



South Leverton Parish Council

Meeting Minutes

Minutes of the **Meeting of South Leverton Parish Council** held on the 18th Jan 2022 at South Leverton Memorial Institute, the meeting commenced at 6:00pm. To comply with Covid Omnicom Plan B laws, the meeting was conducted with all those present wearing facemasks, socially distanced and a window open to increase air flow.

Council Members & Officer Present:

Cllr Pete Beeston	Chairman
Cllr Agi Tomlinson	Vice-Chair
Cllr Catherine Hoyle	Cllr Dan Styring
Cllr Sam Chambers	
Ed Knox	Clerk/Responsible Financial Officer
John Ogle	County Councillor
0 Members of the Public	

Also, Present

01/22 To Approve Apologies for Absence

After discussion, Cllr Styring **Proposed**, Cllr Hoyle **Seconded** that the Council approved the apologies of Cllr Buckland who is working and Cllr Hardie who is self-isolating due to Covid.

02/22 To Record Declarations of Interest in any items to be discussed

None.

03/22 To Approve Minutes of the Previous Meeting

After discussion, Cllr Hoyle **Proposed**, Cllr Tomlinson **Seconded** that the minutes be approved and the council **resolved** to accept the minutes. The chairman signed the minutes of the previous meeting as a true and accurate record.

04/22 To Receive District & County Councillors Reports

Dist Cllr Coultate: Did not attend due to Covid, however he had rung the Clerk to remind the Council about the EDF Power Station forum meetings. Cllr Tomlinson advised she had been on the virtual EDF meeting. After discussion about the closure of the power stations in the area, Cllr Tomlinson **agreed** to approach the 'Sturton Group' who made up of local residents in the Sturton Ward area and Sturton District Cllr Naish to see what their plans were regards working with EDF over the future of the power station sites.

County Cllr Ogle: Cllr Ogle advised that 20 years ago the County had around 200 children in care, this has now reached 1000 and each one on average costs £60,000 a year to the County Council. Cllr Ogle mentioned his work with the parishes over highway gully drainage issues and encouraged Cllrs to report via the on-line Notts County Council portal any blocked drains in the area.

Cllr Beeston discussed the various Highways related issues in the parish (mentioned later under agenda item 10/22) and asked if Cllr Ogle could do anything to escalate matters in relation to the County Council undertaking actions highlighted in the 2018 Feasibility Study and the relocation of the Treswell Interactive Speed Sign to a better position. The Clerk **agreed** to forward Cllr Ogle the study document and recent chases made to the Highways Manager.

➤ Adjournment for Public Forum

None.

05/22 Finance:

Monthly Income & Expenditure

After discussion of the financial information circulated by email before the meeting, Cllr Chambers **Proposed**, Cllr Hoyle **Seconded** and the council the council **resolved** to accept them as a true and accurate record. Direct Debits, and Standing Orders for staff salaries including PAYE, all **approved** unanimously.

1. To Approve Payments:

The Council **approved** the following: -

<u>Payee</u>	<u>Item</u>	<u>Amount</u>
S.Ashworth Diggers Ltd	Bench Installation – Retford Road	£150.00
Retford & Gain Garden Centre	Christmas Trees – Millennium Corner & Village Hall	£210.00

Smiths of Derby Ltd	Parish Queen's Silver Jubilee Clock 3 Year Service Plan	£602.40
Notts CC Via Ltd	Annual Tree Survey of Parish Council Trees in Burial Ground	£162.00
Cllr Hardie	Hopes Grove Nurseries Ltd-Yew Hedge Plans Burial Ground	£522.94
2Commune Ltd	Website/Email Hosting to 12.03.2023	£480.00
Clerk	Stationery & Postage	£2.58
Total Payments		<u>£2,129.92</u>

2. Receipts:

<u>From</u>	<u>Item</u>	<u>Amount</u>
Bassetlaw District Council	Dist Cllrs Grant	£150
Total Receipts		<u>£150</u>

Bank Balances

The Current Account Balance	<u>£12,048.52</u>
The Deposit Account Balance	<u>£5,708.94</u>

3. To Approve 2022/23 Budget & Set a Precept:

Prior to the meeting, the Clerk had circulated the draft budget statement with potential precept requirements for 2022/23 and the facts surrounding the precept to allow each member time to prepare for making a decision. Bassetlaw District Council Concurrent Grant has reduced year on year to just £14. Explaining the reduction of the Concurrent Grant, Bassetlaw District Council wrote to each Parish Council to state that: "we continue to reduce the concurrent grant; therefore, you need to factor in these reductions, you will see that Harworth & Bircotes Parish Council decided some years ago to substantially increase their precept and invest in their infrastructure for their local people."

NALC (National Association of Local Councils) and the SLCC (Society of Local Council Clerks) advise that Parish Councils should not set any arbitrary, random figure for their precepts, the law requires parish councils to set a precept that is a 'balancing figure' known in legislation as the 'council tax requirement'. The precept should be set to be the amount of money required to 'balance' the accounts after deducting all 'other expected regular annual income' in our case this is all rental income from Parish Land and Property:

Other Income	Income Amount	Precept Saving per home @ Band D	Precept Saving per home @ Band A
Bassetlaw Concurrent Grant	£14	£0.07	£0.05
Bassetlaw Street Cleaning Grant	£385	£1.96	£1.31
Bassetlaw Burial Ground Grant	£204	£1.04	£0.69
Wayleaves	£12	£0.06	£0.04
Notts County Council Lengthsman Grant	£962.50	£4.91	£3.27
Total	£1,577.50	£8.04	£5.36

Inflation CPI for the previous 12 months was 5.1%. To cover the usual running costs, the Council was pleased that only a small inflation only rise to the precept rise is required, to cover the balance of the planned expenditure. After a thorough discussion of the budget options, Cllr Beeston called for a vote, all members in favour, **resolved to 1)** approve the budget option A, a 5.1% inflation only rise. **2)** to set precept of £16,026 = to Band D at £81.79 per year (£6.82 per month). **Action**, the RFO to submit the completed Precept paperwork to Bassetlaw District Council. It is also worth noting that the parishes have approximately 220 properties, 85 are in bands A to C, which will pay less than the Band D figure. Homes with only 1 adult occupant, are entitled to receive a further 25% reduction on the above figures, with additional reductions for residents in receipt of certain benefits. Details are found by contacting Bassetlaw Council regards Council Tax reduction.

To put int into perspective in monetary terms, it is a small rise across the parish of £778 equal to £3.97 at Band D and £2.65 at Band A per year.

In comparison with other parishes in Bassetlaw, this is still a modest precept, for example, at Band D, last year in 2020/21 West Stockwith electorate 265, precept was £131.89 a year, Torworth electorate 208, was £151.92, Norton Cuckney electorate 284, precept was £90.36 a year, smaller than South Leverton with an electorate of 326. In comparison, a larger parish, Misterton which has an electorate of 1770 was £128.50. Sturton-Le-Steeple electorate 421 was £103.97, Tuxford electorate 2057 was £162.50.

4. To Approve 2022/23 Confidential Staffing Element of the Budget:

After discussion of the information regards staff salaries from NALC and the satisfactory performance of the Clerk, Litter Picker & Lengthsman in undertaking their roles, Cllr Chambers **Proposed**, Cllr Hoyle **Seconded** and the Council unanimously **resolved** to approve the increments the as detailed in the attached private & confidential report.

06/22 To Approve Purchase of Additional Lamppost Poppies

The Council discussed with the District Cllr at the previous meeting, the residents of the parish who had died in world wars and other conflicts and the possibility of additional lamppost poppies in 2022 in their honour. After discussion, Cllr Tomlinson **Proposed**, Cllr Chambers **Seconded** and the Council unanimously **resolved** to purchase approximately 30 poppies once it is known when the Royal British Legion has these in stock.

07/22 To Progress Work at the Burial Ground

Cllr Hardie's working party with Cllrs Tomlinson & Styring undertook clearance of the vegetation between Christmas & New Year. The Cremation Wall of Remembrance which was originally completed in 1980, was revealed during this process:



The Council expressed gratitude to all those local residents who also came along to lend a hand. The Clerk has asked the Village Lengthsman and litter picker if they would be able to attempt to clean the remembrance wall. Cllr Styring advised that the working party will also try to clean it up and undertake repairs to the wall. Cllr Hardie has purchased the Yew Tree saplings for the boundary marker hedgerow to be planted along the boundary between the Churchyard which is owned by the Church of England and the Parish Council Burial Ground. Once these have arrived, they will be planted along the Western boundary. Cllr Hardie advised by email that the working party had located the original parish council tap next to the shed in the undergrowth, it had been disconnected and capped off at some point in the past. However, the 1970s minutes revealed that this pipework is merely an extension to the supply at the side of the church, which is still in use today, therefore there is already a water supply nearby which can be accessed. The remaining works are:

- *Potentially install a noticeboard or signage welcoming visitor to South Leverton Parish Council Burial Ground and providing information about the site. An application to the Notts County Council Local Improvement Community Fund could be a way to fund this.*
- *Cllr Beeston to arrange for a digger to flatten the piles of earth and remove any excess and remove the piles of earth next to the shed.*
- *Cllr Beeston to arrange for a digger to dig up any remaining weed/bush roots in the cleared area to prevent regrowth of the overgrown area.*
- *Cllr Beeston to arrange for a digger to remove the decayed and partially buried concrete path. Minutes of the parish council revealed that an analysis by the Cement & Concrete Association in 1979 revealed this was not fit for purpose and would need to be removed. The Parish Council decided in 1980 to leave the decayed path until the time came*

for when the Burial Ground would be needed, this time is now. Cllr Hardie is on the lookout for volunteers to assist with this.

- The Shed & Bunker had been installed in 1977 by a contractor in Retford and has been derelict since 1997 when the parish council agreed at that time to remove it, this was never undertaken and it is now a safety risk and needs removing. The original quote from 1977 states “to supply and erect a concrete shed 8ft x 6ft & concrete rubbish bunker 1 sq yard” The quote doesn’t mention if any asbestos cement or asbestos corrugated roofing was used. Cllrs looking at the roof think it is potentially asbestos sheeting. Therefore, Cllr Hardie has contacted BESA Group Ltd of Lincoln to investigate if the shed, bunker and shed roof contain any asbestos, if they do BESA are a specialist asbestos removal company who will remove the shed, roof and bunker.
- Removal of or the of the burning of the piles of dead vegetation, Cllr Hardie and volunteers to arrange.
- Cleaning and repairs to the Remembrance Wall

After further discussion, the Cllr Styring **Proposed 1)** and the Council unanimously **resolved** that Cllr Hardie arrange for BESA group to remove the shed and bunker regardless of whether Asbestos is present if the costs are approximately the same and not too expensive, however, if the costs are significantly more for the removal of the shed structure, after BESA removes the asbestos, then the remaining structure to be removed by the cllrs and if necessary, a skip arranged to take away the remains. **2)** That the rotten bench in the burial ground be replaced with two new Glasdon Lowther benches, one at the north end and one at the South end, that S.Ashworth Diggers Ltd installs them, who will contact Cllr Hardie or Styring to agree the exact locations. **3)** One bench will have the same wording as the plaque on the original bench which is being replaced and on the say ‘Queen Elizabeth II Platinum Jubilee 1952 – 2022’.

After further discussion, Cllr Tomlinson **Proposed** and the Council unanimously **resolved** that instead of burning the pile of vegetation and branches, Cllr Tomlinson will approach her husband to see if he can clear it with a woodchipper and take away the chippings before the grass starts growing.

08/22 To Progress the Possibility of a Parish Council Playground

Cllrs Chambers & Beeston reported that after speaking to the landowners the Council had written to, no progress had been made at obtaining a portion of land for a playground. After a thorough discussion, the Council **resolved** that Cllr Tomlinson will design a suitable leaflet for distribution asking for a small section of land to be either rented/donated/sold for the use as a playground for South Leverton, and following this Cllr Tomlinson will also approach Orchard School to see if any of their land could be a potential option.

09/22 To Receive an update from Cllrs site meeting with Notts County Council Highways Manager

Cllr Tomlinson & Beeston met with the Highways Manager from County in Leverton on Tues 9th November at 10am to look at and discuss potential improvements to various South Leverton road issues as follows, response of the Highways Manager in **red**:

- **Highways Potential Solutions from Feasibility Study**

The Highways Manager presented a 2018 Feasibility Study for improvements to several parishes in the area. For South Leverton this included:

- The extension of the 30mph zone on Meeting House Lane,
- The introduction of a 40mph zone from the railway line down Station Road as far as the bend with Mill Lane.
- The extension of the 30mph zone along Cottam Road as far as Holmleigh.
- Refresh White Lining on Retford Road, Church Street, and Treswell Road.
- The installation of ‘Slow’ Markings on Treswell road either side of the junction with High St and Meeting House Ln. The potential for permission for the Parish Council to install ‘Village Gateways’ at the entrances of the village to help psychologically effect drivers into slowing down as they approach the village.

- Cllr Tomlinson advised that the Highways Manager agreed as a quick fix, that in 2022/23’s Highways Budget the High Friction Red Surfacing with the 30mph painted roundel on Treswell Road will be refreshed.

Interactive Speed Signs on Treswell Road and Retford Road – Request these are moved to better locations on these roads.

- **Village Gateways**

Cllr Beeston has obtained a quote from Glasdon for 2 pairs of gateways for Retford Road & Station Road and an £825 quote from S.Ashworth Diggers Ltd to install them. Cllrs Beeston & Tomlinson met with the Highways Manager to agree the locations and the Clerk has completed the Highways Section 115 Permission forms, including the photos and map drawings of the locations, this has been sent to the Highways Manager for the granting of the licence. The cost of the gateways is £4,712.08 and an application to the Notts County Council Community Improvement Grant for 50% of the cost will be made once the licence and installation quote has been obtained.

Cllr Beeston has contacted the Highways Manager to ask for further guidance on what can be an option for Treswell Road, the width of the verge on lefthand side when entering the village is too narrow, next to the dyke/hedge for a Gateway sign.

If the Highways Manager provides advice on what can be installed on Treswell Road, this can be factored into the grant application.

The Clerk will also approach any other applicable grant bodies to see if they can help support the grant towards the remaining 50% of the cost.

The Clerk and Cllr Beeston will report further progress at the next meeting

After discussion, the Council **resolved** that **1)** as no response has been received, the Clerk emails the Feasibility study back to the Highways Manager a 3rd time and to County Cllr Ogle, to ask when the above actions can take place. Also requesting again, the relocation of interactive speed signs and clarification if the High Friction Red Surfacing with the 30mph painted roundel on Treswell Road will be refreshed. **2)** The Glasdon quote for the 2 pairs of gateway signs be accepted together with the quote to install by S.Ashworth Diggers Ltd be accepted at the point once the potential options for Treswell Road are known and if the Application to the Notts CC Local Improvement Grant is successful.

Foot Path No 31 as you walk north from Broad Lane, at the side of Catchwater Drain

This issue has been reported several times to County Council. Walking through the first field from the road, you cannot proceed further because the stile/kissing gate was removed by network rail. In June 2019 the Previous Footpaths Officer at County Council advised *"I have contacted Network Rail about South Leverton Footpath No31. This is the path that crosses the railway line (line no longer in use was for Cottam power Stn). I will give you a further update when I can."* No further update has been received. The kissing gates and styles were removed by Network rail several years ago who were doing repair works on the line, which is now redundant railway line. They never reinstated them, if you walk up to the edge of the line, you can go no further, a post points you north, there's no gate, no access. Some walkers who are brave have climbed onto and over the barbed wire fence and scrambled through the vegetation which is not acceptable form of access. Please investigate and arrange for the access styles/gates to be reinserted. On 2nd Aug 2021 the current Rights of Way Officer has advised *"Unfortunately this is still unresolved despite negotiations with Network Rail. My colleague at NCC RoW team, is dealing with NR and I understand he has spoken with Mrs Cawthorne earlier in the year with an update. If any progress is made, I will let you know."*

On 8th Sept the Countryside Access Team Manager advised *"Thank you Councillor Ogle for the email regarding FP31. Discussions are taking place with Network Rail and we hope to be in a position shortly to open the path across the former Power Station Railway line. I will be back in touch."*

On 1st December the Countryside Access Team Manager advised *"I'm meeting Network Rail on 13th December 2021. We will be looking at what needs to be done to open the crossing for pedestrians, and their Level Crossing Manager will also be undertaking a risk assessment. There will be a requirement to provide gates but we'll be in a better position after the meeting to assess what needs to be done by Network Rail to open up the path safely across the railway line."*

On 22nd December the Countryside Access Team Manager advised *"Network Rail were very positive about opening up the crossing. Two gates will be required and some steps to get up the embankment on either side of the crossing. Network Rail will also be putting decking down, to prevent trip hazards over the track and also to ensure no trip hazards on the vegetation growing up from the railway ballast. The Level Crossing Manager is arranging the work with colleagues and they recognise the need to get it open and available without further delay."*

Cllr Hoyle advised that Network Rail vans were parked recently by the roadside near the area affected, the Clerk agreed to chase the Countryside Access Team Manager to see if work has started by Network Rail.

10/22 To Discuss the Queen's Platinum Jubilee

Cllrs looked at this from the parish council perspective so not to duplicate anything which the Village Hall Trustees maybe planning, with the decision of the council to assist/compliment what the hall committee and its voluntary groups may be planning. The Council already agreed earlier in the meeting to dedicate one of the new burial ground benches to the Queen's Jubilee.

After discussion, the Council **Resolved** that Cllrs Beeston & Tomlinson would approach the village hall committee to see what their plans were for the Jubilee and would offer to help. If the committee would like a road closure the Parish Council could approach the County Council to arrange the relevant permissions.

11/22 Closure of the Meeting

There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 7:50pm.