

## Cropwell Bishop Parish Council Minutes of Meeting – 4<sup>th</sup> May 2021

### 7.00pm – Virtual Meeting via Zoom. A Recording Is Available on the Website

(The meeting started at 7.01pm and finished at 8.59pm)

**Present:** Cllrs. W. Allison, M. Beazley, C. Bryan, J. Gelsthorpe, J. Greenwood, J. Lacey, A. Wilson (Chairman) & Cllr. J. Wroughton

**In Attendance:** Mrs J. Towndrow (Clerk), Cllr. G. Moore R.B.C. Cllr. Clarke N.C.C. & 2 residents

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### Apologies Approved

13. Cllr. Storer has resigned as a Councillor with immediate effect.

### Declarations of Interest & Confirmation of Agenda

14. DOI – Cllr. J. Lacey Agenda Item 4 21/01144/FUL  
The Agenda was confirmed.
15. Standing Orders were suspended at 7.02pm to allow the order of business to be amended to enable attendees To speak to the meeting.

### Parishioners' Question Time & Policing Report

*There were no Parishioners questions.*

#### Crime Figures

*There were no figures received.*

16. Standing Orders reinstated at 7.03pm.

### Minutes of the Previous Meeting

17. It Was:  
**RESOLVED:** "That the minutes of the meeting held on 6<sup>th</sup> April 2021 were confirmed as a true record and signed by the Chairman.

### Progress

18. **M.351 – 2/3/21 – PA System Store or Sell**  
COMPLETE: The PA System has been sold for £500 cash. The money raised has been donated to the Cropwell Bishop Primary School. A copy of the cash handover to the School is attached to these minutes. After consultation with the Internal Auditor David Dixon the Clerk was advised not to put the money into the Parish Council books as the PA System was not an item on our Asset Register.
19. **M.408 – 6/4/21 – Community Grant Cropwell Cricket Club**  
COMPLETE: The Grant for £154.35 for pitch improvements has been paid.
20. **M.416 – 6/4/21 – Village Ranger Inspections – Zip Wire Platform**  
COMPLETE: Cllrs. Lacey & Wilson inspected the Zip Wire Platform and found new timbers were required. Cllr. Lacey ordered the timbers and the repairs have been carried out. Thanks to Cllrs. Lacey & Wilson.
11. **M.425 – 6/4/21 – Councillors Reports – Owl Box at the Allotment Site**  
COMPLETE: John Hallam of the allotment group reported to the Clerk that they have been advised not to erect and Owl Box in this location as it is too close to existing boxes in Langar.

### Planning Matters & Applications

12. **RBC Grant Permission: 20/02281/REM**- Approval of reserved matters (appearance, landscaping, layout and scale) pursuant to outline planning permission 18/02700/OUT for residential development of 85 dwellings – Land East of Nos 1 to 9 Springfield Close, Cropwell Bishop.  
**NOTED**

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13. **RBC Grant Permission: 20/02955/ADV**- Display 1 no. non-illuminated V Board Sign and 2 no. Company Flags – Land East of Nos 1 to 9 Springfield Close, Cropwell Bishop.  
**NOTED**
14. **RBC Refuse Permission: 21/00332/FUL**- Erection of shed to front garden (retrospective) – 7 Cropwell Butler Road, Cropwell Bishop NG12 3DD  
**NOTED**
15. **RBC Grant Permission: 21/00357/VAR**- Variation of Conditions 2, 11, 12, 14 and 15 from planning permission 19/00589/FUL to allow changes The Chestnuts (plot 2) including repositioning of garage, relocation of front door and changing in entrance to the Manor House (Amended Description) – Manor House, 42 Fern Road, Cropwell Bishop NG12 3BU  
**NOTED**
16. **RBC Grant Permission: 21/00754/FUL**- First Floor Extension Over Existing Garage with Solar Photovoltaic Panels – 15 Nottingham Road, Cropwell Bishop NG12 3BP  
**NOTED**
17. **RBC New Application: 21/01144/FUL** – Proposed construction of detached garage in timber clad brickwork with fibreglass flat roof – Long Hey, 5 The Maltings, Cropwell Bishop NG12 3DA  
It Was Unanimously:  
**RESOLVED:** “NO OBJECTION”.

## **Finance**

18. Cllr. Wilson asked for a vote that “All Documents requiring counter-signing can be signed at a later date away from the meeting due to COVID-19 and the meeting being held on Zoom”. Cllr. Wilson proposed, seconded by Cllr. Allison.  
It Was Unanimously:  
**RESOLVED:** “That all documents be returned to the Clerk following the meeting. The Clerk will ensure all the countersigning is completed.
19. **a) Financial Statement up to 28<sup>th</sup> April 2021**  
It Was Unanimously:  
**RESOLVED:** “To approve the financial statement.”
20. **b) Payments made up to April 28th 2021 and awaiting May 2021**  
It Was Unanimously:  
**RESOLVED:** “To approve all payments as reproduced on payments document 157.”
21. **ci) To Note Internal Auditors Report & Variance Explanation Letter**  
**NOTED**  
Members received a copy of the Internal Auditor Letter relating to any Variances for the last financial year. There were no areas of concern raised.
22. **c) (ii) To Approve the Annual Governance Statement 2020/21 & Authorise the Chairman to Sign**  
Members received a copy of the completed annual return for 2020/21.  
It Was Unanimously:  
**Resolved:** “That the Annual Governance Statement for 2020/21 is approved and duly signed by the Chairman.”
23. **c) (iii) To Approve the Accounting Statement for 2020/21 & Authorise the Chairman to Sign**  
Members received a copy of the completed annual return for 2020/21.  
It Was Unanimously:  
**Resolved:** “That the Accounting Statement for 2020/21 is approved and duly signed by the Chairman.”

## **Correspondence for Action**

24. **a) To Consider Great British Spring Clean 2021 – 28<sup>th</sup> May-13<sup>th</sup> June 2021**  
Cllr. Gelsthorpe & Cllr. Greenwood felt we should highlight to Streetwise the great work already being undertaken by the Litter Picking Group supported by Streetwise. Cllr. Gelsthorpe said its more about educating people not to throw it out of car windows etc. Cllr. Gelsthorpe noted that RBC had been out interviewing the Litter Picking group today. Cllr. Moore suggested we ask each street to nominate a volunteer of each street to clean the Street Signs. Put an article in the next Cropwell News re litter

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out of cars, weeding outside the front of properties etc.

We need to educate the younger generation regarding litter from primary school age. Cllr. Wroughton said she would do an assembly on litter picking and caring for the community when she can.

RBC are employing a company called WISE to keep on top of fly tipping – in the first two months they fined over 600 people an average of £60 each for dropping litter.

## **COVID-19**

### **25. a) The Old School**

The Clerk requested & forwarded information from RCAN on Youth Clubs resuming to Cllr. Wroughton to assess re-opening for the School Year 6 Group. Cllr. Wroughton advised she has spoken to the National Youth Association. The rules at the moment are that she could have 15 children, all wearing masks who are in the same school bubble which is not really feasible. Cllr. Wroughton will wait till May 17<sup>th</sup> to see if any further restrictions are released.

The Old School is still set to resume opening for the Election Polling Station on the 6<sup>th</sup> May, then for some keep fit activities after the 17<sup>th</sup> May. One of the Pilates classes and a Yoga Class will not be resuming.

The Saturday Café have requested to resume in July the first one being the 31<sup>st</sup> July. Please can some of our Councillors support the re-opening.

### **26. b) Food Bank**

The food bank will take its last deliveries on the 10<sup>th</sup> and 11<sup>th</sup> May and all foods and remaining funds will be distributed in the form of Aldi vouchers and Iceland Vouchers donated by Tarmac on Friday 14<sup>th</sup> May. The Coronavirus Volunteer Support Group and hot meal service will also be finishing at the same time.

We have issued a notice for the websites and noticeboards and a letter to our residents we are supporting explaining when services will finish. We have signposted them to services we think may be of use to them going forward. Our volunteers over the next few weeks will work with their buddies to give them the confidence to once again go out and shop, walk etc.

### **27. c) To Consider Recommencement of Cropwell News**

Cllr. Gelsthorpe asked when we would recommence the newsletter. The Clerk will need time to speak to the advertisers and liaise with Hilary Jarrow re dates and when she can fit it in. Cllr. Moore said to include his talk from the Annual Meeting of the Electorate, Cllr. Wroughton has some pieces from School, Litter picking articles, Saturday Café restarting Lunch Club restarting. Cllr. Gelsthorpe said get one out before the Saturday Café starts again. Cllr. Bryan asked to defer to the next meeting but Cllr. Gelsthorpe said no we needed the time to put the letter together. Cllr. Wroughton and Gelsthorpe felt the sooner the better. The Clerk advised we usually have 6 editions a year and suggested 5 editions going forward one towards the end of July, September, November, end of January and March.

### **28. d) Update from the Entertainments Committee**

Cllr. Gelsthorpe and two other members of the committee attended the Live and Local Showcase via Zoom where they showed examples of what they have been doing in lockdown plus showcased events from August to May for the season going forward. The Entertainments Committee are going to meet with a view to discussing putting on live events going forward. The Committee realises these events will be different maybe with less people etc. It is important to try and bring some live events back to the village, possibly more important than cinema as all people have been able to do is watch the TV. The deadline dates for requesting Live and Local Shows is 5pm on the 15<sup>th</sup> June. Cllr. Gelsthorpe asked if the Parish Council were happy for events to recommence, all events may not run at a profit numbers may be lower. Councillors responded by feeling that events will be busy as people are ready to commence some type of normal life. Cllr. Gelsthorpe will arrange a date for a committee meeting after May 17<sup>th</sup>. Cllr. Lacey suggested events that brings in the outside space as well. Cllr. Lacey will join the Entertainments Committee.

### **29. d) To Consider Meetings After the 7<sup>th</sup> May 2021**

The Court Case challenging the legal briefing stating to meet face to face after the 7<sup>th</sup> May was lost. All meetings must be face to face from the 7<sup>th</sup> May, therefore, our meeting on the 1<sup>st</sup> June will be at The Old School in the big hall. This will probably be a hybrid type of event where there is a video recording for public and press to listen to with pre booked seats for public participation taking us up to our max. numbers of 15.

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If the restrictions are completely lifted by the 21<sup>st</sup> June this will mean our meetings will then resume in the small room for the 6<sup>th</sup> July meeting.

Tony Jarrow and Pam Wregg would prefer to be on a Video link as opposed to just an Audio link. Cllr. Bryan and the Clerk will look at getting the meeting on the big screen, alternatively we will do it with a laptop.

Cllr. Clarke advised that the Clerk issues an invite to anyone who wishes to attend face to face contact the Clerk for a seat. Alternatively, please send any questions to the Clerk to be put forward to the Parish Council.

### **To Consider Perimeter of Memorial Hall Playing Field**

30. Cllr. Lacey advised he had a meeting on site with one person who was not impressed with what we wanted to achieve. He was more of a hedge layer and he could not do a lot without planting any more hedges. Another chap has the drawings and will come back to Cllr. Lacey with any suggestions. Cllr. Lacey need information regarding the hedgerow that bounds the open fields which is now trees, and appears to be on the outside of an old fence. Does anyone know if the fence is the boundary or the hedgerow? Cllr. Wilson advised he felt the hedgerow was the boundary. Any new hedgerow on that field side would potentially have to be in line with the timber fence. Cllr. Wilson will ask the landowner which the boundary is. Cllr. Lacey feels we need to create a new hedgerows in this area. In the meantime we can speak to Ray to ask that the Ivy on the front perimeter is not cut down and let the Ivy take over.

### **Village Ranger Inspections**

31. The Ranger/Lengthsman has now switched to his summer hours.

The Multiplay unit inside the small children's play area – The Ranger has painted the wooden walk boards and the slide which is looking in good condition for the summer ahead. He has also painted the sides of the main slide.

The Ranger/Lengthsman has now recommenced the grass cutting around the village and everywhere is looking well kept. Thank you to Ray.

The new mulcher has been ordered and paid for and we should receive this in a few weeks time.

### **Transport**

32. **a) A Better Bus Service for Cropwell Bishop and Hollygate Estate**

Cllr. Greenwood advised that the Clerk had spoken to Paul Honey regarding improvements to the 33 bus service, who had asked how we wished Ruth Edwards MP to take this forward. Cllr. Greenwood has put a note together for how we feel things need to progress, Cllr. Greenwood asked if the Parish Council agreed to the Clerk sending the note on to Paul Honey. Cllr. Gelsthorpe proposed we send the note and Cllr. Lacey seconded.

It Was Unanimously

**RESOLVED:** "To send the letter proposed by Cllr. Greenwood".

Cllr. Moore advised he has sent the S.106 agreement to Cllr. Greenwood regarding the houses due to commence being built on Church Street. Cllr. Moore asked if Cllr. Greenwood if he would take charge of ensuring the transport money allocated in the S.106 is used correctly. Cllr. Greenwood advised he would keep his eye on the bus money allocation going forward.

### **Highways & Footpaths Defects/Issues**

33. **a) Traffic Calming System - Update**

Cllr. Clarke advised there is no difference to last month, they are still dealing with the objections which are taking some time to work through.

34. **b) Footpath at the Rear of Hoe View Road – Request for Remainder of Pathway to be Stoned**

Cllr. Clarke advised due to the elections funding decisions cannot be made now so no progress on this to report.

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### 35. **c) Request for Permissive Footpath – Nottingham Road**

Cllr. Greenwood commented he was disappointed with Russell Price's response to our request saying he would rather support our request to the County to pave the footpath alongside Nottingham Road – the request to County is still in place. Cllr. Greenwood felt we should perhaps explain to Russell we have over the years been pushing for this footpath/cycleway and it has still not materialised, and in the meantime, we were hoping for the temporary footpath along the edge of his field. Cllr. Greenwood wanted to send a second note to Russell Price explaining what we had done in the past, the communications with Ruth Edwards and the County. Cllr. Wilson proposed we send the second note put together by Cllr. Greenwood, Cllr. Bryan seconded.

It Was Unanimously:

**Resolved:** "The Clerk sends Cllr. Greenwoods second note to Russell Price."

36. Cllr. Wilson raised an email from Sue Ward requesting for the grass to be re-turfed outside the Old School between the two circles in the Jubilee Gardens. The grass around the area towards the footpath is dead and needs to be taken out and replaced. Cllr. Wilson advised it is well passed rescue, it would not be too expensive to replace. It needs digging out, new soil put in and turf replaced. Cllr. Lacey asked if it had to be re-turfed or was there an alternative – perhaps coloured slate or gravel? Cllr. Wilson said it was mainly stone underneath the current turf so it would need digging out and soil put down before we put turf down. The volunteer group have been doing a great job in keeping the gardens in lovely condition and it's a shame the grass is letting it down.

**Action:** Cllr. Wilson and Cllr. Lacey will come down and look at the area and decide the way forward.

## **The Environment**

### 37. **a) To Consider Carbon Neutral Commitment Letter from RBC**

Did your Parish/Town Council declare a climate emergency? If you did, what action have you undertaken to address this? Cllr. Gelsthorpe felt this was aimed at much bigger Councils such as the Borough Council, we do try to be environmentally aware. The Old School has changes to no single use plastics etc. The Borough Council had a Carbon Commitment on their website. Cllr. Moore felt what they are asking us to do as a smaller Council is that we are aware of Carbon problems, Carbon reduction, use of alternative materials, green areas etc. The environment is always on our agenda and we do keep the Council aware. Cllr. Moore said reply to the letter saying we support the problems of Climate Change and Carbon Reduction and list the items we are doing such as litter picking, our green areas, planting trees, recycling, removed single use plastics, fighting for a better bus service to reduce the number of cars used.

**Action:** Clerk to send a letter of support of the issues and list what we do as a Parish Council.

38. Cllr. Wilson read a letter from S. Gelsthorpe (a copy of the email letter is attached to these minutes) regarding the litter from the Service Station at the Stragglethorpe island. Cllr. Gelsthorpe asked the Parish Council to write to the Garage to ask them to assist with the problems laid out in his letter. Cllr. Gelsthorpe said they had been to see the garage on a previous occasion regarding the issues but nothing seems to have improved. The Clerk advised she had sourced the contacts to send a polite request for assistance to if the Parish Council wished to forward the email from S. Gelsthorpe together with any comments of the Parish Council. Cllr. Bryan suggested we copy in the Streetwise team who are dealing with the Great British Spring Clean – Cllr. Gelsthorpe thinks it's more a case of bins being badly situated or the wrong type of bin. They do have bins but suspect items are blowing out as there were hundreds of gloves picked up the previous week. There is always a lot of rubbish in this area as you drive past. Cllr. Greenwood felt it was appropriate to send a low-key request asking them to address the issues. Cllr. Clarke said the first approach needs to be in friendly way to raise awareness and see if they can help.

**Action:** Clerk to write to the Manager at the Service Station and to the Management company.

39. Cllr. Bryan advised he and another parishioner went looking in the woods for the den that had been set up in there. All they found was a pile of wood all burnt and no other traces of a den. Cllr. Bryan said he would go and have another look.
40. Cllr. Allison commented that to reduce waste we had gone to being a digital council with the agenda packs. Cllr. Allison asked if this would continue when we went back to face to face meetings? Councillors said we should continue being a digital council going forward. Cllr. Gelsthorpe asked if we could have a copy shown on the tv – Cllr. Bryan advised this was possible through the existing tablet and it would be cast onto the screen.

## **Councillors Reports**

41. Cllr. Wilson this was his last year as Chairman and the position would have to be taken over next

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year.

42. Cllr. Lacey commented regarding the large hole at the top of the Memorial Hall fields which was a bit strange. It is a square neatly cut hole on the footpath area just outside the broken-down fence about 200mm deep. A few days later there were all twigs' places in it. No one was aware of what it was.
43. Cllr. Wroughton wanted to give a brief update on what was happening at School and read an extract from a letter sent to the parents by Mr. Palmer – "As you know Miss Hussey has been absent from her post as Head Teacher at Cropwell Bishop Primary School since September, unfortunately Miss Hussey has not been able to return to work and no indication that she will be able to. Therefore, from Friday 30<sup>th</sup> April, Miss Hussey will be leaving her post of Head Teacher. Mrs. Cooke will remain in her role as Executive Head Teacher for the rest of the Summer and Autumn term."
44. Cllr. Beazley advised there was not much to update on the Memorial Hall as some of the Committee have asked for a third option to be considered as opposed to a straight rebuild or refurbishment. The third option is £160,000.00 just to get the hall open and make it safe. Cllr. Beazley advised that as Pulse explained, that as soon as you take the roof off or take walls down, they do not know what they will find and will most probably end up with a snowball effect. Even if you put a new roof on it there is going to need support from elsewhere and Cllr. Beazley has asked the Memorial Hall Committee where they are going to find the funds from. Cllr. Gelsthorpe asked what they are going to do? Cllr. Beazley advised they now only had one trustee which was himself, S. Newbold has resigned his position as trustee but remained on the committee. Cllr. Bryan asked if it could run with just one trustee? Cllr. Beazley advised that you could continue to run as a charity if there was a trustee listed with a contact telephone number. They prefer you have four but can run with one, it is the trustee's that make the decisions not the committee. Cllr. Beazley is not the only person being a trustee and has asked the committee to step up as trustee but only had one reply to say no. Cllr. Gelsthorpe said in the meantime nothing is happening to the hall. Cllr. Bryan felt it was letting the village down as it had been a long time now where nothing has happened or progressed. Cllr. Wilson commented on the lack of application for funds in the past through the lottery funds etc. Cllr. Beazley said the £160,000 was a very expensive sticking plaster. Cllr. Beazley asked for representatives from the Parish Council to join the committee. Cllr. Bryan asked how many people were currently on the committee, Cllr. Beazley advised it was 8 at the moment. Cllr. Gelsthorpe suggested perhaps leaflet the village to ask people to come on board. Cllr. Lacey asked if anyone can be a trustee? Cllr. Beazley advised yes so long as you have no criminal record, Cllr. Lacey asked if you are a trustee do you have to be on the committee and the answer was yes if you are a trustee, you are automatically a committee member. Cllr. Wilson said he would come back on the committee and become a trustee, Cllr. Greenwood asked what the Parish Council can do to move things along? The Parish Council cannot make the decisions for the Memorial Hall Committee – Cllr. Gelsthorpe said the village need to be approached by the Memorial Hall Committee in the first instance. Cllr. Beazley said ultimately it is the trustees and the committee that need to take things forward. Cllr. Bryan said as the Parish Council lease the field, the trustees have got away lightly as due to COVID we have not been able to run our annual functions. This is starting to change are there will be a need going forward to use the facilities the hall offers. The Parish Council should be putting the committee and the trustees under pressure to enable the use of the building. The Clerk pointed out the lease is for the field only not the hall. Cllr. Gelsthorpe asked what was happening next – Cllr. Beazley said it is slow progress, however, there is another problem in that some of the land around the building are in fields in trust and these cannot be built upon without the fields in trust permission. The committee need to be gathered and some decisions made going forward. Cllr. Lacey asked if they were reaching out for further trustees, Cllr. Lacey would be prepared to come on board. Cllr. Moore said he went along to the last meeting and said it is a huge problem and he felt the rebuild needed to happen, anything other is a sticking plaster and the issues would be pushed forward by just a few years. Outside help would be required for funding as it is a difficult job. Pulse would take on this responsibility if the Memorial Hall went with them to progress it forward. Cllr. Moore said that there was a way round the problems of the fields in trust he is working with Cropwell Butler Parish Council with the Sheldon Field and the issues can be resolved. Cllr. Moore said that when the first Cropwell News goes out a plea needs to go out to the village for help. Cllr. Wilson pointed out it will be very hard to get funding for a refurbishment it will more than likely be a new building. Cllr. Clarke suggested it be the lead article for the Cropwell News. Cllr. Beazley to get an article to the Clerk for the next newsletter.

### **Correspondence for Information**

45. There is no folder for circulation during the COVID-19 Pandemic as this type of information is being e-mailed.

### **Date of Next Meeting**

46. 1<sup>st</sup> June 2021 at 7.00pm at The Old School with a Zoom Link for Parishioners who do not wish to attend face to

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face.

There being no further business the meeting closed at 8.59pm

Chairman's Signature:	Date:
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