

# **Headon-cum-Upton, Grove & Stokeham Parish Council.**

**Minutes of the Meeting of the Parish Council held at  
Headon-cum-Upton Village Hall 19:30hr on Monday 7th October 2019.**

**Present:-** Parish Councillors; John Mosley, Nigel Greenhalgh, Eric Briggs, Ben Wielgus and Sean Whelan.

**Chair:-** Parish Councillor. Julia Harvey.

**Clerk and RFO:-** Jim Blaik.

**County Councillor:-** John Ogle.

**Guests:-** None.

**Members of the public:-**Three.

**Apologies:-** Parish Councillor Janet Askew and District Councillor Anthony Coultate.

## **Public forum.**

**RESOLVED** to note that no issues raised.

### **1. Welcome and introduction.**

Cllr Julia Harvey opened the meeting and welcomed Parish Councillors, District Councillor and Members of the Public to the meeting.

### **2. Declaration of interests.**

**RESOLVED** to note that there were no declarations of interests.

### **3. Application for dispensation.**

**RESOLVED** to note that no applications for dispensation has been received by the Clerk.

### **4. Minutes of Meeting held on the 2nd September 2019.**

**RESOLVED** to note the minutes were passed as a true record proposed by Cllr. Julia Harvey, seconded by Cllr. John Mosley.

### **5. Matters arising.**

**RESOLVED** to note that no further information has been received regarding Grove War memorial.

**RESOLVED** to note that no further information received from Rampton Hospital regarding the manufacture of wooden planters.

**RESOLVED** to note that the gully at Westfield Road had been marked up with yellow paint by the highway authority.

**RESOLVED** to note email sent to Sarah Hird at Via on the 30th September 2019 regarding hedge and verge issues previously discussed.

**RESOLVED** to note that work on the noticeboard has not progressed. Cllr Ben Wielgus suggested that we consider recycled plastic wood effect products for the noticeboard construction and that this product can be purchase as common timber sizes. The Clerk informed the meeting that when he next posts notices on the notice boards he will measure and photograph the noticeboards then go out for quotes after which he will present the information to the council to decide on styles / materials / costs. The Clerk has been in contact with an neighbouring Clerk and had been informed that potential external funding may be available. It was further agreed that the location of any new notice boards would be the same as the existing noticeboards.

## **6. Police report.**

**RESOLVED** to note that Cllr Julia Harvey informed the meeting that she had met the new beat officer PC Nathan Thomas. PC Thomas is proactive and also has five years experience as of rural policing.

Any emergency calls to the police to be via the 999 telephone number and other items to be reported via the 101 telephone number. Using the 101 number logs the incident and is reported in future published statistics. Anyone that is unhappy with the response as a result of using the 101 number should log a complaint. Logged complaints will provide feedback that may influence future improvements to the 101 service.

No dwelling burglaries

1 Burglary other than to a dwelling

1 Criminal damage

1 Fly tipping

1 Theft of motor vehicle

1 In relation to animals/wildlife

A street by street break down can be found on [police.co.uk](http://police.co.uk) crime figures web page.

The police data for the parish shows a very low crime, clearly not without its issues but they appear to be much more about the speeding vehicles and poaching/damage to crops.

#### **7. District Councillors report.**

**RESOLVED** to note that the District Councillor had given his apologies and was not in attendance.

#### **8. County Councillors report.**

**RESOLVED** to note that the current hedge issues have been reported to Nottinghamshire CC who are working with Mr Dawson the owner of the hedge to resolve the issue.

#### **9. Village security cameras update.**

**RESOLVED** to note that a discussion took place and it was felt that although a good idea factors such as; the cost to buy the cameras, installation costs, on going maintenance costs and who would monitor the cameras, the consensus was not to progress this matter.

#### **10. To consider Community Watch.**

**Resolve** to note that this item carried forward to the next Parish Council meeting.

#### **11. Secret ballot**

**RESOLVED** to note at the parish council meeting on the 2nd September 2019 Item 21 a discussion took place regarding secret ballots relating to planning matters. Secret ballots can be held if this is within the councils standing order. At this time there is no provision within the standing orders for secret ballots. Any changes in the councils standing orders would require the council to give notice of the proposed change. The consensus was that the council wishes to remain transparent and that if the council elected to change its standing orders to incorporate secret ballots then such future secret ballots would be reserved for any planning applications that the council deems to warrant such a secret ballot.

**RESOLVED** to note that it is the Parish Councils thinking that we should use secret ballots in extremely rare circumstances and definitely won't be common practice?

Notices concerning secret ballots were posted on the parish notice boards on the 24th September 2019.

**RESOLVED** to note that the parish councils standing orders are currently being updated and that a section regarding secret ballots will be contained within the new standing orders. **ACTION - Clerk to insert secret ballot section into the updated parish council standing orders.**

#### **12. Defibrillator checks and update.**

**RESOLVED** to note that the Grove defibrillator has not been checked. The other parish defibrillators have been checked.

#### **13. Planning applications and any other planning issues.**

**RESOLVED** to note that a planning application had been received on the 2nd October 2019 relating to The Old Blacksmith Shop, Main Street, Grove - single storey rear extension Ref: PP-08173300.

**RESOLVED** to note that the Parish Council will respond to the above application with a neutral response.

**RESOLVED** to note that the incinerator at Headon Camp, Bassetlaw District Council have now served an enforcement notice which requires the removal of the unauthorised flues and plant. We understand that the notice was served around 3 weeks ago. The notice takes effect 28 days after service and there is then a compliance period which we believe in this instance is 4 months. Bassetlaw District Council need to set out a reasonable compliance period having regard to the business as this could potentially be a ground of appeal against the notice.

**RESOLVED** to note that at Glebe Farm a second structural survey is planned for November 2019.

#### **14. Highway related matters.**

**RESOLVED** to note that that the following streetlight faults exist:-

Lamp column 19 Yew Tree Road - Light not working.

Lamp column 1 Nether Headon - column leaning.

#### **ACTION - Clerk to report via Nottinghamshire CC website.**

Cllr Mosley raise the issue of the installation of a crash barrier in front of a large drop from the edge of the highway. The location was given on the road leaving Headon just past Gamston Wood. A discussion took place if the location is within our parish.

**ACTION - Clerk to investigate.**

Cllr Briggs discussed verge grass cutting in the parish. **ACTION - The Clerk to obtain details of Nottinghamshire CC verge cutting policy and program.**

**15.Accounts.**

Balance of current account = £8,937.89.

Balance of savings account = £9,778.34.

The second half of the parishes precept has been received from Bassetlaw DC and is £3909.50.

**RESOLVED** to note that the precept was deposited into the current account and it was agreed that it should be transferred into the savings account. **ACTION - Cllr Julia Harvey.**

At the time of writing the new Clerk is still waiting on access to the bank account.

**RESOLVED** to note that it was agreed that the parish churches and village hall will be contacted and asked to send an email to the parish council requesting a grant. Unless an email is received the grants will not be approved.

Receipts - none.

**16.Correspondence.**

**RESOLVED** to note that no correspondence have been received.

**17.To notify the Clerk of matters for inclusion on the agenda for the next meeting.**

**RESOLVED** to note the following to be added to the next agenda:-

**TO CONSIDER** The Clerk joining the Society of Local Council Clerks £5 joining fee + £43 yearly subscription.

**TO CONSIDER** the purchasing the following items to allow the Clerk to carryout his duties -

- Laptop,
- Printer/scanner,
- External hard drive,
- Ant-virus software,
- Microsoft Office software,
- Business licences required for the use of the software.

- The publication - Arnold Baker, Local Government Administration

**TO CONSIDER** the current backlog of work for the Clerk and for the Clerk to produce indicative details of the workload and timescales to substantially reduce the backlog.

**TO CONSIDER** the purchase of posts to repair the fence in the lay-by at Stokeham. Estimate for the posts £40 to £50. To also consider using recycled plastic timber posts.

**TO CONSIDER** how residents within the parish report issues themselves via the relevant web-sites.

**TO CONSIDER** an open day and how to get residents involved - **ITEM TO BE CARRIED FORWARD TO THE DECEMBERS PARISH COUNCIL MEETING**

**TO CONSIDER** the setting of next years budgets.

**TO CONSIDER** new and up dated Parish Council polices:-

- Code of Conduct.
- Standing Orders.
- Transparency Code for Small Authorities.
- Health and Safety Policy Statement.
- Declaration of Acceptance of the Office of Chair.

Cllr. Julia Harvey thanked everyone for attending the meeting and the public meeting was closed at 20:45hr.

**18.Date of next meeting.**

**RESOLVED** to note the next meeting will be on **Monday 4th November 2019 at 19:30hr Headon-cum-Upton Village Hall**

**Signed:-**

**Chair**

**Dated:-**