

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 11 November 2015 at 7.30pm.

Minute
No.

104/15 Present: Councillors Collins (Chairman), M Smith, Alvey, J Reynolds, G Smith, Morton, Brailsford and Barlow.

Others present: Mrs Lisa Hill (Parish Clerk), District Councillor Kevin Dukes and Darren Ridout, Welbeck Estates.

105/15 To accept and approve apologies for absence

Apologies for absence had been received from Councillor Chapman-Hart and these were accepted.

106/15 To receive and record any declaration of interest from members in any item to be discussed

Councillors Collins and Barlow declared an interest in agenda item 11, planning application 15/0011382/TPO.

107/15 To approve minutes of the meeting held 14 October 2015

Councillor Alvey proposed to accept the minutes of the meeting held 14 October 2015 as a true record; with the exception that the word access in minute 078/15 should read assess, this was seconded by Councillor M Smith. The minutes were signed and dated by the Chairman.

108/15 To receive any updates from the minutes of the meeting held 14 October 2015

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Min 459/15

- The Clerk reported that a further telephone call to the Royal Mail Mansfield Collection Office following the Council's request for an additional post box revealed that the case had been closed. The Customer Support Centre had promised to re-open the case and send a response by email within 48 hours but by the time of the meeting a response had not been received. **Action – Clerk.**

Minute 072/15

- The Chairman reported that following a letter from Lloyds Bank informing the Council it could not close the account a visit to the branch had been made. A cheque for the balance of funds had now been issued and the account would be closed. The Clerk reported that as a result of the account not being closed the standing order for wages had been paid meaning the Clerk had been overpaid in

October. The Clerk had made arrangements to ensure this overpayment was corrected next month.

Minute 073/15

- Councillor G Smith updated the Council on the bids being worked up for submission to Grantscape. These bids included re-instatement of footpath at Mill Hill, removal of weeds and replacement of fencing at the dam, replacement of bins and benches and repairs to the troughs on Bakers Lane. It was understood that one expression of interest had been received. The deadline for bids was 15 December 2015. A further meeting would be held on 19 January 2015 by Grantscape. Cllr G Smith invited other Councillors to take part in this meeting. Cllr Alvey expressed his interest in attending. As Chairman of the Parish Council, Cllr Collins stated that it would be inappropriate to attend himself.

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Minute 092/15

- The Chairman reported that the Action Plan and Emergency Plan had been deferred until the December 2015 meeting.

Minute 095/15

- It was suggested that the community garden wall could be replaced with a more permanent brick wall for around £1,500. Suggestions for funding this included, Bid to Grantscape, Groundworks grant (tesco scheme), Nottinghamshire County Council or Bassetlaw District Council's Community Grant Scheme. **It was agreed to** submit bids to all. **Action – Cllr Collins and Clerk.**

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Minute 102/15

- The Clerk reported that a Disciplinary Policy would need to be written from scratch. Cllr Barlow agreed to write this. The Clerk would email the Society of Local Council Clerk's model version to Cllr Barlow.

Action – Cllr Barlow.

109/15 To discuss parish matters with Darren Ridout from Welbeck Estates

1. **Development of roofless barn** There are three possible uses for this barn-housing woodchip boiler to serve school, workshop or to build a bungalow on the site.
2. **Cuckney House** Filming contracts were currently in place, future plans could include a hotel to support the proposed conversion of Hazel Gap Barns into a wedding venue. The property continued to be maintained.
3. **Smallholdings** Available smallholdings were being marketed, either with the potential tenant taking on repairs or for Welbeck to undertake repairs/renovation prior to new tenant moving in. Costs of renovations had an impact on which smallholdings were worked on and when.

4. **Tourism** No plans regards tourism in Norton or Cuckney.
5. **Buildings to the rear of the Greendale Oak** Concerns had been expressed by the Council regarding the condition of the buildings and damage to them caused by fires. Darren confirmed that these buildings belonged to the brewery and concerns regarding their condition should be addressed with the brewery or Simon Britt, Conservation Officer, BDC.
6. **Car parking at the school** The possibility of starting work on a car park at the school before the development at the allotment site began was discussed. This was possible provided plans were approved by BDC.

110/15 Open session for members of the public to speak

Darren Ridout was invited to update the Council on the technical specifications in connection with planning application 15/01395/VOC.

District Councillor Dukes reported that BDC had begun work on a Local Plan and had put out a call for sites.

District Councillor Dukes reported on the progress of D2N2 and Sheffield region's devolution bids.

111/15 Finance – to approve payments and receive financial update

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

- a) Mrs Lisa A Hill, expenses October 2015 £43.20
- b) Mrs Lisa A Hill, wages October 2015 £114.67 (already paid by Standing Order)
- c) HMRC, PAYE - Clerk October 2015 £28.60 (already paid by Standing Order)
- d) Mr S Pemberton, wages 5/10/15 to 31/10/15 inclusive £144.05
- e) Mr R Wass, wages 5/10/15 to 31/10/15 inclusive £88.55
- f) HMRC, PAYE Wass 5/10/15 to 31/10/15 inclusive £22.00
- g) Poppy Appeal, remembrance wreath £17.50
- h) Planning for People, NP review work August 2015, £1,000

The Clerk presented a financial report for October 2015.

112/15 To discuss street cleaning

Councillor Alvey reported that both street cleaners required safety boots. Purchase of safety boots **was agreed** up to the value of £30 a pair. Further equipment needs and training were discussed including purchase of a strimmer. District Councillor Dukes indicated that there may be funds available from BDC's Community Fund to purchase a strimmer. Storage of Council equipment and the insurance implications were discussed. It was suggested that an advert asking seeking suitable storage was placed in the parish magazine. Welbeck could be approached regarding rental of an empty garage.

Contracts, job descriptions, risk assessments were all required. **Action – Cllr Barlow and Morton.**

A financial assessment of equipment and running costs for the next 12 months was required. **Action – Cllr Alvey.**

It was agreed that the Council should join the Lengthsman Scheme. **Action – Clerk.**

113/15 To discuss circulation of background information regarding agenda items

Councillor G Smith explained the proposed scheme to send background information regarding agenda items to all Councillors prior to the meeting. It was suggested that this information should include the action required following discussion. **It was agreed that** this scheme should be trialled. **Action – Clerk.**

114/15 To discuss unauthorised or ‘fly signage’ in the villages

It was reported that signs were appearing on lamp posts, road signs and buildings which were not authorised. These signs were causing a distraction to motorists, particularly at the crossroads in Cuckney. The Clerk advised Councillors that such signage was not allowed by BDC or NCC. There was a degree of tolerance by NCC regarding A boards advertising businesses providing they did not cause an obstruction. It was suggested that the street cleaners remove unauthorised signage. **It was agreed that** Welbeck Estates should be asked to request that the Greendale Oak remove the banner currently attached to the pub wall. **Action – Clerk.**

115/15 Planning – to consider any planning application, note any correspondence and decisions

Cllr M Smith chaired the meeting for the following item. Cllr Collins left the room for this item.

15/01382/TPO Various works to trees at Rowan House, Budby Road, Cuckney **It was agreed to**, make no objection. **Action – Clerk.**

15/01395/VOC Vary condition two of PA 14/01162/FUL to allow amended layout of buildings and plant and amend feedstock composition. After discussion, **it was agreed to**, make no objection. The Council was pleased to note the safeguards regarding traffic control and odour within the application. **Action – Clerk.**

The Clerk reported that planning application 15/01264/CAT to pollard weeping willows at The Latchetts, Old Mill Lane. Cuckney had been approved.

116/15 To receive an update on the Neighbourhood Plan

In the last few days the Steering Group has received the post-consultation re-write of the Neighbourhood Plan. This has caused considerable consternation with a number of apparently significant changes. Some of the changes are technical and require explanation, others appear more material in nature.

The Steering Group is mindful of its responsibility to produce a Neighbourhood Plan which represents the views of our Community and is

able to be successfully adopted by the appropriate Authorities. This is a difficult balancing act to achieve!

The Steering Group will meet on Thursday 19th November to discuss the proposed changes to the plan and decide an appropriate course of action.

Our timetable remains to include submission to Bassetlaw District Council on December 17th but whether this is achievable depends upon the outcome of the meeting on the 19th November.

117/15 Proposal to discuss Bus Shelters

Councillor G Smith reported that NCC had given various options for a new bus shelter. After discussion **it was agreed that**, a polypropylene shelter should be chosen. **Action – Cllr G Smith.**

118/15 Proposal to discuss venue for Parish Council meetings

Councillor M Smith had asked Councillors to consider whether it was acceptable for the Council to meet in the village hall free of charge. Following discussion **it was agreed that**, the Council should be charged the regular user rate for use of the village hall with effect from December 2015. **Action – Clerk.**

119/15 To receive any highways or services faults

- Main Street, Norton – wooden finger post broken
- Footpath alongside the A60 still required works to clear it. The top and bottom ends of the path had been cleared but the middle had not been done. Ian Parker, NCC Highways Manager had confirmed that this section required machinery but that the works would be done.

120/15 To receive items for information and future agenda items

- Emergency Plan
- **Action Plan**
- Clerk's Contract, Job Description and associated policies
- Disciplinary Policy
- Street Cleaners Contract, Job Description
- Street Cleaners financial information
- Village Hall Grant
- Broadband

121/15 Date and time of the next Parish Council meeting

The next meeting of the Norton and Cuckney Parish Council meeting will be held on 9 December 2015 at 7.30pm in the Norton Cuckney Village Hall.

The Chairman closed the meeting at 10pm.