

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

**Minutes of the Parish Council meeting held on Monday 1<sup>st</sup> November 2021 at Headon Village Hall and commencing at 19:32hr.**

**Present:** - Parish Councilors; Julia Harvey (Chair), Nigel Greenhalgh, Eric Briggs, Sean Whelan, Craig Smith and Jim Blaik (Clerk and RFO).

**Guests:** - None

**Members of the public:** - None

**Not in attendance:** - Parish Councillors Janet Askew (gave apologies), (gave apologies) and Josh Burman Ben Wielgus John Mosley

**Commencement of the Parish Council meeting.**

**1.Chair welcome and introduction.**

Cllr Harvey opened the meeting welcoming everyone. In line with Parish Council meeting protocol the public will only be allowed to speak at the public forum.

**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 record declaration of interests from councilors in any items to be discussed.**

Resolved to note that there were no declarations of interests in items to be discussed.

**3.To consider the minutes of meeting held on the meeting on the 5<sup>th</sup> July 2021 and the 6<sup>th</sup> September 2021.**

Resolved to note minutes approved.

**4.To receive an update from the police.**

Resolved to note that no police report received.

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

Resolved to note that District Councillor Coultate gave his apologies.

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

Resolved to note that County Councilor Ogle attended at 20:06hr. He informed the meeting that the final version of the Bassetlaw Plan Local Plan is open for consultation with a closing date of the 21<sup>st</sup> October 2021. He asked that the Parish Council should consider sending a response to the plan, the Parish Council will consider the plan.

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

Resolved to note that all checks have been carried out. The defibrillator pads are programmed to be changed in November 2021 the Clerk to obtain costs for the replacement pads for the next meeting.

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

Resolved to note that the Lengthsman has been working in Headon and Upton.

**9.Update Drayton Road Stokeham speed limit, a request from a local resident**

Resolved to note that the Clerk has contacted Via who are currently investigating the issue. The Clerk reported that the local resident had commissioned a Road Safety Assessment Report, the Clerk is waiting on contact details from Via so that he can forward the report to the person that is carrying out the investigation.

**10.Update Grove War Memorial refurbishment.**

Resolved to note that on the 23<sup>rd</sup> September 2021, the War Memorial Trust have approved a £2,080

grant towards the refurbishment work. The work must be completed within two years of the grant award. Due to the workload and temperature sensitive mortars used on the refurbishment, it has been agreed with the successful contractor that the work will commence in May 2022.

**11. Update on the request to reduce the speed limit Nether Headon.**

Resolved to note no progress. The Clerk reported that he has raised the matter again with Via.

**12. Update litter picking equipment.**

Resolved to note that it was agreed to progress the purchase of the equipment to a maximum value of £300, Clerk to action.

**13. To consider lamp post poppies November 2021.**

Resolved to note that as a mark of respect and remembrance, it was agreed to install temporarily plastic poppies onto some of the parish lampposts and remove them after the 11<sup>th</sup> November 2021.

**14. To consider the Tree Council's Branching Out Fund Amount: £300 and £1,500  
Deadline: 5pm on Friday 17th December.**

Resolved to note that after a discussion about possible locations for trees planting linked to the Branching Out Fund Cllr Wielgus agreed to progress the matter.

**15. To consider The Queens Platinum Jubilee Beacons 2<sup>nd</sup> June 2022.**

Resolved to note that a suitable location was still being considered. Cllr Smith leading on this matter.

**16. Update horse signs Upton (wrong location of Stokeham given in the agenda).**

Resolved to note that a request was sent to Via for the installation on Horse Signs on Westfields and Askham Lane. Via have agreed to install the signs on Westfields within the financial year 2022/23. Via is still investigating the installation of Horse Signs on Askham Lane.

**17. Update Nottinghamshire CC Local Improvement Scheme Grant.**

**Grove signs** - A local resident has generously donated £2,000 towards the Grove village gateway signs. The Parish Council agreed to write a thank you letter to the resident. The Parish Council are currently waiting on an invoice from the sign designers so that the design can be progressed.

**Parish Noticeboards** -The Parish Council is currently awaiting licenses from Via to install the noticeboards in the public highway and a quote from Via to physically install the noticeboards.

**18. To consider future and current Parish Councillor vacancies.**

Resolved to note that it was agreed to produce an information sheet and circulate the sheet around the parish.

**19. To consider new planning applications.**

**19.1** Proposed two storey side extension, single storey rear extension, front wall of garage erected in line with existing roof and alterations to front porch. Hilltop House Church Street Headon.

Resolved to note that the Parish Council carefully considered this application and agreed to support the application

**19.2** Proposed to convert outbuilding to annex for ancillary use to main dwelling at Hilltop Farm Main Street Upton  
Resolved to note that the Parish Council carefully considered this application and agreed to support the application

**20. To raise any highway related matters – Clerk to report all matters.**

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

**20.2** Hedges – Resolved to note, no issues reported.

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

**20.4** Drainage – Resolved to note that Cllr Whelan again reported, Askham Lane junction Main Street Upton, road gullies blocked

**20.5** Damage to highway infrastructure

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

**20.7** Update on previously reported highway matters. Resolved to note that the Clerk maintains a spreadsheet of all reports sent to NCC / Via, Bassetlaw DC and others. The Clerk reported that since starting the spreadsheet 81% of reports have been completed. The matter of outstanding reports was discussed and the lack of feedback, the Clerk is to again raise the matter of outstanding reports with the relevant bodies.

**21.To consider financial matters.**

**21.1** To receive the balance of the current account - £1,486.15.

**21.2** To receive the balance of the savings account - £15,609.23 and 12p interest paid on the 11<sup>th</sup> September 2021.

**21.3** Resolved to note a receipt of £2,000 donation towards Grove signs from a local resident has been received.

**21.4** Confirmation of payment of the second half of the precept £5,040.

**21.5** To confirm that after receiving details of the future running costs a new printer for the Heads -Up publication the council agreed to progress the purchase of the new printer.

**21.6** To appoint a Councillor to review finances with Clerk / RFO on a three-monthly cycle. Resolved to note Cllr Harvey is to approach Cllr Askew.

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

DATE	ITEM	INCOME	EXPENDITURE	BALANCE
27/09/2021	TRANSFER TO SAVINGS ACCOUNT		£6,000.00	£1,486.15
27/09/2021	CLERK MILAGE JULY AUG SEP		£63.00	£7,486.15
27/09/2021	BANK GIRO CREDIT REF BDC-PAY, PRE-CEPTS	£5,040.00		£7,549.15
20/09/2021	DONATION TOWARDS GROVE SIGNS	£2,000.00		£2,509.15
14/09/2021	CLERKS SEPTEMBER SALARY		£225.00	£509.15
14/09/2021	LENGTHSMAN SEPTEMBER SALARY		£72.91	£734.15
14/09/2021	HMRC		£49.60	£807.06
14/09/2021	DARBYS PROCESSING SALARIES		£96.00	£856.66

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

- Facebook group.
- Replacement of defibrillator pads.
- Defibrillator training for people within the parish.

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

The next meeting will be on Monday 1<sup>st</sup> November 2021 at 19:30hr at Headon Village Hall.

**The Chair formally closed the meeting at 21:03 Hr.**

Signed: -

Date: -