

Minutes of the Clarborough & Welham Parish Council meeting held on the 15th January 2018 at 7pm in the Clarborough Village Hall, Main Street, Clarborough.

Present: Cllr Gibson (Chair), Cllr Avery, Cllr Bowler, Cllr George, Cllr Hardie, Cllr Baines and Cllr Willcock

Others present: Mrs Davies (Clerk), Mr Oates (Footpath Warden), PCSO Airey and members of the public

778/18 To receive apologies for absence

No apologies received.

779/18 To receive any declarations of interest in any items on the agenda

No declarations of interests received.

780/18 Open session for members of the public to speak and to receive reports from the District & County Councillors, PCSO Airey and Mr Oates Footpath Warden

Apologies received from District Cllr Kath Sutton.

PCSO Airey gave his police report for the beat area.

Mr Oates (Footpath Warden) reported that following the erection of a few signs on The Baulk, dog fouling has reduced but not been eliminated. Mr Oates has not heard whether the Access Officer has had any response to her correspondence with the respective householders on Little Lane. It was noted that parking of vehicles at the entrance from Main Street is still causing an access problem.

781/18 To approve the minutes of the meeting held 27th November 2017.

Cllr George proposed to accept the minutes of the meeting held 27th November 2017 as a true record; this was seconded by Cllr Hardie and resolved by the Council.

782/18 To receive updates of actions from the meeting held 27th November 2017

Min 765/17 – The Chair reported that the CDCA has agreed to the Parish Council's proposal regarding the Council office. The agreement will give access to the Council storage only; there is no longer a requirement for a Council phone line and in principal (subject to costs) the CDCA is happy to take over the phone line which is to be voted on at the next CDCA committee meeting. The Chair has contact BT regarding the noisy line and to have a BT engineer out to investigate the problem will incur a £250.00 fee. The Chair has since tried a different phone to test the line and that was okay. The extra phone line in the village hall was traced back to the Post Office phone which was installed by Outreach as a dedicated phone and data which the Post Office stands to cost. Cllr Bowler, Mr Armstrong (CDCA) and Mr Herdman (IT Group) have all met to discuss the future of the phone line. If the Council terminates the BT contract there will be a fee of £110; alternatively it would cost £378 to continue under a present contract which ends in August 2018.

At this point County Councillor Tracey Taylor joined the meeting.

Min 773/17 – Cllr Willcock gave the following report for the Christmas Lighting Event on the 6th December 2017:

There were a total of 22 different stalls occupying 31 tables (3 outside) with a variety of articles for sale, tombola or other games to play. In addition there was tea/coffee and mince pies for sale. The mince pies were supplied by the PC at cost to the Scouts following a reduced costing from the Clarborough Spar Shop. They were given the freedom to sell the mince pies at whatever price they thought they could ask and to take any profit for Scout funds. They actually took only little profit saying that they 'do the teas as a service to the village'.

The Parish Council provided warm Mulled Wine or a soft drink free of charge, which as usual went down well.

Santa called, assisted by Elves from the Spar Shop, distributing small sweets and satsumas to all children attending. The Primary School attended with a choir which sang 3 carols and Christmas songs. Former Nottinghamshire County Councillor Liz Yates carried out the count down to the tree lighting. About 150 people attended. This was lower than last year despite the fine weather.

Finances - Income from table rental was £120 + donations for Mulled Wine of £21 – 31 totalled £141 – 31. This was donated to Nottinghamshire & Derbyshire Air Ambulance as agreed at the November PC meeting. Unfortunately they are not registered for Gift Aid. We have received a certificate of donation.

Expenditure was £100 – 06 with £13 – 50 returned by the Scouts to leave total cost to the PC of £86 – 56. About 55p per head from the estimate of those attending – a pretty good deal for such a community event!

Comments - Most stalls reported good sales and that it had been worthwhile attending. 1 reported very low sales. Scouts reported a profit of £86 on refreshments – despite the low prices – and this would largely pay for the Scout Christmas party!

The audio system for the tree lighting was supplied free of charge by Retford Lions Club and produced better sound with the music heard more clearly.

Finally - My thanks to a number of people who attended from 3 pm to help set out the tables, especially Steve George and Andrew Avery and those many more people who stayed after the event and very rapidly put the Village Hall to rights!!

Cllr Willcock reported that he will not be continuing with the organisation of the event for 2018.

The Chair reported that he dismantled and disposed of the tree and tested the lights ready for next year.

The Chair thanked Cllr Willcock, Parish Councillors, Mr & Mrs Robinson (mulled wine) and the Community for their time and effort put in for the Christmas event.

CLlr Baines reported on W.I Christmas Dinner as below:

The dinner went very well with positive feedbacks. 87 People sat down for the meal and Santa visited and entertainment was provided by the Village Ventures. The CDCA hired the hall out free of charge as a donation to the event. CLlr Baines thanked two Councillors that helped setting out the tables and for gritting the car park. An afternoon tea will be put on using the money raised on the day.

Min 774/17 – the Clerk read out the dates for the meetings during 2018 as follows:-

12/2/18, 26/3/18, 30/4/18, 14/5/18, 11/6/18, 23/7/18, 10/9/18, 8/10/18, 19/11/18, 17/12/18 & 14/01/19

Min 775/17 - CLlr Willcock contacted Anglian Water regarding the current road work. The Chair emailed highways regarding the chains wrapped around the gantry. The flashing school light fault was passed onto the lighting team.

At this point County Councillor Taylor gave her report.

The school holiday consultation has been carried out and the changes have been agreed for 2019/20; the summer holidays will be 5 weeks and October half term 2 weeks. Easter will continue with floating holiday dates. These new changes will run for 5 years.

Highways matters are still ongoing and the funding bids for resurfacing the roads are all under assessments for costing and prioritising.

783/18 To receive reports from other meetings

No meetings attended.

784/18 To receive play area inspection reports

CLlr Bowler submitted his inspection reports which no actions required.

785/18 To consider planning applications, note any planning correspondence and decisions

No applications received.

786/18 Finances – to approve payments and receive financial update

The Clerk circulated a financial update, copy of bank statement and budget figures for the Councillors to view.

CLlr Baines proposed to approve the following payments which was seconded by CLlr George and resolved by the Council.

- a) B.D.C – printing of leaflets £67.13 (2005)
- b) Parish Clerk’s December and January wages & exps - £382.73 (2006)
- c) SLCC subscription - £72.00 (2007)
- d) NALC subscriptions - £189.88 (2008)
- e) P Willcock – Christmas lighting event expenses £39.30 (2009)

- f) P Willcock – N.Plan expenses (grant) £194.87 (2010)
- g) P Willcock – Field notice board expenses £205.06 (2011)
- h) P Gibson – Christmas lighting event expenses £18.60 (2012)

787/18 To receive update on the gifting of the Parish Pasture and consider any associated legal fees

The Chair reported that he and the Clerk met with the Solicitor to go through some minor details. The solicitor has enough information now to go back to the District Council and is hopeful that she will be ready to complete on behalf of the Parish Council in February.

788/18 To receive update from the Parish Pasture Group and consider/approve any associated expenses

Cllr Willcock gave the following update:

BDC Land Housing Development - The land has been purchased by a private developer who is aware of the contents of the Neighbourhood Plan and intends to build the 38 houses in the NP. The sale is in the hands of the BDC solicitors.

Notice Board (Information Point) - The new Notice Board was installed shortly after the last PC meeting at the southern end of the existing footpath. My thanks to Steve George for his help. Despite having over 500 mm of post it the ground it has, unfortunately, taken on a list. This is either due to strong winds or vandalism. I would like volunteers to put it back upright. Unfortunately I am unable to do this myself.

Public Consultation - On 28 November from 7 – 9pm there was a ‘Drop-in’ Public Consultation on the FoPP proposals for the Parish Pasture. Only a few people attended. There was also a display at the Christmas Tree Lighting on 6 December 2017. Again only a few people took interest. The comments have yet to be considered by the group.

Report - The group have prepared a report to the PC which will include all the proposals for the Parish Pasture land (excluding the allotment area), a time line and detailed potential costings. Not able to print it but will email it as a “We Transfer” document.

Finance - A number of grant applications have been submitted and some have already received a positive outcome. Others will take longer for notification of our success or otherwise to come through. To carry out work scheduled up to 2020 and not including an “accessible to all foot path” about £11,500 will be needed. Other grants will be applied for.

789/18 To receive update from the Allotment Group and consider/approve associated expenses

The Chair gave the following update:

The Chair invited Dace Fenton (DF) the Allotment Association (AA) chairman to speak. She explained that the AA had produced an outline plan how the allotment field would look like when the initial field work had been completed. She asked the PC about the need for a metre wide path around the parameter of the field. She was informed there must be a 2 metre wild life corridor around the parameter measured from the centre of the boarder

hedges however this should not be used for access to the allotments. It was also explained it was up to the AA to decide how they would lay the field out as long as it complies with the terms and conditions of the lease and plot holder agreements. A path would not be required unless the AA thought it necessary. DF asked who would be responsible for the maintenance of the allotment field boarder hedges and wild life corridors. The Chair said it is the intention for the foreseeable future that the Parish Council would be responsible. DF asked for clarification on how much of the field would be allocated to allotments. It was explained the width (east & west sides) will be from the inner edges of the wild life corridors. However it was noted the field does narrow so this measurement will differ across the field. The length of the field should be measured 100 metres from the south inner edge of the wild life corridor to the north inner edge of the wild life corridor.

DF then went on to explain how the AA has identified the work to be carried out to have the allotment field ready for plot holders. They had also obtained quotes for all this work. A costing sheet was circulated to the councillors. The AA now is looking to apply for funding for the work some of which will require match funding. DF asked the Parish Councillors if they were prepared to provide match funding.

After consideration by the Council; Cllr Hardie proposed to commit £2000 to the AA so they are in a position to able to apply for match funding; this was seconded by Cllr Bowler and resolved by the Council.

790/18

To approve the lease agreement for the Allotment Association

The Chair circulated the allotment field lease and plot holder agreements for the Council to consider. Previously these documents had been submitted to the AA for comments. The AA had no objection to the lease agreement however they have asked the Parish Council to consider some alterations to the plot holder agreement. The Chair explained that both documents are linked therefore they must both be agreed upon before the Parish Council can vote for acceptance.

Lease agreement

Section 2.1 it was suggested and agreed the size of the field should be stipulated rather than the square metres

The Parish Council then considered the AA proposed changes to the plot holder agreement in particular schedule 1 (condition of use)

Schedule 1 changes not agreed by the Parish Council and change in some wording

Section 5.1 this should say – When water use exceeds normal usage the Tenant shall within 21 days of demand pay such reasonable sum as may be demanded of him.

Section 5.3 the Parish Council does not agree to hoses under any circumstance (to be removed from the agreement).

Section 8.1 last sentence implies additional structure can be erected (to be removed from the agreement).

Section 8.4 the Parish Council does not agree the use of glass in structures (to be removed from the agreement).

Section 9.3 should say **all deliveries** not just compost

Apart from the above the Parish Council accept all the other proposed changes to the Plot holder agreement.

The Chair to update Lease and Plot Holders agreements with the suggested amendments above then forward to the AA for further comments.

791/18 To consider and approve the precept for 2018/19

The Clerk circulated copy of the finances up to date along with budget figures and the December bank statement.

After consideration of the budget and precept options, Cllr George proposed not to increase the precept and to keep it at the current level of £15,000; this was seconded by Cllr Baines and resolved by the Council. Due to the increase of the District Council's Band D tax base figure for 2018/19; the impact on residents will be an increase of 36p.

792/18 To approve the agreement with the Clarborough & District Community Association

The Chair reported that the CDCA at their last meeting approved in principle taking over the BT line and broadband from the Parish Council. The CDCA also has approved the PC proposed CDCA and PC three year agreement.

The Chair read out the proposed three year agreement between the Parish Council and the CDCA. The Parish Council will replace Clarborough Village Hall room rental, drive and carpark lighting costs with two half year donations for three years from January 2018 to December 2020 to the CDCA. The donations will be £700 paid in May and October (1400 annually). In return the Parish Council is able to use the Bennett room for storage of Parish Council equipment and paperwork; and allow the Chairman and Clerk to have reasonable access. Annually the Parish Council are able to hold twelve 3 hour meetings in the Halford room; the date and time of ten to be agreed in advance and two meetings to be kept in reserve. Any additional room rentals will be charged that the CDCA normal rates. This arrangement will be reviewed by both parties in December 2020.

Cllr Bowler proposed to approve the agreement which was seconded by Cllr Hardie and resolved by the Council.

793/18 To receive updates on the Flood Prevention and Flood Management Strategy

Cllr Avery reported that he will be arranging a meeting with Nick Clarke from Notts County Council and Ian Davies from Bassetlaw District Council in the near future.

794/18 To report any highways, rights of way or service faults

Cllr Willcock reported that the grit bin on Broad Gores/Big Lane is full of water.

795/18 To receive any correspondence for information and future agenda items

- The Parish Council Forum will be held on the 29th January at 7pm Retford Town Hall

Items for future agenda

- Cllr Baines – discuss 100th year of the WW1 and what the W.I can organise for the event
- Additional play equipment
- Grass cutting, litter picking and weed clearing
- B.D.C annual spring clean in March

796/18 Time and date of the next Parish Council meeting

The next Parish Council meeting will be held on the 12th February 2018 at 7pm in the Clarborough Village Hall, Main Street, Clarborough.

The Chair closed the meeting at 9.45pm.