



**MINUTES OF THE BLIDWORTH PARISH COUNCIL MEETING**  
**held at 7.30p.m. on Thursday 5<sup>th</sup> July 2018 at**  
**Blidworth Leisure Centre, Belle Vue Lane, Blidworth, NG21 0RD**

Present: Councillors: W Bates (Junior)(Chair), J Cheesmond, J Middleton, K Arnold,  
S Mottishaw  
Clerk: C Brettell

In attendance: 2 members of the public, Tim Farley (Copesticks) 2 candidates for  
Councillor Vacancy

**Action by**

- 18/20 To receive - Declaration of interests both pecuniary and non-pecuniary and applications for dispensation on items listed on the agenda**  
Cllr Arnold declared an interest in Planning 18/25.1 and 18/27 and Councillor co-option 18/24. Cllr Mottishaw declared an interest in 18/25.1 and Cllr Bates (junior) 18/27.2
- 18/21 To receive - Apologies for absence given to the Clerk**  
Apologies were accepted from Cllrs K Cocker, Y Woodhead, W Bates (Senior) and J Bradbury.
- 18/22 To receive and approve - Minutes of the Annual General meeting on 17<sup>th</sup> May 2018 (Appendix 1)**  
It was **resolved** that the minutes of the Annual General meeting held on 17<sup>th</sup> May 2018 be accepted as a true and accurate record.  
**To receive and approve – Minutes of the meeting on 17<sup>th</sup> May 2018 (Appendix 2)**  
It was **resolved** that the minutes of the meeting held on 17<sup>th</sup> May 2018 be accepted as a true and accurate record.
- 18/23 To note – Updates on matters arising from the minutes if not already on the Agenda (no decisions can be made)**  
Noted

Cllr Arnold left the room

- 18/24 To Co-opt New Parish Councillors (1 for North Ward and 1 for South Ward)**  
(Appendix 3 – Please treat as strictly confidential)  
The Chair referred to Appendix 3 containing the applications from all applicants, two of which had now withdrawn their application. The four remaining candidates were: Mr M Atherton, Mr D Britton, Miss N Spading and Ms LJ Campbell. The two candidates in attendance were invited to give a brief talk to members about why they would like to become a Councillor and their input in the Village. A secret ballot then took place. It was **resolved** that Mr M Atherton and Ms LJ Campbell be co-opted as the new Parish Councillors. The Declaration of Acceptance of Office was signed and both took a place at the table to join the meeting.

Cllr Arnold returned to the room

The Clerk asked all Councillors to check that their Declarations of Interests were up to date and that individual addresses were correct as per the electoral register. Each member was asked to sign/initial their documents to indicate they are correct.

*W Bates*  
20/9/18

Cllrs Mottishaw and Arnold left the room

**18/25 To receive Representations**

25.1 Public Participation

Including representative from Copestick Re: proposed development at Cottage Farm, Blidworth

The Chair invited Mr Farley to discuss the proposed development at Cottage Farm, Blidworth (Applicant S Mottishaw). Questions were answered from Councillors and members of the public.

Cllrs Mottishaw and Arnold returned to the room

25.2 Reports from District and County Council Representatives on Matters of direct relevance to Blidworth Parishioners.

Cllr Arnold had nothing to report.

The Chair informed members regarding the Street naming of the new development by Newark and Sherwood Homes on Belle Vue Lane. He would keep members informed.

**18/26 To receive – Clerks Report**

26.1 Parishioner comments and issues in the Village

The Clerk updated members about the Office security, and the duties attended to in the Village by the handyman. The hot weather had seen a large increase in the litter at the parks.

Cllrs W Bates (Junior), J Middleton and J Cheesmond along with the Clerk had attended the Summer Fair at Blidworth Oaks School and had discussed issues/concerns with residents. Cllr Cheesmond and the Clerk had attended a meeting at the school with PCSO John Arins regarding the parking issues on Belle Vue Lane and Heywood Avenue. Several issues had been raised and some solutions put to the table. The Clerk had contacted VIA to see if they would have a meeting and had asked in conjunction with the Head Teacher if some of the options were viable. The Clerk would keep members updated.

Cllr Arnold left the room

**18/27 Planning Applications**

**To receive, and where appropriate comment on the following applications:**

27.1 18/00933/FUL – Change of use of agricultural building to dwelling and erection of detached double garage Formerly approved 15/01677/CPRIOR permitted development – Rock Farm, Fishpool Road, Blidworth

It was **resolved** to respond with 'No objections to this application'.

**Clerk**

27.2 18/00918/FUL – Change of use of existing warehouse unit falling under use class; Suis Generis (Sale of cars and vehicles) to become B1 Office space, with minor alterations to the elevations and internal alterations – Unit 1 Joseph Court Burma Road, Blidworth

It was **resolved** to respond with 'No objections to this application'.

**Clerk**

27.3 18/00915/FUL – Construct Storage unit – Land at Hazel Court, Burma Road, Blidworth

It was **resolved** to respond with 'No objections to this application'.

**Clerk**

27.4 18/01094/FUL – Demolition of existing failed masonry retaining wall between the Bird in Hand and St Mary's Nursing home. Rebuild brickwork retaining wall – The Bird in Hand Public House, Main Street, Blidworth

It was **resolved** to respond with 'No objections to this application'.

**Clerk**

*W Bates*  
20/11/18

**The following Applications have been granted consent:**

- 27.5 18/00420/FUL - Householder application for proposed extensions and internal alterations - 2 Kirks Croft Blidworth NG21 0QU **Noted**
- 27.6 18/00367/FUL Previous Ref: PP-06755230 Demolition of single storey rear extensions to dwelling and detached garage within rear garden. Construction of a two storey rear extension with Juliet balcony and erection of detached garage. Erection of side porch and erection of front porch – Rockside, Field Lane, Blidworth, NG21 0QQ **Noted**
- 27.7 18/00605/FUL – Copt Hill Farmhouse, Rickett Lane, Blidworth, Nottingham, NG21 0NA – Change of use from a swimming pool to a dwelling **Noted**
- 27.8 18/00653/FUL – Far Baulker Pumping Station, Haywood Oaks Lane, Blidworth, Notts – Installation of a Boll Filter Kiosk and a UV Filter Kiosk **Noted**

**The following Application has been granted a Certificate of Lawful Use (Existing):**

- 27.9 18/00478/LDC – Archers Water Farm, Blidworth Lane, Blidworth, NG21 0NZ – Former Farm Buildings converted in part to private residence and single Garage – The use is immune from enforcement action having commenced more than 4 years prior to the date of the application and having been continuous thereafter **Noted**

Cllr Arnold returned to the room

**18/28 GDPR Compliance**

- 28.1 To adopt – Proposal for Email addresses (already agreed as per recommendation by Chair)

The Chair discussed with members the new procedure regarding email addresses which would ensure protection for Parish Councillors and compliance with GDPR. Councillors would be sent details of how to set this up or JKE webdesign could provide this service if Councillors wanted to bring their devices into the Parish Office. The Chair stressed that this should be done as a matter of urgency.

- 28.2 To adopt - the Data Map (Appendix 4)
- 28.3 To adopt - the Data Protection Policy (Appendix 5)
- 28.4 To adopt - the Subject Access Request Procedure (Appendix 6)
- 28.5 To adopt - the Data Breach Policy (Appendix 7)
- 28.6 To adopt - the Records retention Policy (Appendix 8)
- 28.7 To adopt - the Privacy Notices (Appendix 9)

It was **resolved** to adopt items 28.2 – 28.7 to ensure compliance.

- 28.8 To complete Security Compliance checklists from all Councillors  
All Councillors were asked to complete and return to the Clerk the Compliance checklist, this would be held on file at the Parish Office.

- 28.9 To note - that the Council is already registered as a Data Controller with the ICO  
The Clerk informed members that Blidworth Parish Council is already registered. She also informed members that an update had been received from NALC confirming that Parish Councils need not to appoint an external Data Controller.

  
20/9/18

18/29 Business

29.1 To Discuss – Play area at Belle Vue Lane (Appendix 10)

The working party updated members regarding their site meeting and referred members to Appendix 10 which is the full specification and quotation from Proludic which has increased from £60000 to £65422 + VAT due to amendments to the flooring. There was also additional quotations to remove 3 existing benches and reinstall (£450+VAT) and to rub down and repaint the existing external fencing 45LM (£300 + VAT)

The Clerk drew members attention to the Financial Regulations and Standing orders regarding contracts and read out the excerpts. The Clerk had written a recommendation to the Council (Appendix 10) and had sought advice from NALC.

After careful consideration it was **resolved** to waive Financial Regulations as per 11.1d and proceed with the play area as per the quotation received from Proludic (unanimous vote).

A Local Improvement scheme grant had been confirmed from Nottinghamshire County Council of £35000 towards this project.

29.2 To Update - Working Party – Summer Gala

The Clerk updated members on the meetings held by the working party. A variety of stalls and activities had been arranged and the date was confirmed as Sunday 26<sup>th</sup> August. Cllrs Atherton and Campbell expressed that they would like to be on this working party and are happy to assist with this event.

It was **resolved** to spend £200 as necessary on this event. Due to timescales the working party and Clerk to arrange plans for the Summer Gala as necessary. **Clerk**

29.3 To Update – Allotments

The Clerk informed members of various issues that had been brought to her attention. It was agreed that an allotment inspection would take place for Councillors to then report back to Council. **Clerk**

The Clerk informed members of the issue of a large condensed amount of pigeon faeces on Allotment Plot A3 left by the outgoing tenant.

Cllr Cheesmond offered to remove this at no cost to the Parish Council, but would need to have a look.

It was **resolved** to accept the quotation from AB Environmental Solutions of £175 + VAT if Cllr Cheesmond is unable to do this. Any cost incurred will be recharged to the outgoing tenant. **Clerk**

29.4 To Discuss – Highways, Road Safety and Footpath issues

Members discussed the email received from Mike Keeling at VIA and it was agreed to look at this in more detail at a future meeting.

The trees outside the welfare causing an obstruction on the pavement and also causing poor visibility for drivers on Belle Vue Lane Industrial estate were discussed. The Clerk had reported this several times to VIA. It was agreed that the handyman trim these back slightly until the work is carried out by VIA. **Clerk**


Cllr Atherton mentioned the jittys on Oak Avenue which are overgrown and are littered with dog mess. The Clerk to report to the Dog warden to monitor and the handyman to cut back the hedges as necessary. **Clerk**

29.5 To Discuss – Correspondence from C Dabbs regarding proposal for War Memorial

It was **resolved** for the Clerk to apply for Planning Permission as necessary. **Clerk**  
Mrs Dabbs to confirm funding for the silhouette and order/arrange.

29.6 To Discuss – Grounds Maintenance Contractor for 2018/19

It was **resolved** to extend the contract with Weedfree to the end of the year (March – October), with a view to reviewing prior to next year, and possibly extending the contract over a longer term (eg.3 years) **Clerk**

  
20/9/18

29.7 To Agree – Prices for tree work on corner of Dale Lane outside Coral  
The Clerk informed members about the work needed in order to bring the tree/shrubs back to a normal state of repair. Two quotations had been received for the work which the Clerk discussed with members. Both contractors had stated that the work should be avoided whilst in nesting season.

It was **resolved** to proceed with the quotation from SJ Horsnall Tree and Fencing at a cost of £300

29.8 To Discuss - Tour of Britain

The Clerk discussed the information received on the Tour of Britain (circulated to Councillors)  
The event was to be held on Saturday 8<sup>th</sup> September and cyclists would be coming through Blidworth.

It was **resolved** to have a working party for this event consisting of Cllrs Atherton, W Bates Jnr, Campbell and Cheesmond.

29.9 To Agree – Additional Festive lights for 2018

The Clerk had been unable to contact AW Fencing to confirm actual requirements and prices based on what had been discussed by Councillors at their site visit last December. The Clerk had received an updated quotation from Festive Lighting for the lights. The price for the additional lights and installation at the tree outside the Pizza shop on the opposite side and the tree between the Welfare and Leisure Centre was approximately £2250 + VAT. The cost each year after would be minimal as the outlay is the main cost. There would also be an additional cost for any replacement uprighters that are required. It was **resolved** to use the contractor AW Fencing Ltd and to go ahead with the work as discussed using the services of AW Fencing with the purchase of lights from Festive Lighting.

Clerk

29.10 To Agree – New Parish Council Website - **Recommendation by Chair to proceed with JKE Web Design**

Three quotations had been provided to Councillors at the March meeting (Sherwood Solutions, JKE Webdesign and the Big Idea)

As recommended it was **resolved** to accept the quotation from JKE Web Design at a cost of £650 inc VAT, with a yearly hosting fee of £75. Cllr Campbell said she was happy to assist in this process.

## 18/30 Financial Matters (yellow Papers)

To receive and approve accounts and financial information:

30.1 Analysis of Expenditure – May 2018 (Appendix 11)

30.2 Analysis of Income – May 2018 (Appendix 12)

30.3 Bank reconciliation Statement as at 31<sup>st</sup> May 2018 (Appendix 13)

30.4 To authorise schedule of Payments for June 2018 (Appendix 14)

It was **resolved** to add on the additional payment of £340.00 (War memorial flowers) making a total of £4294.56 and to accept and approve the financial information as per items 30.1 – 30.4


30.5 To address outstanding invoice

It was **resolved** to proceed with a further warning and court action as necessary in order to seek reimbursement for this amount.

Clerk

30.6 To authorize – Signatories on Bank mandate and proceed with new banking arrangements - **Recommendation by Chair to proceed with Unity Banking**

It was **resolved** that all Councillors be included as a signatory on the Bank Mandate, and that Cllrs E Hurst and T Hurst be removed from all Accounts. Cllr Mottishaw declined. It was further **resolved** that new banking facilities be set up with Unity Trust Bank, designed for non profit organisations.

  
20/9/18

30.7 To authorise schedule of Payments for July 2018 (Appendix 15)

It was **resolved** to accept and approve the schedule of payments for July 2018.

30.8 To discuss authorization of payments for August

As there would be no August meeting this was discussed and it was agreed that the Clerk would produce a schedule of payments and cheques would be signed by Councillors and sent out and would be authorized retrospectively at the September meeting.

**18/31 To note – Correspondence received**

All other relevant correspondence/email circulars have been emailed directly to Councillors

Thank you card received from the Guides for the Grant issued - Noted

**18/32 To note – The date of the next Parish Council Meeting**

It was agreed that the next meeting would be as scheduled – Thursday 20<sup>th</sup> September. If urgent matters needed to be discussed the Chair would call an extraordinary meeting as necessary.

W. Bates  
20/9/18