

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

**Minutes of the virtual Parish Council meeting held on Monday 11<sup>th</sup> January 2021 commencing at 19:31hr.**

**Present:** - Parish Councillors; John Mosley, Nigel Greenhalgh (attended at 20:15), Janet Askew, Sean Whelan, Ben Wielgus and Matthew Allen.

**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:** - Cllr Burman and Cllr Briggs.

### Commencement of the Parish Council meeting.

#### 1. Chair welcome and introduction.

Cllr Harvey opened the meeting welcoming everyone. Cllr Harvey will chair the meeting and Cllr Wielgus will run the technical side of Zoom. In line with Parish Council meeting protocol the public will only be allowed to speak at the public forum. The public can see and hear the full council meeting.

### Chair closed the Parish Council meeting and opened the Public Forum.

#### Public forum.

Resolved to note, no members of the public in attendance.

### Chair closed the Public Forum and opened the Parish Council meeting.

#### 2. To receive apologies and approve reasons for absence.

Resolved to note apologies received from Cllr Burman and Cllr Briggs.

#### 3. To record declaration of interests from councillors in any items to be discussed.

Resolved to note that there were no declarations of interests.

#### 4. To consider the minutes of meeting held on the 7th December 2020.

Resolved to note the minutes were passed as a true and accurate record and signed by the Chairman.

#### 5. To receive an update from the police.

Resolved to note that a police report has been received showing the following reported incidents within the general policing area.

Type/Date of reporting	Sep	Oct	Nov	Dec
Criminal damage	0	1	1	0
Theft of motor vehicle	0	0	1	0
Theft	2	0	1	0

**6.To receive and update from the District Councilor.**

Resolved to note that District Councillor Coultate provided an update about the crime in the East Markham and Tuxford areas. Theft of plant and equipment from building sites south of the A57. He further informed the meeting that he has a small council Community Fund that is available. He reminded the meeting that the Parish Council should provide a response to Bassetlaw DC Local Plan. Cllr Coultate contracted COVID-19 over the Christmas period and informed the meeting that anyone that is isolating as a result of COVID-19, support is available.

**7.To receive and update from County Councilor.**

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

**8.To receive an update on defibrillator checks.**

Resolved to note that all checks have been carried out.

**9.To receive and update on Lengthsman work in the parish.**

Resolved to note that the Lengthsman continues to deliver good work, has been working in Headon. Work involves siding out footpaths. Cllr Harvey suggested that the arisings from the siding out of the footpaths can be used to fill ruts and holes in verges.

The Clerk informed the meeting that Nottinghamshire CC Lengthsman Scheme is currently advertised on the council webpage and asked if the Parish Council would like to submit an application to join the scheme. The Clerk was asked to apply to join the Lengthsman scheme.

**10.To receive and update about Headon Camp.**

Resolved to note that Cllr Harvey has been in contact with Martin Becket from Bassetlaw DC Planning Department who informed Cllr Harvey that no formal hearing date has been set by the Planning Inspectorate. It was discussed at the meeting that a lot of smoke was being omitted from the chimneys and noise from the site typically around 22:30Hr to 23:00Hr with the noise being heard in Grove.

**11.To receive an update about speed limits Nether Headon.**

Resolved to note that the Clerk is writing a technical response to Nottinghamshire CC / Viaem recent email rejecting a lower speed limit, the response will be sent next week.

**12.To discuss two future aspirations from each councilor.**

Resolved to note that Councillors discuss future aspirations to enhance the parish, these aspirations will be added to the councils forward plan.

Cllr Mosley aspirations – to stop the breakup of the edge of the roads, the installation of kerbing and the improvement of footpath surfaces. Planting up verges.

Cllr Whelan aspirations – to produce a walking map of the parish that incorporates historical locations and the natural beauty of the parish. Clerk to write to Nottinghamshire CC for assistance with the map and if possible, a digital copy of the definitive map. Wildflower seeding of verges.

Cllr Harvey aspirations – From a previous meeting with Viaem, no planters however, planting directly into the verges permitted.

Cllr Wielgus – Planting and a community orchard.

Cllr Askew aspirations – Bulb planting.

Cllr Greenhalgh aspirations– developing footpaths and public rights of way. The Common Agricultural policy permits farmers and landowners to create footpaths and permissive rights of way. Circular walks are good. It is important to get farmers and landowners onside.

**13.To discuss the purchase of local history book.**

Resolved to note that Cllr Wielgus provided information about a recently published local history book and requested that the parish council consider purchasing two copies, this was agreed.

**14.To receive an update on Grove War Memorial.**

Resolved to note that the pre-application for funding to refurbish the war memorial has been sent to the War Memorial Trust, the pre-application can take a considerable time before the War Memorial Trust decide if the pre-application progresses to a full application.

**15.Update Local Improvement Scheme grant approval.**

Resolved to note that the contractual documents for the two grants have been digitally signed and returned to Nottinghamshire CC. Cllr Wielgus and Cllr Allen to consult with Grove residents regarding the design of the Grove village gateway signs. A discussion took place regarding the four village noticeboards. The Parish Council unanimously voted that the replacement noticeboards will be constructed from recycled plastic and that the top of the noticeboards will be embossed with – **Headon-cum-Upton, Grove and Stokeham Parish Council**. The Parish Council have been previously informed that some funding may be available to remove the existing noticeboards situated within the two bus shelters and the installation of the new noticeboards.

**16.To discuss council policy and procedures.**

Resolved to note the following policies and procedures had been previously distributed to Councillors to read and comment on. The Clerk to update the policies in line with Councillors comments and that the policies and procedures have now been approved by the council.

- Document retention policy
- Register of members interests.
- Financial reserve policy
- Financial regulations

**17.To discuss Nottinghamshire Councillor Divisional Fund Award.**

Resolved to note an application for £300 towards the replacement of the parish noticeboards was submitted to Cllr Ogle on the 13<sup>th</sup> December 2020.

**18.To discuss proposed parish bench between Headon and Upton.**

Resolved to note that a discussion took place regarding the location and style of the bench, also considering land ownership for the bench potential location and siting the bench so as to minimize any vehicular impact. Socially distanced Councillors site visit to be arranged.

**19.To discuss the Parish Council Facebook page / group.**

Resolved to note that Cllr Wielgus has setup a Facebook group and has circulated his Facebook setup work to the council for comments. Cllr Askew and Cllr Whelan informed the meeting that they think that the Facebook group page looks good and is a good idea.

Cllr Wielgus asked the following:-

- Should the Facebook page be advertised on Heads-up? – this was agreed by six Councillors.
- Should the Parish Council wait before progressing its own webpage? – this was agreed by six Councillors.

**20.To discuss online training and availability to attend the training.**

Resolved to note that new Councillor and dealing with planning applications should be obtained, Clerk to check what training is available, currently all on line as a result of COVID-19 restrictions.

**21.To consider new planning applications and any other planning matters.**

Resolved to note no planning applications to consider.

**22.To raise any highway related matters.**

**22.1** Verges – Resolved to note, no issues reported.

**22.2** Hedges - Resolved to note, no issues reported.

**22.3** White lining - Resolved to note, no issues reported.

**22.4** Drainage - **Resolved to note that Cllr Whelan reported the gullies at Askham Road, Upton again, the Clerk to report again to Nottinghamshire CC.**

**22.5** Damage to highway infrastructure – Resolved to note no issues reported.

**22.6** Street lighting faults or damaged equipment – Resolved to note no issues reported.

**23.To consider financial matters.**

**23.1** To receive the balance of the current account - £3,266.15.

**23.2** To receive the balance of the savings account - £15,347.75.

**23.3** Resolved to note that the following payments are approved.

<b>DATE</b>	<b>ITEM</b>	<b>INCOME</b>	<b>EXPENDITURE</b>
14/12/2020	SALARY LENGTHSMAN DECEMBER		£72.91
14/12/2020	SALARY CLERK DECEMBER		£179.70
14/12/2020	HMRC PAYMENT DECEMBER		£38.40
09/12/2020	MILAGE CLERK OCTOBER + NOVEMBER		£45.00
09/12/2020	MICROSPFT LAPTOP SOFTWARE PROTECTION		£59.99

**23.4 Budget requirements and precept for 2021/22.**

Resolved to note that the council carefully consider the proposed budget for 2021/22 and voted unanimously to approve the proposed budget.

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

- HGV's driving through Grove – Cllr Allen.

**25.To confirm the date and time of next meeting.**

No meeting in February 2021, the next meeting is on Monday 1st March 2021 at 19:30hr. Please note that the current restrictions imposed as a result of the COVID-19 dictate that the next meeting will be a virtual meeting. The agenda for the next meeting will provide the Zoom log in detail.

**The Chair formally closed the meeting at 21:26 Hr.**

Signed: -

Date:-