

Headon-cum-Upton, Grove & Stokeham Parish Council

Minutes of 6th Nov 2017 at the Village Hall, Church Street, Headon, Retford, DN22 ORD. The meeting commenced at 7:30pm.

Members Present

Cllr Jonathan Wallwin	Chairman
Cllr David Landon	Vice-Chair
Cllr Beatrice McGlen	
Cllr Eric Briggs	
Cllr Fred Withers	
Cllr Janet Landon	
Cllr John Mosley	
Cllr Julia Harvey	
1 x Vacancy	

Also, present

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

- 77/2017/18 Apologies for Absence
The Council **accepted** the apologies of Cllr Wielgus for work reasons.
- 78/2017/18 Declarations of Interest
None.
- 79/2017/18 Approval of Minutes
The council accepted the minutes of the previous meeting. The chairman signed the minutes as a true and accurate record.
- 80/2017/18 To Receive an application for the office of Parish Councillor and Co-opt a candidate to fill the existing vacancy
Cllr Wallwin advised there were two potentially interested parties, one of which wished they could be at tonight's meeting but was unable attend. They requested that the Council defer the matter of Co-option until the next meeting. The Council **agreed** to defer the matter to December. **Action**, The Clerk shall notify the interested applicants.
- 81/2017/18 To Receive Police Report:
The Clerk advised that PC Haynes advised he would be unable to attend Parish Council meetings due to his initial work commitments and whilst he is settling into the role, he would be unable to produce a police report for parish councils. However, a letter received today from Bassetlaw District Commander Inspector Neil Bellamy advised the Council that PC Hayes has also decided to retire at the end of November along with PC Bailey and that they are not in a position to immediately replace PC Hayes.
Dist Cllr Critchley advised that she will present Nottinghamshire Assistant Chief Constable Steve Cooper the paper and on-line petitions demanding a full replacement Police Constable, at the NALC AGM on 15th November 2017. The Council agreed to object to the lack of full police coverage and absence of clarity over the replacement PC timescales. **Action**, The Clerk shall write to Commander Bellamy to strongly object to the situation and to ask for timescales surrounding recruitment of a replacement Police Constable.
- 82/2017/18 Matters Arising:
1 To discuss Attero Ltd/Waste to Energy Ltd Recycling Centre planning application F/3696 & Environmental Health Matters

Dist Cllr Critchley advised of on-going issues reported by the public, which included light and smoke pollution. Cllr Critchley visited site most days and has raised all issues with Tim Turner and Mike Hankin at the County Planning Dept to debate whether these contravene the existing permitted development planning agreements. Cllr Critchley reported that she had received promises that the bright intrusive lighting, which continues to operate, shall be addressed shortly.

Cllr Critchley advised that she had received an email from Cllr Wielgus regards information relating to the Neighbourhood Plan, signifying residents support identifying the site as for potential residential use, which would give weight to matters surrounding the planning application. Cllr Critchley discussed the information with the Chief Planner and the outcome was that residential could be considered. However, the Council said that the information from Cllr Wielgus did not seem accurate and that the Neighbourhood Plan Steering Group would contact Cllr Wielgus to clarify.

Cllr McGlen advised that the Neighbourhood Plan was currently within its six-week consultation period, where residents can make comments before the deadline of 4th December 2017. Following this date, the plan would have to be redrafted if the comments received, highlight the need for changes to the plan.

2 To Discuss Speed Sign Options and Decide whether to Proceed with a purchase

The Clerk advised he had written to Notts County Council for permission for erecting speed signs. Highways Manager, Jo Horton replied that there is a lot of preparatory work involved, lamp columns have to be tested in advance of any installation and not all columns are suitable. The Parish Council would need to write and submit method statements and risk assessments for County Council approval. The speed sign would require adding to the Parish Council insurance cover.

The County Council are about to trial a portable sign with Bothamsall Parish Council. They then plan to assess the success of the sign and the whole process around approving its installation. Once they have done this, the Highways Manager may make a recommendation for standardising the approval process and update their Network Management Plan. If the County Council are in favour, the Parish Council may then be able to move forward with its own sign purchase.

The Highways manager asks the Parish Council to wait until such time when she can give a more definitive answer to Parish Councils who may wish to purchase a sign.

The Clerk has also written to Cottam Power Station, West Burton Power Station and Rampton Hospital (twice) to request funding support for the sign and received no response. Dist Cllr Critchley stated she had also attempted to ask for funding from Rampton Hospital without success.

The Council **decided** to wait to purchase a speed sign until further clarification can be obtained from the Highways Manager. A temporary Notts County Council mobile speed sign is in use at Eaton, the Council would like for the temporary sign to come to the villages of its Parish. **Action**, The Clerk shall write to the Highways Manager to ask if their mobile sign can come to this Parish.

83/2017/18

To Receive an update Regards 5 Riseholme

At the request of Cllr J Landon, the Clerk wrote to the Head of A1 Housing to complain about the actions of the tenant. The Clerk mentioned to the Council that A1 Housing's Response had already been circulated. Dist Cllr Critchley asked if anyone had anything to say on this matter before giving her report. Cllr D Landon asked the Clerk why his request to discuss this matter at the exclusion of the press and public had been declined. The Clerk explained that there are very few exceptions when a closed meeting can be undertaken and the Agenda must specify the subject, it cannot state 'Confidential Item' only. The Clerk had confirmed this with NALC.

Cllr Wallwin asked the Council to confirm if it will only hold closed meetings and/or agenda items when absolutely necessary, and in all other cases hold open meetings in the interests of transparency. It was **resolved**, by a show of hands, 7 members were in favour of open meetings.

Cllrs D & J Landon explained their views on the matter and Dist Cllr Critchley explained her actions.

Cllrs D & J Landon felt that the matter was not resolved because an email complaint had been received from a member of the public. Dist Cllr Critchley explained that she had spent time with the complainant to resolve the matter.

Dist Cllr Critchley asked for all correspondence and emails relating to the subject of Riseholme, which have been sent to the Clerk to be released to her under Freedom of Information. Cllrs D & J Landon both objected, asking about Data Protection. Dist Cllr Critchley, was concerned that the tenant, had been named at previous Parish Council meetings.

At this point the Chairman intervened, calling a vote on the matter. Cllr Wallwin, **proposed** that as the Parish Council had done all it could, by writing a letter to A1 Housing, there was nothing further that could be done, that the Council should drop the matter, draw a line under proceedings, accepting Dist Cllr Critchley's resolution. It was **resolved**, by a show of hands, 7 members in favour.

Action, The Council asked the clerk to write back to the email complainant to acknowledge their email and advise that the Council had declared the matter closed.

84/2017/18

To Discuss 'Heads-Up' Funding

Cllr D Landon advised that the Heads-Up newsletter was founded 18 years ago by the Millennium Committee. Its overheads were covered by a 200 Club and village lottery, both of which have ceased to operate. Subsequently, Headon Village hall has funded the newsletter, however, distribution has recently been extended to include the residents of Grove and Stokeham significantly increasing the operating costs.

Cllr McGlen advised of feedback from residents who felt that a paper copy through their door was the preferred method of receipt, rather than PDF emailed copies which tend to be ignored or forgotten.

The Clerk asked if potentially, the funding could be made at the same time each year as the other annual grants.

The Council unanimously **agreed** to fund the newsletter.

85/2017/18

Highways

Cllr McGlen reported that the Upton Finger Post (Pointing to Askham) has been replaced. The Clerk advised that damaged Westfields Street Sign, Upton & Lady Well Lane required photos emailing to Kim Hewitt at Bassetlaw District Council, Cllr Harvey provided and Bassetlaw have confirmed the work is to be completed by shortly. There were no new Highways items to report.

86/2017/18

To Receive Neighbourhood Plan Report

Cllr McGlen advised the Steering Group are accepting all comments during the six-week consultation period which ends on 4th December.

87/2017/18

Finance:

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

<u>Payee</u>	<u>Item</u>	<u>Cost</u>
E Knox	Net Salary, Mileage & Expenses	£111.70
HMRC PAYE	Income Tax	£22.60
Wilko	2 nd Class Stamps for Clerk Administration	£6.72
Cllr J Landon	Neighbourhood Plan Expenses Ink Cartridges, A4 Paper & Display Folder	£74.97
Cllr Wielgus	Neighbourhood Plan Expenses Slide Binders	£13.55
Cllr Wielgus	Neighbourhood Plan Expenses Printing 30 leaflets @ 12p each	£3.60
LAB Planning Ltd	Neighbourhood Plan Drafting & Consultation	£2,800
Total Payments		<u>£3,033.14</u>

2. Receipts:

Receipts Received this month:

<u>From</u>	<u>Item</u>	<u>Amount</u>
None		£0
Total Receipts		<u>£0</u>

3. Bank Balances

The Current Account Balance After the above payments is **£7,761.66**
The Deposit Account Balance today is **£4,724.44**

88/2017/18

Any Other Business

CLlr D Landon asked the Clerk to confirm if the latest copy of the Council's Standing Orders has been provided to new members. Cllr Harvey confirmed she had been issued with the current 2015 edition.

CLlr D Landon asked for Dates of 2018 meetings to be discussed on the next Agenda and for the Clerk to confirm with Bassetlaw the deadline date for the 2018 Precept.

89/2017/18

Date/time of next meeting

Monday 4th Dec 2017

7.30pm

In accordance with the Public Bodies (Admission to Meetings) Act 1960. The members of the public were asked to room leave the whilst next two agenda items were discussed as the relate to confidential staffing matters.

90/2017/18

To Discuss an application for the Village Lengthsman and to decide interview arrangements

The council **noted** the clerk has received one application for the vacancy. The council **agreed** to invite the applicant for interview on Saturday 18th November 2017 and appointed a sub-committee of Cllrs Wallwin, Harvey, Withers and Mosley as the interview panel. The Council **agreed** that the start date, if the applicant is successful shall be 1st December 2017.

Action, The Clerk shall invite the applicant for interview and inform the sub-committee.

91/2017/18

Closure of Meeting

There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 8:40 PM.

Signed _____

Date _____