

Headon-cum-Upton, Grove & Stokeham Parish Council

Minutes of 3rd Jul 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 Beatrice McGlen	
Cllr Eric Briggs	
Cllr Fred Withers	
Cllr Janet Landon	
Cllr Sue Browne	
1 x Vacancy	

Also, present

Clerk Ed Knox, Dist Cllr Critchley, County Cllr Ogle
5 Members of the Public

➤ Pre-Meeting Public Forum

Cllr D Landon invited the public to speak. Matters discussed were Speed Reduction and the ongoing concerns at Attero Ltd Recycling Centre, which included smoke/haze from chimneys, humming noises emitting from fans and sawdust billowing around the site. Photographs of the blue smoke were passed around the Council Members.

40/2017/18 Apologies for Absence
The Council **accepted** the apologies of Cllr Wielgus (Holiday), Cllr Mosley (Illness), Cllr Wallwin (Work).

41/2017/18 Declarations of Interest
None.

42/2017/18 Approval of Minutes
The council accepted the minutes of the previous meeting. The Vice-Chair signed the minutes as a true and accurate record.

43/2017/18 To discuss potential projects and associated costs
Prior to the meeting, the clerk circulated by email various project ideas from the Council Members together with associated costs where known. The Annual Precept is currently set at £7,308 providing an additional £3,654 to the budget of the Council. Cllr D Landon read aloud the titles of the various projects:

- Speed Sign
- Lengthsman
- Headon Car Park
- Decorative Village Sign for Grove
- Grove War Memorial Refurbishment
- Public Footpath Improvement & Development

After discussion, the Council **agreed** 1) to defer consideration for Grove Village Sign to the next financial year. 2) Public Footpaths may be able to be developed via grants. This item also to be deferred to the new financial year. 3) The clerk is to check with English Heritage to ascertain if they are the owners of Grove War Memorial, establishing who is responsible for its maintenance. **Action**, The Clerk to contact English Heritage.

44/2017/18 Matters Arising:

1 To receive an update on Attero Ltd Waste Recycling Centre

Dist Cllr Critchley read out an email from Amy Ogden at Bassetlaw Environmental Health and advised that she would be writing to the heads of Planning and Environmental Health to request a 'stop notice' to be issued. After discussion, the council **agreed** to support Dist Cllr Critchley. **Action**, The Clerk to write to the heads of planning, environmental health to support Dist Cllr Critchley, escalating the concerns raised and to request the 'stop notice'.

2 To Discuss Speed Sign Options

Dist Cllr Critchley advised that the person at Via Ltd who quoted a figure of £1,300 for a sign has resigned, that it seems unlikely that a sign can now be obtained by this route for such a low price. Dist Cllr Critchley asked if the Council was a member of 'Trentside Traffic Calming Group' this committee is Chaired by Dave Langmead and consists of representatives from several local parish councils. **Action**, Dist Cllr Critchley to ask Dave Langmead if he has any further information relating to speed sign costs.

The Clerk advised that Cllr Wielgus had provided several Speed Sign quotes. Cllr D Landon discussed the quotes which varied from £2,625 from Westcotec to £1,733 from Simmons signs. After discussion, the Council **agreed** that that whilst it could potentially allocate up to £2,500 on a speed-sign, information relating to lifespan/reliability of the products, maintenance costs and evidence of affectability of speed-signs was required before a final decision could be made. **Action**, Cllr Wielgus to obtain the required information for the September meeting.

Dist Cllr Critchley advised that she is to attend the next Open Forum meeting at Rampton Hospital on 13th July. **Action**, Dist Cllr Critchley to ask the hospital if a £1,000 donation previously offered to the Council would still be available towards a speed-sign.

3 To discuss Lengthsman employment possibility

The Clerk circulated figures for employing a lengthsman. After discussion, Cllr D Landon **proposed** a vote to employ a lengthsman on a 4 hour per week contract. All 6 members present were in favour, motion carried. Cllr Briggs suggested that as the role is new to this parish, it may be a good idea to consider an experienced candidate, that the Council might wish to consider asking a neighbouring parish's lengthsman if they would be interested in the role. Cllr McGlen advised she would like the opportunity for a resident within the parish to be considered if one were forthcoming. The Council **agreed** that they would look to advertise the role in September.

4 To receive an update on the possibility of purchasing or adopting the car-park at Headon

Dist Cllr Critchley advised that Bassetlaw District Council initially lost the correspondence relating to this matter. Rachel Baker, Principal Estates Surveyor, wrote to advise that the Parish Council previously wished to take possession of the car-park by way of a 25-year lease, at £1 per annum for the un-restricted use of all residents of Headon and for placing recycling bins upon. The Parish Council would be responsible for Public Liability Insurance cover, all maintenance and repair during the lease term and to be responsible for seeking permissions needed for extending the car-parking area. However, the lease was on the proviso that the Parish Council carry out works detailed in an £18,000 quote to renew the front portion of the car-park, make the rear grassy area a continuation of the surfaced car-park and pay the District's fees of £350 + VAT. The cost of which may have increased due to the time that has passed.

The Estates Surveyor advised that they would have to re-see the thoughts of 'A1 Housing' as well as seek formal approval to move things forward, if this was the desired action. Bassetlaw Council are unable to transfer the land ownership at nil consideration and are required to get the best possible sale value for the District. However, should the Parish Council like to purchase the Land a quote shall be provided. Any below Market Value transfer would require cabinet approval.

The Council discussed the situation and **decided** to defer this item to the next financial year.

5 To receive an update on Environmental Issues at 5 Riseholme, Headon

Cllr J Landon gave an update of the various issues. Threatening behaviour had been reported to the Police and A1 Housing. A1 Housing advised that the gate on the fence has to be removed and all rubbish must be removed from the garden of the property. The tenant was observed moving the bottle banks from the car-park to the village hall and wrongly informing people they cannot park in the car-park. **Action**, Dist Cllr Critchley agreed to visit the tenant to have a word with him about the issues, she will escalate the matter with Don Spittlehouse and find out if A1 Housing can erect a sign in the car-park to say that it is for the un-restricted use of all residents of Headon.

45/2017/18

To Receive Police Report & Discuss the Petition:

PC Bailey reported by email the following crimes this month:

- 09.06.17 – Assault – Church Street, Headon
- 28.06.17 – Garage Burglary, Main Street, Upton

Dist Cllr Critchley encouraged the Council to take part in a petition to demand Nottinghamshire Police replace PC Bailey upon his retirement with a full Police Constable role. After discussion, the Council **agreed** that they would promote an on-line petition if Dist Cllr Critchley and the Clerk were able to facilitate one. Cllr Briggs agreed to take a paper version around homes in Stokeham. **Action**, The Clerk is to post Cllr Briggs a paper petition and to work with Dist Cllr Critchley to ascertain if an on-line petition is possible.

46/2017/18

Highways

The clerk advised he had escalated the on-going highways issues with the County Council and received below update from Sarah Hird, Senior Highways Liaison Officer:

- FS-54070099 Upton Finger Post (Pointing to Askham) – Replacement on order and currently being chased with the suppliers.
- FS-54070337 Missing main village entrance sign for Grove was replaced on 13th June
- FS-6115688 White lines at Yew Tree Road/Main Street/Westfields is due for re-assessment by the Network Inspector to check the road surface for deterioration which may require remedial action prior to the white lining works taking place. The lines are on the list to be actioned, however, all junctions are being prioritised in terms of safety.
- FS-6116072 White lines at Askham Lane/Main Street – As above
- FS-54070847 Various Potholes & sunken manholes/drains Stokeham – Inspection due imminently.
- FS-10812934 Footpath Condition Church St, Headon – Awaiting results of the Network Inspectors visit.
- FS-10812115 Footpath Condition Main St, Upton – As Above.

County Cllr Ogle advised that Via Ltd currently have a £1m budget for highway remedial works and encouraged Council Members to take photos of all highway issues. **Action**, Cllr McGlen to take photos of the white lines affected and pass to the clerk to escalate with highways. The Council **agreed** to take photos of any new highway issues as they arise.

47/2017/18

To Receive Neighbourhood Plan Report

Cllr McGlen advised that the Character Assessment of the Parish had been carried out by Carroll Planning Ltd and the next meeting of the steering is on 13th July.

48/2017/18

Finance:

1. To Approve Payments: after discussion, the Council **approved** the following accounts: -

<u>Payee</u>	<u>Item</u>	<u>Cost</u>
E Knox	Jul 2017 Net Salary, Mileage & Expenses	£111.70
E Knox	Aug 2017 Net Salary & Expenses	£108.10
HMRC PAYE	E Knox Income Tax Jul	£22.60
HMRC PAYE	E Knox Income Tax Aug	£22.60

SLCC	50% Annual Subs Renewal 2017/18	£54.00
J Chapman Ltd	Signwriting Grove Phonebox Defibrillator	£200.00
Carroll Planning	Character Assessment – Neighbourhood Plan	£1,728.38

Total Payments **£2,268.98**

2. Receipts:

Receipts Received this month:

<u>From</u>	<u>Item</u>	<u>Amount</u>
Groundworks UK	Neighbourhood Plan Grant	£6,137.00

Total Receipts **£6,137.00**

3. Bank Balances

The Current Account Balance today is **£8,790.33**
The Deposit Account Balance today is **£4,724.44**

49/2017/18

Any Other Business

Dist Cllr Critchley asked if any CIL (Community Infrastructure Levy) payments were due to the parish. The Clerk reported that he had checked with Bassetlaw Planning and none were due. County Cllr Ogle reported that Bassetlaw's application for Devolution to the Sheffield City Region had been withdrawn.

50/2017/18

Date/time of next meeting

Monday 4th Sep 2017 7.30pm

51/2017/18

Closure of Meeting

There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 8:45PM.

Signed _____
Date _____