



MINUTES OF UPPER BROUGHTON PARISH COUNCIL MEETING

DATE AND TIME	Wednesday 20 September 2023 : Started at 7pm / Closed at 8.58pm				
VENUE	Upper Broughton Village Hall				
COUNCILLORS PRESENT	Hill <i>(Chairman)</i>	Jenkins <i>(Vice Chairman)</i>	Tarry	Bailey	Copley De Ville
IN ATTENDANCE	Cllr John Cottee <i>(Nottinghamshire County Council)</i> - Left at 7.55pm				
	Cllr Combellack <i>(Rushcliffe Borough Council)</i> – Joined at 7.08pm				
	Jan Witko <i>(NCC Highways Development Control)</i> – Joined at 7.25pm / Left at 8pm				
	Simon Cooper <i>(Website Administrator)</i> - Left at 7.25pm				
	Abigail Easter <i>(Clerk)</i>				
2 Members of the Public					

- 1 **Apologies for Absence** – Cllr Batty
- 2 **Declarations of Interest** – Cllr Copley declared an interest relating to Planning Applications 23/01690/FUL and 23/01692/FUL and did not contribute to the discussion.
- 3 **Open Session for the Public**
 - 2 members of the public attended the meeting, but no matters were raised.
- 4 **Reports from Borough and County Councillors**
 - i **Borough Council Report** - Cllr Combellack outlined the role and benefits of appointing a Lengthsman – see also Item 11 vi below.
 - ii **County Council Report** - Cllr Cottee reported that:
 - a the Community Fund is scheduled to open on 2 October 2023.
 - b Nottinghamshire County Council is moving to a new building near Hucknall to bring long-term savings for the taxpayer and environment.
- 5 **Acceptance of Minutes** – It was **RESOLVED** that the minutes of the Parish Council meeting held on **Wednesday 19 July 2023** be accepted as a true record and were signed by the Chairman.
- 6 **Matters Arising from Previous Minutes**
 - i **Community Speed Watch Scheme (CSW)** *(July 2023 – Item 8 a)* - The Clerk reported that Kinoulton and Hickling PCs have circulated a notice concerning the CSW scheme. Whilst there is support for the scheme, they do not yet have any volunteers. The scheme is scheduled to be discussed at their September PCMs after which an update will be provided.
 - ii **Footpaths** *(July 2023 – Item 13 ii)* - The Clerk reported that an update concerning Bottom Green stile (footpath 6) and Main Road to Hickling Lane footpath (footpath 7a) had not yet been received but would follow up with the Rights of Way Officer.
- 7 **Governance** *(July 2023 – Item 9)* – NALC’s email concerning emails / domain names was discussed, together with changes to the Village, Art Show and History websites as the free software platform currently used is being shut down at the end of 2023. It was **RESOLVED** that:
 - the Councillors would not change their email addresses for the time being.
 - Simon Cooper would precis his finding regarding pros / cons and costs associated with changing the current internet service provider verse upgrading existing system to ensure all Councillors have a clear understanding of what is involved before any changes are made.
- 8 **Planning**
 - i **Applications** – The UBPC made the following comments:

23/00972/FUL - Carrier Landscapes (Sulney Nursery), Station Road (Withdrawn) * Proposed agricultural workers dwelling and creation of new access road	Noted
23/01087/FUL - Land East of Prince Petroleum Limited, Station Road Use of land as an extension to existing oil depot (B2 Use Class), including additional parking, site for single storey utilities building, new vehicular access and sliding entrance gates and palisade fencing to front, side and rear	No Objections

23/01195/FUL - Willow Cottage, Bottom Green (Withdrawn) * Replace existing front gates with new gates and erection of pedestrian gate + new lights to main roof	Noted
23/01196/LBC - Willow Cottage, Bottom Green (Withdrawn) * Partial removal of internal ground floor wall. Remove / infill side door. Enlarge ground floor window. Remove window in kitchen and replace with French doors. Add 2 roof lights. Replace existing fitted kitchen and tiled floor with wooden flooring. Paint exterior render / window frames. Replace existing wooden gates with new wooden gates and new pedestrian gates to front boundary	Noted
23/01257/FUL – Greenacres, Melton Road (Revised site location plan) Proposed open timber lean-to entrance porch and external spiral staircase to rear elevation and application to render	No Objections
23/01409/AGRIC - Manor Farm, Station Road * Twin span steel portal frame agricultural storage building	No Objections <i>Cllr Copley did not comment (DOI)</i>
23/01435/FUL - Peach Tree Stables, Rectory Drive * Demolition of glass and timber link and construction of rear single storey extension	No Objections
23/01690/FUL - Manor Farm, Station Road Proposed steel portal frame agricultural storage building	No Objections <i>Cllr Copley did not comment (DOI)</i>
23/01692/FUL - Manor Farm, Station Road Proposed steel portal frame agricultural storage building	No Objections <i>Cllr Copley did not comment (DOI)</i>

* Discussed between meetings

ii **Decision Notices** – RBC’s decisions were noted by the Council

22/01989/FUL - Venari Land Limited (Land at A606 Junction), Hickling Pastures Construction of roadside service area	Granted
23/01409/AGRIC - Manor Farm, Station Road Twin span steel portal frame agricultural storage building	Refused
23/01435/FUL - Peach Tree Stables, Rectory Drive Demolition of glass and timber link and construction of rear single storey extension	Granted
23/00074/CONARE - 2 Chapel Lane Fell eucalyptus - past branch failure and out growing location	Permitted <i>No TPO required</i>
23/00088/CONARE - Tap & Run, Main Road Crown lift Horse Chestnut to 4m and Sycamore to 6m over beer garden	Permitted <i>No TPO required</i>
23/00110/CONARE - The Cunnary, Station Road Pollard Willow in rear garden	Permitted <i>No TPO required</i>

iii **Restricted Parking on A606 (July 2023 – Item 10 ii)** – The draft consultation documents were discussed and it was **RESOLVED** to accept the draft proposal ahead of the formal consultation documents being circulated, subject to the following changes:

- Extend the double yellow lines south of Chapel Lane to around the bend (opposite Bottom Green).
- Provide some junction protection on the Bottom Green / A606 junction.

iv **DLUHC Consultation on Infrastructure Levy** – It was **RESOLVED** there were no comments to add to NALC’s email concerning infrastructure levy.

9 **Finance**

i **Bank Balances as at 20 September 2023** - Business Account **£13,265.22** / Business Instant Access **£12,098.39**

ii **Budget Tracker** – Finances as at 31 August 2023 were noted.

iii **Budget Planning** – It was **RESOLVED** that there were no projects to add to the 2024/25 Budget.

iv **Receipts** – It was noted that no payments had been received.

v **Payments Due** - The Council **RESOLVED** to approve the following payments:

Cheque #	Payee	Reason	£
689 *	Rushcliffe Borough Council	May 2023 Election Costs	66.79
690	HMRC (July 2023 – Item 11 iii)	VAT Refund made in error by HMRC	13,256.02
691	A Easter	Clerk salary + expenses	860.45
Total			£14,183.26

* Payment made between meetings

vi **Royal British Legion Poppy Appeal** – It was **RESOLVED** to donate £60 to the 2023 appeal.

10 Village Hall

- i **Main Hall Flooring** (*July 2023 – Item 12 i*)
 - Cllr Jenkins reported that the survey undertaken in 2022 mentioned “isolated spalled / damaged brickwork and isolated failed pointing”, but there is no mention of a failing damp-proof course.
 - Cllr Tarry also reported that the village hall floor to the right of the main door had sunk in a similar way to the corner near the kitchen, which had now been repaired.
 - It was **RESOLVED** that Cllr Hill would repair the failed pointing at the front of the village hall, weather permitting and investigate / repair the sunken floor, if possible.
- ii **Boundary Fence Rear of Property** (*July 2023 – Item 12 ii*) - Three quotes were reviewed, and it was **RESOLVED** that:
 - 1 Green would undertake the work to clear the area behind the village hall, install a new fence with a gate and replace the guttering at a cost of £2,867.57, which would be paid for by the Parish Council.
 - Cllr Jenkins would speak to the owner of The White House to confirm the fence is going to be installed, as discussed but any ongoing maintenance would be the responsibility of The White House and not the Parish Council.
- iii **Front Garden Maintenance** – Following the front garden re-design, it was **RESOLVED** that a contractor was no longer required to maintain the area and did not need budgeting for in 2024/25.

11 Environment

- i **Bus Shelter (Top Green)** (*July 2023 – Item 13 i*) – Replacing Top Green’s bus shelter was discussed due to repair costs exceeding £2K. It was **RESOLVED** that Cllr Cottee would contact the “Bus Team” at NCC who would confirm what was available and costs.
 - ii **Play Area Safety** (*July 2023 – Item 13 iv*)
 - a **Fence** - It was reported that an email had been received from the Commons and Greens and Definitive Map Officer (CGDMO) at NCC concerning the erection of a fence around the play equipment on Cross Green. As Cross Green is a registered village green (VC36) and protected by section 12 of the Inclosure and section 29 of the Commons Act 1876, the CGDMO confirmed that permission to erect a fence would be unlawful and not granted.
 - b **Risk Assessment** - It was **RESOLVED** that the Clerk would arrange a risk assessment of the area surrounding the Cross Green play area.
 - iii **Defibrillator Campaign** (*July 2023 – Item 14 ii*) – Due to dual registration issues highlighted by Martin Fagen (Secretary - Community Heart Trust), it was **RESOLVED** to remove UB’s defibrillator from “The Circuit’s” database, for the time being.
 - iv **Nottinghamshire and Nottingham Waste Local Plan** - It was **RESOLVED** there were no comments to add concerning the Waste Local Plan.
 - v **Winter Weather** – It was **RESOLVED** that Cllr Bailey would continue as Snow Warden and the five bags of salt would be ordered from NCC and delivered to the salt bin on Colonels Lane.
 - vi **Lengthsman Scheme** – It was **RESOLVED** to not join the Lengthsman Scheme as the tasks undertaken by a Lengthsman are currently carried out voluntarily by Councillors / residents.
 - vii **Social Hubs** – It was **RESOLVED** that UB would not be working with RCAN to create a social hub.
- 12 **Correspondence** – The correspondence listed below were noted by the Council
- i Email from RSVCSG – The next meeting is on 17 January 2024 at West Park Sports Pavilion, West Bridgford
 - ii Email from NALC re Election survey
- 13 **80th Anniversary of D-Day Landings** – It was **RESOLVED** that the Council would support any community group wishing to celebrate the D-Day Landings anniversary but would not be making any of its own arrangements.
- 14 **Agenda Items for the Next Meeting** – It was agreed items for the next agenda should be submitted to the Clerk by **Monday 6 November 2023**.
- 15 **Date of Next Meeting** - It was agreed the next Parish Council meeting would take place on at **7pm on Wednesday 15 November 2023**.

There being no other business, the meeting was closed at 8.58pm

A copy of the minutes can be found on the village website
<http://www.upperbroughton.objectis.net/parish-council/agendas-and-minutes>

