

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 6th January 2020.

Present:- Parish Councillors; John Mosley, Eric Briggs, Sean Whelan, Ben Wielgus and Josh Burman.

Chair:- Parish Councillor. Julia Harvey.

Clerk and RFO:- Jim Blaik.

District Councillor:- Anthony Coultate.

County Councillor:- Not in attendance

Guests:- None.

Members of the public:- None

Apologies:- Parish Councillors Janet Askew and Nigel Greenhalgh

Public forum.

Resolved to note that no members of the public attended the meeting.

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.To receive apologies and approve reasons for absence.

Apologies received from Parish Councillors Janet Askew and Nigel Greenhalgh

3.Declaration of interests.

Resolved to note that there were no declarations of interests.

4.Minutes of Meeting held on the 2nd December 2019.

Resolved to note the minutes were passed as a true record proposed by Cllr Julia Harvey, seconded by all councilors.

5.Matters arising from the minutes of Parish Council Meeting on 2nd December 2019.

5.1 The installation of a crash barrier on Westfileds Road on the bend just past the railway bridge as a result of a recent accident. The Clerk reported the matter to NCC Ref - FS153420611 on the 29th October 2019. NCC have feedback that they are currently reviewing the need for a crash barrier at this location.

5.2 Resolved to note that a request was made to the Parish Council from a member of the public to report a drainage issue at Main Street Grove Coney Green Farm to Yew Tree Cottage. NCC have reported that new gullies have been installed and the surface water drainage system has been cleared.

5.3 Resolved to note that Cllr Mosley reported that the land opposite Headon Church has not progressed regarding ownership and changing the area to a parking area.

5.4 Resolved to note that NCC had made contact and are waiting on the drainage team to carry out work on the surface water drainage issue at Corner Farm / Oregon House Upton.

5.5 Resolved to note that Cllr Wielgus emailed the clerk with some minor changes to the following list of documents. The Clerk to make the necessary amendments. The following documents have been approved and adopted by the parish council.

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

Resolved to note that it was agreed that the clerk would circulate the second set of documents for consideration:-

- Document retention policy
- Register of members interests
- General risk assessment
- Financial reserve policy
- Financial regulations

6. Resolved to note that Cllr Harvey reported on her meeting with a representative from Via regarding the siting of the proposed planters. Due to the limitations of acceptable locations the planters have been put on hold.

7. Resolved to note that to provide an insight into the Parish Council it was agreed to write future articles for the Heads Up publication along the lines of; A day in the life of the Parish Chair, A day in the life of a Parish Councillor, A day in the life of the village Lengthsman and A day in the life of the Parish Clerk.

8. Resolved to note that Clerks contractual hours against hours required to align with workload are to be increased to seventeen hours per month. The Clerk is to maintain a detailed log of all hours worked and that a further review would take place in April 2020.

9. Resolved to note that it was agreed that the Clerk had completed his probation period.

10. Resolved to note that the proposed Parish Council residents open day was discussed. It was agreed to hold the event on a Saturday in May between 15:00hr to 17:00hr. The exact date to be agreed. Cllr Wielgus suggested that we have individual tables set up with various topics / information with a councillor at each table to provide information, answer questions and obtain the views of residents. Cllr Wielgus to check the availability of the village hall. District Councillor Coultate suggested a BBQ, pie and peas and a tombola at the event.

11. Police report.

PC Nathan Thomas provided the following report via email. For December he report there were 36 calls to the Police over the course of the month, down 8 on the month before but at those low levels it is not statistically significant, of which 15 were recorded as crimes; 10 for Rampton Hospital which have no direct impact on the community. The remaining are of a sensitive nature

12.District Councillors report.

Resolved to note that District Councillor Coultate reported about the issue of police resources. He further discussed that he had difficulty obtaining crime statistics.

Resolved to note that District Councilor Coultate discussed the issue of accident blackspot on the road network and the need for available accident statistics.

13.County Councillors report.

Resolved to note that County Councillor Ogle did not attend the meeting.

14.To consider defibrillator checks.

Resolved to note that all checks have been carried out.

15.Planning applications and any other planning issues.

Resolved to note that no planning applications have been received for consideration.

16.Highway related matters.

16.1 Resolved to note that no issues reported with verges.

16.2 Resolved to note that the issue of the hedge at Grove Road Upton still has not been cut - Clerk to make contact with Nottinghamshire CC, Cllr Coultate provided the original report reference number - HAMS 80945.

16.3 Resolved to note that no issues reported concerning white lining.

16.4 Resolved to note that no issues with surface water drainage

16.5 Resolved to note that no issues reported with damage to highway infrastructure.

16.6 Resolved to note that no new issues reported regarding street lighting faults or damaged equipment.

17.To consider financial matters.

17.1 Resolved to note that a discussion took place about the proposed draft budget for 2020/21 which is linked into the draft forward plan for 2020 to 2024. The Parish Council has a duty to set a budget. To set the budget the Parish Council looks at previous years spend and its aspirations for 2020/21.

The Parish Council has applied to Nottinghamshire County Council for £5,960 of match grant funding for the replacement of the four parish noticeboards and the installation of gateway signs at Grove. Further gate way signs are planned for future years.

The Parish Council also agreed to transfer £1,681 of its reserves into its 2020/21 budget.

Bassetlaw District Council collect the precept (tax) on behalf of the Parish Council. Bassetlaw District Council provide the 2020/21 tax base. This represents the number of properties within our parish boundary that will pay the average rate (Band D) council tax. This is not a true representation of the number of properties within the parish as many adjustments are made depending on whether there is single occupancy, if a resident receives council tax support, if it is long term empty or a second home etc.

The Parish Council burden for a Band D household for 2020/21 is circa £55 per year.

Resolved to note that the Parish Council agreed to adopt the proposed budget for 2020/21 and forward plan for 2020 to 2024.

17.2 Resolved to note the current balances of the two parish council accounts:-

- Balance of current account = £1,733.07.
- Balance of savings account = £13,795.34

18.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:-

19.Date of next meeting

Resolved to note the next meeting will be on **Monday 2nd March 2020 at 19:30hr Headon-cum-Upton Village Hall**

Cllr. Julia Harvey thanked everyone for attending the meeting and the public meeting was closed at 21:05hr.

Signed:-

Chair

Dated:-