

# Barton in Fabis Parish Council



## Minute Book 2011

## Barton in Fabis Parish Council

Minutes of the meeting of Barton in Fabis Parish Council held on  
**Tuesday 4<sup>th</sup> January 2011** at 7:00 p.m. in Barton Village Hall

### **PRESENT**

Paul Kaczmarczuk (Chairman), Susan Davies and Bill Harrison.

### **IN ATTENDANCE**

RJ Hawkins (Clerk).

### **640. APOLOGIES FOR ABSENCE**

Apologies were received from Judith Bowerman, Julian Coles (Vice Chairman. Cllrs Sykes and Vennett-Smith also sent apologies.

### **641. MINUTES OF THE PREVIOUS MEETING**

Minutes of the meeting held on held on 2<sup>nd</sup> November 2010 were approved and signed by the Chairman

### **642. DECLARATIONS OF INTEREST AND CODE OF PRACTICE**

None were given

### **643. COUNTY REPORT**

None

### **644. DISTRICT REPORT**

None

### **645. CHAIRMAN'S REPORT**

The Chairman reported that he had been asked to join a committee as a representative of parish councils to consider the implications of the winding up of the Regional Assembly.

### **646. VILLAGE ENVIRONMENT**

It was noted that a potential site for a play area in the village had fallen through.

It was proposed and agreed to enter both the Best Kept Village Competition and East Midlands in Bloom and a Newsletter would be produced shortly to advertise.

The purchase of the red phone box had been completed and a notice board would be installed shortly, there had been no progress on either the street lighting in Rectory Place or a bus shelter.

### **647. CRIME & DISORDER**

It was noted that it was planned to organise a village meeting to discuss setting up a Neighbourhood Watch Scheme.

The reorganisation of Nottinghamshire Police was noted.

### **648. PLANNING**

No new applications received

### **649. A453 UPDATE**

No update available

### **650. FINANCE**

The clerk reported that he had tendered his resignation as Clerk to Holme Pierrepont & Gamston Parish Council and that that council was no longer prepared to jointly

## Barton in Fabis Parish Council

fund membership of SLCC. It was proposed and agreed to fund the Membership subscription.

The Financial Statement was approved and 4 Cheques signed totalling £332.40 including £4.00 VAT.

The Council Tax Base for 2011-12 of 118 was noted.

It was proposed and agreed to accept the draft budget for 2011-12 and maintain the precept at the current level of £3755.

### 651. **CLERK'S BUSINESS AND ANNOUNCEMENTS**

The information on the Localism Bill was noted but it was recommended to await advice from NALC before commenting.

The Play Area & Open Spaces Audit from Rushcliffe BC was noted.

It was proposed and agreed to provide a commemorative mug or similar to the children of the parish to celebrate the Royal wedding.

### 652. **CORRESPONDENCE, WEBSITE & NEWSLETTER**

The following correspondence was noted: CPRE, Fieldwork (The Future of Planning under the Coalition); National Housing Federation, Affordable Rural Housing report; Longhurst Group, Housing report; Rushcliffe BC Licensing Policy, letter advising Council Tax Base, Play Area & Open Spaces Audit; Environment Agency, Flood Warning update; NALC LCR Winter issue

**DATE OF NEXT MEETING**  
Cllr Harrison congratulated everyone on the high quality of the latest newsletter.

Confirmed 1st March 2011.

The meeting closed at 7.45 pm.

## **Barton in Fabis Parish Council**

Minutes of the meeting of Barton in Fabis Parish Council held on  
**Tuesday 1<sup>st</sup> March 2011** at 7:00 p.m. in Barton Village Hall

### **PRESENT**

Paul Kaczmarczuk (Chairman), Judith Bowerman, Julian Coles, Susan Davies and Bill Harrison.

### **IN ATTENDANCE**

RJ Hawkins (Clerk).

#### 654. **MINUTES OF THE PREVIOUS MEETINGS HELD ON 4<sup>TH</sup> JANUARY 2011**

The minutes of the previous meeting were approved after minor corrections.

#### 655. **DECLARATIONS OF INTEREST AND CODE OF PRACTICE**

None were given

#### 656. **COUNTY REPORT**

There was none

#### 657. **DISTRICT REPORT**

There was none

#### 658. **CHAIRMAN'S REPORT**

No matters not covered elsewhere in the agenda

#### 659. **VILLAGE ENVIRONMENT**

It was proposed and agreed that the parish should enter both the CPRE Best Kept Village Competition and Nottinghamshire in Bloom and that the parish council should fund reasonable costs.

Projects identified included the painting of the farm gates on Manor Road, painting of the road sign posts black & white and the purchase of wooden planters to be located at key points around the village. It was considered that while new gates on some of the footpaths were needed, it was unlikely the County would assist. Litter on the bridleway leading to the river was again a problem.

It was noted that one salt bin had been installed at the junction of Manor Road & Brown Lane.

#### 660. **CRIME & DISORDER**

It was noted that it is still the intention to arrange a meeting to which the whole village will be invited to discuss setting up a Neighbourhood Watch scheme. A village-wide survey would be required and a small number of co-ordinators.

The village had been crime-free recently apart from some anti social behaviour and litter left in the churchyard.

#### 661. **PLANNING**

To consider application 10/01859/FUL to fly model aircraft in and around the village; it was noted that the Parish Council had received a number of complaints about the activities of the Flying Club and after a detailed examination of the application it was apparent that the club was not following either the British Model Flyers Handbook or the Department of the Environment Code of Practice. Of concern was the proximity of flying to the village and the extensive hours and days of proposed flying. It was proposed and agreed to object to the application and submit a detailed response.

662. **A453 UPDATE**

No update available.

663. **FINANCE**

The Financial Statement was approved & six cheques signed totalling £432.14

The clerk informed the meeting that new rules recently introduced by HMRC now made it impossible for clerks to be self-employed and consequently it was now necessary to apply for a PAYE scheme. This action was approved.

It was proposed and agreed to ask R Holmes to act as internal auditor as in previous years.

664. **CLERK'S BUSINESS AND ANNOUNCEMENTS**

The clerk reminded Members that nomination papers had to be Rushcliffe BC by the allotted time and there would be no exceptions.

Localism Bill; NALC has not yet issued any guidelines.

The Play Area & Open Spaces Audit issues by Rushcliffe BC had been completed and returned by the clerk.

The Date of Annual Meeting was confirmed as Thursday 28<sup>th</sup> April and as in previous years this would be a joint meeting with the Village Hall AGM. It was agreed to share the costs of refreshments.

It was noted that the clerk and Cllr Davies had a meeting arranged with David Watson from Nottinghamshire CC to discuss the provision of a Bus Shelter on Manor Road near Little Lunnon.

Tree planting; delivery of trees was imminent and a working party would be required. Part of the cost would hopefully come from Rushcliffe BC and the balance from the Parish Council

Street lighting; a meeting had been held with the Highways Department to discuss improved lighting on Rectory Place and a scheme would be drawn up but there was no information on when the work would be done.

665. **CORRESPONDENCE, WEBSITE & NEWSLETTER**

No progress had been made on a specification for a new web site but it was agreed not to link any commercial sites from the Parish Council site.

Various magazines and newsletters received were tabled.**DATE OF NEXT**

**MEETING**

To be confirmed on a date appropriate following the elections on 5<sup>th</sup> May 2011.

The meeting finished at 8.15 pm

## Barton in Fabis Parish Council

Minutes of the Annual Meeting of Barton in Fabis Parish Council held on  
**Thursday 12<sup>th</sup> May 2011** at 7:30 p.m. in Barton Village Hall

### PRESENT

Judith Bowerman, Julian Coles, Bill Harrison and Allan Kerr.

### IN ATTENDANCE

RJ Hawkins (Clerk) and Cllr Vennett-Smith (Rushcliffe BC).

#### 667. ELECTION OF CHAIRMAN OF THE PARISH COUNCIL 2011-12

Julian Coles was proposed by Allan Kerr, seconded by Judith Bowerman and unanimously elected to serve as Chairman for 2011-12.

The Chairman proposed a vote of thanks to Paul Kaczmarczuk for his outstanding contribution to the Parish Council over the past eight years and congratulated Members on their election.

The clerk was thanked for his contribution and Trevor Vennett-Smith on his re-election to Rushcliffe BC but on this occasion as an Independent.

#### 668. APOLOGIES FOR ABSENCE

Apologies were received from Susan Davies. Cllr Lynn Sykes (Nottinghamshire CC) also sent apologies.

#### 669. MINUTES OF PREVIOUS MEETING & MATTERS ARISING.

The minutes of the meeting held on 1<sup>st</sup> March 2011 were approved and signed by the Chairman.

The clerk confirmed that an application had been made to Rushcliffe BC to part fund the recent tree planting.

#### 670. ELECTION OF VICE CHAIRMAN AND ALLOCATION OF MEMBER'S SPECIAL RESPONSIBILITIES

Bill Harrison was proposed by Judith Bowerman and seconded by Allan Kerr and unanimously elected Vice Chairman for 2011-12.

There was a wide-ranging discussion on the various activities with which the Parish Council was involved or likely to be involved in the coming year and Members were allocated specific lead responsibilities. Councillors were requested to come to the next meeting with any specific proposed actions/ any required funding;

Description	Lead	Support
Best Kept Village Competition	SD	
Nottinghamshire In Bloom	SD	
Bus Shelter	SD	Clerk
EM Airport	JC	JB
Design Statement	AK	
Localism Bill	AK	
Drains/Street Lights & Furniture	BH	Clerk
Finance/Precept	JC	Clerk
Footpaths	BH	
Highways, A453, Tram	JC	
Liaison - Local - Trevor, Lynn, Village hall, Church	JC	BH
Liaison – Landowners	BH & JC BH & AK	

## Barton in Fabis Parish Council

Local Amenities Local Services (e.g. Bus & Library)	AK	
Neighbourhood Watch/Crime	SD	JB
Planning - Housing etc.	AK	JB
Planning - Model aircraft	JC	JB
Red Phone Box	Clerk	
Litter	JB	
Newsletter	JB	Clerk
Trees	BH	
Website	Clerk	
Welcome Pack	SD	Clerk
Childrens facilities	SD	
Governance / standing orders	JC	
Availability of grants	SD	

The clerk reminded the meeting that it was not possible to delegate powers to any individual member and in all cases Parish Council approval was required for any expenditure.

The Chairman indicated that he would like to see a village walk and asked for this to be a future agenda item. This was agreed.

Cllr Bowerman was congratulated on another excellent newsletter.

### 671. DECLARATIONS OF INTEREST AND CODE OF PRACTICE

None were given

Members signed the Acceptance of Office forms and the clerk reminded everyone that Declarations of Interest and Election Expenses forms should be returned to Rushcliffe BC within 28 days of the election.

### 672. COUNTY REPORT

There was none

### 673. DISTRICT REPORT

Cllr Trevor Vennett-Smith gave a brief report but as the new council had only just been elected there was little activity.

Cllr Vennett-Smith indicated that he wished to put a resolution to Rushcliffe BC asking for safety improvements to be made to the A453 and asked the Parish Council to submit suggestions. Ideas put forward in the past have included; speed limits; improved signage; restrictions on right turns through Clifton; reflector bollards at junctions to the village and speed cameras. It was agreed to add this item to the next Parish council agenda.

Grass cutting remained an issue with the number of cuts possibly reduced and only to 1m width.

There was a discussion on the recent refusal of the planning application for model aircraft flying; it was noted that flying could still take place on a maximum of 28 days residents would continue to maintain a diary with a view to substantiating a noise nuisance complaint.

Cllr Vennett-Smith also reported that he had visited Riverside and had assured the residents who complained of feeling cut off from the village that the Parish Council certainly did not neglect them or their concerns.

The meeting was reminded that Rushcliffe BC ward Members had £500 to distribute every year (and County Council members much more) and would be happy to

receive requests for financial support, especially for youth related initiatives. Village Environment

It was noted that there had been a large turn out of residents to help with the recent tree planting and everyone was thanked for their enthusiastic assistance.

The clerk reported that some improvements had been made to the Phone Box and there was now a notice board inside.

Cllr Harrison reported that there were minor problems with the footpaths that he hoped to resolve with the help on the County.

The bench had been installed by the County on New Road but visitors to the village were now parking alongside and churning up the ground. Cllr Vennett-Smith reminded the meeting of the County's LIS scheme and funds could be available to improve the immediate area. The Clerk agreed to pursue.

The Royal Wedding celebration had been very successful and commemorative mugs distributed to the children of the village.

**674. REVIEW OF THE ANNUAL PARISH MEETING 2011**

The Annual Meeting held on Thursday 28<sup>th</sup> April in conjunction with the Village Hall AGM had been very successful and well attended.

The main issues raised had been the A453 dualling scheme and the government's decision not to go ahead with this (A453 already noted as an agenda item and the poor drainage on some of the village roads; both these issues would be discussed at future meetings. It was agreed to add the issue of drainage to the next meeting. Councillor Harrison agreed to review the issue of drainage opposite The Forge in the meantime.

(Cllr Vennett-Smith left the meeting at 9.20 pm.)

**675. FINANCE**

The Financial Statement was approved & four cheques signed totalling £519.05.

It was noted that details of the council's PAYE scheme had not been received and the clerk's salary would be paid later.

The clerk reported that the internal audit had been completed; it was proposed and agreed to approve the auditors report.

The clerk presented the Annual Accounts; these were identical to those circulated at the Annual Meeting of the Parish. After a brief discussion it was proposed and agreed to approve the Annual Accounts.

The Annual Governance Statement was considered in detail and it was signed by the Chairman. It was noted that as part of the allocation of special responsibilities (minute 670) the Chairman had accepted the role of internal financial support and would work closely with the clerk on financial matters.

It was proposed and agreed to approve the Annual return and this was signed by the Chairman and Clerk.

It was proposed and agreed to approve the current financial procedures and assessment of risk.

It was agreed to review the bank mandates following the election and the clerk was asked to obtain the necessary forms.

The investment with the Skipton BS was also to be reviewed and a proposal brought to the next meeting.



**676. FIGHTING FUND**

The clerk reminded members that it had been usual practice in recent years to review the need to maintain a fighting fund and at the Annual Meeting in 2010 it had been agreed to allocate reserves as follows; a fund to fight against possible unsuitable development, £23,000, possible purchase of land, £5,000 and general contingency, the balance, approximately £2,000.

It was proposed and agreed that it was important to maintain the fighting fund as two significant projects could impact on the village, namely the A453 and the proposed housing scheme, and that the fund should be increased to £25,000.

**677. CLERK'S BUSINESS AND ANNOUNCEMENTS**

It was agreed to apply for two tickets to the Rushcliffe BC Forum to be held on 7<sup>th</sup> June.

The clerk informed the meeting of the Queen Elizabeth II Fields trust and suggested there might be funding available for a play area; it was agreed this was worthy of further investigation. Clerk to pursue.

The clerk was asked to circulate a list of proposed meeting dates.

It was noted that new guidance on Standing Orders had been issued by NALC. the Clerk and Chairman undertook to review these and propose any changes to the PC's existing orders for the next meeting.

**678. CORRESPONDENCE, WEBSITE & NEWSLETTER**

The clerk reported that a request to advertise in the newsletter and on the web site had been received; it was proposed and agreed not to accept advertising.

A report on web site hits had been circulated with the agenda for the meeting; members were asked to look at the council's web site before the next meeting.

**679. DATE OF NEXT MEETING**

To be confirmed as Tuesday 5th July 2011 at 7.30 pm in the Village Hall.

Issues for agenda to date:

Parish Council 'lead' responsibilities; action plan / funding, A453, Drainage, Seat area, Skipton BS, QE2 Fields Trust.

The meeting finished at 9.50 pm.

## Barton in Fabis Parish Council

Minutes of the Meeting of Barton in Fabis Parish Council held on  
**Tuesday 5<sup>th</sup> July 2011** at 7:30 p.m. in Barton Village Hall

### **PRESENT**

Julian Coles (Chairman), Susan Davis, Bill Harrison and Allan Kerr.

### **IN ATTENDANCE**

RJ Hawkins (Clerk) Cllr

#### **680. APOLOGIES FOR ABSENCE**

Apologies were received from Judith Bowerman. Trevor Vennett-Smith (Rushcliffe BC) and Lynn Sykes (Nottinghamshire CC) also sent apologies.

#### **681. MINUTES OF PREVIOUS MEETING.**

Minutes of the meeting held on Thursday 12<sup>th</sup> May were approved after correction of minor typographical error on the last page.

#### **682. DECLARATIONS OF INTEREST AND CODE OF PRACTICE**

None were given

#### **683. COUNTY REPORT**

In the absence of Lynn Sykes there was none

#### **684. DISTRICT REPORT**

In the absence of Trevor Vennett-Smith there was none

#### **685. CHAIRMAN'S REPORT**

Rushcliffe BC Parish Council Conference; the Chairman gave a report on the conference and the main theme of the Localism Bill and the possible impact on the Parish Council, the Bill aims to devolve greater powers to local councils and neighbourhoods in the areas of The Big Society, Planning and governance of Parish Councils.

There followed a discussion on the importance of having a Design Statement for the village and it was agreed to call a public meeting in the autumn to discuss.

Standing orders; the Chairman tabled suggested changes to the current Standing Orders and it was agreed these should be discussed in detail at the next meeting.

#### **686. MEMBER RESPONSIBILITIES**

Three Members and the Clerk walked part of the village prior to the meeting and drew up a list of actions; these actions were discussed and approved and the clerk asked to compile a schedule of work and seek two quotes from local contractors.

A second walk to include other areas of the village would be arranged.

It was proposed and agreed that it was important to have a Design Statement for the village and a village meeting would be arranged to discuss.

## Barton in Fabis Parish Council

Item	Description	Objective and Responsibility
	<b>New Road</b>	
1	To remove and dig out brambles and other growth from the fencing opposite the bench on New Road	To improve the vista from the new bench up the valley <i>Quote required</i>
2	To remove and dig out brambles and other growth from the "Manor" wall	To assess the work required to renovate the wall <i>Quote required</i>
3	To renovate the wall (using lime mortar) and replace coping stones	<i>Quote required</i>
4	To cut the grass verge on the west side of New Road for a width of approximately 2.0 m from a point opposite the new bench to Plum Tree Cottage including removal of large bush near gas station	To improve visibility for drivers coming into the village  <i>Quote required</i>
5	To cut the grass on the triangular shaped ground at the junction of New Road and the A453	To improve the entrance to the village <i>Quote required</i>
6	To improve the ground immediately surrounding the new bench by either paving or other suitable natural material and to include Litter Bin	To improve the amenity of the bench and discourage drivers from parking immediately in front of the bench <i>Quote required and apply to LIS Scheme</i>
7	No Parking sign on the bench	
8	To install a gate to the footpath and replace Finger Post marking start of footpath  Also, to repair/replace stiles on footpath near Rectory Place	The stile is broken <i>The Chairman and Vice Chairman to meet Nottinghamshire CC Rights of Way Officer</i>
9	To dig out the roadside gulleys	Cllr Harrison
10	Flood Marker; to remove the concrete slab from in front of the marker and dig out dyke	To improve drainage <i>Quote required</i>
11	Red Phone Box; obtain quote for "Information" windows	Clerk
	<b>Chestnut Lane</b>	
12	To improve the Finger Post	Cllr Harrison
13	Chris Smith; To remove concrete slabs from entrances to two houses and replace with paving. Parish Council to provide skip	Budget of £300 agreed
	<b>Gotham Road</b>	
14	Strim/Weed killer in and around the Bus Stop	Chairman It was proposed and agreed to reimburse weed killer expenses
15	Cut back grass to clear footpath	Chairman

687. **A453**

It was noted that had returned to cut the verges to improve sight lines.

A number of ideas were discussed to improve road safety and it was agreed to invite the Highways Agency to a future council meeting to discuss. These ideas included, speed limits and cameras; improved signage; restrict right turners through Clifton; install reflective bollards at side road junctions and improve New Road/A453 junction. It was noted that Nottinghamshire CC has offered to contribute £20M towards the cost of the dualling scheme.

688. **VILLAGE ENVIRONMENT**

It was noted that there had been a minor drainage problem on New Road following the recent heavy rain but no action would be taken until the brambles etc had been removed from the area near the dyke.

Playing Field Funding; the clerk advised the meeting that there appeared to be a lot of funding available and some of it covered the purchase of land, all associated with the Queen's Jubilee.

Tree Planting Funding; a grant of £300 had been received from Rushcliffe BC for the recent tree planting on Manor Road. Cllr Harrison was thanked for watering the trees on a very regular basis, all trees look good but the ground is very dry and the situation needs to be monitored. It was noted that the Environment Agency contractors had also been on site.

It was noted that the village had not got through to the next round of the Best Kept Village Competition but judging for the Nottingham in Bloom competition would take place shortly. Cllr Davis reported that litter appeared to be less of a problem in the village and thanked everyone for their support.

There had been no progress with the proposed bus shelter on Manor Road nor the additional street lighting on rectory Place, both projects are under the control of Nottinghamshire CC and subject to availability of funding.

It was noted that AARPC appeared to have folded, probably due to lack of support.

A public meeting is arranged for to discuss a Neighbourhood Watch scheme in the village.

It was proposed and agreed that the Vice Chairman and Cllr Kerr should visit Mrs Plowright to discuss various proposed Parish Council initiatives

689. **FINANCE**

Financial Statement & Cheques; The Financial Statement was approved and three cheques were approved for signature totalling £148.76

Members/Chairman's Allowance; it was proposed and agreed not to consider any allowances

Skipton BS; it was proposed and agreed to invest £25,000 in a two year bond and the clerk was asked to investigate in detail the bonds available.

Bank mandates; it was proposed and agreed that the clerk could complete a new mandate for all members to be signatories to the bank account following election

Support for the Flower Festival; no support necessary

Support for the Fruit & Vegetable Show; it was proposed and agreed to fund the purchase of the medals for junior entrants.

Annual Return update; the clerk reported on a letter recently received from Clement Keys and it was agreed the clerk should respond as appropriate.

To approve payment of the clerk's salary; an application had been made to HMRC for a PAYE Scheme.

**690. CLERK'S BUSINESS AND ANNOUNCEMENTS**

There were none not already included elsewhere in the agenda or correspondence list.

**691. CORRESPONDENCE, WEBSITE & NEWSLETTER**

The correspondence received and listed with the agenda was noted plus additional items only just received from Lynn Sykes, RCAN, Queen Elizabeth Playing Fields Trust, Local resident Roy Haines-Young, Nottinghamshire CC, Nottingham City, Neighbourhood Watch, Clement Keys, and John Tidmarsh

It was proposed and agreed to produce a newsletter and all Members were asked to provide copy as appropriate.

The following items were suggested as additions to the information provided on the web site; a brief history of the village and a photograph, information on the red phone box, back issues of the newsletter, a list of dates for Parish Council meetings, a copy of standing orders when amended and a list of Member responsibilities.

It was noted that the Village Welcome Pack would be updated.

**692. DATE OF NEXT MEETING.**

To be confirmed 6<sup>th</sup> September 2011

## Barton in Fabis Parish Council

Minutes of the Meeting of Barton in Fabis Parish Council held on  
**Tuesday 6<sup>th</sup> September 2011** at 7:30 p.m. in Barton Village Hall

### PRESENT

Judith Bowerman, Julian Coles, Susan Davies, Bill Harrison and Allan Kerr.

### IN ATTENDANCE

RJ Hawkins (Clerk)

#### 693. APOLOGIES FOR ABSENCE

Cllrs Lynn Sykes and Trevor Vennett-Smith sent apologies

#### 694. MINUTES OF PREVIOUS MEETING & MATTERS ARISING

Minutes of the meeting held on Tuesday 5<sup>th</sup> July 2011 were approved and signed by the Chairman.

It was noted that the Lime Trees in the village had been inspected by the County Council two weeks ago.

#### 695. DECLARATIONS OF INTEREST AND CODE OF PRACTICE

None were given

#### 696. COUNTY REPORT

None received

#### 697. DISTRICT REPORT

None received

#### 698. CHAIRMAN'S REPORT

It was proposed and agreed to adopt the revised Standing Orders as considered at the last meeting and the clerk was asked to provide a copy for all members.

The Chairman reported that he had walked around the village with three Members prior to the meeting and the following were identified; development was taking place on Brown Lane for which the Parish Council had not received a copy of the planning application; the shipping container was still on site in the field beyond Brown Lane; drainage remained a problem on Rectory Place but it was understood a submersible pump was in now use, (it was noted that the roadside gulleys had been emptied about a month ago); two stiles near the farm yard were in a very poor condition and should be removed, and it was agreed to obtain quotes to undertake this work; some of the trees planted along Manor Road had not survived the very dry conditions despite regular watering, Cllr Harrison agreed to assess the requirements for replacement and report back at the next meeting; residents continued to mow the verges along Manor Road and the Parish Council was very grateful for their contribution to the village amenity; the footpath leading from the village hall was in need of resurfacing.

#### 699. UPDATE ON MEMBER'S SPECIAL RESPONSIBILITIES

**1 Best-Kept Village Competition (SD).** The CPRE judge's comments were noted as follows; verges well kept, clean and tidy village, church surrounds clean, village area and surrounds well kept, good community effort and individual properties good.

**2 Nottinghamshire in Bloom (SD).** A report was presented following a meeting with the judges of this competition and a number of items identified which need attention before next year including; a photographic record, a policy on wildlife and an action plan, sowing of wild flower seeds, a focus on a small number of locations in the village for flower displays and a portfolio of village life and activities. It was

## Barton in Fabis Parish Council

proposed and agreed to purchase additional flower tubs and Streetwise would be contacted to get their help

Presentation evening next week in Leicester will be attended by Cllr Davies

**3 Bus shelter / lighting (SD).** The County Council had informed the council that the bus shelter would be installed in November. Progress remained slow on installing additional lighting on Rectory Place, funding had been secured but problems with the power source had been raised.

**4 East Midlands Airport (JC).** No known problems

**5 Village Design Statement (AK).** Cllr Kerr presented a comprehensive briefing paper and it was proposed and agreed to use this as a basis for the council's response to the government's consultation (with copies to Ken Clarke MP and Rushcliffe BC). It was proposed and agreed that Cllr Kerr should draft a response.

It was proposed and agreed to hold a village meeting in November to discuss how the village could move forward with developing what is now known as a Neighbourhood Plan.

**6 Localism Bill (AK).** Considered under the previous item

**7 Drains / Street furniture (BH).** A quote from RHL Services to clear the verge and ditch opposite the new bench was approved but excluding the area at the junction with the A453 which had recently been cut by the Highway's contractor. It was further agreed to obtain quotes for the future regular maintenance of the verge once cleared.

It was proposed and agreed to purchase three additional grit bins.

**8 Footpaths (BH).** The Finger Post at the end of Chestnut Lane had been refurbished and the bus stop on Gotham Road treated with weed killer. One concrete path had been removed from Chestnut Lane.

The County Council had provided additional way markers and the footpaths had now all been marked, an additional marker post had been installed by the County Council in the field east of Chestnut Lane and some work undertaken to clear rubbish from this footpath.

It was understood that the County was now replacing finger posts with metal rather than wooden posts but the Parish Council could replace with wood at their own expense plus a contribution from the County.

It was agreed that removal of the broken stiles was the preferred solution as they appeared to serve no useful purpose.

A map of the parish footpaths would be posted in the Phone Box.

**9 A453 / Tram (JC).** All attempts to contact the A453 project team at the Highways Agency had failed but it was still hoped to arrange a meeting after which the Parish Council would put forward proposals for improving road safety.

**10 Finance / precept (JC).** No outstanding issues except that HMRC had not yet issued a PAYE Scheme.

**11 Liaison (Local) – T Vennett-Smith, Lynn Sykes, the Village Hall Committee and the Church (JC).** No progress

**12 Liaison (Landowner) (JC/BH/AK).** No progress but it is still planned to meet with local landowners.

**13 Local Services (AK).** No progress

**14 Neighbourhood Watch / Crime (SD).** A village meeting would be held on 13<sup>th</sup> October at which representatives from the police and fire service amongst others would be present.

**15 Planning – Housing (AK).** Discussed under a previous item

**16 Planning – Model aircraft (JC).** Activities of the Flying Club continued to be monitored by those residents most affected by the noise.

**17 Red phone box (Clerk).** New “Information” signs had been ordered. There had been poor response to the idea of using the phone box as a newspaper drop.

700. **PROPOSED PUBLIC MEETINGS**

**Neighbourhood Watch**, village meeting confirmed 13<sup>th</sup> October

**Village Design Statement, Parish Update**, village meeting to be arranged for mid or late November depending on hall availability

701. **RUSHCLIFFE BC**

Delivery of Services; a letter from Rushcliffe BC asking for the Parish Council’s views on taking responsibility for the delivery of Environment & Waste service management in the parish was discussed. It was agreed that the Parish Council was too small and lacked the necessary resources to take on the delivery of any services.

702. **FINANCE**

The Financial Statement was presented by the clerk and approved. Three cheques totalling £188.54 were approved and signed. It was proposed and agreed to approve the purchase of medals costing £69.00 the Fruit & Vegetable Show.

703. **CLERK’S BUSINESS AND ANNOUNCEMENTS**

Consultations; **Polling Stations Review**, the Parish Council considers the existing arrangements the most suitable available, **GP Merger**, the Parish Council supports the merger. The clerk was asked to respond.

704. **CORRESPONDENCE, WEBSITE & NEWSLETTER**

The correspondence was considered.

No update on the web

It was proposed to issue a newsletter in the next 2 weeks.

705. **DATE OF NEXT MEETING**

Confirmed Tuesday 1<sup>st</sup> November 2011. The meeting closed at 9.50 pm



## Barton in Fabis Parish Council

### Correspondence Register

Ref	Date.	From	Description
9/1		NALC	Legal Topic – Equality Act 2010
9/2		Erewash BC	Local Dev Framework Newsletter Summer 2011
9/3		NALC	Notice of AGM ( 16 <sup>th</sup> November 2011)
9/4		Vitalise	Request for financial help
9/5		RBC	Amendments to Electoral Register
9/6		NALC	Training Schedule & x2 copies Good Cllr.
9/7		Streetscape	Playground services
9/8		Royal Horticultural Soc	In Bloom competition
9/9		RBC	Delivery of Services (to members via email)
9/10		RHL Services	Quotes
9/11		Fire service	Consultation
9/12		RCAN	The Playing Field Summer 2011
9/13		BTCV	Environmental services
9/14		RBC	Consultation – Polling Stations
9/15		Email RBC	Environmental Grants (to members via email)
9/16		Nottinghamshire Police	Jean Varnam Award
9/17		Email Fields in Trust	Playing Fields
9/18		Steve Shaw Local Democracy	Response required
9/19		Nottingham PCT	Consultation – practice merger
9/20		Email Nottinghamshire Police	July Crime figures

**Barton in Fabis Parish Council**

Minutes of the Meeting of Barton in Fabis Parish Council held on  
**Wednesday 14<sup>th</sup> September 2011** at 7:30 p.m. in Pear Tree Cottage

**PRESENT**

Julian Coles (Chairman), Susan Davies, Bill Harrison and Allan Kerr.

**IN ATTENDANCE**

RJ Hawkins (Clerk)

706. **APOLOGIES FOR ABSENCE**

None were received

707. **DECLARATIONS OF INTEREST AND CODE OF PRACTICE**

None were given

708. **CERTIFICATE OF LAWFULNESS**

The application reference 11/01266/CLUEXD, submitted by JA Kent Services Ltd for a certificate of lawful use for existing activities at Chestnut Farm House, Chestnut Lane was considered in detail. A draft submission was considered and amended and it was proposed and agreed that the Chairman should draft a detailed response to be circulated to all members for approval.

709. **MEMBER RESIGNATION**

It was noted with regret and surprise that Judith Bowerman had sent a letter of resignation

710. **DATE OF NEXT MEETING**

Confirmed Tuesday 1<sup>st</sup> November 2011.

The meeting closed at 8.05 pm

Minutes of the Meeting of Barton in Fabis Parish Council held on  
**Tuesday 1<sup>st</sup> November 2011** at 7:30 p.m. in the Village Hall

**PRESENT**

Julian Coles (Chairman), Susan Davies, Bill Harrison and Allan Kerr.

**IN ATTENDANCE**

RJ Hawkins (Clerk) and Cllr. Trevor Vennett-Smith

**711. APOLOGIES FOR ABSENCE**

There were none

**712. MINUTES OF PREVIOUS MEETING**

Minutes of the meetings held on Thursday 6<sup>th</sup> September 2011 and Wednesday 14<sup>th</sup> September were approved and signed by the Chairman.

**713. DECLARATIONS OF INTEREST AND CODE OF PRACTICE**

None were given

**714. COUNTY REPORT**

There was no County Report

**715. DISTRICT REPORT**

Cllr Trevor Vennett-Smith raised the issue of the proposed parliamentary constituency boundary changes and asked for the Parish Council's views to be forwarded. It was emphasised that the Rushcliffe BC boundary would remain as is although there might be a change in Ward boundaries resulting in a reduction in the number of Members. Parish boundaries remain unchanged. It was agreed that the Parish Council would highlight the issue in the next newsletter and invite comment.

The Borough had to make savings of £25M over the next 4 years and there were a number of initiatives in place to help achieve this including, no outsourcing of services; trade waste was now going to the City for processing; a charge had been introduced for green bins; job sharing and in the past wise investments.

**716. CHAIRMAN'S REPORT**

The Chairman referred to a recent village walk when it was agreed two stiles should be removed and the clerk was asked to obtain quotes.

In response to a question about the health of the trees planted earlier in the year it was accepted that due to the adverse weather conditions some trees had probably died and would need replacing. It was hoped Rushcliffe BC would be again running the Small Environmental Scheme when funding would be available to purchase trees and perhaps some additional hedging. Cllr. Harrison agreed to survey the trees and report back to the next meeting on any that need replacing.

**717. UPDATE ON MEMBER'S SPECIAL RESPONSIBILITIES**

(a) **Best kept village competition (SD)**; the BKVC result was reported at the last meeting

(b) **Nottinghamshire in Bloom (SD)**; A report was given on the Nottingham in Bloom competition; it was noted that the village had been awarded a Silver Certificate and received a letter of commendation. The council thanked Cllr Davis for her efforts in organising the village.

It was noted that future ideas included a children's wildlife garden in the churchyard, ladybird and hedgehog boxes and wild flowers in the verges. It was hoped the Dovecote would be open next year.

(c) **Bus shelter / lighting (SD)**; work had started on installing a bus shelter and discussions were still on going about improving the street lighting on Rectory Place. A County Council consultation concerning street lighting with a proposal to switch off the lights in the village between midnight and 5.30 am was discussed. It was agreed the Parish Council had no objections to this proposal. Proposal for a new light on Rectory Place to be confirmed by Cllr. Davies at the next meeting.

(d) **East Midlands Airport (JC)**; no recent news

(e) **Village design statement (AK)**; the arrangements for the meeting on 15<sup>th</sup> November were approved

(f) **Localism Bill (AK)**, no recent developments

(g) **Drains / street furniture (BH)**; work had been completed on clearing the ditch at the bottom of New Road and improving sight lines for traffic entering the village. Soil from the ditch had been placed by the new bench and seeded.

(h) **Footpaths (BH)**; a map of the parish footpaths had been placed in the red phone box and some additional way markers would be installed.

(i) **A453 / Tram (JC)**; it was hoped reflectors would be installed on bollards on the A453 to make the westerly village junction more visible. It was proposed and agreed the Chairman should draft a letter to the Highways Agency outlining some ideas for improving the road and an invitation to attend the next Parish Council meeting.

(j) **Finance / precept (JC)**; the clerk confirmed that the PAYE Scheme had been approved by HMRC.

The Chairman had visited the offices of the Skipton BS and would be doing so again to discuss a bond investment.

(k) **Liaison (local) (JC)**; no recent developments

(l) **Liaison (landowner) (JC/BH/AK)**; a report on a recent meeting with Mr Kent was given

(m) **Local Services (AK)**; no recent developments

(n) **Neighbourhood Watch/Crime (SD)**; the Neighbourhood Watch meeting had taken place and some volunteers had come forward to act as coordinators.

(o) **Planning, Housing (AK)**; no recent developments

(p) **Planning, Model aircraft (JC)**; no recent developments although it was known residents were keeping a diary of activities.

(q) **Red phone box (Clerk)**; it was noted that two of the three new "Information" signs had been stolen.

(r) **Litter (JB)**; not currently a problem but the clerk had requested a litterbin for the bus stop on Gotham Road.

(s) **Welcome Pack (SD)**; continued to be distributed as appropriate.

(t) **Flooding (JC)**; the Chairman reported that he had had a conversation with the Environment Agency who had admitted their records were not up to date and their maps and records had not been brought up to date to reflect the recent work to improve the village flood defences.

#### 718. **PROPOSED PUBLIC MEETINGS**

Arrangements for the Village Design Statement meeting on Tuesday 15<sup>th</sup> November were discussed and an outline agenda agreed.

719. **FINANCE**

Financial Statement & Cheques for signature; the financial statement was approved and 4 cheques totalling £1912.49 were approved and signed.

The clerk presented a six monthly financial summary indicating expenditure was ahead of budget but it was agreed this was acceptable as £1075.50 was expenditure to improve the New Road drainage which had not been included in the original budget.

**Annual Return update;** further correspondence had been received from Clement Keys, the wrong documents had been posted to them as part of the external audit and as a consequence the audit was now qualified and a notice to that effect would be posted on the notice board.

720. **CLERK'S BUSINESS AND ANNOUNCEMENTS**

**Monthly Police Crime Report;** It was proposed and agreed that the clerk should circulate by email to parish residents the monthly crime statistics.

**Co-Option to Parish Council;** No nominations for co-option had been received and Members were asked to talk to residents to raise awareness. Any nomination would be discussed and agreed at a Council meeting.

**Rushcliffe BC Forum report;** Cllr Davis reported on the recent forum when the proposed boundary changes were discussed and the celebrations for the Queen's Diamond Jubilee

**LIS Application;** An acknowledgement had been received from the County Council

**Remembrance Sunday;** The clerk confirmed that a wreath had been organised and Cllr Harrison agreed to represent the Parish Council at the local Remembrance Service

**Proposed meeting dates 2012;** It was proposed and agreed to change the schedule of parish council meeting dates and to in future meet on the first Thursday on alternate months commencing January 2012.

721. **CORRESPONDENCE, WEBSITE & NEWSLETTER**

The total hits recorded on the web site since the last meeting was 167.

There was a brief discussion on possible events to celebrate both the Queen's Diamond Jubilee and the London Olympics.

722. **DATE OF NEXT MEETING**

The next meeting confirmed Thursday 5th January 2012

The meeting closed at 10.10 pm

## Correspondence Register

Ref	Date.	From	Description
11/01	7/9/11	NALC	LCR Autumn Issue (Some items scanned to Members 110906)
11/02	6/9/11	Nick Lowe Aone Ltd.	Road works to A453
11/03	18/10/11	Rushcliffe BC	Forum details
11/04	18/10/11	Co-Op Bank	Bank Statements
11/05	18/10/11	Nottinghamshire Fire & Rescue	Consultation extension – ACTION required?
11/06	19/10/11	CPRE	How to respond to planning apps (Booklet)
11/07	19/10/11	Nottinghamshire Community Foundation	Request for donation
11/08	19/10/11	Nottinghamshire CC	Street Lighting consultation – ACTION required
11/09	19/10/11	Queen's Diamond Jubilee	Beacons
11/10	19/10/11	Clement Keys	Audit
11/11	19/10/11	Rushcliffe BC	Schedule of meetings
11/12	19/10/11	Ken Clarke MP	Surgery date
11/13	22/10/11	NALC	AGM Notice
11/14		Came & Company	PC Insurance
11/15		Landscape & Amenity	Trade newspaper
11/16	22/09/11	Nottinghamshire CC	Acknowledgement of LIS application
11/17		Nottingham City Council	Local Plan
11/18		Clerk's & Councils Direct	Trade newspaper Issue 78
11/19	21/10/11	Nottinghamshire CC	Localism – RESPONSE invited
11/20		RCAN	The Playing Field, Autumn 2011
11/21		HMRC	Acknowledge PAYE Scheme setup
11/22	1/11/11	Victim Support	Request for donation

## **Barton in Fabis Parish Council**

Minutes of the meeting of Barton in Fabis Parish Council held  
on **Tuesday 22<sup>nd</sup> November 2011** at 7:30 p.m. in Barton Village Hall

### **PRESENT**

Julian Coles (Chairman), Susan Davies, Bill Harrison and Allan Kerr.

### **IN ATTENDANCE**

RJ Hawkins (Clerk) and Lynda M Dransfield

#### **723. APOLOGIES FOR ABSENCE**

None were given. Cllr Vennett-Smith had previously declared he would be unable to attend.

#### **724. MINUTES OF PREVIOUS MEETING & MATTERS ARISING**

Minutes of the meeting held on Tuesday 1<sup>st</sup> November 2011 were approved and signed by the Chairman.

It was agreed that the Parish Council had no objection to the proposal include the parish in the new parliamentary constituency of Broxtowe.

It was reported that it was unclear how many of the newly planted trees on Manor Road had died and an assessment would have to be made in the spring. The clerk confirmed that it was unlikely Rushcliffe BC would be running the small environmental scheme this year or next and any replacements would have to be funded by the Parish Council.

It was agreed the recent meeting to discuss the village design statement had been very useful and a follow up survey and meeting would be held in the new year.

The clerk reported that he had held one on site meeting with a contractor to discuss the stabilisation of the Manor Wall, further meetings were planned and a report would be given at the next meeting.

#### **725. CO-OPTION**

It was proposed and unanimously agreed to co-opt Mrs Lynda Dransfield to fill the casual vacancy

#### **726. DECLARATIONS OF INTEREST AND CODE OF PRACTICE.**

None were given

#### **727. CORRESPONDENCE RECEIVED**

To consider letter from Rushcliffe BC concerning Housing & Clifton South.

There was lengthy discussion on the letter received outlining the Borough Council's Working Party recommendation to include Clifton South as an area suitable for development and to include 2,500 homes plus employment land.

It was noted that up to very recently and at a number of public meetings the Borough had not considered land at Clifton South and within the parish to suitable for development.

It was proposed and agreed that the Chairman should draft a letter to Paul Randle expressing the concerns of the Parish Council and the opposition to the proposal.

It was agreed members should attend the next Cabinet meeting of the Council on the 29<sup>th</sup> November and the full council meeting on 15<sup>th</sup> December and also encourage as many residents as possible to also attend.

It was proposed and agreed to establish a small working party and the Chairman agreed to consider terms of reference.

**728. TO CONSIDER A DONATION TO NOTTINGHAMSHIRE CC**

Proposal to contribute £2000.00 towards the cost of installation of Street Lighting on Rectory Place. It was proposed and agreed to part fund the street lighting provided a majority of residents in Rectory Place who would be affected by the light had no objections.

**729. PLANNING APPLICATIONS**

To consider the following applications and make observations to Rushcliffe BC

Application 11/01698/COU by Mr Steve Cuthbert; change of use of former conifer sales office to form sales shop at 21 Manor Road, Barton in Fabis.

No objections to the proposal for a village shop but it was agreed that the application was considered invalid as it was considered not a change of use but a new application.

Application 11/01670 by RJ Hawkins; to construct a conservatory to front (north) elevation at 2 The Limes, Barton in Fabis.

No objections

**730. DATE OF NEXT MEETING**

The next meeting was confirmed as Thursday 5<sup>th</sup> January 2012



## **Barton in Fabis Parish Council**

Minutes of the extraordinary meeting of Barton in Fabis Parish Council held  
on **Monday 12<sup>th</sup> December 2011** at 7:30 p.m. in Barton Village Hall

The start of the Parish Council meeting was delayed in order that members and others could discuss with Cllr N Clarke, Paul Randle and Richard Mapletoft (Rushcliffe BC) the proposal by Rushcliffe BC to include the area known as Clifton South in the Local development Framework as land suitable for development.

### **PRESENT**

Julian Coles (Chairman), Susan Davies, Lynda Dransfield, and Allan Kerr.

### **IN ATTENDANCE**

RJ Hawkins (Clerk), Cllrs Mrs B Walker & John Anderson (Gotham Parish Council), David Greenwood (Chairman Thrumpton Parish Meeting), and two residents of Clifton.

#### **731. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Bill Harrison. Cllr T Vennett-Smith also apologised for not being able to attend.

#### **732. MINUTES OF PREVIOUS MEETING & MATTERS ARISING**

It was proposed and agreed to defer this item to the next meeting

#### **733. DECLARATIONS OF INTEREST AND CODE OF PRACTICE**

None were given

#### **734. LOCAL DEVELOPMENT FRAMEWORK**

The following points were noted as part of the discussions with Rushcliffe BC:

Target of 9,900 houses not based on Balanced Migration scenario or housing need within the Borough – based on target RBC feels it can defend

RBC questioned on whether scenario for 2,500 houses has been modelled under Sustainability Appraisal.

RBC have not undertaken an Environmental Impact study

Proposed site has not been assessed in terms of impact on local roads

RBC confirmed that proposed site would be bounded by; North: Clifton / Park & Ride; South: Barton Lane; West: New alignment of A453; East: Line of high voltage pylons (running from Gotham to Clifton / Ruddington)

RBC confirmed that should development proceed there would be “no development until the A453 is complete”

RBC requested to undertake an open meeting for both Barton and Gotham as part of the consultation phase

The meeting held earlier with Cllr Clarke and officers of the Borough Council was reviewed following thewir departure. It was agreed that the Chairman should draft a response to Councillor Clarke It was also agreed that the Chairman would seek clarification from Richard Mapletoft on the following points:

- Whether RBC had as claimed modelled a scenario for 2,500 houses in the Clifton South area
- Clarification on the hectares within the Clifton South site

It was also agreed that the parish council should work closely with Gotham PC and Thrumpton Meeting.

## Barton in Fabis Parish Council

A Parish Council Local Plan was important and the project should be continued. It was agreed to take part in a traffic modelling exercise in conjunction with Gotham and Rushcliffe BC

Members would attend the Rushcliffe BC meeting on Thursday 15<sup>th</sup> December and residents would be encouraged to also attend.

### 735. **DATE OF NEXT MEETING**

Confirmed as Thursday 5th January 2012