

Headon-cum-Upton, Grove & Stokeham Parish Council

Minutes of annual meeting held at 7.30 pm 17th December at Headon-cum-Upton Village Hall

Members Present Cllr B Wielgus Chairman
Cllr J Askew
Cllr E Briggs
Cllr J Harvey
Cllr S Whelan
Cllr F Withers

Also present 2 Members of the Public

0. **Clerk** – In the absence of a clerk due to family commitments, Cllr Wielgus agreed to keep the minutes
- 1 **Public Forum**
 - a. A welcome reception was held from 7pm where a number of members of the public could meet parish council members and understand the work of the Council
 - b. Representatives from planning application 18/01446 originally asked to speak to the community but they withdrew a few days before as they had notified the Council that they intended to withdraw the planning application
 - c. A member of the public representing Headon Church highlighted that they were still waiting on payment of the local grant for churchyard maintenance
- 2 **Apologies for Absence** – Cllr Le Floch and District Cllr Critchley both provided apologies in advance of the meeting as did the Clerk
- 3 **Update on Councillor Vacancies** – The Council is still keen on having more members from the villages. Cllr's Wielgus and Harvey had both actively approached a number of members of the public and some have shown interest.

Action – Councillors to continue to seek to recruit local residents onto the Council in time for elections in early 2019

- 4 **Identify any Declarations of Interest** – None
- 5 **Agree and sign minutes of the meeting held on 19 November** – Minutes were agreed by all to be a true and fair record of the meeting. They were signed.
- 6 **Address matters arising from previous minutes**
 - a) **Update on Bank Account and HMRC**

Cllr Harvey updated the Council on her ongoing conversations with gaining access to the Council bank account, including the account representatives at the bank and the complaints department. She has had several lengthy conversations with the bank who've requested additional documents which she provided. She had been reassured that the last piece of information had been requested and provided which should mean that details need to be finalised on the system and access granted. Four complaints have been registered with the bank now.

Cllr Askew recognised the mood that all were frustrated with ongoing delays at the bank and raised the idea of moving banks when all was sorted and, potentially, setting up an alternative working account if we can't gain access soon. This is to be revisited at the next meeting.

Cllr Wielgus recognised and thanked Cllr Harvey for her resilience and persistence with trying to resolve this matter.

Action – Cllr Harvey to continue to try to resolve bank account issue

Action – Clerk to add payments to the agenda for the January meeting and continue to maintain a list of monies due, including the church payments raised at the public forum

Action – Clerk to table discussion of a new bank account provider at the April 2019 meeting

Action – Clerk to request confirmation from church and village hall grants around what the grant was spent on as Council rules require it to be spent on grounds maintenance etc (for churches) rather than structural or internal matters

Action – Cllr Harvey and Clerk to work together to ensure the bank have the current address for correspondence as it appears that some correspondence may have been sent by the bank to the previous clerk's address

b) Update on Lengthsman activities and payment

Cllr Harvey provided an update on holidays booked by the lengthsman and all Councillors confirmed that all villages can request additional time from the lengthsman from the bank of time built up. He has been focussing on clearing entries to public rights of way footpaths in Headon recently alongside his normal duties.

Action – Cllr Wielgus was approved to use 2 half day sessions from the lengthsman to plant bulbs in Grove if a grant can be obtained from Cllr Critchley for the purchase of bulbs

Action – Cllr Whelan was approved to be able to use 1 half day session to continue to tidy up Upton village

Action – Clerk to examine Lengthsman's contract and provide Cllr Harvey, and the Lengthsman, with confirmation around whether there was any additional holiday entitlement left this year

c) Confirm defibrillator checks have been conducted

Headon, Upton and Stokeham confirmed all checks had been conducted.

Action – Cllr Wielgus to complete Grove check by the end of December

7 Opportunity for District Councillor to speak

Cllr Critchley provided her apologies via email. She provided three updates which were read out by Cllr Wielgus:

- “The Unitary issue at the County Council - The business case will not now be pursued as the Secretary of State has said that there must be support from all Councils concerned which clearly is not the case in Nottinghamshire.”
- The agricultural building application [18/01321/FUL] already has permission so the Council will have no influence over this.
- Hilltop Farm application [18/01446/FUL] - seems a good opportunity to discuss village needs if the applicant is willing to cooperate.

8 Opportunity for County Councillor to speak – Not present at meeting

9 Receive the Police Report by email or phone – No update had been received beyond the police newsletter but police contact has agreed to provide crime stats on request a few times a year.

Cllr Harvey highlighted that there had been at least four known burglaries in the villages and neighbouring communities in the last few weeks (East Drayton, Headon,

Upton and Wimpton Moor). Cllrs discussed whether and how we might raise awareness amongst residents. The newsletter, through the Council minutes, was decided to be the most appropriate route.

Action - Cllr Wielgus to ensure this is highlighted in the abridged minutes for the next village newsletter

Action – Cllr Wielgus to speak to those residents who already communicate with the villages (e.g. Cinema club, village hall and newsletter) if consideration had ever been given to a shared Facebook page or email address to be able to distribute village news

10 Discuss any updates to Headon Camp

Cllr Wielgus confirmed that he'd drafted the letter of concern/complaint to Bassetlaw District Council requested by Cllr Le Floch at the November meeting. This had been reviewed by Cllr Le Floch.

Action – Cllr Wielgus to update the letter draft based on feedback from Cllr Le Floch and then circulate around all other councillors for comment.

11 Discuss and action any footpaths/highways issues

Lengthsman has been clearing some of the entries to the public rights of way over fields in Headon.

Several Councillors highlighted that the newly resurfaced Yew Tree Road is dangerous due to the increased height giving a drop off along the edges. The edges are also breaking away already.

Action – Cllr Whelan to report this to BDC and ask for a solution, such as curbs

Cllrs reported that the footpath from Upton to Oregon House is also breaking away. This has already been reported but hasn't been dealt with

Action – Cllr Whelan to report this to BDC

Cllr Wielgus highlighted some flytipping on both sides of Grove village recently.

Action – Cllr Wielgus to report fly tipping to BDC

Cllr Wielgus highlighted that the sign for Main Street in the middle of Grove was damaged by a hedgecutter in the middle of the year and hasn't been repaired yet.

Action – Cllr Wielgus to report this to BDC

Cllrs highlighted whether the rights of way office had responded yet on the various unmarked rights of way around the villages.

Action – Clerk to reach out to Ramblers for a response

Cllr Harvey reported that the spare part for the snow plough has now been purchased and is currently stored at a local resident's house in case of need. The snow plough operator was able to repair part of the plough to save money.

Cllr Harvey also reported that she had been to the Rampton Hospital Community Meeting and requested a contribution towards the snowplough since many Rampton employees benefit from the roads that the Parish Council clears given it is on their commuting route.

Action – Clerk to add paying for snowplough to list of payments waiting

Cllr Wielgus reported that a resident of Grove had complained about the new ultra bright, white LED streetlights that been installed as they shone into the bedrooms of their home.

Action – Cllr Wielgus to discuss the opportunity for cowlings on the lights with the resident.

12 Update and discuss current planning applications and Council's response

- **18/01321/FUL Erect Agricultural Storage Building – Land South of Drayton Road, Upton**

All Councillors expressed their concern over this building as it has many features which look more like a barn conversion to a dwelling (including internal layout and bricked up window recesses). However, as the applicant has asked for an agricultural building application for use to store machinery, this is not subject to planning approval and there is nothing to object to. The Council has registered its concerns with Bassetlaw Planning but can do nothing other than monitor the situation.

- **18/01446/FUL Erect 3 dwellings – land at Hilltop Farm, Upton**

No representatives from the applicants joined the meeting for the public forum as they notified the Council of their intention to withdraw the application pending further consultation with residents.

However, the Council voted to object to the planning application at the request of local residents, who were strongly opposed, and as many of the aspects of the development were not in line with the area's Neighbourhood Plan.

Following the recent request by agents acting on behalf of the planning applicants for a meeting with Councillors, Cllr Askew also highlighted the importance of all consultations with planning applicants and the Parish Council to be done in the public realm, at official meetings, with minutes taken and members of the public invited. The parish council meetings all appear to be the best forum for this.

Action – Cllr Wielgus to compile an objection letter from the comments received and submit this to Bassetlaw Planning.

- **18/01328/CONR Remove Condition 2 of Planning Permission 27/79/00002 relating to Restricted Agricultural occupancy – Clover House, Thorpe Street, Headon**

This was an old planning application where the removal had been approved.

- **Street Naming and Numbering 18/00121 – 4, Manor Farm Cottages, Stokeham**

This was an old planning application where the application had been approved and there was no discussion necessary.

13 Discuss and decide on how the council may better eliminate speeding

Cllr Askew raised concerns on behalf of several residents and Councillors that the issue of speeding was ongoing and increasing, particularly since the resurfacing of Yew Tree Road. The 30mph signage that was installed around the village by the Parish Council in 2018 was a start but many councillors wanted to explore what more can be done.

Cllr Wielgus highlighted that an interactive speed sign, either fixed or movable, had been explored in the past and was deemed quite expensive unless a grant can be achieved.

Cllr Harvey reported that she'd requested Rampton Hospital to provide a contribution towards the cost of the sign as it was an important safety aspect for employees commuting to the hospital.

Action - Cllr Askew to talk to neighbouring Councils to see how they got funding for their interactive speed signs

Cllr Harvey has recently been in touch with Via who stated that the 30mph signs installed around the villages were not always appropriate on lit roads because they are 'unnecessary signage' when the national rules state that lit roads, unless

otherwise marked, are always 30mph. Via have confirmed that, on request from Cllr Harvey, that a temporary interactive speed sign will be installed for 6-8 weeks from Jan 2019 on Yew Tree Road.

Via also confirmed that it's unlikely that Police Enforcement will be possible due to very strong demands from many places and a risk assessment being used that prioritises other locations.

14 Moving the Parish Council Forward

Cllr Wielgus, as chair, discussed 3 options for the future development of the Parish Council. This was recognising that there were a diminishing number of volunteers to be Councillors but strong interest in the village for more actions to be taken and an increasingly split approach by Government to managing village issues where some services seem to be moving to more centralised approaches that prioritise major urban hubs vs devolved local administration or downsizing of services.

Option 1 – Continue as we are. This is viable in the short term but recognises that there is not a 'critical mass' of volunteers and councillors to do more than keep the council 'ticking over'

Option 2 – Merge with another small council, such as Treswell or Askham. This assumes the other Councils would be interested. It creates efficiencies in terms of meetings, clerks, insurance etc and grows the total number of councillors and their experience to a critical mass that might allow combined projects to be conducted. But it also presents a risk of the Council not having the time to deal with issues local to the HUGS area, particularly if the other Council is significantly larger or tied up with other matters.

Option 3 – Seek to reach out to residents in 2019 to try to create more interest and engagement in the role of the Parish Council. In the same way that the Neighbourhood Plan was developed by a team of local residents and councillors, a small number of discrete, manageable projects could be decided on by villagers and then run as subgroups supported by the Council. The advantages of this approach are that it gets others involved and focusses efforts on things residents care about. This could be public walkways, planting of trees and gardens, speed signs, heritage work, play/fitness areas or other activities. The challenge is that it requires additional commitment and time from councillors (who are volunteers) and residents. If it didn't get traction, this would revert the council back to options 1 and 2

All options were discussed by Councillors who recognised that option 1 is not a long term solution. Option 2, whilst having merits, was not seen as a preferable solution because of the loss of independence and focus on the area.

Therefore councillors voted unanimously for option 3.

Action – Cllr Wielgus to develop and engagement and community outreach day for early 2019. Other Councillors will help with attendance and support.

15 Update on the Clerk Position – Discussion postponed until the Clerk could be present

16 New Councillor Training

Cllr Whelan confirmed that he would like funding for the New Councillor training. Cllr Wielgus also highlighted that he would like to attend the training, or the new Chairs training, when possible.

The Council voted to approve a spend of £50 per Councillor for training.

17 Any other business items for inclusion on the agenda for the next meeting

Cllr Askew highlighted some feedback from a resident on the recent Parish Council minutes for November which were featured in the village newsletter. Immediately

