

Headon-cum-Upton, Grove & Stokeham Parish Council

Meeting Minutes of 3rd Apr 2017 at the Village Hall, Church Street, Headon, Retford, DN22 ORD. The meeting commenced at 7:30pm.

Members Present

Cllr David Landon	Vice-Chair
Cllr Chris Holliland	
Cllr Eric Briggs	
Cllr Janet Landon	
Cllr John Mosley	
Cllr Sue Browne	

Also, present

Clerk Ed Knox
5 Members of the Public

➤ Pre-Meeting Public Forum

01/2017/18 Apologies for Absence

The council **accepted** the apologies of Cllr's Wielgus, Wallwin, McGlen & Withers.

02/2017/18 Declarations of Interest

None.

03/2017/18 Approval of Minutes

The council **accepted** the minutes of the previous meeting. The chairman signed the minutes as a true and accurate record.

04/2017/18 Matters Arising:

1 To receive update regards Attero Ltd Waste Recycling Centre Visit

The Clerk received no update from Tim Turner at Nottinghamshire County Council's Planning Department. Following a site visit on 22nd March, Cllr Mosley advised that:

- Cllrs Holliland, Browne, Wallwin and Mosley found a tidy, well run operation with all contents stored in containers.
- Building's visited included, a large open building containing 130 wood burning stoves.
- There is a 5p per kw subsidy for the first 15% of their use.
- Transport concerns with 25 lorries per day with an average of 3 per hour.
- The lorries are required to travel via Rampton Hospital to the A57. However, Cllr Holliland witnessed 1 lorry going the opposite direction towards Retford.
- Solid recycled wet fuel arrives on site in up to 30mm pieces and is dried via the site processes.
- Dist Cllr Critchley expressed concern that the facility is an overdevelopment within a rural location.

After discussion, D Cllr Critchley advised she will visit the site again. The Clerk is to forward Tim Turner's email to D Cllr Critchley so she may demand a response. Cllr Holliland to forward notes of his visit to site around the Council members.

2 To discuss Defibrillator Installations

Cllr Mosley reported that:

- All four kiosks now installed
- The Clerk to notify BHF and the East Midlands Ambulance Service of their locations.
- The BHF Press Release has been sent to the local press for publication.
- The Clerk advised that EMAS requires a brief weekly check of each defibrillator and its cabinet is required.
- BT wrote to confirm the phone-box at Grove is now Parish Council property and they have removed the phone. The defibrillator may now be installed.

The council **agreed** that: (i) The Clerk is to advise EMAS of the serial number for each defibrillator once installed. (ii) The clerk shall produce A4 laminates for each kiosk stating the date when new batteries are required. (iii) The designated Cllr for the weekly check of the defibrillators will be:

Headon – Cllr Browne, Upton - Cllr McGlenn, Grove – Cllr Wallwin, Stokeham – Cllr Briggs.

3 To Discuss Speed Sign

Cllr Wielgus is investigating the latest prices. Dist Cllr Critchley will pursue the possibility of a temporary speed sign.

4 To Discuss Possibility of a Village Lengthsman/Warden/Street Cleaner

The Clerk advised that due to budget cuts, Nottinghamshire County Council's Via Ltd have ceased the Lengthsman scheme to new applicants. Bassetlaw District Council confirmed that potentially, the Parish Council would be able to apply for a street cleaning grant of £240 for the year.

After discussion, the council **agreed** that more thought was needed before a decision can be made. Cllr J Landon to draft a potential job role outline for the role.

05/2017/18 To Receive Police Report:

PC Bailey reported by email there were no crimes in the parish this month. Cllr Holliland received no reply after texting PC Bailey or to an email to Nottinghamshire Police reporting potential drug use at Grove. Dist Cllr Critchley stressed the importance of reporting all crime via 101 and not direct to PC Bailey. The 101 service collects data which is used for deciding policing manpower.

06/2017/18 Highways

No issues to report this month.

07/2017/18 To Receive Neighbourhood Plan Report

Cllr Wielgus reported by email prior to the meeting that:

- 44 People attended the public communication and consultation event at Headon Village Hall on 25th March 2017.
- The purpose of the Event was to engage with attendees to ensure the understanding of the information on display and to encourage feedback to the questions presented on the boards.
- 30% of the Parish Population responded to the Survey.
- The Neighbourhood Plan Website is <http://www.hugsnp.btck.co.uk/>

- Summary of types of Questions asked and responses received included:
 - A community ran Shop/Pub
 - Public Infrastructure, parks, allotments, wildflower meadows
 - Village Hall usage and provisions
 - Family Homes
 - Public Rights of Way
 - Traffic Calming Measures
 - Public Transport
 - Parking Spaces for Housing
 - Parish allocated development sites
- The valuable feedback from the community will be used by the Steering Group to inform the progress of the draft NDP.
- The next Steering Group meeting will discuss emergency planning
- Feedback comments from the public following the event included:
 - The wish to see redundant buildings being redeveloped into housing
 - The need for new homes.
 - The general feeling that 4 villages are really small and they are not sustainable to take a lot of new housing or people.

08/2017/18

Finance:

1. Year End Accounts 2016/17: The Clerk to email the summary of the year end accounts around the members. At the next meeting, the clerk shall present the findings of the internal auditor and arrange for the approval of the Annual Governance Statement/Annual Return.
2. To Approve Payments: after discussion, the Council **approved** the following accounts: -

<u>Payee</u>	<u>Item</u>	<u>Cost</u>
Neighbourhood Plan Expenditure Breakdown:		£1,771.76
LAB Planning Ltd	Consultancy Services	£1,200.00
Bassetlaw D.C	Neighbourhood Plan	£99.56
Headon Village Hall	Room Hire Meetings & Open Day	£180.00
B Wielgus	Printing Expenses	£48.30
B McGlen	Printing, Stationery, Website Survey Expenses	£76.33
J Landon	Printing & Stationery Expenses	£32.08
J Harvey	Publicity, Survey & Light Refreshments Expenses	£26.92
P Kay-Butler-Hughes	Printing Expenses	£5.76
R Goulden	Printing, Publicity/Prize Draw Expenses	£102.81
Sub-Total		£1,771.76
E Knox	Apr 2017 Net Salary, Mileage & Expenses	£148.49
HMRC PAYE	E Knox Income Tax	£31.60
D Walton	S137 Donation In lieu of Electricity Supply to Upton Defibrillator Kiosk	£30.00
Total Payments		<u>£1981.85</u>

The Clerk to add an agenda item for the next meeting to allow the Council to consider a S137 thank you Donation for the Defibrillators to the British Heart Foundation at the next meeting.

3. Receipts:

Receipts Received this month:

Total Receipts **£0.00**

4. Bank Balances

The Current Account Balance today is **£4,113.18**

The Deposit Account Balance today is **£4,722.47**

09/2017/18 Any Other Business

Dist Cllr Critchley advised Police Crime Commissioner Paddy Tipping has appointed additional Special Constables. Dist Cllr Critchley is encouraging all Parish Councils to organise petitions in support of replacing PC Bailey with a full Police Constable Role and additional Police present in the area. Dist Cllr Critchley to supply Cllr J Landon with details for a suitable petition.

Dist Cllr Critchley advised the details of the NHS STP consultation, proposing that our area joins Doncaster, Barnsley and Sheffield. A poorly advertised public meeting, arranged by Healthwatch and BCVS was held in Misterton, as a result only 4 people attended. Dist Cllr Critchley left leaflets for members regards the consultation.

10/2017/18 Date/time of next meeting

Monday 8th May 2017 7.30pm

11/2017/18 Closure of Meeting

There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 8:35PM.

Signed _____

Date _____