

# CLARBOROUGH PARISH COUNCIL

## Minutes of Parish Council Meeting

The Annual Meeting of the Clarbrough Parish Council was held in the Village Hall on Monday, 21<sup>st</sup> June, 2004 at 8.00 p.m.

Present were: Councillors Mrs. L. S. Baines, S. Bradshaw, Mrs. J. A. Cobb, J. W. Elwood, A. W. Goodall, T. R. D. Heapy, D. P. Heathershaw, B. K. Hogg and R. S. Kay.

Also in attendance: District Councillor Mrs. K. Sutton; J. E. Salmon (Clerk)

The retiring Chairman, B. K. Hogg, took the Chair.

### 54. Election of Chairman

Upon a proposal by S. Bradshaw which was seconded by R. S. Kay, the meeting unanimously agreed to elect T. R. D. Heapy as Chairman for the ensuing year. Mr. Heapy took the Chair.

### 55. Election of Vice-Chairman

Upon a proposal by T. R. D. Heapy which was seconded by J. W. Elwood, the meeting unanimously agreed to elect S. Bradshaw as Vice-Chairman for the ensuing year.

### 56. Apologies for absence - None

### 57. Declarations of Interest

Mrs. L. S. Baines - Playing Field  
S. Bradshaw, Mrs. J. A. Cobb, R. S. Kay - IT Group

### 58. Appointments to Committees

The meeting agreed to appoint Committees to take responsibility for the following matters:

Portacabin (proposed by B. K. Hogg, seconded by J. W. Elwood): Membership to be Mrs. J. A. Cobb, T. R. D. Heapy, R. S. Kay.

Legal Matters (proposed by T. R. D. Heapy, seconded by S. Bradshaw): Membership to be S. Bradshaw, Mrs. J. A. Cobb, R. S. Kay, B. K. Hogg.

Playing Fields (proposed by T. R. D. Heapy, seconded by B. K. Hogg): Membership to be Mrs. L. S. Baines, S. Bradshaw, Mrs. J. A. Cobb.

### 59. Appointment of Representatives

The following appointments were approved by the meeting:

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NALC NE Area Committee: No action to be taken. Enquiries would be made of Steve Brown (BDC) regarding local area forums.

Footpaths Representatives (proposed by Mrs. L. S. Baines, seconded by Mrs. J. A. Cobb): S. Bradshaw, J. W. Elwood, R. S. Kay.

Transport Officer: Mrs. J. A. Cobb.

Estates Officer: (proposed by T. R. D. Heapy, seconded by Mrs. L. S. Baines): B. K. Hogg.

Village Hall Committee (proposed by T. R. D. Heapy, seconded by J. W. Elwood): D. P. Heathershaw.

Rampton Hospital Community Forum: Mrs. J. A. Cobb, R. S. Kay. Substitute Rep. T. R. D. Heapy.

Snow Warden (address for contact by County Council): (proposed by S. Bradshaw, seconded by J. W. Elwood): Mrs J. A. Cobb.

Additional Snow Warden: (proposed by T. R. D. Heapy, seconded by J. W. Elwood): A. W. Goodall.

(Note: any grit etc. would be ordered by the Clerk.)

Neighbourhood Watch: (proposed by S. Bradshaw, seconded by J. W. Elwood): Mrs. L. S. Baines, Mrs. J. A. Cobb, T. R. D. Heapy, R. S. Kay.

60. Minutes of the meeting held on Monday, 17<sup>th</sup> May, 2004

Upon a proposal by Mrs. L. S. Baines which was seconded by J. W. Elwood, the Council resolved that the minutes of the meeting held on Monday, 17<sup>th</sup> May, 2004, having been circulated, be accepted as a true and correct record. The minutes were duly signed by the Chairman.

61. Minutes of the meeting held on Monday, 7<sup>th</sup> June, 2004

Upon a proposal by Mrs. L. S. Baines which was seconded by J. W. Elwood, the Council resolved that the minutes of the meeting held on Monday, 7<sup>th</sup> June, 2004, having been circulated, be accepted as a true and correct record. The minutes were duly signed by the Chairman.

62. Matters Arising from the Minutes

Minute 35i - The Clerk reported that the expenditure on play equipment reported in the local press appeared to relate only to the District Council's own play areas. It was agreed that, on behalf of the Playing Field Committee, Mrs. J. A. Cobb would contact David Linley of BDC to clarify the position.

Minutes 29i and 34iii - S. Bradshaw and Mrs. J. A. Cobb had met Bob Whatley on site in relation to signage issues. The meeting had been productive, and written confirmation of revised, more practicable proposals had been received.

Minute 34i - The Clerk reported that he could find no trace of any payment (previously quoted as £400) having been made to Groundwork Creswell. Members agreed to close this item.

Minute 34ii - Members agreed to defer consideration of CCTV to the next meeting.

Minutes 34iv and 35i - Mr. Baines had ordered chains for the swings on behalf of the Council.

SIGNED.....CHAIRMAN

Minute 34v - Pat Wilkinson of BDC had informed Mrs. J. A. Cobb that the dog bins would be emptied on this occasion only. Mrs. Cobb would enquire how much it would cost if the Council agreed to pay; the Clerk was authorised to agree upon receipt of an acceptable quote.

Minute 34vi - The PPP forms had been returned. John Buttrick had contacted B. K. Hogg; Shady Lane would be dealt with this year (only). It was agreed to ask a County officer to come to a future meeting.

Minute 35i - The County Council had attended to the safety surface.

Minutes 35i & 42ii - Play Equipment - this matter would be considered by the Playing Fields Committee.

Minute 35ii - A. W. Goodall would arrange delivery of the notice boards before the next meeting. Tony Phillipson or another suitable person would be asked to put them up. If more were needed, Tony Goodall would be asked.

Minute 37 - The matter of insurance for the litter pickers would be clarified at the same time as the insurers were contacted in relation to the portacabin. The Scouts would also be asked whether they had insurance cover.

Minute 48 - The Court form relating to the claim against the Council had been returned. NALC would be asked for legal advice and help. R. S. Kay was liaising with the solicitor.

63. Correspondence

A letter from Bassetlaw District Council giving the house numbering on the Premier Garage site was noted.

Upon a proposal by S. Bradshaw which was seconded by J. W. Elwood, a grant of £100 was agreed in response to a written request from the Clarborough and Hayton Playgroup.

Two members would attend the NALC Health & Safety Briefing at Walesby on the 29<sup>th</sup> July, 2004.

The Council noted various other items of correspondence/literature.

64. Handyman

The appointment was assumed to have ceased. Competitive quotes would be obtained for the work.

65. Driveway Gates

S. Bradshaw suggested that some form of barrier/gate was needed to give peace of mind to users of the play area. The Chairman asked members to give the matter some thought, including whether it should be a barrier or a gate and the arrangements for closing it. The matter would be considered again at the next meeting.

SIGNED.....CHAIRMAN

66. Standing Orders

A copy of the latest model Standing Orders would be obtained from NALC. The Chairman and Vice-Chairman would look at the existing standing orders and the model. NALC would be asked about any other useful information for members.

67. Quality Parish Council status

The document already in the possession of the Council would be re-circulated.

68. Portacabin

Delivery was scheduled for Tuesday 22<sup>nd</sup> June, 2004. BT would be contacted in order to get the telephone/ISDN line in.

69. Resource Centre

It was noted that plans exist.

70. Finance

A report on bank balances was noted and approved.

Upon a proposal by Mrs. L. S. Baines which was seconded by S. Bradshaw, the second and third payments listed below were approved. Also shown is one payment made in advance of the meeting and one agreed subsequently (cheque numbers in brackets):

	£
Central Networks East plc - Electricity Supply for portacabin (1169)	1,086.53
Allianz Cornhill Insurance plc - Additional premium (1170)	64.54
Clarborough & Hayton Playgroup - Grant (1171)	100.00
DLA LLP - Legal Fees: payment on account (1172)	1,200.00

A new bank mandate form would be obtained.

The Clerk was authorised to arrange for the audit of the 2003-2004 accounts in *advance* of approval of the accounts by the Parish Council.

71. Planning Applications and Determinations - deferred until the end of the meeting

72. Playing Field & Parish Land

S. Bradshaw referred to a problem at the small play area; one of the uprights on the five-a-side goal post was dangerous. It was agreed that Mr. Bradshaw would report the matter to the police at the North Leverton Contact Point. Upon a proposal by Mrs. L. S. Baines which was seconded by B. K. Hogg, it was agreed to ask L. Cobb to attend to the problem.

Upon a proposal by T. R. D. Heapy which was seconded by S. Bradshaw, it was agreed to ask M. Baines for a price to do appropriate work on the play equipment to put it all in order.

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Upon a proposal by T. R. D. Heapy which was seconded by S. Bradshaw, it was agreed that a letter be sent to the CDCA asking for the grassed area and tarmac to be put back to its original condition.

Upon a proposal by T. R. D. Heapy which was seconded by R. S. Kay, it was agreed to write to M. Sharpe, The Beeches, Main Street asking for land damaged by a delivery vehicle to be reinstated to its previous condition.

S. Bradshaw referred to a problem with the playing of golf on the playing field. It was suggested that an approach to the police seeking guidance should be made, and that notices, each covering all the problem areas (dog fouling/motor cycles/motorised scooters) in a single notice, were required.

Mrs. J. A. Cobb left the meeting at this point (10.38 p.m.)

73. Roads & Footways

A hedge problem would be reported by J. W. Elwood.

74. Planning Applications and Determinations

There was one new application, 1/10/04/14, from Mr. S. Dodd, 12 Hill View Crescent, to replace existing flat roof with pitched roof over garage. Members had no comments or objections.

Three decision notices had been received from the District Council:

1/10/03/30L - Mr. R. Kay, extension and refurbishment of Pinfolds Farmhouse - Listed Building Consent granted conditionally.

1/10/03/31 - Mr. R. Kay, Residential Development, Pinfolds Farm - Permission granted with various conditions.

1/10/04/10 - Miss D. Gough, Utility Room Extension, Fields House Lodge - Permission granted with standard conditions.

75. Reports of Meetings - Nil

Upon a proposal by J. W. Elwood which was seconded by B. K. Hogg, it was agreed to sponsor the first newsletter and the first two pages of subsequent issues.

76. Dates and times of future meetings

Future meetings would be held in the portacabin at 7.30 p.m. on the 26<sup>th</sup> July, 6<sup>th</sup> September and on the first Monday of each month thereafter.

The Chairman closed the meeting at 10.46 p.m.

SIGNED.....CHAIRMAN