

BOTHAMSALL PARISH COUNCIL

The Parish Council Meeting was held on Thursday 12th January 2023 commencing 7.30pm at the Village Hall.

Apologies for absence: Cllr Jill Davis

Minutes of the meeting held 10th November 2022, proposed by Cllr Eaglen, seconded Cllr McCombe, all in favour.

Members of the public: Cllr Ogle feedback that the new Inspector Hayley Crawford has outline that she will decide where policing will take place and it appears that she is removing community policing. Cllrs can write to the new Police and Crime Commissioner in regard to the council's questions and/or comments. **Action:** Cllr Eaglen proposes to communicate with Inspector Crawford.

Declarations of interest: Cllr Stothard in relation to **23/02 Street Naming and Numbering 23/00002** - Stable Block, Manor Farm changing name to The Shires Barn.

Matters Arising

15/001 Highways: Require repairs to the wooden footbridge over the River Meden - chased 14.12.2022 as no work completed to this date. Received an email from Notts County Council on 15.12.22 to outline that they have passed it onto the rights of way officer who will undertake an assessment or will be in contact as required.

Action: Cllr Ogle suggested that the Clerk speaks to Mr Neil Lewis in the footbridges department.

Cllr Hynes highlighted that lamppost outside Dorma Cottage is leaning excessively and therefore will report to enquire and outside caravan park = main sign on floor and needs repairing. **Action:** for Clerk Hinchcliffe to report to Via.

15/002 Interest Groups/Feedback: Cllr Woodcock is enquiring into the next Bassetlaw South East Forum.

Action: Cllr Woodcock to update the Parish Council following the enquiry.

15/003 Fly Tipping: Cllr Stothard outlining that tyre fly tipping is getting worse and has seen people setting fire to them. Clerk Hinchcliffe outlined that he has contacted the Bassetlaw District Council who stated that it is private land. Cllrs Ogle and Hynes suggested for clerk to contact the Police inspector and Environment Agency in regard to the issue.

Action: Clerk Hinchcliffe to contact the Police Inspector and Environment Agency.

15/022 Neighbourhood Watch: Cllr Stothard will enquiry if Mr Mitchell will help lead the Neighbourhood Watch group and create a Whatsapp group for the community to report any issues within the village that can be seen in real time.

Action: Cllr Stothard will enquiry with Mr Mitchell.

17/009 Method/Risk assessment & Health and Safety: Cllr Stothard has undertaken a risk assessment of the village hall car park in the near future.

22/015 Street lights: We have received notification that CSC467122793, CSC467123989, CSC467121941, CSC467120179 (all reported streetlights on Church Lane) have all been notified as fixed.

CSC471589718 number reported for streetlight on Main Street outside the Village Hall which was inspected and awaiting repair on 14.12.2022.

Cllr Hynes highlights that Main Street lamppost outside Dorma Cottage is leaning excessively.

Action: for Clerk Hinchcliffe to report to Via to check if safe.

22/023 Banking & Savings – on-line banking and change of details - Cambridge & Counties, Hampshire Trust Bank & Virgin Bank forms and letters need signing by Cllr's Eagle and Davies.

Action: Cllr Eaglen to sign the forms and Clerk Hinchcliffe will forward the forms to Cllr Davis. Cllr Hynes proposes for the Parish Council to transfer to digital banking with Virgin Banking, seconded by Cllr Woodcock and all in Favour.

Action: Clerk Hinchcliffe to draft a letter to register for online banking.

22/024 Cloud based management system – for storage purposes. Clerk Hinchcliffe tried to complete a new Microsoft license for a charity but they needed either a charity number or HMRC employers number.

Action: Clerk Hinchcliffe to complete HMRC registration and register with Microsoft.

22/025 Parish council website - Notts ALC outlined that no website is required for the Parish Council and Bassetlaw District Council will place our details on their website under our section with no fee. The Parish Council to keep the Bassetlaw County Council website as will populate all the required information with no cost to the Parish Council. Proposed by Cllr Hynes, seconded by Cllr Eaglen, all in favour.

Action: Clerk Hinchcliffe to continue sharing agendas, minutes, accounts etc with Bassetlaw District Council.

22/026 HMRC registration & pension - this needs to be completed as advised by Notts ALC. Cllr Hynes proposes that the council will register as an employer, seconded by Cllr McCombe, all in favour.

Action: for Clerk Hinchcliffe to register the Parish Council as an employer.

Agenda

22/020 Parish council precept preparation: Cllr Eaglen proposes a precept of £2250 for 2023/24, seconded Cllr Woodcock, all in favour.

Action: for Clerk Hinchcliffe to send the completed precept to Bassetlaw District Council.

21/014 Budget Update - December 2022 not finalised due to not receiving bank statement as of yet.

Action: Clerk Hinchcliffe to complete the December 2022 budget for the next meeting.

22/029 MC & Social Committees updates: Clerk Hinchcliffe not requested any updates.

Action: for Clerk Hinchcliffe to seek updates for the next meeting.

22/030 Continuing professional development (CPD) including RFO & chairperson training - Clerk Hinchcliffe proposing to attend the Notts ALC New Clerks Finance Training (26.01.2023) & Cllr Hynes proposing to attend the Notts ALC Chair Skills Course (07.02.2023). Also, proposing the addition of a CPD budget for the council. Cllr Eaglen highlighted a section on the budget for training costs. Seconded by Cllr Stothard, all in favour.

Seconded by Cllr Stothard, all in favour.

Action: for councillors and clerks to schedule training and claim accordingly.

22/31 Nottingham Roosevelt Memorial Travelling Scholarship - This is a travel scholarship for Nottinghamshire young people under 35 years old to visit the USA.

Action: Cllr Hynes to try and gain more information.

22/032 Councillor areas of interest – Cllr Eaglen to continue with Finance Monitoring and attending the Bassetlaw South Police Forum supported by Cllr Woodcock and Cllr Stothard to focus on Neighborhood Watch and Risk Assessments.

22/33 Bassetlaw Community Infrastructure Levy (CIL) - remove from the agenda as no actions from discussing this topic.

23/01 Church Christmas lighting donation - parish council to pay £30 to the Bothamsall Church, proposed by Cllr Eaglen, seconded by Cllr Hynes, all in favour.

Action: for Clerk Hinchcliffe to expedite.

23/02 Risk assessment - Cllr Stothard to undertake risk assessment of car parking and the availability of access required by emergency services to the Parish Hall

Action: Cllr Stothard to outline findings at the next meeting.

23/03 Guidance from Gamston with West Drayton & Eaton Parish Council - to discuss at the next meeting.

Financial

Cheques for December & January

Previous clerks' cheque returned uncashed through bank error plus 4 extra hours for training new clerk = £159.75

Clerks Pay for December & January £117.15 x 2 = £234.30 & Clerk purchasing envelopes £1.80 & £2.00 for defibrillator shortfall = £238.10

Plans

23/02 Street Naming and Numbering 23/00002 - Stable Block, Manor Farm changing name to The Shires Barn.

Cllr Ogle has suggested that another plan has been submitted in regards to a new distribution centre at the Bevercotes site.

Correspondence: have been sent digitally

Reminder Agenda Items

- Dates for 2023 APM date to be agreed for some time in May & AGM second Thursday in June 2023
- Budget setting to be included on agenda for January 2024 meeting
- 21/011 Elect Parish Council Rep for Management Committee
- Forthcoming Council Elections in May

Date of next meeting: Thursday 9th March 2023 at 7:30pm

Meeting closed: