

Headon-cum-Upton, Grove and Stokeham Parish Council
Draft Minutes of the Meeting of 5th Dec 2016 held at 7.30pm
Headon-cum-Upton Village Hall, Church Street, Headon, Retford, DN22 0RD

Present:

Cllr: Jonathan Wallwin – Chairman

Cllrs: David Landon, Beatrice McGlen, Ben Wielgus, Eric Briggs, Janet Landon, & Fred Withers

Also Present: Ed Knox, Clerk to the Council

3 members of the public present

➤ **Pre-Meeting Public Forum**

1. **Apologies for Absence**

Apologies received from Cllr's Chris Holliland, & Dist Cllr Teresa Critchley. After discussion it was **resolved** to accept the apologies.

The Council currently has 1 Parish Councillor Vacancy.

2. **Declarations of Interest**

There were no declarations of interest.

3. **Minutes of meeting held on 5th Nov 2016**

These were signed by Cllr J Wallwin on behalf of the council as a true record of events.

4. **Matters arising from previous minutes**

a) **Councillor Vacancy**

After discussion it was **resolved** that there were no applicants and the Council would continue to search for replacements via word of mouth. **Action** Cllr Ben Wielgus to speak with Cllr Chris Holliland to ascertain if he is returning to his position in 2017.

b) **Horse signage – Magpie Farm, Stokeham – Ref FS6970760**

Clerk, E Knox reported that Via Ltd require evidence of the requirement for Horse Signage. Cllr E Briggs reported that he is still gathering evidence via a third party. **Action** Cllr Briggs.

c) **Defibrillators**

Clerk, E Knox prior to the meeting circulated council members his findings. Ed had investigated various possible sources for supply & installation of Defibrillators and provided the Council with the following:

1. The Purchase and ongoing maintenance costs for two main types of Defibrillator, Lifepark CR Plus and Powerheart G5.
2. Additional information from SADS relating to the possible use of Phone Box's as Defibrillator Kiosks with supporting installation information.
3. Reconditioned defibrillators from 'How 2 Save a Life' for price comparison were more expensive, £899 just for the defibrillator and £300 extra for the cabinet.
4. Dist Cllr Teresa Critchley & County Cllr John Ogle had been approached for possible grants, no response from Teresa as she is in India. John advised he may have up to £400 available this year.
5. Phone Box adoption for Headon & Grove as possible locations for 2 defibrillators. BT replied to say that the Council may only adopt them for the use of a defibrillator and **no** other purpose.
6. Ed spent time researching possible grant sources, identifying trusts, charities and similar bodies who will consider applications of financial support towards community defibrillators. This

- involved reading through a 600 page book, submitting application forms, covering letters together with a set of audited accounts to the most suitable bodies. Approximately 10 hours additional work. Ed has secured a £300 grant from one body.
7. British Heart Foundation (BHF) are open for applications for Free defibrillators and cabinets. Ed has submitted an application for 4 units and cabinets.
 8. BHF do not guarantee units for all applicants, they score each case on their own merit and have advised they are experiencing high volumes of applications.
 9. Further Grant Applications via Headon Village Hall may have more success as it can apply as a 'Registered Charity' to bodies which a Parish Council cannot.
 10. Cllr Ben Wielgus advised that being able to access one of these units within 5 minutes, increases the chance of survival significantly.
 11. Cllr Beatrice McGlen's partner has offered to help raise funds by taking part in the London Marathon.

After discussion, it was **resolved** that:

1. Any Cllr who would like to view an existing BHF free unit, they should contact Cllr John Mosley and arrange a visit to Dunham-On-Trent Village Hall to view theirs.
2. Headon Village Hall shall be the location of Headon's Defibrillator. **Action**, Clerk Ed Knox to inform BT and Bassetlaw District Council that the Council only wishes to adopt Grove BT Phone Box.
3. The Council will wait and see the outcome of the BHF application & other applications Ed has before considering submitting further applications.
4. Defibrillator locations will hopefully be:
 - a. Headon Village Hall
 - b. Upton Bus Stop
 - c. Grove Phone Box
 - d. Stokeham Church

d) Possible Waste Recycling, Headon Camp Ind Estate – Attero Ltd

A member of the Public wrote the Council about this matter in addition to the notification from Cllr John Mosley, the member of the public also attended tonight and provided additional details for the Council in the Pre-Meeting Public Forum. Dist Cllr Teresa Critchley has this as an action to investigate. After discussion it was **resolved** that:

1. **Action** Dist Cllr Teresa Critchley should provide a further update on the situation after she returns to the UK.
2. **Action** Cllr Ben Wielgus will contact Attero Ltd to find out further details relating to their plans for the Headon site.
3. **Action** Clerk Ed Knox to contact Bassetlaw District Council Planning Dept , & Chief Executive and Tim Turner at Notts County Council for clarification regards the plans Attero Ltd have for the site.

5. Police Report

PC Bailey was unable to attend the meeting due to work commitments. He advised by email that there was one crime in the Parish this month:
07/11/2016 – Upton - Theft from a Storage Container.

6. Highways

Cllr Ben Wielgus advised that The Retford Rotary Club flower bulbs have been planted with the help of the Grove volunteer group, Ben will also ask the volunteers again this year to help clear leaf fall in the village. During the pre-meeting public forum, a member of the public raised the following highway's issues:

- Footpath breaking up and sloping on Church Street near the Rectory
- Footpath not safe on Drayton Road between Champions and Oregon House.

Action, Clerk Ed Knox to report via on-line tool Highways.

7. **Planning Applications**

a) **New Applications:** None

b) **Decision Notices:** None

8. **Neighbourhood Plan**

Cllr J Wielgus reported that:

1. There is good slow but steady progress
2. Each member has their own responsibility to undertake
3. The 3rd Steering Group meeting is on Weds 7th Dec 2016
4. Questionnaire to be sent around the Parish in Jan 2017
5. Following the outcome of the questionnaire a Village Hall public meeting will be held.

9. **Finance**

a) **Payments**

The following amounts were **authorised** by the Council:

	Transaction	Amount
Clerk E Knox Salary, Expenses & Mileage Dec	BACS	£146.99
Clerk E Knox PAYE Income Tax Dec	BACS	£21.80
	Total	<u>£168.79</u>

b) **Receipts**

The following funds were received:

	Amount
None	<u>£0.00</u>
	Total
	<u>£0.00</u>

c) **Bank balances**

Account Balances at latest statement date 1st Dec 2016:

Current Account TSB	£4,316.05
Deposit Account Nottingham Building Society	<u>£4,713.74</u>
TOTAL	<u>£9,029.79</u>

e) **Draft Budget 2017/18**

Clerk Ed Knox, presented the budget for the Council for 2017-18 in the format previously used by Karen De Torre. After discussion, it was **resolved** that: The Cllrs will consider possible rise in the precept over the Christmas and New Year Break and a final decision will be made at the January 2017 meeting.

e) **Transfer**

As per authorisation under 5th Sept Minutes, Internet Banking with Santander is now set up. Clerk, Ed Knox presented TSB Chq no 574 for Council signatories to sign, transferring the balance of the account to the new Santander Internet Current Account. Ed also presented an authorisation letter for signing by the signatories to transfer and close the Nottingham Building Society Account balance to the new Internet

Santander Deposit Account. **Action**, Clerk Ed Knox to process the above with the banks at his earliest convenience.

F) Transparency Fund Application

Clerk E Knox, advised the Council it was entitled to claim a refund of around £200 salary expenditure against the NALC Transparency Fund in the form of a grant. This would cover the time previous Clerk, Karen De Torre spent setting up and complying with the Transparency Code since 1st Apr 2015, through to Ed's time spent complying with the code until 31st Mar 2017. Additionally, computer equipment for the Clerk may be obtained via the fund. Prior to the meeting, Chairman, Jonathan Wallwin agreed for Ed to apply for the equipment and funds. After discussion, the Council **authorised** this.

12. Correspondence and Publications

Correspondence:

- Headon Camp Ind Estate email from member of Public addressed earlier under Matters Arising.

Publications:

None

13. Any Other Business

Cllr Eric Briggs wants the Clerk to staple his copy of the minutes for him each month.

Cllr Ben Wielgus advised Broadband has arrived in Grove and it has vastly improved the connection speeds. Cllr Wielgus also advised he had attended the Bassetlaw Local Plan Consultation day; he will send information around the Council regards this and submit a reply to the Consultation.

County Cllr John Ogle reported an update on the SCR Devolution Petition:

- The Petition was submitted to Government
- Currently awaiting a decision of a judicial review of the Bolsover and Chesterfield District Council's (B&C) applications to SCR
- B&C have same issues as with Bassetlaw, their Cllrs want to join, the majority of their people do not
- A statement of the review is expected on 6th Dec 2016
- Hopefully the outcome will be to reject the applications, therefore a referendum in Bassetlaw will not be required.
- If it does go to a referendum, this will be at the cost of Bassetlaw District Council.

Date of next meeting: Monday 16th January 2017

The meeting closed at: 8:35pm

Signed

Date.....