

St Albans Parish Council

3 Jackson Court, Farndon, Newark, Notts, NG24 3TS
T: 07857774847, E: clerk@stalbanpc.org, W: <https://stalbanpc.org/>

20 March 2019

Summons: You are summonsed to a meeting of St. Albans Parish Council which will be held at The Oakwood Academy, Enterprise Centre next to the Sports Hall Bewcastle Road, NOTTINGHAM, NG5 9PJ on **Tuesday 26 March 2019 at 7.00 pm**. Please see the agenda below for the business to be transacted.

Boyer
Belina Boyer PSLCC

Clerk to the Council

	Welcome by Chair
SAPC 19-051	To receive and resolve to approve apologies for absence.
SAPC 19-052	To receive questions and petitions from the public – for information only.
SAPC 19-053	To receive a report from the County and District Councillors.
SAPC 19-054	To receive disclosures of pecuniary and non-pecuniary interests.
SAPC 19-055	To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and to resolve to exclude public and press for these items.
SAPC 19-056	To receive and approve the minutes of the previous St. Albans Parish Council meeting.
SAPC 19-057	To receive updates resulting from the previous meeting's minutes and action sheet not covered elsewhere on the agenda. (for information only)
SAPC 19-058	To consider a request to change the Council's pension scheme – not yet set up – from Nest to SmartPension.
SAPC 19-059	To approve the purchase of an annual licence for an HMRC approved payroll package @£49 per annum which offers professional payslips that are HMRC compliant, monthly reporting and year and integrated pension contributions.
SAPC 19-060	To approve virements to current year budget.
SAPC 19-061	Finance: <ol style="list-style-type: none"> To receive the bank reconciliation to 28 February 2019. To receive a receipts and payments over budget report. To approve the payment schedule for March and sign it To consider approval of any additional payments to be made and add to schedule.

SAPC 19-062	To consider the predicted year end figures and consider earmarking unspent sums for particular projects.
SAPC 19-063	To receive the local council election pack and note the time lines therein.
SAPC 19-064	To consider various options regarding 20mph speed zone.
SAPC 19-065	To consider options for village gateway signs.
SAPC 19-066	To consider what action to take with 4 blue grit bins still stored at the former locum clerk's property.
SAPC 19-067	<p>Planning:</p> <ul style="list-style-type: none"> a) To consider the following planning applications: <ul style="list-style-type: none"> • 2019/0117 Ground floor side extension, conversion of garage to bedroom and raising of flat roof 5 Cairngorm Drive Bestwood NG5 9PY • 2019/0184 Double storey side extension. Single storey rear extension & loft conversion. 10 Bullins Close Bestwood Nottinghamshire NG5 8SE b) To note the following planning decisions: <ul style="list-style-type: none"> • 2018/1169 Two x two storey side extensions and single storey extensions. 51 Woodchurch Road Bestwood NG5 8NJ – application permitted • 2019/0186 Approval of details reserved by Condition 4 - Bin Store, Condition 6 - Surface Water, Condition 8 - Materials and Condition 9 - Environmental Method Statement of planning permission 2018/0911 Land At South Of 64 Woodchurch Road Bestwood Nottinghamshire – application permitted
SAPC 19-068	<p>To note the following correspondence (for information only):</p> <ul style="list-style-type: none"> • NALC – Whistle Blowing • ICO registration certificate • Friends of Bestwood Country Park: February minutes and events • Cllr M Payne – correspondence •
SAPC 19-069	To receive Items for Notification to be included on next month's agenda. (for information only).
SAPC 19-070	To confirm date of next meeting scheduled meeting for Tuesday, 30 April 2019 after 19.00 following the Annual Parish Meeting at 19.00 at The Oakwood Academy, Enterprise Centre next to the Sports Hall Bewcastle Road, NOTTINGHAM, NG5 9PJ.

St Albans Parish Council

3 Jackson Court, Farndon, Newark, Notts, NG24 3TS

T: 07857774847, E: clerk@stalbanpspc.org, W: <https://stalbanpspc.org/>

Notice: Please note that there is an additional planning item for the meeting Tuesday 26 March 2019 at 7.00 pm.

Belina Boyer PSLCC

Clerk to the Council

SAPC 19-067	<p>Planning:</p> <p>a) To consider the following planning applications:</p> <ul style="list-style-type: none">• 2019/0117 Ground floor side extension, conversion of garage to bedroom and raising of flat roof 5 Cairngorm Drive Bestwood NG5 9PY• 2019/0184 Double storey side extension. Single storey rear extension & loft conversion. 10 Bullins Close Bestwood Nottinghamshire NG5 8SE• 2019/0237 Two story side and front extension 10 Pavilion Road Bestwood NG5 8NL
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ST ALBANS PARISH COUNCIL

Initial _____

Minutes of the Meeting of the Parish Council 26 February 2019 at the Oakwood Academy

Members Present	Members Present	Members Absent
Cllr J Clark	Cllr C Wilson	Cllr T Bisset
Cllr P Clark	Cllr P Wilson	Cllr C Bryant
Cllr J King (Chairman)		Cllr K Eddyshaw
Cllr M Robinson		

Also present: 1 member of the public and County Cllr Payne.
In attendance: The Clerk

Welcome by Chair

Cllr King welcomed those present.

- SAPC 19-026 To receive and resolve to approve apologies for absence.
Cllrs Bryant and Eddyshaw had sent their apologies for health reasons. Cllr Bisset was on district council business. The meeting approved the reasons given.

- SAPC 19-027 To receive questions and petitions from the public – for information only.
A member of the public asked why the council had given a grant to the play area in Bestwood Country Park. He said the play area was in the parish of Bestwood Village and St Albans Parish had split from Bestwood to ensure local taxpayers money would be spent in St Albans. The current councillors had campaigned on a platform that Sta Albans precept would be spent in St Albans. Cllr King explained that the grant had been applied for like any of the other grants made in the current financial year. Giving the £500 to the project helped to unlock further outside funding for a play area in excess of £50,000. The play area would benefit children from St Albans as it was closer to St Albans residential areas than those of Bestwood Village.

- SAPC 19-028 To receive a report from the County and District Councillors.
Cllr Payne said he was happy to support the council's LIS application for two defibrillators. He reminded councillors that there was still some funding available from the provisional fund. Cllr Robinson asked if the play bus would be re-instated and if it were to come to St Albans. Cllr Payne stated that he realised the lack of infrastructure in the parish and would pitch for play sessions to come to warren Hill.

- SAPC 19-029 To receive disclosures of pecuniary and non-pecuniary interests.
There were none.

7/2018-19

ST ALBANS PARISH COUNCIL

Initial_____

- SAPC 19-030 To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and to resolve to exclude public and press for these items.
None.
- SAPC 19-031 To receive and approve the minutes of the previous St. Albans Parish Council meeting.
The Council resolved to approve the minutes of the meeting 29 January 2019 and sign these as a true record.
- SAPC 19-032 To receive updates resulting from the previous meeting's minutes and action sheet not covered elsewhere on the agenda. (for information only)
The Council received the action sheet.
Cllr King stated that he had taken a look at the issue on the unadopted road raised at the previous meeting. The clerk's research into the matter had not brought up any public right of way. Cllr Payne offered for the County Council to look into the matter. The clerk would supply the details once permission from the complainant had been received.
Cllr Payne offered to look into finding a solution for the disposal of green waste by the lengthsmen. He would also look at the progress made with regards to the grit bins.
- SAPC 19-033 To consider what action to take regarding 20m/h signs and speeding in these speed restricted areas.
The Council asked the Clerk to request a visit from the NCC CCTV van. The clerk would also obtain a quote for additional 20mph signs and liaise with Nottingham City Council.
- SAPC 19-034 To consider a grant application from Friends of Bestwood Country Park for £500. Cllr Clark queried why the minutes of the Friends of Bestwood Country Park Meeting stated that a parish council grant "seems likely" and why Cllr King met with representatives of the group. Cllr King replied that he had met with the group after the meeting in question and encouraged them to submit an application. He had not made any promises or assertions on behalf of the council.
The Clerk explained that the necessary funds were available within the budget. Some further virements would be required, but the grant would not be at the detriment of any other spending or exceed the overall budget.
The Council resolved to grant Friends of Bestwood Country Park £500 for the development of the Japanese Garden Area.
- SAPC 19-035 To receive quotations for skip hire for use by the lengthsmen (to be tabled) and consider the option of a brown bin for the disposal of green waste from April.

8/2018-19

ST ALBANS PARISH COUNCIL

Initial_____

The council resolved that it would await a reply from Cllr Payne. If this were not forthcoming in good time the Clerk would order a skip so work could go ahead in March. For future green waste removal the Council would await Cllr Payne's reply and take this to a future meeting.

SAPC 19-036 Finance:

- a) To receive the bank reconciliation to 31 January 2019.
- b) To receive a receipts and payments over budget report.
- c) To approve the payment schedule for February and sign it
- d) To consider approval of any additional payments to be made and add to schedule.
- e) To approve and sign the ICO Direct Debit form.

The Council received the above documents and resolved to approve the payments schedule.

The ICO Direct Debit form was duly signed by two signatories.

SAPC 19-037 To receive a report and time table on local council elections in May.
The Council received and noted the local council election timetable.

SAPC 19-038 To review the grants policy adopted July 2018 and adopt a revised policy.
The Council reviewed the grants policy and resolved to adopt the revised policy as presented.

SAPC 19-039 To consider options for village gateway signs (to be tabled).
Deferred to a future meeting.

SAPC 19-040 To consider adopting the following documents:

- Subject Access Request Policy and Procedure
- Councillor Contact Privacy Notice
- Reserves Policy

The Council resolved to adopt the policies as presented.

SAPC 19-041 To formally approve the LIS application for funding for two defibrillators. The clerk explained that last month's decision to apply LIS funding for only one defibrillator would need to be revised if the Council's project were to be eligible for funding.
In the light of new information the Council resolved to revise its previous month's decision and to apply for funding for two defibrillators whilst pursuing finding volunteers for a First Responder Scheme.
The Council resolved to approve the final version of the LIS application for funding for the installation of two defibrillators.

9/2018-19

ST ALBANS PARISH COUNCIL

Initial_____

- SAPC 19-042 To consider what format the Annual Parish Meeting scheduled for 23 April 2019 should take, taking into account the requirements of pre-election Purdah and the timing just after the Easter Break.
The Council resolved to move the Annual Parish Meeting to 30 April and make it a short meeting consisting of the Chairman's report and a brief public session.
The Annual Parish meeting would be followed by an ordinary full council meeting.
- SAPC 19-043 To consider the date for the Annual Meeting of the Parish Council in May and the requirement to hold a meeting within 14 days of the new councillors taking office.
The Council resolved move the Annual Meeting of the Parish Council to 7 May 2019.
The clerk would check availability of the meeting venue for the revised dates and book an alternative venue if required.
- SAPC 19-044 To consider an outdoor/street furniture risk assessment.
The Council resolved to adopt the risk assessment as presented.
- SAPC 19-045 To note that the HMRC approved payroll software will start charging £50 per annum from April. The Clerk is looking into alternatives.
No decision taken.
- SAPC 19-046 Planning:
a) To review the planning application process as adopted June 2018 and adopt an amended process.
The Council resolved to adopt the revised planning application process as presented.
b) To consider the following planning applications:
None this month
c) To note the following planning decisions:
• 2018/1114 | Construct two storey side extension. | 8 Larch Close Bestwood NG5 8SB– **application permitted**
• 2018/0911 | Land to be developed with the construction of 3 x detached dwelling houses and 1 x detached bungalow. | Land At South Of 64 Woodchurch Road Bestwood Nottinghamshire– **application permitted**
The Council noted the planning decisions.
- SAPC 19-047 To note the following correspondence (for information only):
• Deep Clean and Litter Pick
• NALC - Points of Light
• Making Tax digital
• The Beat
• NALC – Funding Bulletin

10/2018-19

ST ALBANS PARISH COUNCIL

Initial_____

- SAPC 19-048 To consider who should attend the walkabout with the GBC Chief officer at 14.30 on 21 March 2019.
The Council resolved that Cllrs Robinson and J Clark would attend the walkabout.
- SAPC 19-049 To receive Items for Notification to be included on next month's agenda. (for information only).
There were none.
- SAPC 19-050 To confirm date of next meeting scheduled meeting for Tuesday, 26 March 2019 at 19.00 The Oakwood Academy, Enterprise Centre next to the Sports Hall Bewcastle Road, NOTTINGHAM, NG5 9PJ.
The next meeting was confirmed for Tuesday, 26 March 2019 at 19.00 The Oakwood Academy, Enterprise Centre next to the Sports Hall Bewcastle Road, NOTTINGHAM, NG5 9PJ.

Signed as a true record on behalf of St Albans Parish Council.

Name_____ Date_____.

11/2018-19

ST ALBANS PARISH COUNCIL

Initial _____

St Albans Parish Council

FINANCIAL STATEMENT AND BILLS FOR PAYMENT IN

February Ref: SAPC19-036c)

CASH POSITION BEFORE ANY PAYMENTS ARE MADE				
Unity Trust Bank Current	31/01/2019			£ 31,356.66
Other				-
		Total		31,356.66
BILLS FOR PAYMENT				
Method	Ref	Supplier	Description	
BACS	38	B Boyer	Office expenses, phone	Excl. Vat 14.61 VAT 0.83 Total 15.44
BACS	39	B Boyer	Salary	
BACS	40	FBCP	Grant	500.00 - 500.00
DD	41	ICO	Annual Subscription	35.00 - 35.00
BACS	42	Oakwood Academy	Printing (awaiting invoice)	18.75 - 18.75
BACS	43	SLOC	Charles Arnold Baker	107.99 0.80 108.79
		Total		1,034.49 1.63 1,036.12

Notes:

Later additions to schedule

Signed Chair of relevant meeting

Date

12/2018-19

This document is available on <https://stalbanspc.org/minutes/>
 Belina Boyer, Clerk to St Albans Parish Council, 3 Jackson Court, Farndon, Nottinghamshire, NG24 3TS,
 E: clerk@stalbanspc.org T: 07857774847

Purpose

To note a request to change the Council's pension scheme from NEST to SmartPensions

Background

At its 2018 July meeting the Council approved the Clerk's contract which offers a NEST pension scheme. The Council has not formally adopted this scheme or enrolled in it.

In order to fulfil the requirements for auto enrolment and certification of compliance, the Council must – by 07 May 2019 – enrol into a pension scheme and declare compliance. The Council must enrol regardless whether or not an employee needs to be added to the scheme. Enrolment is necessary to obtain the employer pension scheme reference required for certification.

Considerations

Failing to certify may incur a hefty fine from the Pensions Regulator.

The Council has not yet enrolled in any scheme. The process is the same for all eligible schemes.

NEST charges a higher percentage in administration fees to the employee than Smart Pensions. Neither pension scheme charges the employer to set up or run the scheme

Recommendation

Please note: In this particular instance the Clerk's recommendation cannot be unbiased.

Given that both cost and workload to the Council will remain the same but costs to employees will be reduced, it is recommended the Council adopt the SmartPension Scheme rather than NEST.

Purpose

To consider paying for payroll software

Background

The current software provider has for many years provided its product free of charge to employers with 3 or fewer employees. The Council has benefited from this since November.

From April 2019 BrightPay will charge for all licences. For up to 10 employees the annual charge is £49.

The <https://www.gov.uk/payroll-software/free-software> website lists free HMRC approved payroll software. However, the page has not been updated for a while. Many of the products on this page only offer a free trial for one week up to one month after which payment is required.

Other providers will do payroll but then require additional paid for software for pension administration. This is free with BrightPay.

HMRC and other providers do not produce their own payslips. It is the law that every employee should receive a payslip.

Considerations

- HMRC recommended
- Full RTI reporting
- Autoenrolment and compliance
- Printable payslips
- Latest GDPR and other compliance
- Quick and easy to use, tried and tested
- Time taken to familiarise with new software, set up new software and export data to payslips, pension and RTI

Recommendation

To pay the annual charge of £49 (less than £4.10 per month) for BrightPay as it will save on time (and overtime payments). Also tried and tested and familiar.

SAPC 19 - 060

+ SAPC 19 - 062

Virements 2018/19 to March 19 meeting

Expenditure	ACTUALS	(62) Predicted	REVISED	(60) Virement	Revised
	as at 17/3/19	Year End	BUDGET JANUARY 19	s	Budget March
Advertising & Legal	19	19	50	-	50
Audit	195	195	195	- 0	195
Bank charges	36	54	54	-	54
Chairmans Allowance & Expenses	-	0	200	-	200
Christmas Event (WAG)	1,920	1920	1,920	-	1,920
Clerk's Mileage	-	0	30	- 30	0
Contingency	-	0	0	-	569
Councillor Mileage	-	0	30	- 30	0
Councillor Training	339	339	345	-	345
Domestic Allowance	-	0	0	-	0
Election costs	3,376	3376	3,376	0	3,376
Firework display (WAG)	1,800	1800	1,800	-	1,800
Grants	1,000	1000	500	500	1,000
Grit bins	-	0	-	-	0
Gritting	-	450	1,800	-1,350	450
Hall Hire	-	50	50	0	50
Install notice board & benches	1,840	1840	1,840	0	1,840
Insurance	315	315	315	-0	315
Legal and Professional Fees	3,002	3002	3,002	0	3,002
Locum Clerks mileage	82	82	0	82	82
Miscellaneous	-	0	50	0	50
Office Equipment	823	823	711	139	850
Office expenses	19	23	50	-20	30
Other Training	-	0	100	0	100
Plants	-	0	0	0	0
Signage	-	0	1,610	0	1,610
Skip hire/license - green waste	-	250	250	0	250
Special Projects	8,250	8250	8,250	0	8,250
Staff Costs	1,170	1758	1,700	100	1,800
Subscriptions	536	536	510	40	550
Telephone	4	4	15	0	15
VAT on Purchases	528	529	550	0	550
Website	192	192	192	0	192
	<u>25,446</u>	<u>26,807</u>	<u>29,495</u>		<u>29,495</u>

BANK ACCOUNTS

Opening Balance 1 st April	26,162.78	
Add receipts	29,603.54	
Less Payments	25,445.78	
Current cash book balance	<u>£30,320.54</u>	Incl. ICO
	£30,320.54	

Anticipated underspent £2,688.

Earmark to : elections ? (if contested this could exceed the budgeted amount. If not contested it could be a fall back for future by-elections etc.)

Recommendation : do earmark any unspent amount from current financial year for future elections.

ST ALBANS PARISH COUNCIL

SAPc 19-061 a+b

Receipts and Payments Summary at 04 March 2019

		REVISD BUDGET	Available to
Income	ACTUALS	JANUARY 19	spend
VAT reclaimed	1,495	1,495.00	1494.91
Bank Int	1	1.00	0.63
Precept	26,662	26,662.00	26662
Grant assistance	1,380	1,380.00	1380
Other Income	66	66.00	1380
Spare	-	-	0
	<u>29,604</u>	<u>29,604.00</u>	
Expenditure			
Advertising & Legal	19	50.00	31.25
Audit	194.86	195.00	0.14
Bank charges	36	54.00	18.00
Chairmans Allowance & Expenses	-	200.00	200.00
Christmas Event (WAG)	1,920	1,920.00	-
Councillor Mileage	-	30.00	30.00
Councillor Training	339.40	345.00	5.60
Domestic Allowance	-	0.00	-
Election costs	3,376.21	3,376.00	-
Firework display (WAG)	1,800	1,800.00	-
Grants	1,000	500.00	-
Grit bins	-	-	500.00
Gritting	-	1,800.00	1,800.00
Hall Hire	-	50.00	50.00
Install notice board & benches	1,840	1,840.00	-
Insurance	314.89	315.00	0.11
Legal and Professional Fees	3,002.08	3,002.00	-
Locum Clerks mileage	81.99	30.00	-
Miscellaneous	-	50.00	51.99
not allocated	-	0.00	50.00
Office Equipment	822.57	711.00	-
Office expenses	18.89	50.00	111.57
Other Training	-	100.00	31.11
Plants	-	0.00	100.00
Signage	-	1,610.00	-
Skip hire/license – green waste	-	250.00	1,610.00
Special Projects	8,250	8,250.00	250.00
Staff Costs	1,170	1,700.00	-
Subscriptions	535.88	510.00	529.86
Telephone	4	15.00	-
VAT on Purchases	527.95	550.00	25.88
Website	192	192.00	10.83
	<u>£ 25,445.78</u>	<u>29,495.00</u>	<u>4,049.22</u>

BANK ACCOUNTS

Opening Balance 1 st April	26,162.78
Add receipts	29,603.54
Less Payments	25,445.78

Current cash book balance £ 30,320.54

£ 30,320.54

a) Statement Balance as at 04/03/2019 £ 30,355.54

Difference £ 35.00

ICO Direct Debit due 21/03/2019

St Albans Parish Council

FINANCIAL STATEMENT AND BILLS FOR PAYMENT IN

March

Ref:

SAPC19-061C

CASH POSITION BEFORE ANY PAYMENTS ARE MADE

Unity Trust Bank Current
Other

£
31,356.66
-

Total

31,356.66

BILLS FOR PAYMENT

Method	Ref	Supplier	Description	Excl. Vat	VAT	Total
BACS	Mar-19	B Boyer	Salary	380.00	-	380.00
BACS		B Boyer	Office expenses	4.17	0.83	5.00
BACS	OUT-61670	AB Waste Disposal LTD	Skip	208.33	41.67	250.00
BACS		HMRC	PAYE/Nics	252.00	-	252.00
DD		Unity Trust	Charges	18.00		18.00
						-
						-
						-
						-
						-

Total

862.50

42.50

905.00

Notes:

Later additions to schedule

N.B. Balance 04/03/2019

30,355.54

Signed Chair of relevant meeting

Date

Purpose

To consider possible additional measures to slow down traffic

Background

It is felt that too many cars do not abide by the 20mph speed limit, particularly on newcastle and Muirfield Road. The situation is further complicated by the beginning of the 20mph zone being outside the parish area in Nottingham City.

Planters cannot be used for traffic calming.

Considerations

- Additional 20mph repeater signs: approximately £600 in seven locations if all lamp posts are suitable.
- Mobile Speed Display Unit £2,000 to 3,500 depending on options chosen. These can be moved from hotspot to hotspot.
- Recruit volunteers to train and use speed watch equipment available from GBC.
- Liaise with schools to look at traffic and speed awareness on the curriculum and encourage children to design posters (or stickers) (multi faculty approach).
- Wheelie bin stickers for properties along Bewcastle and Muirfield Road. These would ideally be designed by local children. Estimated cost £10-15 per sticker due to low numbers of properties. Volunteers required to fit stickers neatly. (More difficult than it looks).

Recommendation

Raise profile of the parish Council over the summer months and approach schools for support. Link school's approach with recruitment for speed watch volunteers and wheelie bin stickers.

Purpose

To get an overview of what type of village gateway signs are available and the potential cost implications.

Background

As a new parish St Albans Parish is still trying to find its identity. Village/Parish gateway signs can help define the area and give it an identity, not just geographically and in administrative terms.

Considerations

- Identity needs to be defined by the residents if it is going to reflect identity. Thus PC should take an enabling role rather than a prescriptive one.
- Various types of signs are available. Gateway signs have been shown to optically narrow the road and encourage traffic to slow down.
- "rural" signs may not be suitable for urban area
- Prices start at £1,500 per sign plus installation, carriage etc. \$ signs had been considered.
- Suitable design(s) could be found in public consultation events and design competitions.
- Funding could be applied for out of LIS funding in 2020 once thorough consultation and community engagement has taken place.

Conclusion

Community engagement if it is to be representative, inclusive and successful requires a lot of preparation, time, effort and space. The council as facilitator would ensure the necessary resources (space, staff time, materials, refreshments) are available.

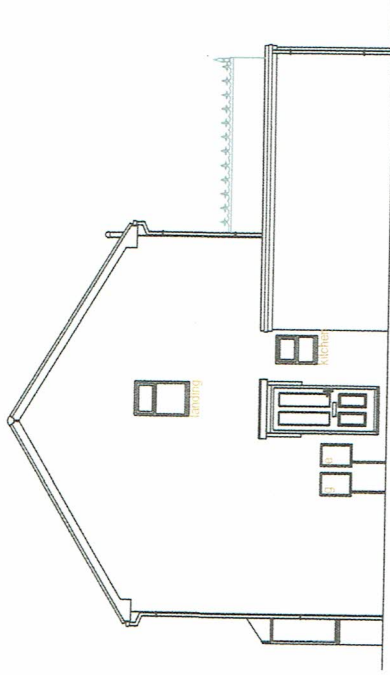
Recommendation

To set aside reasonable funds out of next years budget for thorough community consultation before applying for funding for appropriate signage.

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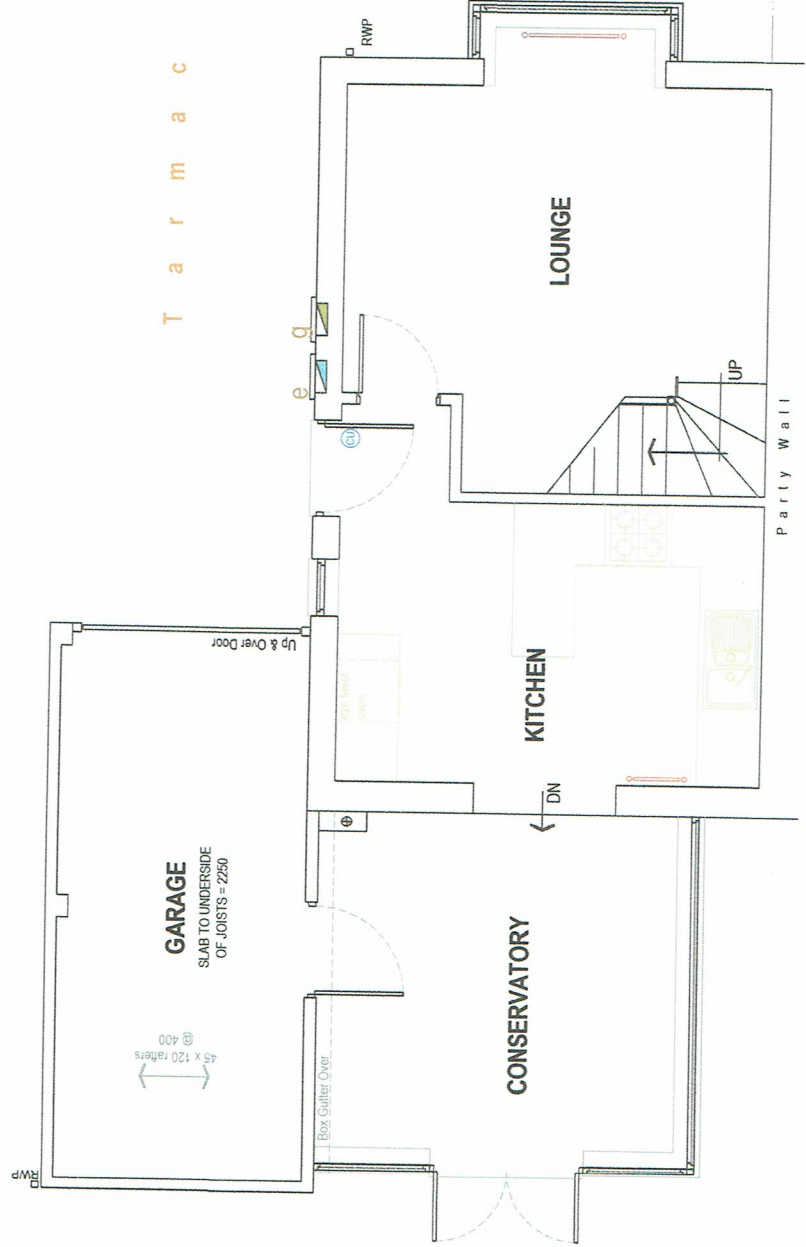
Existing Front Elevation



Existing Side Elevation



Existing Rear Elevation



Existing Ground Floor Plan

T a r m a c D r i v e

2019/0117

Tarmac Hard Standing Area

M.I.C. DESIGN

7a Winhall Road, Hucknall,
Nottingham, NG15 7LD
tel: 0115 9557991

Project Mr & Mrs A Oldershaw

Proposed Garage Conversion and Side Extension.
Location 5 Calingorm Drive
Warren Hill

Title Nottinghamshire NGS 9PY

Scale Existing Floor Layout & Elevations

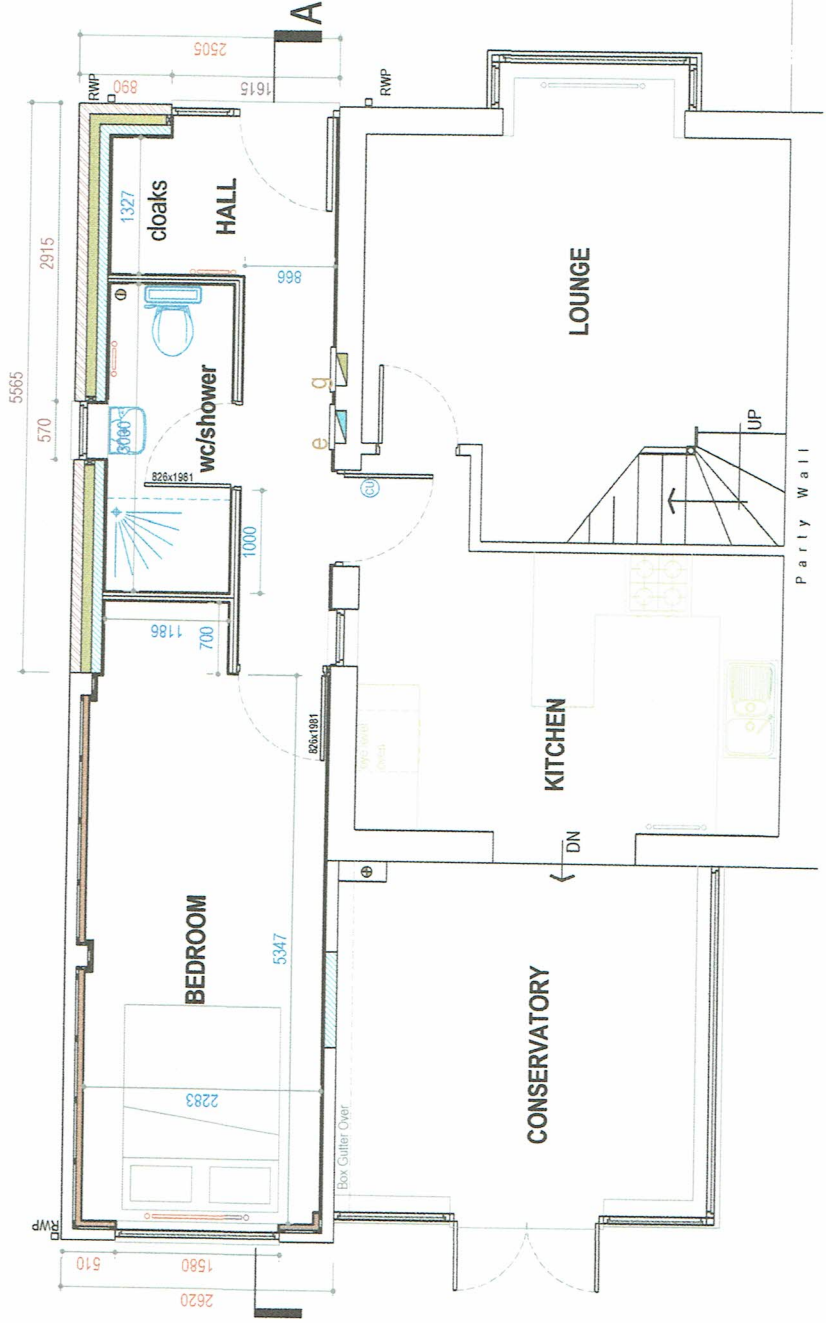
Date January 2019

Drawing No. 19.01.01

Revision









This architectural elevation drawing shows a section of a building facade. The roof is gabled with a pitch of 25°. The roofline is labeled "Roof : Double Roman type, concrete interlocking roof tiles to match the extg roof." The walls are labeled "Walls : Facing brickwork to match extg." The facade features several windows and a door. On the left, there is a large window labeled "Living room". To its right is a smaller window labeled "Bedroom". Further right is a door labeled "Entrance". Above the door is a small rectangular window labeled "Kitchen". The drawing includes dimensions: a vertical dimension of 2920 on the far right, a horizontal dimension of 4060 above the entrance area, and a vertical dimension of 2365 next to the entrance door.

Proposed Rear Elevation



Proposed Ground Floor Plan

Tarmac Hard Standing Area

- | | |
|-------------------------------------------------------------------------------------|---------------------------------------------------|
|  | FACING BRICKWORK |
|  | 100mm PLASMORE FIBROLITE OR SIMILAR BLOCKWORK ... |
|  | NEW 100mm STUD PARTITION |
|  | SAPV |
|  | STUD STACK WITH AIR ADMITTANCE VALVE. |
|  | ELECTRIC CONSUMER UNIT/METER. |
|  | GAS METER. |
|  | ELECTRIC CONSUMER UNIT |

7a Watnall Road, Hucknall,
Nottingham. NG15 7LD
tel: 0115 9557991

Location	Proposed Garage Conversion and Side Extension
5 Cairngorm Drive	

Proposed Floor Layout & Elevations

Drawing No.	Revision
-------------	----------

19.01.02

Existing & Proposed Elevations

© Terms & Conditions

[illegible]

Notes:

2019/01/24

For guidance only. Do not scale off this drawing



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Affordable

Tel: 01572 729580

En: admin@adplanning.co.uk

Add: Unit 8 Knights Yard, Oakham, Rutland. LE15 6AQ

Project: Double Storey Side Extension,
Single Storey Rear Extension
& Loft Conversion

Address: 10 Bullins Close

Arnold

Nottingham

Client: Card

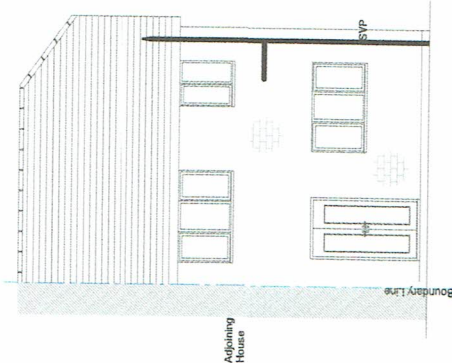
Drawing No: **Card NG5 004b**

Caro NGS 004b
Drawing No: Existing & Proposed Elevations
Rev:

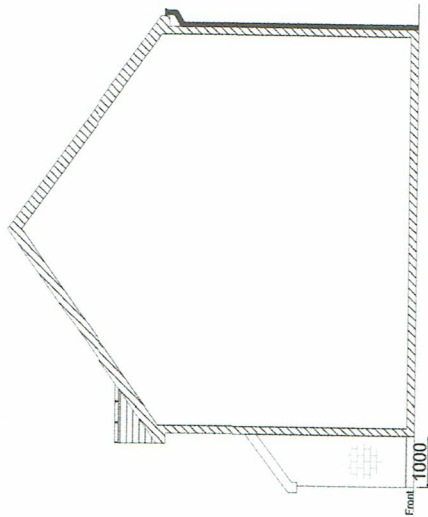
Status: Planning

Drawn By: BH Date: 07-02-2019 Checked By: MB

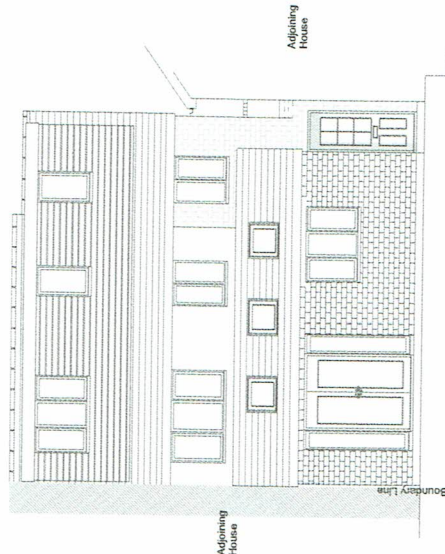
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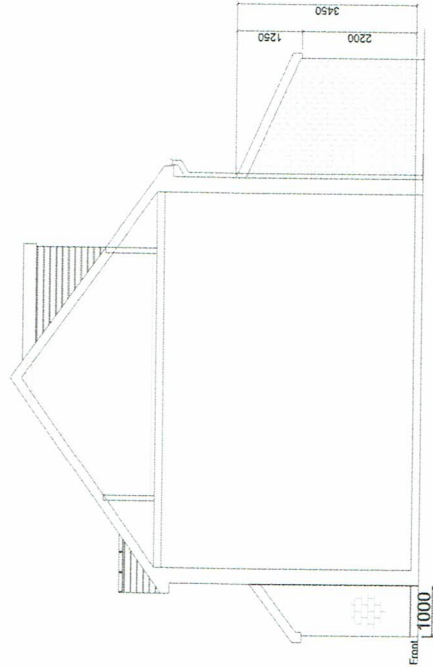
Existing Rear Elevation



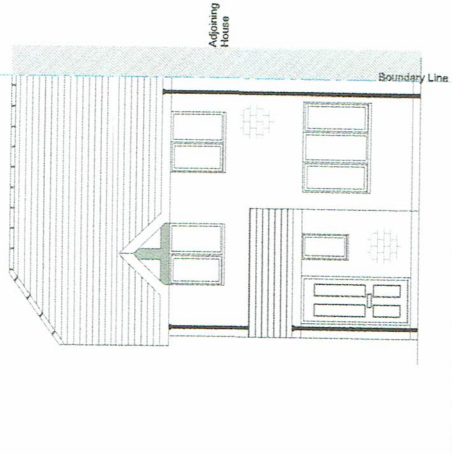
Existing Side 2 Elevation



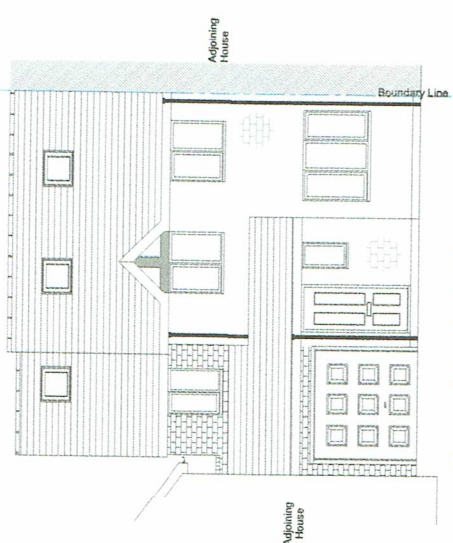
Proposed Rear Elevation



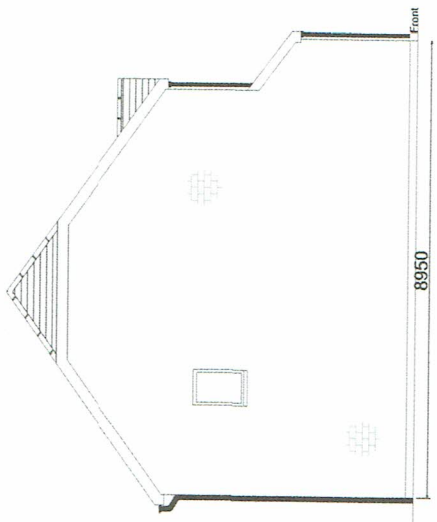
Proposed Side 2 Elevation



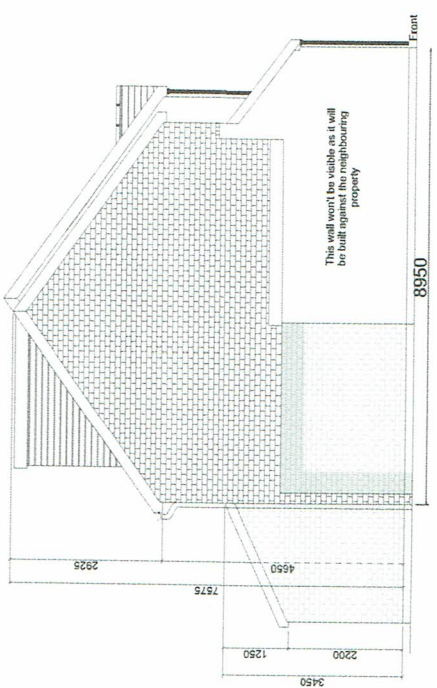
Existing Front Elevation



Proposed Front Elevation



Existing Side 1 Elevation



Proposed Side 1 Elevation

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Starting work before approval of plans by Building Control is at the customer's own risk. It is the responsibility of the contractor to ensure that all work is carried out in accordance with the Building Regulations and all relevant standards. A suitable method of foundation is to be provided to accommodate the proposed new structure.
When existing trees are to be retained they should be subject to a full Arboricultural Survey/Inspection for safety. All trees are to be planted to ensure they are a minimum of 1m from the proposed structure and are to be protected by a suitable method of fencing and Building Control. It is the responsibility of the client to check that the above do not conflict with any other relevant regulations and standards. Any alterations to the drawings should be checked for compliance with Planning and Building Control. It is the responsibility of the client to check that the above do not conflict with any other relevant regulations and standards. Any alterations to the drawings should be checked for compliance with Planning and Building Control. It is the responsibility of the client to check that the above do not conflict with any other relevant regulations and standards. Any alterations to the drawings should be checked for compliance with Planning and Building Control. It is the responsibility of the client to check that the above do not conflict with any other relevant regulations and standards.

Notes:

2019/0184



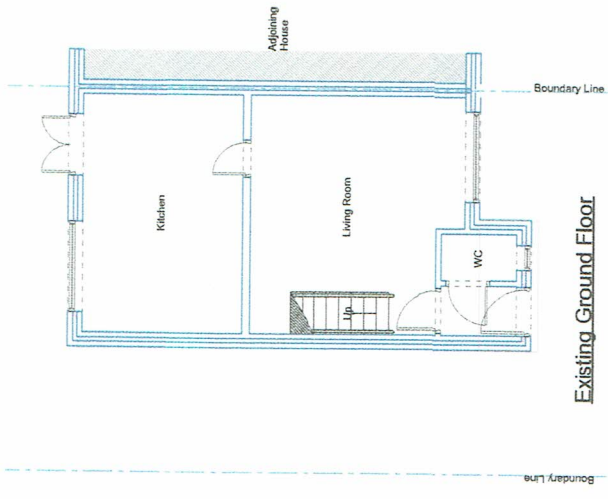
Design and Planning Ltd
Tel: 01572 795530
Email: admin@adplanning.co.uk
Address: Unit 8 Knights Yard, Oakham, Rutland, LE15 6AQ



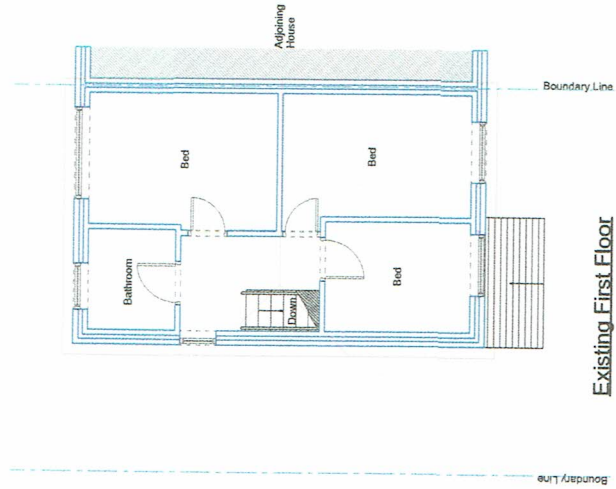
Project: Double Storey Side Extension, Single Storey Rear Extension & Loft Conversion
Address: 10 Bullins Close, Arnold, Nottingham, NG5 8SE
Client: Card

Drawing No. Card NG5 004a
Existing & Proposed Elevations
Status: Planning
Drawn By: BH Date: 07-02-2019 Checked By: MB
Drawing Page Scale 1:100@A3

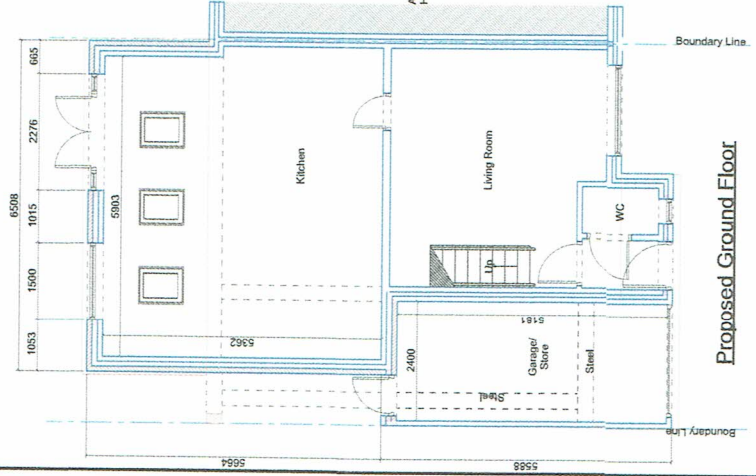
Existing & Proposed Ground, First & Loft Floor Layouts



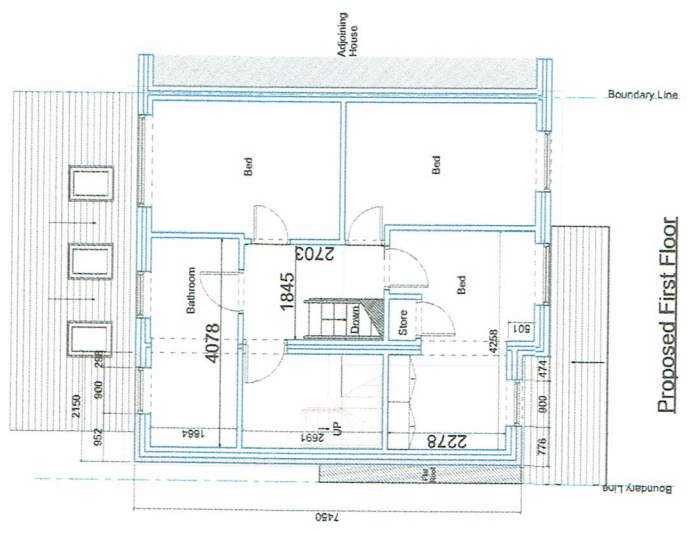
Existing Ground Floor



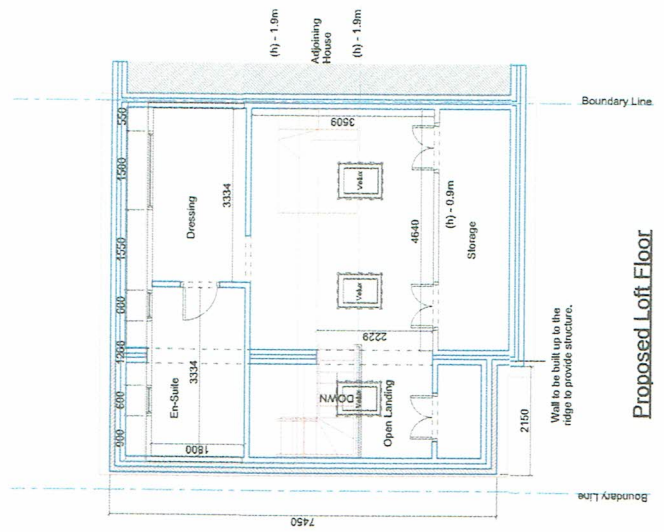
Existing First Floor



Proposed Ground Floor



Proposed First Floor



Proposed Loft Floor

Notes

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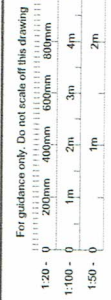
Starting work before approval of plans by Building Control is at the customer's own risk. It is the responsibility of the customer to ensure that all work is carried out in accordance with the Building Regulations and all other relevant regulations. The customer is responsible for ensuring that the work is carried out in accordance with the Building Regulations and all other relevant regulations. The customer is responsible for ensuring that the work is carried out in accordance with the Building Regulations and all other relevant regulations.

When existing plans are to be retained they should be subject to a full structural survey for safety. All plans are to be checked for compliance with Building Regulations and Building Control. It is the responsibility of the client to check that the plans do not conflict with any existing planning permissions, and that the plans do not conflict with any existing planning permissions, and that the plans do not conflict with any existing planning permissions.

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Notes:

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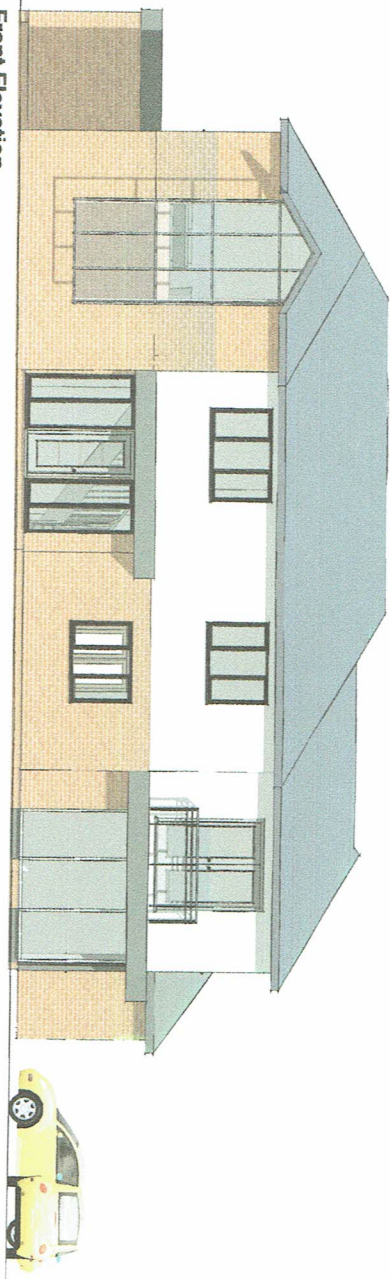
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Address: 10 Bullins Close, Arnold, Nottingham NG5 8SE
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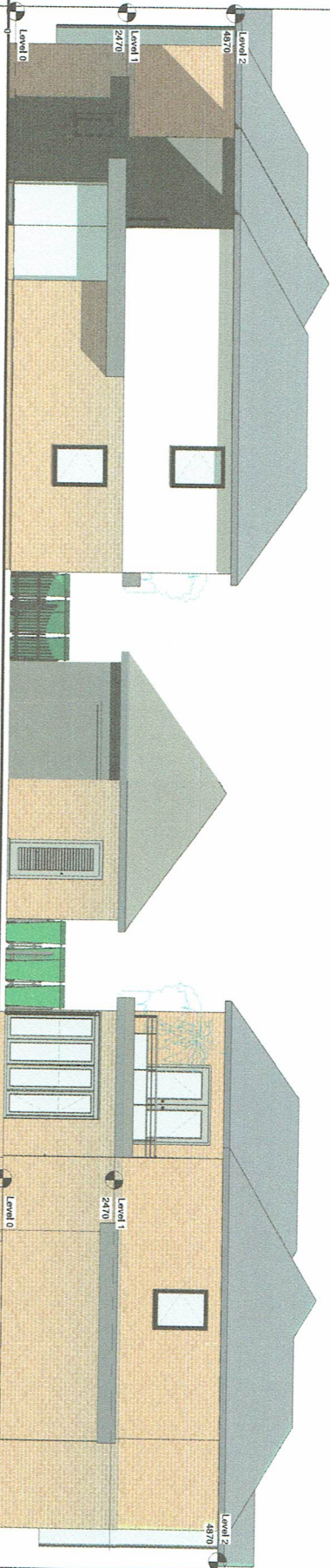
Drawing No: Card NG5 003
Rev: Existing & Proposed Floor Plans
Status: Planning
Drawn By: BH **Date:** 7-02-2019 **Checked By:** MB
Drawing Page Scale: 1:100@A3

Notes

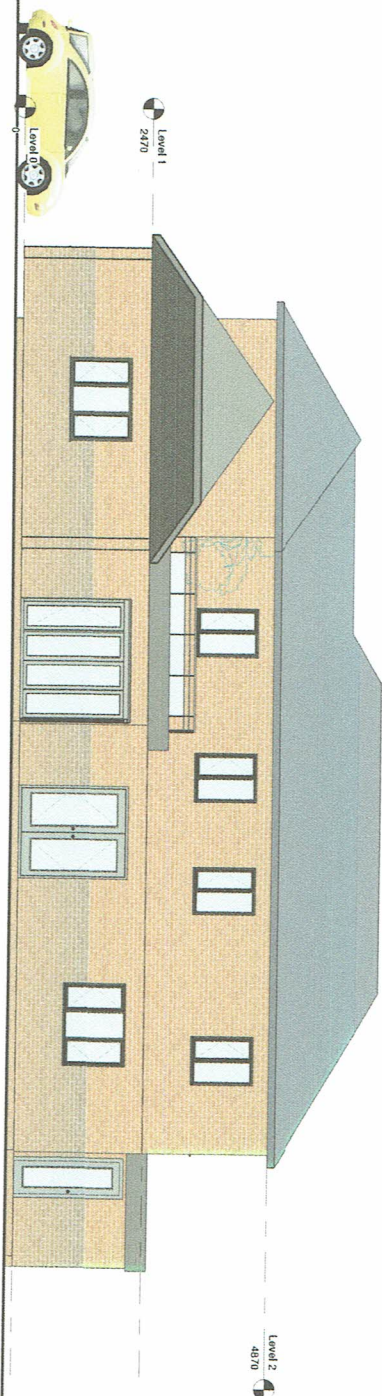
Front Elevation



North
1 : 50



South
1 : 50



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Architectural Design Consultants
Residential, Industrial & Commercial Projects
B. Jarvis MCIAT A/CIO RIBA: RIBA Sustainable
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Tel: 01623 851019 Mob: 075 8591 8785
Email: b.j@bja.co.uk
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Planning & Building Applications
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Design & Build

Do Not Scale: These Drawings
All dimensions to be checked and verified on site before work commences any discrepancies to be reported to Building for consideration.
All work carried out to comply with relevant British Standards and codes of practice and to the satisfaction of the regulatory authority is the principal contractor's responsibility to request the principal contractor will be responsible for implementing good health and safety practice on site in accordance with CDM regulations.

2019/0237

No.	Description	Date

Mr & Mrs Oakes
Extension and re modeling
10 Pavilion Rd Arnold
Notis

Project number	Project Number
Date	Issue Date
Drawn by	Author
Checked by	Checker
	A102
Scale	1 : 50

Do Not Scale These Drawings
All dimensions to be checked and verified on site
The client and contractor are responsible for any discrepancy's to be
reported to the author for consideration

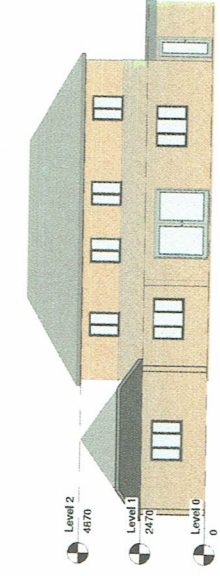
All work carried out to comply with relevant British
Standards and codes of practice and be to the
satisfaction of the local authority. It is the
principal contractor's responsibility to ensure that
regular site visits from the local authority
The principal contractor will be responsible for
implementing good health and safety practice on
site in accordance with CDM regulations

2019/0237

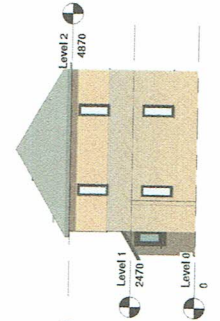
No.	Description	Date

Mr & Mrs Oakes	
Extension and re modeling 10 Pavilion Rd Arnold Notts	
Existing Plans Elevations	
Project number	Project Number
Date	Issue Date
Drawn by	Author
Checked by	Checker
A104	
Scale	As indicated

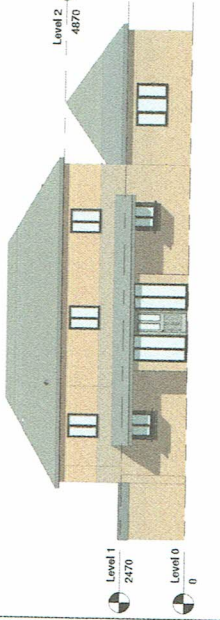
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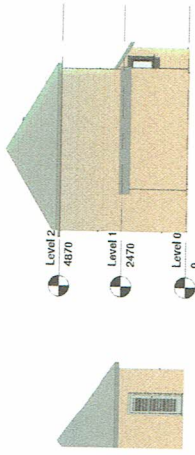
West Existing
1 : 100



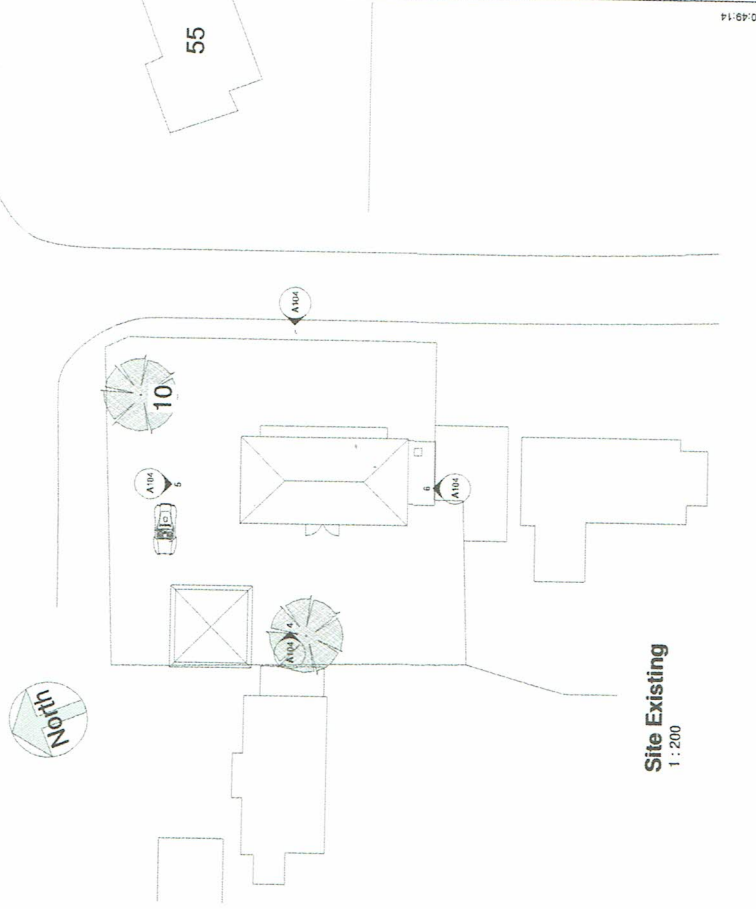
North Existing
1 : 100



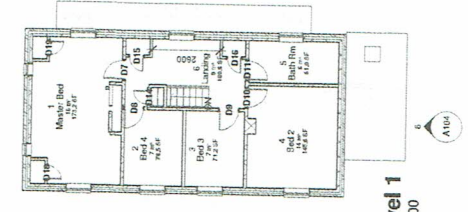
East
1 : 100



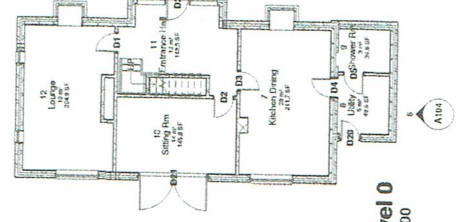
South Existing
1 : 100



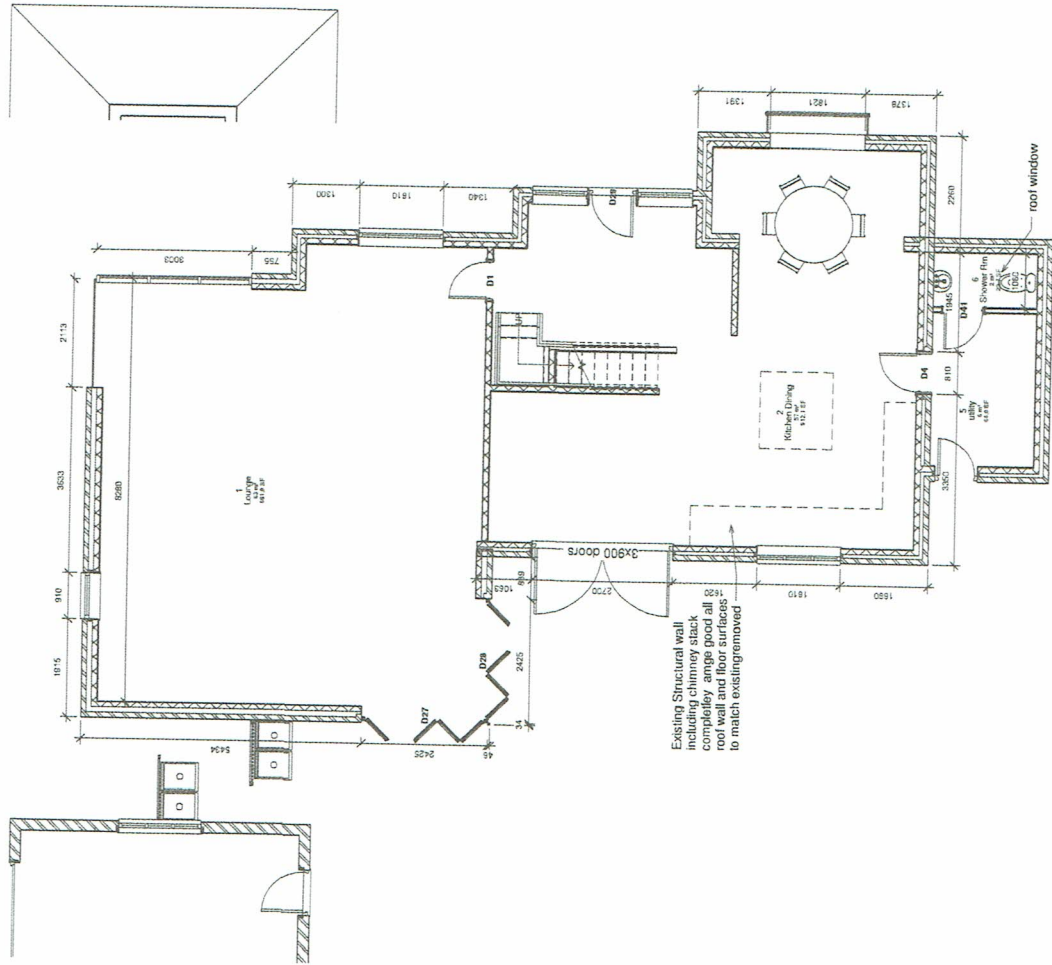
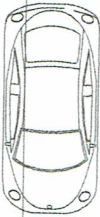
Site Existing
1 : 200



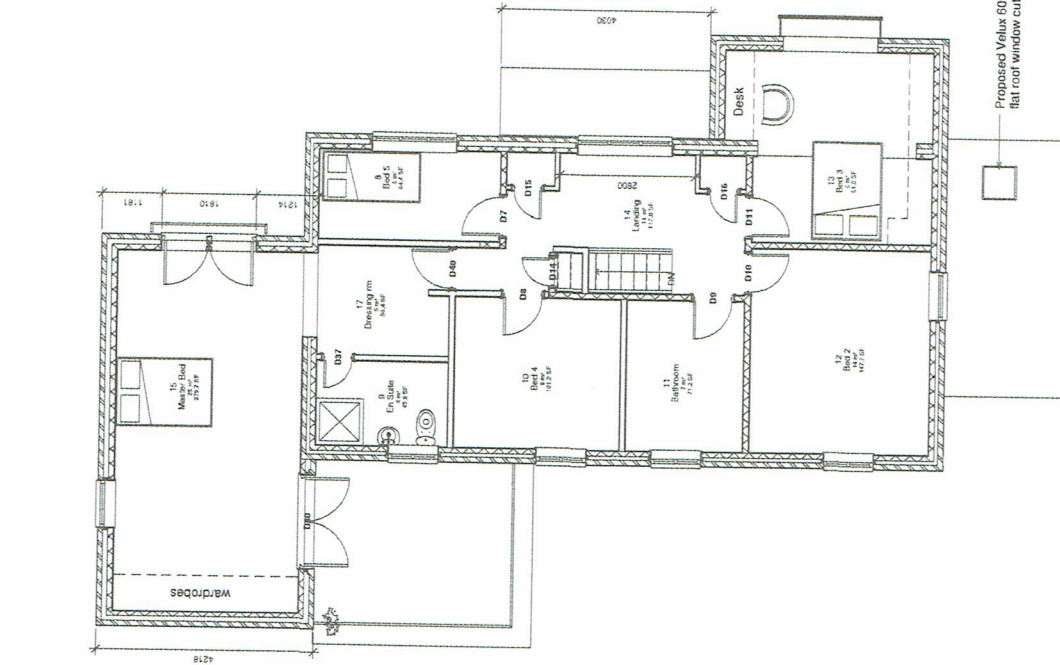
Level 1
1 : 100



Level 0
1 : 100



Level 0 Proposed
1 : 50



Level 1 Proposed
1 : 50

Notes
KEY
Walls Demolished
Stud Walls

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Architectural Design Consultants
Residential, Industrial & Commercial Projects
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BIM Consultant
Planning & Building Applications
Structural Management
Design & Build

Do Not Scale These Drawings
All work carried out to comply with relevant British Standards and Regulations. The principal contractor shall be responsible for the regular site visits from the local authority. The principal contractor will be responsible for the work carried out to comply with the safety practice on site in accordance with CDM regulations.

2019/0237

No.	Description	Date

Mr & Mrs Oakes
Extension and re modeling 10 Pavilion Rd Arnold Notts
Scheme Proposal
Project number
Project Number
Issue Date
Issue Date
Author
Author
Checked by
Checked by
A100 REV A
Scale
1 : 50