

## HEADON-CUM-UPTON, GROVE & STOKEHAM PARISH COUNCIL

Minutes of the meeting of the Parish Council held on Tuesday 5th June 2023, 7.00pm at Headon Village Hall.

Present: Cllrs Sean Whelan, Eric Briggs, Craig Smith, Charlotte Scothern, John Mosley

Apologies: Nigel Greenhalgh, Ant Coultate

In attendance: Joan Clarke (Clerk), three members of the public

### Public Session

To allow the public the opportunity to raise matters with the Parish Council. (Members of the public will adhere to the rules set out by the Council.) (10 minutes)

Issues raised:

- Footpath guides for Grove and Stokeham like the one available for Headon-cum-Upton.
- The preservation of local names such as Chitterbeck and Pinder Hill on maps.
- Emergency Plans for the village. These had not been refreshed since 2011.
- Request for the date of parish meetings and a brief report on what was discussed to be in HeadsUp!

### Commencement of the Parish Council meeting

#### 1 Chair's welcome and to record apologies for the meeting

Apologies were received from Cllrs Greenhalgh and Coultate.

#### 2 To record declarations of interest from councillors in any item to be discussed.

None.

#### 3 To consider the minutes of the Parish Council meeting held on 9<sup>th</sup> May 2023.

**25/2324: It was resolved that** the minutes were approved.

#### 4 To receive the police report.

No officers were in attendance.

#### 5 To receive an update from the District Councillor (% minutes)

Cllr Coultate submitted a written report in his absence.

#### 6 To receive an update from the County Councillor (5 minutes)

The County Councillor was not in attendance.

#### 7 To receive an update on the defibrillator checks.

**26/2324: it was noted that** the defibrillators had been checked.

#### 8 To receive an update on the work of the Lengthsman.

The Lengthsman had recently worked in all four settlements. Concern was expressed about not knowing when he was going to work in an area.

**27/2324: It was resolved that** the Clerk would liaise with the Lengthsman to try and diarise when he worked in the villages.

**9 To raise any highway or footpath matters.**

Concern was expressed about visibility for drivers with overgrown hedges and verges, particularly in Grove.

**10 To discuss car park resurfacing in Headon opposite the church**

The Clerk had been unable to pursue this with Bassetlaw due to doing end of year audit.

**28/2324: it was resolved that** the Clerk investigate this further

**11 To receive an update with regards to an abandoned car**

**29/2324: it was resolved that** the Clerk report the car to BDC.

**12 To consider the celebration of the war memorial at Grove's centenary.**

The Chair shared some background information with regards to the history of the memorial. It was suggested that the creation of an interpretation board adjacent to the memorial might be explored.

**30/2324: it was resolved that** the Clerk would liaise with the Conservation officer at BDC.

**13 To consider the provision of broadband at Headon village hall.**

This item would be carried over to the next meeting.

**14 To receive a report on financial matters:**

**a. Payments for authorisation**

|                   |         |
|-------------------|---------|
| Clerk's salary    | £244.20 |
| HMRC              | £15.80  |
| IncredibleInk     | £140.31 |
| Amazon            | £25.98  |
| D Harford (Audit) | £50.00  |

(Both adjusted for overpayment in May 2023)

**b. Income and expenditure, bank reconciliation**

Recorded on the Certificate of Exemption – AGAR 2022-23 Form 2 and signed by the Chair.

Total annual gross income 22/23    £21169.60

Total annual gross expenditure    £19179.57

**c. Internal auditor's report**

This was not yet available but would be circulated as soon as it arrived and put on the agenda for the July 2023 meeting.

**d. Annual Governance statement**

This was read out by the Clerk and signed by the Chair.

**e. Annual accounting statement**

This was presented to the meeting and signed by the Chair.

**15 To notify the Clerk of matters for inclusion on the agenda for the next meeting on Monday Monday 10<sup>th</sup> July 2023 at 7.00 pm.**

Items for inclusion: Update on abandoned car, war memorial centenary, Internet provision in the village hall, councillor training.

The meeting closed at 8.23 pm.

Signed by: \_\_\_\_\_

Date: \_\_\_\_\_