.00
- 10 November 2020, St John the Baptist CoE Primary School, Plane Resource Centre – contribution towards external and internal refurbishment following graffiti, £500.00
- 19 November 2020, St John the Baptist Church of England, Christmas lights – contribution towards enhanced lighting, £316.80
- 11 March 2021, St John the Baptist Church of England, Tree maintenance – contribution, £783.20

Major issues outside of the parish boundary but within the Ward

1. Chris Allsop Industrial Park, Private Road No. 2, Colwick Industrial Estate NG4 2JR – unauthorised concrete batching plant. I have spoken with GBC planning with

regard to their ongoing assessment of enforcement action, for which they have defined procedures to follow.

2. PAR, Mile End Road, Colwick Industrial Estate, NG4 2BU – noise complaint affecting Stratford Close. I have asked GBC what measures are being take to resolve the issue.

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

I have had an increase in case work over the last few weeks all of which I have followed up.

After some intense lobbying of the City Council the car park adjacent to the Starting Gate pub has been opened up in an attempt to alleviate the parking problems on and around Mile End Road. Initially it was to be open only at peak times but will be open all day every day for now. There is no charge.

I have tried to get a date for when the junction protection will be put in but without success. It is not uncommon for such work to be done at short notice as it is weather dependent.

I gave a contribution to cover the cost of insurance for Colwick Tots from my Councillor's Divisional Fund.

The next meeting of Full Council will be 25 March 2021.

32. Correspondence including emails:

Received in the post: A letter from PC World confirming warranty extension on Clerk laptop. A letter from Customer Loyalty Team regarding Lifetime guarantee on purchase of printer cartridges for office printer. A copy of the Clerks & Council Direct magazine. A letter and new invoice from GBC regarding error in non-collection of Direct Debit for waste clearance. (See Finance).

Emails Received:

A number of emails received regarding currently unauthorised Concrete Batching Plant at Chris Allsops Site. Cllr Nunn received information from GBC planning department they are awaiting the full planning application from Chris Allsop. They have submitted the planning but there are documents missing.

A number of emails regarding ongoing parking issues around Colwick Country Park, hopefully these issues will be reduced when the car park adjacent to the Starting Gate Public House is reopened and when the Covid lockdown restrictions begin to lift in the coming weeks.

33. Planning:

None.

34. Finance. Payments to be approved/noted:

Finance to be noted:

24th Feb 2021. £2300.00 return of monies To Netherfield Locality Co-Ordinator for Newsletter, 26th Feb 2021. £1709.04 total wages, 26th Feb 2021. £193.20 PAYE
5th Mar 2021 BT Redcare Alarm line DD £ 45.62, 10th Mar 2021 Water Plus £56.60.

Invoices received and payment not yet taken

Total Gas & Power Gas Bill DD £122.28, GBC Trade Waste DD £176.15, Sage Payroll & Accounts Package £37.20, Talk Talk Business £21.62.

Payments to be made, authorised:

DEM Electrical new lighting £5256.00 (£4380.00 + Vat £876.00) expenditure agreed 16th November 2020 meeting. NALC training £60.00

Finance approved Cllr Lawrence seconded by Cllr Handley

35. Main Business:

- a) The Netherfield and Colwick Strategic Plan – Jenny Eurge the Netherfield Localities co-ordinator at Gedling Borough Council will forward to the Parish a work programme specific to Colwick and will organise a workshop for Colwick residents to attend after lockdown, this will be an opportunity for all residents to input into the project planning.
- b) Updating Parish policies and procedures. All of the policies have been distributed for comment to the Councillors. Feedback received from Cllr Lawrence for a minor amendment to the Equal Opportunities Policy. Cllr Lawrence agreed to reformat the policies.
- c) Staff Contracts and updating Absence and Sickness Policy. Chris Moses, a specialist in employment law has quoted £175.00 plus VAT to carry out updating the staff contracts and the sickness and absence policy. Expenditure approved, proposed by Cllr Nunn and seconded by Cllr Ogundipe. In addition, the staff salaries have been increased.
- d) Cllr Nunn asked if those attending could research other Council's logos in the quest to find one suitable for the Parish. Cllr Lawrence will speak to Carlton Le Willows Secondary School to enquire whether there are any students who may wish to design the logo now they have returned to School following Covid restrictions.

- e) Cllr Nunn confirmed she will be attending the upcoming training organised by NALC.
- f) The year-end accounts are now being worked on and as such they will need to be audited by an internal auditor. Advice can be taken from NALC for references of who to use.
- g) Lowater pre-school group have contacted us in relation to hiring the small hall for a pre-school group. A discussion was held regarding the rental fee but this will be negotiable and confirmed once they have made a decision whether they want to go ahead. The decision is dependent on transferring their OFSTED registration to new premises from their existing or whether they will need to make a new registration.
- h) The Parish has also received a query from a local resident who is interested in running an after school club to commence after 19th April for two hours a day starting at 3:35pm. The normal hire fee would be charged. The local resident is DBS checked and is a school governor. This was approved, proposed by Cllr Nunn and seconded by Cllr Lawrence. The booking requirement will be through the usual booking forms.
- i) Annual Parish meeting – discussion held regarding the timing this year. It was agreed to arrange this for Friday 21st May subject to Covid restrictions in place at the time.

36. Community Centre Update:

- a) We have received three written quotes for redecorating the small hall, entrance and toilets. Two are priced at £2650 and another £4700. Agreed to award the contract to one of the suppliers priced at £2650 and are able to start the works earliest bearing in mind the imminent reopening of the community centre following the lifting of Covid restrictions. Cllr Nunn agreed to email both suppliers. Agreed to select a light Grey in colour
- b) Hedge Removal on boundary of community centre and 229 Vale Road – Two quotes received, one for £2280 and another for £815. Also quote received for future maintenance of the hedge if a decision is made not to remove it, the first cut quoted is £275.00, then bi-monthly £150.00 per visit. All agreed to postpone these works until September to be in compliance with the bird nesting season legislation. In the mean time we will attempt to get further

quotes and the Clerk will send a letter explaining the situation to the owner of the adjacent property at 229 Vale Road.

- c) Re-opening of the community centre will take place on 12th April in line with the governments listing of the Covid restrictions. Cllr Nunn has emailed all existing groups who have confirmed they wish to return. Cllr Nunn has also identified new groups wishing to use the community centre too, however, priority of availability will be given to existing users.
- d) Theatre PA and stage lights. It has been confirmed the Theatre Club purchased the lights and are the legal owners with responsibility for the maintenance including PAT testing. Cllr Lawrence confirmed the Club have appropriate Insurance for the system. PAT testing is required annually. When the Parish Council organise the yearly testing The Theatre Club will make available the lighting / PA board for testing at the same time, they will then reimburse the Parish Council for the cost, if it is not made available, they will have to test themselves, the lighting rig is to be tested by a suitable electrician, that Theatre Club will have to find as the Community Centre Electrician is not suitably qualified for this work.

37. Ongoing Matters:

None

38. Any other items the Chairman considers urgent:

39. Date and time of next meeting:

Monday 19th April 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 8:15pm)