

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 14 October 2015 at 7.30pm.

Before the meeting was formally convened Councillor Smith spoke a few words in memory of former Councillor Mary Stokes who had died recently.

Minute

No.

083/15 Present: Councillors M Smith (Vice-Chairman), Alvey, J Reynolds, G Smith, Morton, Chapman-Hart, and Barlow.

Others present: Mrs Lisa Hill (Parish Clerk) and County Councillor John Ogle

084/15 To accept and approve apologies for absence

Apologies for absence had been received from Councillor Collins and Bassetlaw District Councillor Kevin Dukes and these were accepted.

085/15 To receive and record any declaration of interest from members in any item to be discussed

There were no new declarations of interest.

086/15 To discuss parish matters with Darren Ridout from Welbeck Estates

This item was deferred until November 2015. Questions for Darren should be submitted to the Clerk in advance of the meeting.

087/15 To approve minutes of the meeting held 9 September 2015

Councillor Alvey proposed to accept the minutes of the meeting held 9 September 2015 as a true record; with the exception that the date in minute 070/15 for the first Bassetlaw Youth Council meeting should read 15 October 2015 not 15 September 2015, this was seconded by Councillor Chapman-Hart. The minutes were signed and dated by the Chairman.

088/15 To receive any updates from the minutes of the meeting held 9 September 2015

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Min 458/15

- It was reported that the Register of Interest section for Norton and Cuckney Parish Council on Bassetlaw District Council's (BDC) website had now been updated and the narrative now contained information about Norton.

Min 459/15

- The Clerk reported that a response had not been received to either letter sent to the Royal Mail Mansfield Collection Office following the Council's request for an additional post box. A telephone call to the Customer Support Centre had promised a response by email within 48 hours but by the time of the meeting a response had not been received. **Action – Clerk.**

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Min 042/15

- Councillor Alvey reported that permission from Welbeck Estates had been received for the edge of Mill Hill to be used as a permissive footpath and for the installation at the site of a park-type bench.

Min 057/15

- Councillor Reynolds reported that Welbeck Estates had agreed to purchase a sensor operated light up to the value of £50 for the village hall car park. Welbeck had also agreed to fund an electrician for half a day to install the light.

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Minute 072/15

- The Clerk reported that the letter to close the Lloyds account had been sent and all payments and credits had now cleared. The balance of funds had not yet been transferred to the Unity account. The Clerk would follow this up.

Minute 073/15

- Councillor G Smith updated the Council on the bids being worked up for submission to Grantscape. Councillor G Smith thanked volunteers for delivering Grantscape flyers around both villages. No further bids had been received.

Minute 074/15

- Councillor Alvey reported that two applications had been received for the position of street cleaner advertised in the Parish magazine this month. The closing date for applications was Monday 19 October 2015.

Minute 075/15

- The Clerk reported that registering for CiLCA would be not be possible this year due to current commitments. The Clerk thanked the Council for its support and hoped to register next year.

Minute 078/15

- The Clerk reported that temporary speed activation signs had been requested from Nottinghamshire County Council (NCC). NCC would now access the suggested sites for suitability.

089/15 Open session for members of the public to speak

There were no members of the public present.

090/15 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 September 2015 £27.88 (direct payment)
- b) Mrs Lisa A Hill, wages September 2015 £114.67 (already paid by Standing Order)
- c) HMRC, PAYE September 2015 £28.60 (already paid by Standing Order)
- d) Mr S Pemberton, wages 31.08.15 to 02.10.15 inclusive £181.50 (direct payment)
- e) Mr R Wass, wages 31.08.15 to 02.10.15 inclusive £116.20 (direct payment)
- f) HMRC, PAYE Wass 31.08.15 to 02.10.15 £29.00 (direct payment)
- g) Welbeck Estates, rent £60.00 (direct payment)

The Clerk presented a financial report for September 2015.

091/15 To discuss car parking in Norton and Cuckney

Councillor M Smith expressed concerns that there was no community parking available in Norton or Cuckney, and other parking issues were developing, particularly in relation to the pub. **It was agreed that**, car parking issues should be part of any new action plan. **Action – Clerk.**

092/15 To discuss Action Plan

Councillor M Smith explained the history behind the implementation of the Council's Action Plan and the need to review the plan. **It was agreed that**, an Action Plan was still required; that the plan should be reviewed six monthly and that the existing plan should be re-written to include Norton. Aim 1 **Action - Councillor C Chapman-Hart**; Aim 2 **Action - Councillors Alvey and Barlow**; Aim 3 **Action - Councillor G Smith**; Aim 4 **Action - Councillor M Smith**; Norton **Action - Councillor Morton.**

093/15 To discuss Grievance Policy

The Clerk presented Grievance Policy for consideration. **It was agreed to**, adopt the Grievance Policy.

094/15 To discuss Equal Opportunities Policy

The Clerk presented Equal Opportunities Policy for consideration. **It was agreed to**, adopt the Equal Opportunities Policy.

095/15 Emergency repairs at Community Garden

Councillor M Smith reported that the wooden 'wall' at the Community Garden has recently collapsed and required repair/replacement. Councillor G Smith had approached Groundworks who had initially carried out the works for a quote. It was suggested that this work should be grant funded.

096/15 Planning – to consider any planning application, note any correspondence and decisions

15/01264/CAT – Pollard nine weeping willow trees and fell one dead alder tree at The Latchets, Old Mill Lane Cuckney. **It was agreed to**, make no objection. **Action – Clerk.**

The Clerk reported on correspondence received regarding proposed works at Nether Langwith Quarry. The Council did not express any concerns with this project.

097/15 To receive an update on the Neighbourhood Plan

Councillor M Smith gave the following update on the Neighbourhood Plan.

The Steering Group and Helen Metcalfe met with Historic England (previously English Heritage) and the Planning and Conservation Officers of Bassetlaw District Council on 16 September 2015 in order to discuss their detailed responses to the Neighbourhood Plan. In summary Historic England had expressed general concerns about the whole plan as they did not feel there was justification for development in the area, and Bassetlaw had expressed concerns about specific areas.

Seven hours of meeting resulted in a fairly long day! The result was reasonably positive in that we were able to get across to Historic England that we were not attempting to concrete over the Parish, and we managed to resolve specific difficulties with Bassetlaw. There were some very technical points about "Enabling Development" which we have dropped and which has made things a lot easier both for ourselves and the two organisations.

Somewhat ironically, the site causing most difficulty to both Historic England and Bassetlaw Council is the land to the north of Budby Road which, they claim, if developed will interfere with the Church as a heritage asset. This was the site originally put forward by BDC as the only one in Cuckney suitable for development!

Further work is being done by Helen Metcalfe and the Steering Group to resolve issues and the timetable we are working to is to submit the plan to Bassetlaw Council and thus the Inspector by December 17th 2015.

Financially the plan remains solvent but Helen is aware that there is no more money left in the pot when she has completed the currently planned work.

098/15 Proposal to discuss Bus Shelters

Councillor G Smith reported that NCC did not have funding this financial year for bus shelters in Cuckney. However, the demolition of the bus shelter on the A60 and the replacement of the bus shelter opposite the Greendale Oak were proposed for the 2016/17 financial year. Councillor G Smith had circulated the design choices to Councillors for opinion prior to the meeting.

Councillor Reynolds expressed concerns regarding individual Councillors obtaining information on projects without the Council's consent. Councillor M Smith explained that information gathering prior to a meeting speeded up the decision making process. **It was agreed that**, the Parish Council should follow up on the issue of bus shelters. **Action – Councillor G Smith.**

099/15 Proposal to discuss venue for Parish Council meetings

Councillor M Smith reported that the Parish Council should consider its position with regards to payment for the use of the village hall for Council meetings. Currently the village hall committee did not charge the Council for using the room Council M Smith asked Councillors to consider whether this was acceptable. This would be discussed again at the next Parish Council meeting.

100/15 To receive any highways or services faults

- Salt delivery for Norton and Cuckney to be checked.
- 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. County Councillor John Ogle suggested that photographs of the area should be sent to him to forward to Ian Parker, NCC Highways Manager.

101/15 To receive items for information and future agenda items

Councillor M Smith reported that NCC Highways were installing 20mph signs outside the school. The Parish Council had not received consultation on this matter. County Councillor John Ogle explained that there would not be consultation as the decision had been made. **It was agreed that**, a letter should be written to NCC to express the Parish Council's displeasure regarding the lack of consultation. **Action – Clerk.**

Councillor Alvey reported that two applications had been received for the position of Street Cleaner. It was agreed that, Councillor Chapman-Hart and Councillor Brailsford or Councillor Barlow should interview the applicant. Councillor Alvey advised the Council that the hourly rate would need increasing to allow for the new minimum wage. **It was agreed to**, set the wage at £7 with effect from 1 November 2015 with an increase to £7.85 from April 2016.

Councillor Barlow and Councillor Chapman-Hart expressed the wish to attend the Remembrance Service as representatives of the Council. **It was agreed that**, Councillors Barlow and Chapman-Hart attend the service; that the Clerk

order a wreath from the Royal British Legion at a cost of approximately £15.

Action – Clerk.

- Emergency Plan
- Invite Welbeck Representative
- Venue of Parish Council meetings
- Clerk's Contract, Job Description and associated policies
- Disciplinary Policy
- Street Cleaner training

Councillor M Smith read out the exclusion notice requesting members of the public to leave.

102/15 Items for exclusion of the press and the public: Clerks Contract and Job Description

The Clerk's Contract and Job Description were discussed. **It was agreed that**, the job description should be amended to say 'The Clerk to attend all meetings unless on agreed annual leave'; that a disciplinary policy was required. **Action – Clerk.**

103/15 Date and time of the next Parish Council meeting

The next meeting of the Norton and Cuckney Parish Council meeting will be held on 11 November 2015 at 7.30pm in the Norton Cuckney Village Hall.

The Chairman closed the meeting at 9.05pm.