

NORTON AND CUCKNEY PARISH COUNCIL

Minutes of the Meeting of the Norton and Cuckney Parish Council

The Meeting of Norton and Cuckney Parish Council held in the Norton Cuckney Village Hall on the 10 June 2015 at 7.30pm.

Minute

No.

027/15 Present: Councillors Collins (Chairman), Alvey, J Reynolds, M Smith, G Smith, Morton, Hart, Brailsford and Barlow.

Others present: Mrs Lisa Hill (Parish Clerk), County Councillor John Ogle, Bassetlaw District Councillor Kevin Dukes and one member of the public.

028/15 To accept outstanding Declaration of Acceptance of Office

The Clerk confirmed that Councillor Sheila Brailsford had signed her Declaration of Acceptance of Office.

029/15 To accept and approve apologies for absence

No apologies for absence had been received.

030/15 To receive and record any declaration of interest from members in any item to be discussed

There were no new Declarations of Interest.

031/15 To approve minutes of the meeting held 13 May 2015

Councillor Alvey proposed to accept the minutes of the meeting held 13 May 2015 as a true record, this was seconded by Councillor Alvey. The minutes were signed and dated by the Chairman.

032/15 To receive any updates from the minutes of the meeting held 13 May 2015

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Min 449/15

- The Clerk reported that Darren Ridout, Welbeck Estates had been requested to provide an update regarding the stretch of fencing along the grass verge to Cuckney Wood. **Action – Clerk.**

Min 458/15

- The Clerk reported that Bassetlaw District Council (BDC) had written to smaller Councils to offer the use of its website in order that all parishes could comply with the new Transparency Code. All information, which was required by law to be published, had been provided to BDC for inclusion on its website. This ensured that Norton and Cuckney Parish Council met its legal obligations under the code.

Min 459/15

- The Clerk reported that an additional post box had been requested by letter but that a response had not been received.

Min 460/15

- The sub-committee reported that a meeting had been held with Darren Ridout and Alan Sampson at Welbeck Estates to discuss Welbeck's offer to take on the street cleaning and maintenance in Norton and Cuckney. The needs of the villages and the role of the previous street cleaner were discussed. A village walkabout to discuss the project further was planned. Specification and costs would be reported to the Parish Council in due course. Councillor Barlow had confirmed with Chris Charnley, Nottinghamshire County Council (NCC) that the Lengthsman Scheme could be used to meet the cost of employing an external contractor. **It was agreed that**, the sub-committee should continue negotiations with Welbeck Estate. **Action – Cllrs Barlow, Alvey and Morton.**

Concerns regarding the ditches in the villages were raised, it was suggested by District Councillor Kevin Dukes that such issues were reported to NCC using its website – the more 'hits' a problem received the higher its priority.

Min 020/15

- The Chairman reported that the fly tipping in the village hall car park had been removed. The Clerk reported that a letter had been sent to BDC regarding the recycling bins but a response had not yet been received.
The Chairman reported that he had not yet spoken to the pub landlord or obtained a quote for repairs to the village hall lights. After discussion, **it was agreed that**, repairs to the existing lighting system, at reasonable cost, should be arranged until future funding could be obtained. **Action – Chairman.**

033/15 Open session for member of the public to speak

County Councillor John Ogle reported that vehicles on the Welbeck Colliery site had recently been damaged. Complaints had followed that the police response was inadequate. A letter had been written to the local Superintendent and the Police and Crime Commissioner, Paddy Tipping. Works at the site continued with many areas due for completion shortly.

Bassetlaw District Councillor Kevin Dukes reported that the old MOD 'pads' were to be used for small business units – this was a policy in the Neighbourhood Plan. Tours around the Colliery site were available to the public from 30 June 2015 on request.

Concerns were expressed that the business operations on site would be detrimental to the villages of Norton and Cuckney, as the present restrictions during construction, would not be in place once the site became fully operational. It was believed that traffic would mainly be light and would be using the north entrance. A traffic survey was due to take place.

District Councillor Kevin Dukes reported his intention to hold surgeries at the village hall prior to the Parish Council meeting each month.

District Councillor Kevin Dukes reported that BDC's community grant scheme was once again available.

034/15 Finance – to approve payments and receive financial update

The following invoices were presented and payment **resolved** by the Council.

- a) Mrs Lisa A Hill, wages and expenses May 2015 £282.98
- b) Planning for People, NP consultancy fees £2,000.00
- c) Mr A Storr, internal auditor £60.00
- d) Bassetlaw District Council, NP £1,908.00

The Clerk requested a copy of the NALC publication 'Local Councils Explained' at a cost of £54.99. **It was agreed**, that this publication could be purchased. **Action – Clerk.**

The Clerk presented financial reports for April and May 2015. The Clerk reported that details regarding Norton Parish Meeting's finances had now been received which would enable an evaluation on Norton and Cuckney Parish Council's financial position in 2015/16 to be carried out.

It was suggested that the Clerk's wages and tax payments should be paid by monthly Standing Order with effect from 30 June 2015 and monthly thereafter. **It was agreed**, that a standing order for the Clerk's wages and tax should be set up. **Action – Clerk.**

035/15 To discuss banking arrangements

The Chairman reported that all cheques raised by the Council last month had been returned by the bank unpaid. On investigation it was determined that the bank had 'blocked' the Council's account due to the Council's failure to return a form six months previously confirming contact and usage details.

The Clerk presented details of more suitable banking arrangements, with the Unity Trust bank. Unity Trust were the only bank tailored to the needs of local councils. Internet banking and pre-paid cards were available to ensure more secure and efficient banking arrangements. After discussion, **it was agreed that**, arrangements to change the Council's banking arrangements from Lloyds Bank to Unity Trust Bank should be made. **Action – Clerk.**

After discussion, **it was agreed** to remove Mary Stokes from The Nottingham Building Society account. **Action – Clerk.**

036/15 To discuss Action Plan

It was agreed that, the Council's Action Plan, last updated in February 2012, should be reviewed and discussed further at October's meeting.

037/15 To discuss Communication Strategy

The existing communication strategy was discussed. District Councillor Kevin Dukes suggested that an e-presence may be possible through BDC's website. After discussion, **it was agreed that**, the Clerk should write a brief article for the Parish Magazine each month. **Action – Clerk.**

038/15 To discuss Procedure for Correspondence.

Councillors discussed procedure for correspondence. **It was agreed that**, the Clerk should send all correspondence received to every Councillor for one month to ascertain which items were useful. Discussion on continuation of this practice would be reviewed at the next meeting. **Action – Clerk.**

039/15 To discuss Community Emergency Plan

The Community Emergency Plan was discussed. **It was agreed that**, the plan should cover Norton and Cuckney; that this item should be reviewed in October 2015. **Action – Cllr Alvey.**

040/15 To consider any planning applications, note any correspondence and decisions

The Clerk reported that an extension for comments for planning application number 15/00697/VOC, (Hazel Gap Solar Farm, regularise site layout following minor changes during construction) had been agreed to allow discussion and decision at the July 2015 meeting. Councillors did not have any objections to the application.

041/15 To receive an update on the Neighbourhood Plan

The Chairman reported that the Neighbourhood Plan was going out for public consultation for six weeks from 15 June 2015. A summary of the plan was being delivered to every house in the area at the weekend; the full plan was available on the website and the village shop. The Village Festival, which starts on 20 June 2015, would also have copies available at several events. The Chairman thanked everyone involved in producing the plan, especially Helen Metcalfe, BDC's planning staff and the Steering Group. The Chairman stressed the importance of responding to the draft.

042/15 Proposal to discuss the provision of a park-type bench in the woodland overlooking the school dam

Councillor Alvey reported that a local couple had asked if a bench could be installed at the above location. The couple were prepared to make a financial contribution towards the cost of the bench. Thought needed to be given to the design, not only of the proposed bench at this location but also to benches throughout Norton and Cuckney. **It was agreed that**, in principle there was

no objection to a bench at this location; subject to the permission of Welbeck Estates and the cost. It was suggested that an application to BDC's Community Grant Scheme for this should be made. **Action – Clerk.**

043/15 Proposal to hang banner on Community Garden fence to advertise 'Celebrating our Neighbourhood'

Councillor G Smith requested permission to hang a banner at the above location. **It was agreed that**, the banner could be hung for 3 weeks only.

044/15 Village Hall Representatives

Councillor Reynolds explained that the Village Hall Committee required another member/signatory. Cllr Alvey volunteered to act as a signatory to the Village Hall bank account. **This was accepted.**

045/15 To receive Welbeck Colliery Report

This item was received under minute reference 033/15 above.

046/15 To receive any highways or services faults

- Street light not working in Norton; number required to enable Clerk to report to NCC
- Dog waste bin in Norton requires emptying

047/15 To receive information for future agenda items

- Chairman's Allowance

048/15 Date and time of the next Parish Council meeting

The next meeting of the Norton and Cuckney Parish Council meeting will be held on 8 July 2015 at 7.30pm in the Norton Cuckney Village Hall.

The Chairman closed the meeting at 9.30pm.