

Minutes of the Clarborough & Welham Parish Council meeting held 7pm
5th September 2016 in the Claborough Village Hall, Main Street, Clarborough.

Present: Cllr Gibson (Chair), Cllr Baines, Cllr Bowler, Cllr George, Cllr B Robinson,
Cllr F Robinson and Cllr Willcock

Others present: Mrs Davies (Clerk), County Cllr Liz Yates, District Cllr Kath Sutton,
Mr Oaks (footpath warden), PSCO Airey and members of the public

523/16 To receive apologies for absence

No apologies received – all present.

524/16 To receive any Declarations of Interest in an items on the agenda

Cllr Baines declared an Interest in agenda item 8 – planning application
16/01025/FUL

**525/16 Open session for members of the public to speak and to receive reports
from the County & District Councillors, PCSO Airey and Mr Oaks
Footpath Warden**

County Cllr Liz Yates has contacted the Highways Manager regarding the
HGV diversion down Smeath Lane; the signage has not been improved
The Referendum campaign petition has been completed with signatures over
the target and will be sent to London later in the week.

District Cllr Kath Sutton reported on the enforcement order issued to the site
on Gypsy Corner.

PCSO Dave Airey gave his crime report for July and August.

Mr Oaks gave his Path Warden's report:-
Bridleway No.3:

- A tree survey has been carried out on Little Lane; it is proposed to cut
back the offending trees after the bird nesting season in October
- New signs are planned at either end of the bridleway which will state
'No unauthorised vehicles'. This will require some alterations to the
existing signage. The Parish Council will be contacted in the near future
to approve the changes.

There is no progress with regards to the resurfacing of the bridleway and also
footpath no. 12; I am hoping to discuss this with the Rights of Way Officer on a
face to face basis

There are several other path issues which need discussion and a plan of
action implemented.

Seasonal closure of Byways – all statutory notices have been issued and
objections assessed. It is more than likely that the scheme will proceed but I
am unclear as to the programme for this.

Mr Oaks discussed the original objection in 2004 by the Parish Council to Notts County Council in respect of the proposal to make a Modification Order upgrading bridle ways, etc to byways. The Council confirmed that this was still the case and a letter will be sent as confirmation that the council's objection still stands.

526/16 To approve minutes of the meeting held 25th July 2016

Cllr George proposed to accept the minutes of the meeting held 25th July 2016 as a true copy; this was seconded by Cllr Willcock and resolved by the Council.

527/16 To receive updates from the minutes of the meeting held 25th July 2015

504/16 – No further comments regarding the presentation on the Sheffield City Region devolution; agreed to stay neutral.

509/16 – The Babworth football team have finished using the field for training and did have public liability insurance cover

514/16 – The new notice board should be ready next week; Cllr Robinson commented that work was also required to the Welham notice board.

515/16 – A proper drain grid in the kerb has now been installed on Main Street near the main entrance to the village hall

The flooding officer has not yet sent his response to the Parish Council's letter

The next agenda item was brought forward for the members of the public

528/16 To consider planning applications, note any correspondence and decision notices

Application: 16/00999/FUL

Location: Kings Arms, Main Street, Clarborough

Proposal: Retain children's play area to existing public house with beer garden

At this point Cllr Baines left the meeting.

Application 16/01025/FUL

Location: Tievoli, Main Street, Clarborough

Proposal: Erect of 2 No. dwellings and amended access within the curtilage of the existing property

Application 16/1046/HSE

Location: Riding Court Farm, Main Street, Clarborough

Proposal: Proposed dropped kerb and creation of new access to property

Following consideration of the above applications; Cllr Bowler proposed not to make any objections which was seconded by Cllr B Robinson and resolved by the Council.

Cllr Baines then re joined the meeting.

529/16 To receive reports from other meetings

Cllr George gave a report on the Village Hall meeting. Items to note are the roof had been repaired and the fire detection system has been upgraded as well have 4 new fire doors and four doors upgraded. The risk assessment has now been completed.

530/16 To Receive play area inspection reports

Cllr Bowler reported there were no new actions require following the play area inspection. The Chair is working through the low risk actions following the annual inspection report.

531/16 To receive Neighbourhood Plan update and consider proposal to be voted on for the adoption of the Neighbourhood Plan b the Parish Council (documents available on the website)

Cllr Willcock gave the following update:

Submission of Plan

The Neighbourhood Plan was submitted for consultation and then Examination on 8 August 2016. This is 4 documents:

- Submission Plan
- Consultation Statement
- Sustainability Appraisal
- Basic Conditions Statement

These were accompanied by a letter from the PC Chairman and a map of the area covered by the Plan.

The consultation process will last until 23 September 2016. The consultation comments are sent to the Examiner.

Motion to Accept the Plan

I propose that the Parish Council vote on the following motions:

- a) “That Clarborough & Welham Parish Council approve the Neighbourhood Development Plan as prepared by the Steering Group.”

Cllr Willock proposed the above motion; this was seconded by Cllr Bowler and resolved by the Council.

- b) “That Clarborough & Welham Parish Council approve the Neighbourhood Development Plan associated documents, Consultation Document, Sustainability Appraisal, Basic Conditions Statement as prepared by the Steering Group.”

Cllr Willock proposed the above motion; this was seconded by Cllr Baines and resolved by the Council.

Website

All 4 documents are on the Plan website, although for technical reasons 2 of these have had to be split into several sections.

The website has been updated and the minutes of meetings from 2015 are also now on the website.

Numbers of users: 1717 (up 92 in month); Final Plan Documents: 85.

Examiner

An application has been submitted by BDC to the Neighbourhood Planning Independent Examiner Referral Service. This sends out our details to Examiners around the country and then they put in a bid for the work. It is expected that the Examination will last 5-8 days and will take place in October.

We have had one application so far and we have received responses to email enquiries to the Parishes which have been previously examined by him. We will carry out similar enquiries if we receive further applications before deciding on the Examiner.

Referendum

Much to the disappointment of the Steering Group it is now proposed that the Referendum on the Plan is not likely to be held until mid-February 2017! This is due to the necessary processes following Examination, the timing of District Council meetings and Christmas holidays. We are also aware of usage of the Village Hall for the pantomime in February. We had hoped to hold it in mid-November.

New Parish Land

I have asked BDC Estate Dept if they would mark the boundary of the land to be gifted to the Parish and the licence arrangement which will be in place until the official gifting..

A meeting was held on 4 August 2016 with Karen Tarburton who now works for Harworth Town Council. She also gives advice to other bodies on funding and management of schemes under public control. A very productive meeting was held and the Steering Group are extremely grateful for her input. The SG now has a very basic outline in order to make progress with plans for work on the land. When these plans have been developed the Steering Group will bring the outline and suggestions to the Parish Council for discussion.

Suggestions for funding sources were also discussed.

As there is a footpath crossing the land I have tried to contact Laura Summers at NCC, the footpaths officer. An email was sent on 1 August and no reply was received. I have recently tried again, only to find she was on holiday until today! I have now been waiting 8 weeks since my first attempt to contact her.

Finance

One suggestion from Karen Tarburton was that we ask Awards for All if we could use the balance of the finance not used in the Plan process towards

work on the new Parish Land. I did this the next day and had an almost immediate reply from them agreeing to this as it follows on from the Plan.

There is, therefore, £ 3,360.76 available to start the work on the land. We are looking at a first cut and clearance and professional advice on the necessary treatment of the land for reseeded with the appropriate type of grasses and numbers and types of trees.

532/16 Finance – to approve payments as listed and receive financial update

The Clerk circulated copies of the bank statements and finances up to the 30th August 2016. Cllr Willcock proposed to approve the following payments which was seconded by Cllr F Robinson and resolved by the Council.

- a) Holmes Groundcare Maintenance £175.56 (1926)
- b) Parish Clerk's wage and expenses £195.47 (1927)
- c) Came & Co – Insurance renewal £944.13 (1928)
- d) North Notts Community First Responders £50.00 (1930)

The Clerk reported that the External Auditor certificate and report 2015/16 certificate has been received; the report is as follows:-

On the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

A note of conclusion of the audit will be displayed on the notice board for 14 days.

533/16 To review insurance schedule for 2016/17 and approve payment

The Clerk circulated copies of the insurance renewal schedule for the Councillors to read through prior to the meeting. It was agreed to include the village hall drive way lighting columns, the new notice board which is due for delivery in the near future and the village signs at a value of £12k. The Clerk will arrange for an revised schedule and additional fee to pay.

Cllr B Robinson proposed to approve the renewal schedule for 2016/17 and to include the addition items as listed above; this was seconded by Cllr F Robinson and resolved by the Council. The addition payment will be made by cheque no. 1929 – confirmation of amount to follow.

534/16 Proposal by Cllr Willcock to discuss the leaflet for parents at Clarborough School about the village hall parking

Cllr Willcock circulated a copy of a leaflet for parents regarding parking for the use of the village hall car park for school drop off; after discussion it was agreed that leaflet only needs to be distributed to parents using Hillview Crescent.

535/16 To report any Highways/Rights of Way/Service faults

- The Chair mentioned that the County Council is dealing with an access dispute on Little Lane
- Cllr Baines reported overgrown hedge on Church Lane; overgrown hedge and a street light out next to the OAP bungalows - the Chair will investigate and report
- Cllr Baines commented on a article in the Retford Times on Zebra Crossings. The Chair has contacted the Highways Manager to carry out a site visit in September when the school children are back at school

The WI asked if bulbs can be planted in the grass verge down the side of the village hall car park; this was approved.

536/16 Proposal to discuss grass cutting

Cllr Willock proposed to discuss additional grass cutting by the Council. After discussion the Chair proposed that two or three councillors walk around the village to identify the exact areas and the contact the grass cutting contractor for a quotation; this was seconded by Cllr Willcock. The Chair, Cllr Willcock and Cllr Bowler will arrange the walk about.

537/16 Proposal to discuss litter picking in the village

Cllr Willcock proposed to consider litter picking in the winter months when the Scouts are unable to carry it out. After discussion it was agreed for the Chair to take to the Central Forum meeting to discuss with the other local councils and feed back to the Council.

538/16 Proposal to discuss the Christmas Tree lighting event

Cllr Willcock confirmed that he is arranging the event inside the village hall only alongside Mrs Codling. Anyone wishing to book a table top is to contact Mrs Codling. The event is to be held on 7th December 2016 at 5.30pm to 7pm.

539/16 Update on Co-option of new Councillor(s)

The Chair proposed to co-opt Mr Avery onto the Council this was seconded by Cllr Willock and resolved by the Council. Mr Avery then signed his Declaration of Acceptance of Office ready for the next meeting. Mr Avery main responsibility will be to deal with the flooding information.

540/16 To receive any item for information and future agenda items

- Flooding
- Christmas Tree lighting event
- Donation to W.I for the senior citizens Christmas dinner event
- Parish logo

541/16 Time and date of next Parish Council meeting

The next Parish Council meeting will be held at 7pm on the 17th October 2016 in the Clarborough Village Hall, Main Street, Clarborough.

There being no further business the Chair closed the meeting at 8.50pm