

TRESWELL AND COTTAM PARISH COUNCIL

OFFICERS; CHAIRMAN - MR. RAY FOX

TREASURER/CLERK - MRS. MARALYN PAPWORTH

Unadopted Draft Minutes of the Annual Parish Council Meeting held on Wednesday 16th May, 2018, 7.30pm in Treswell Village Hall

1. Election of Chair/Election of Vice Chair:

Mr. Roger Moore requested nominations for election of Chair.

Ray Fox nominated-accepted office adding that he will have held the post for 4 terms and that he will not stand May 2019. P/S Cllr Cope/Rose

Nicola Salter nominated for Vice Chair, accepted P/S Cllr. Fox/Cope

2. Welcome, Councillors present/absent

Chair welcomed Councillors and 1 members of public to meeting.

Present: Chair Ray Fox, PCllrs. Tony Gamble, Jim Rose, Gill Lazenby, Nicola Salter, Helen Cope, - Clerk Maralyn Papworth.

Apologies for absence: Cllr. Lynn Mockridge, DCllr. Teresa Critchley

Others present: 2 members of the public CClr. John Ogle joined the meeting 8.25pm

3. Declarations of interest None

4. Minutes of Meeting held 17th January, 2018-approved and signed as true record P/S Cllrs Gamble/Cope

5. Matters arising from minutes

5.1 Chair explained Financial 7.2 £200 overpaid by BDC has been paid back to BDC

5.2 Cottam Village Hall update- given by PCllr. Gamble: Tenancy of Village field now secure for peppercorn rent £1 plus VAT for 5 years. A new working party to be formed to support Village Hall Committee. Cottam Power Station offered to supply ash to fill hole on VH site after demolition of building. He thanked Teresa Critchley for her support and contribution of £200 to be used for this work.

6. Designated time for public to speaking

6.1 Discussion relating to information that there is to be a Full Planning Meeting to consider Sundown application (Caravans/Pods/Cabins etc) 'probably' on 23rd May. Unacceptable that this will go ahead with casual date and with no consultation to local community

6.2 MOP informed the meeting that Sundown are advertising a 'Monkey Mayhem' as a new attraction. This development has been noted and Planning Enforcement have been asked to investigate

6.3 Re: Certificate of Lawfulness. MOP asked for details. Clerk informed the MOP and meeting that enquiries had been made to ensure that this certificate did not give Sundown licence to do anything that they were not already doing- the PC had not been invited to comment on this issue Planning Case Officer referred to Legal Dept. who informed it did not give licence to operate in a different way. PC need to clarify further this C of L in terms of the granting of 'lawfulness' that are stated for activities/operations claimed to having been occurring for 4 years? **ACTION: Clerk to clarify**

7. Finance

7.1 2017/18 Audit papers approved signed in order required P/S Cllr. Lazenby/Cope

7.2 Payment made in error by BDC pay back and donation to Cottam Village Hall £200 Approved P/S Cllr. Cope/Rose

7.3 2018/19 revised rates for Clerks to £10.27/hr **ACTION: Next Agenda**

7.4 £200 donation to Cottam Village Hall - cheque to be presented

8. General Data Protection Code

8.1 Appointment of Data Protection Officer to be deferred as recommended by NALC

8.2 Data map approved/adopted

8.3 Data Protection Policy, Subject Access Request Procedure, Data Breach Policy, Records Retention Policy approved/adopted

8.4 To Adopt Privacy Notices - approved/adopted

8.5 All PCs received copies of Security Compliance Checklists to complete. Clerk asked that Checklists from absent PCs and those not completed on the night should be presented at July meeting or before

8.6 Council resolve that the council registers with the ICO and pays the relevant Data Protection Fee £40 approved P/S Cllr. Rose/Cope

PCllr. Salter excused from the meeting.

9. Neighbourhood Development Plan

Suite of documents to be viewed and approved by council to be forwarded for next stage.

It was noted that some typos were in need of correction. **ACTION: Clerk to inform Luke**

After some discussion it was agreed to approve these documents P/S Lazenby/Gamble

10. Correspondence

Chair invited PCs to see the correspondence received.

11. Date of next meeting: Wednesday 18th July, 2018, 7.30pm

The Chair thanked all for their attendance; meeting was closed at 8.45pm

18th May, 2018