

LINBY PARISH COUNCIL

Minutes of the Council Meeting held at Brooke Farm on Monday 12th May 2025 following the Annual Meeting which commenced at 7:15pm

Present: Cllr's D Ireland (Chair), C Harrison (Vice-Chair), C Hardstaff, W Lewis, S Molsom, J Brothwell and the Clerk

Cllr's M Smith (GBC), S Bestwick (GBC, NCC). Members of public: 2

1.0 Apologies for Absence

Cllr E Tunstall

Cllr S Pickering (GBC)

2.0 Declarations of Personal and Prejudicial Interests

None

3.0 Approval of the minutes

The minutes of the April 2025 meeting were approved by the Parish Council and signed by the Chair Cllr D Ireland and Vice-Chair Cllr C Harrison

4.0 Matters arising

4.1 Minute Book

The PC approved the purchase of a minute book.

4.2 Church View / Football Club Car park

The Clerk circulated to the PC an email she received in February 2017, from Bridgewater Properties advising the terms of the car park. It states the visitors car park is for the leaseholders of Church View and for the football club. It is leased to the tenants of the individual apartments on a 125 year lease. The PC agreed no further action.

4.3 Road Sweeping Contract

The Clerk circulated an email from GBC prior to the meeting confirming the new price is £42.00 plus VAT per visit; a £2.00 increase on last year's cost. The PC approved the cost.

4.4 Linby Trail replacement bench and bin

Mark Guy, Officer for Green Spaces at NCC confirmed the bench is on order. The bin, however, is not the responsibility of NCC. Cllr Bestwick agreed to put in a request to GBC.

5.0 Open Forum

5.1 Mower Insurance Cover

A resident enquired whether the PC's insurance provides cover if the mower is damaged when being used by the landlord at the Horse & Groom pub. Cllr Lewis confirmed the landlord has his own insurance which will cover any damage to the PC mower whilst he is using it. Cllr Harrison confirmed the PC mower insurance is comprehensive cover. Cllr Ireland requested the pub landlord writes to the Parish Council confirming that he will take responsibility for any accidents or damages that occur whilst he is using the mower. Cllr Lewis agreed to pursue.

6.0 Antisocial Behaviour in the Parish

Cllr Lewis reported a perching bench on the Linby Trail has been tipped up and broken. Refer to point 4.4.

7.0 Traffic & Road Safety

None

8.0 Fly Tipping

None

9.0 Flooding in the Parish/Culverts Inspection Update

Cllr Bestwick agreed to attend the meeting with the PC and Gary Wood at NCC to discuss future plans for the docks and culverts. Cllr Ireland to email the drainage report received from the Old Vicarage. Cllr Ireland commented on the flooded area next to Strata Homes, which is wet even though there has been no rain and other areas in the parish are dry. She commented on the flooding issues here that have been raised previously with Chris Barnfather. Cllr Harrison commented she is concerned as the developers repeatedly told the residents there is no water on the site, yet there is always water on that section. Cllr Ireland advised the PC continue to take photographs of the water for evidence. Cllr Bestwick agreed to discuss with Chris Barnfather and report back to the PC.

10.0 S106 - £39,000 maintenance contribution update

Cllr Smith advised GBC are aware of the contribution towards Affordable Housing and that it is required to be spent within 10 years. It is expected to be spent within Netherfield.

Cllr Smith will continue to chase GBC Finance & Legal Team re: the £39,000 maintenance contribution.

11.0 CIL Projects – completion of the footpath

Footpath complete.

Cllr Molsom advised of a few issues which include that some of the mortar has already come away. He advised the PC monitor it and review towards the end of summer. He advised he will write a contract document stating RTB Groundworks Ltd will honour the works, and this can be sent when payment is made.

The Clerk to pay RTB Groundworks Ltd (Rory Berry) upon receipt of the grant from the Local Communities Fund. Cllr Lewis has advised Rory Berry.

12.0 Lengthsman Scheme & Green Spaces Maintenance incl. fence near pit wheel and planting update

Jobs include installing the new noticeboards.

Cllr Bestwick agreed find out who is responsible for the fence near the pit wheel.

Cllr Lewis advised planting out flowers on Sunday 25th May. He advised the soil will need watering before planting.

13.0 New Mower Insurance – confirm policy cover

Discussed in Open Forum.

14.0 Heritage Centre

Next open day is Sunday 1st June – volunteers needed.

Cllr Lewis asked for a working party for a couple of hours to help weed at the Heritage Centre.

15.0 New noticeboards installation & Gray Trust application

Cllr Ireland confirmed they have been successful in their application to The Gray Trust and will receive a cheque for £1,835.82.

16.0 Risk Management incl. Google Docs update

The PC agreed to adopt the Risk Management policy and review annually.

Cllr Harrison advised she has looked at the various digital storage options which will allow councillors access to PC documents. There is a cost for these services. The PC would also need to agree who would take ownership of it. She commented there was the option to store files in the Media Library of the website as documents can be stored in the background until ready to be uploaded. The Clerk to investigate further.

17.0 Barn Dance

The PC reported a successful event.

18.0 Website Update incl. Councillors new email addresses

Cllr Harrison reported the new website is now live. Cllr Ireland requested a separate tab for the Neighbourhood Plan. The PC advised of issues setting up the new email addresses - Cllr Harrison to assist.

19.0 Neighbourhood Plan incl. Consultation / Distribution of leaflets

Cllr's Ireland advised the Linby Design Codes are now finalised. Cllr's Ireland and Harrison attended a meeting with Hannah Barter who suggested it's highly unlikely there will be further funding for Neighbourhood Plans. She advised some borough councils are offering parishes funding via CIL/S106 to enable PC's to navigate the NP. Cllr's Smith and Bestwick agreed to pursue with GBC.

Cllr Ireland advised she is now finalising the end of year grant. If there is no funding available from GBC, the PC will need to use money from Savings to cover the cost of the drainage policies from DICE. The PC agreed.

The cost for Royal Mail to distribute the consultation letters to Sherwood Gate is very expensive. The PC agreed to hire N Gretton to distribute the flyers. The Consultations will be Saturday 7th June 10am – 11am at the Heritage Centre and Monday 9th June 6:45pm at Brooke Farm.

20.0 Update to Standing Orders and GDPR Policies

No updates

21.0 PC to approve and adopt the Equality & Diversity Policy

The PC resolved to adopt the Equality & Diversity Policy.

22.0 Top Wighay – Allocated land

Cllr Ireland asked Cllr Bestwick for an update on the Deed Variation application at Top Wighay to allow exemption of CIL on the affordable housing part. Cllr Bestwick agreed to pursue. He commented that any changes to the number of houses or the layout, would require the developer to submit a new planning application.

23.0 Correspondence received

All correspondence was circulated to the PC prior to the meeting

23.1. Insurance Renewal

The Clerk advised the PC insurance is up for renewal on 1st June. She has received a renewal quote from Clear Councils and has requested a quote from Zurich which she will forward to the PC upon receipt.

24.0 Planning Matters

24.1 Article 4 Directive

No updates

24.2 Planning Applications

Location / Ref	Details	PC Comments	Outcome
Church Lane	Appeal	Object	Still at appeal
2025/0079, 29 Church Lane	Construction of single storey two bedroom dwelling	Object	Unknown
2024/0871, Weir Mill	Revised application	No comment	Conditional permission
2025/0107, Abbey Quarry	Retrospective application for installation of workshop building (use class B8)	Object	Refusal
2025/0109, 26 Main Street	Front & rear first floor extension & alterations	Request materials are sympathetic to existing building	Conditional permission
2025/0117, Land off Marion Ave	Deed variation to allow for 100% affordable dwellings	Object	Unknown
2025/0217, Land at Top Wighay Farm	Variation to S106 to allow larger % of affordable housing	Object	Unknown
2026/0181TCA, The Red House	Works to trees	No comment	Trees in conservation area acceptable

25.0 Funding Update

25.1 Finance Report

a) Finance Report incl. Bank Statement Approval

The Clerk circulated the latest bank Statement prior to the meeting. The bank statement was approved by the Parish Council.

Bank Balances

Current: £35,914.73

CIL: £10,263.22

Savings: £23,959.37

Payments

Date	Details	Amount
28/04/25	JKE Web Design Ltd – Website, final payment	£375.00
01/05/25	E Gretton – Apr wages & home office expenses	£609.78
01/05/25	HMRC – Employers N.I	£30.11
01/05/25	NCC Pension Fund – Apr	£165.56
07/05/25	Andrew Sharpe (Lengthsman) – Strim/hedge cut	£55.00
07/05/25	East Midlands Audit Services – Internal Audit	£120.00
	Total	£1,355.45

Receipts

Date	Details	Amount
28/04/25	Gedling Borough Council – Precept	£29,532

Payments for processing*

RTB Groundworks & Grab hire – Cut and repoint	£2,100.00
RTB Groundworks & Grab hire – Relay York slabs	£34,833.60

**Upon receipt of the Local Communities Fund Payment*

b) Payments for Approval

W Lewis Petrol for mower £32.70

25.2 Internal Audit Report

The Clerk circulated the Internal Audit Report prior to the meeting. There are no issues with the accounts. The Internal Auditor made some procedural recommendations including:

- Amendments to the Financial Regulations
- Producing a Terms of Reference for Finance and HR Committees
- Updating the Standing Orders
- Monitor insurance cover for Christmas lights
- Consider .gov.uk email

25.3 Approval of Annual Governance Statement 2024/25

The Annual Governance Statement was circulated to the Parish Council prior to the meeting. The PC considered and approved the Annual Governance Statement. The document was signed by the Chair, Cllr D Ireland.

25.4 Approval of Accounting Statements 2024/25

The Accounting Statements were circulated to the Parish Council prior to the meeting. The PC considered and approved the Accounting Statements. The document was signed by the Chair, Cllr D Ireland.

25.5 Approval of Financial Risk Assessment 2025/26

The Financial Risk Assessment was circulated to the Parish Council prior to the meeting. The PC approved the document.

25.6 Approval of the Risk Management & Risk Register Document

The Risk Management & Risk Register Document was circulated to the Parish Council prior to the meeting. The PC approved the document.

26.0 Councillor's Reports

None

27.0 Date of next meeting

Monday 9th June 2025, 7:30pm at Brooke Farm, Main Street, Linby

The meeting ended at 20:56

Signed
Chair of the Parish Council

Signed
Vice-Chair of the Parish Council