



South Leverton Parish Council

Meeting Minutes

Minutes of the **Meeting of South Leverton Parish Council** held on the 22nd Mar 2022 at South Leverton Memorial Institute, the meeting commenced at 6:00pm.

Council Members & Officer Present:

Cllr Pete Beeston
 Cllr Agi Tomlinson
 Cllr Catherine Hoyle
 Cllr Sam Chambers
 Cllr Chris Buckland

Chairman
 Vice-Chair
 Cllr Andy Hardie

 Clerk/Responsible Financial Officer
 County Councillor

Also, Present

John Ogle
 1 Members of the Public

12/22 To Approve Apologies for Absence

After discussion, Cllr Chambers **Proposed**, Cllr Hardie **Seconded** that the Council approved the apologies of Cllr Styring.

13/22 To Record Declarations of Interest in any items to be discussed

None.

14/22 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.

15/22 To Receive District & County Councillors Reports

Dist Cllr Coultate: Sent apologies.

County Cllr Ogle: explained about pot hole patching and advised the councillors to take photos and report any new highways issues via the County Council Website or MyNotts App in the first instance. If the County Council do not action these requests Cllr Ogle can help escalate the matters. Cllr Ogle explained the changes to the Bassetlaw Local Plan and that additional work gangs had been set on by the County Council regarding pothole maintenance. Cllr Ogle encouraged the Council to report blocked road drains via the County Council Website or MyNotts App in the first instance. If the County Council do not action these requests Cllr Ogle can help escalate the matters. Cllr Chambers mentioned an area of the village near Priory Farm which the road flood regularly and it is believed the drain has been reported previously, Cllr Chambers will take photos of the drain and report to Notts County Council again and request a jetter attends.

➤ Adjournment for Public Forum

One of the Churchwardens came to the meeting to offer thanks to the Council members and Clerk for all their hard work recently in the Burial Ground refurbishments and for keeping the Church informed of the progress.

16/22 Finance:

Monthly Income & Expenditure

After discussion of the financial information circulated by email before the meeting, Cllr Hardie **Proposed**, Cllr Beeston **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>
Glasdon UK Ltd	Benches – Burial Ground	£1,605.10
Clerk	Land Registry Search for Land Owner Playground	£6.00
Clerk	Ryman Archive Folders for Accounts	£5.40
Clerk	Mileage Jul to Mar + Cloud Storage Nov to Mar	£56.39
Clerk	Ryman – Stationery for Burial Ground Burial Rights Certs	£8.99
Cllr Hardie	Burial Ground Trent Hire Wood Chipper	£92.40

Cllr Hardie	Burial Ground Fuel Morrisons – Petrol for Wood Chipper	£18.58
Retford Waste Ltd	Burial Ground Skips x 2	£500.00
BESA Ltd	Burial Ground Shed - Asbestos Survey	£114.00
BESA Ltd	Burial Ground Licenced Asbestos Removal Shed Roof	£692.70
S.Ashworth Diggers Ltd	Burial Ground Benches Installation Work	£400.00
Jackson Quinn Solicitors	Burial Ground Registration of Deeds with HM Land Registry	£278.10
K R Hewitt Ltd	Annual Hedge Cutting Churchyard/Burial Ground Footpath	£59.40
Toparia Summits Ltd	Burial Ground Tree Works to comply with Notts CC inspection	£474.00
Cllr Tomlinson	VistaPrint – Playground Leaflets	£34.94
NALC	Annual Membership Renewal	£121.10
Total Payments		<u>£3,993.10</u>

<u>From</u>	<u>Item</u>	<u>Amount</u>
Notts County Council	County Cllrs Grant – Burial Ground Benches	£500.00
Bassetlaw District Council	Dist Cllrs Grant – Village Gateway Signs	£250.00
Lincolnshire Co-op Funerals	Interment Fee - Burial Ground Plot no2	£500.00
Lincolnshire Co-op Funerals	Interment Fee - Burial Ground Ashes Urn Plot no1	£300.00
BT Openreach	Annual Wayleave Payment – Pole on Parish Land	£10.50
Total Receipts		<u>£1,560.50</u>

Bank Balances

The Current Account Balance	<u>£7,030.78#</u>
The Deposit Account Balance	<u>£5,708.94</u>

£250 Ringfenced for Village Gateway's Project

17/22 To Consider a Parish Council Facebook Page and the Adoption of the NALC Social Media Code

After discussion, the Council **resolved** to create a Facebook presence with an Information 'Page' page, rather than a 'Group' page with Cllr Tomlinson as the admin, because it will be for posting information only. There will be no commenting function turned on. Therefore, the NALC Social Media code would not need to apply to the public in this instance due to the page not having the public commenting and posting function on it. However, the Parish Council will abide by the rules of the social media code from its prospective and anything that the Parish Council posts on the page will abide by the following:

- *Rule 1 – Posts will be expressed with courtesy, respect and politeness.*
- *Rule 2 – Posts should not contain abuse, harassment, intimidation, or threats of any form.*
- *Rule 3 – Posts should not contain any form of pornography or discrimination, including racism, sexism, ageism, ableism, disability, homophobia, transphobia, religious intolerance.*
- *Rule 4 – Posts should not contain false or unverified information.*
- *Rule 5 – Posts should not be posted anonymously under fake profile names or aliases (other than the name of the Parish Council).*

18/22 To Adopt Civility and Respect Statement for the PC Website

NALC & the SLCC issued a Civility and Respect Newsletter to all parish councils recently, in it, it recommends in the promotion of civility and respect, councils may wish to add a statement to their websites stating that bullying, harassment and intimidation will not be tolerated. This was followed by the same suggestion from Bassetlaw District Council. The suggested wording for those councils wishing to add a bullying and harassment statement to their websites & social media pages:

“We treat everyone with courtesy and respect and ask for the same in return. We ask that you treat your councillors and council staff courteously without violence, abuse or harassment.

Councillors and council staff have the right to carry out their civic duties and work without fear of being attacked or abused. Any behaviour whether that be verbal, physical or in writing, which causes either councillors or council staff to feel uncomfortable, embarrassed, or threatened, is totally unacceptable.

The zero-tolerance policy includes abuse, aggression or threats made in person, over the telephone or in written communication, including on social media.

The council considers threatening behaviour to be:

- *Attempted or actual aggressive, or physical actions made towards any councillor or member of staff.*
- *The use of aggressive, or abusive language, (including raising of the voice, swearing, shouting or in writing) which threatens or intimidates councillors or council staff.*

This policy applies throughout all council meetings, but it also applies to any councillor or council staff away from council meetings.”

After discussion, the Council **resolved** to adopt the above wording with immediate effect and import it to the Council's website and any social media presence.

19/22 To consider to make a comment to Bassetlaw District Council regards Planning Application 22/00262/FUL | Erection of Six No. Dwellings, Garages and Associated Works | Land North Rampton Lane South Leverton

Prior to the meeting the Cllrs viewed the planning application documents on line. After discussion Cllr Tomlinson

Proposed, Cllr Beeston **Seconded** and the council the council **resolved** to object to the plans for the following reasons:

The Council are of the opinion that the proposed development does not meet the need for affordable housing in the village considering the scope of the houses each with 4 bedrooms and 3 ensuites.

The Council are of the opinion that the development will expand the footprint of the village to a negative degree. This Council would also like to comment that the village has met its needs in terms of housing development within the scope of 5% development stated in the draft Bassetlaw Local Plan and a development of such a scale would exceed a sustainable rate of expansion of the village's housing provision versus available public facilities and infrastructure.

The Council are of the opinion that the proposed development is of a too high density in comparison to surrounding properties on the periphery of the village on a very quiet, rural lane affecting the character of the area within the countryside.

The Council are of the opinion that the proposed design and appearance of the development is not in keeping with the character of the surrounding properties or the village in general.

The Council are concerned about access and parking issues relating to the development, particularly considering that if there are more than two vehicles per property or visitors parking this will be spilling out onto Rampton lane which is a very narrow rural lane. There are already often excess vehicles parked in the lane near to and up from the Redbank House Care Home causing obstruction and adding potential danger to pedestrians and other road users.

The Council are concerned about the increase in traffic on this quiet lane which does not have a pedestrian walkway but is often used as a starting point for rural walks, cycle rides and horse riding amongst other activities.

20/22 To Progress Work at the Burial Ground

BESA have removed the Asbestos Roofing from the shed, and the new Benches have been installed. The Parish Council's Deeds have been recovered from the Archives at the Solicitors Regulation Authority and are in the process of being used by the Parish Council's Solicitor for the 1st Time Registration of the land with HM Land Registry, delays at the Land Registry mean this process will take approximately 12 to 18 months.

The working party undertook the removal of the old concrete path, shed, bunker, cuttings, rotten bench, rubbish on site.

The Remembrance Wall has been cleaned and general tidying of the Burial Ground has been undertaken by the Village Lengthsman and Litter Picker who will now continue tidy the area as part of their roles.

A request has been received from a member of the public for a litter bin for the Burial ground so that relatives visiting graves can dispose of dead flowers, wrapping and dead Christmas Tributes. After discussion, Cllr Hardie **Proposed**, Cllr Buckland **Seconded** that the Council **resolved** to purchase a Black Traflex Bin which comes on a suitable slab base from Bassetlaw District Council for £120. The bin will be emptied and maintained by the Village Lengthsman, to be delivered to Cllr Hardie who will install on site near the bench close to the remembrance wall.

Cllr Hardie and the Clerk shredded up the first pile of branches earlier this month, the larger pile was burned last week. Earlier this month Cllr Hardie planted the Yew Tree bushes adjacent the boundary line between the Diocese of Southwell Churchyard and the Parish Council Burial Ground.

After discussion, Cllr Hardie **Proposed**, Cllr Buckland **Seconded** that the Council resolved that the Yew Tree bushes will be maintained in such a way that they are never more than 3ft high, with gaps between each planting area a gap at either end of the row.

A Churchwarden from the Parochial Church Council has advised Cllr Hardie that they have in recent years, made verbal promises to members of the public that some of the plots in the 1st row of the Parish Council Burial Ground could be there's if they wanted. Because nothing was put in writing and the Church/PCC have no power to do this on the Parish Council Burial ground land, Cllr Hardie has explained to the Churchwarden that they will have to contact the members of the public affected, informing them they have to contact the Clerk of the Council to purchase the Burial Rights for the plot, to reserve it, and upon payment of the correct fee to the Parish Council, they will be issued with a Burial Rights Certificate. After discussion, Cllr Hardie **Proposed**, Cllr Buckland **Seconded** that the Council **resolved** that anyone who had a verbal promise from the Church has 2 months from today's date (22nd May) to make themselves known, and make the burial rights fee payment of £250 to the Parish Council. After 22nd May 2022 all plots not reserved via the Clerk will be available for use.

The remaining works are:

- *Digging out of the old concrete paths and removal of the rubble from site – to be done Sat/Sun 26th/27th Mar*
- *Removal of the ash pile and debris from the bonfire – to be done Sat/Sun 26th/27th Mar*

- Digging out/removal and capping off of the old water supply pipe - to be done Sat/Sun 26th/27th Mar
- Grass seeding of the areas which have had the concrete path removed and the area burned by the bonfire
- Installation of the Bin – Once delivered from Bassetlaw
- The Tree Surgery Required as per the Notts County Council Tree Inspector's report booked in for April.
- Repairs/pointing to the Remembrance Wall
- Installation of signage welcoming visitor to South Leverton Parish Council Burial Ground and providing information about the site.

21/22 To Progress the Possibility of a Parish Council Playground

Two local landowners approached have declined their land for the use as a potential playground, the school are to be approached once last of the leaflets have been delivered. Cllr Tomlinson will post a leaflet on Facebook and some leaflets will be left in the pub. After discussion, Cllr Tomlinson advised she will try to find out who the owner of the former Cricket Pitch land is as this would also be an ideal location for a playpark. Cllr Beeston encouraged the Council members to have a think and if any of them would like to be the Cllr in charge of looking for grant funding, should a suitable piece of land be acquired for play equipment.

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

Cllr Beeston has been in touch with the Highways manager to try and pursue the items in the 2018 feasibility study but received unsatisfactory responses on 1st Feb 2022, as follows:

- **Extension of the 30mph zone** on Meeting House Lane: *"The 30mph zone currently ends at the eastern boundary of 'Fairholme'. This leaves 4 properties in the derestricted section at the point where Meeting House Lane narrows to a single car width, so any alteration would only benefit relatively few residents."*
- **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: *"For this type of request (and including Meeting House Lane) we check accident data as areas are prioritised where there is a concern noted over the number of accidents for a specific road. This ensures our resources are used as effectively as possible in the areas where it is most needed. For these roads, thankfully there are no accidents recorded. Therefore, we are unable to pursue your request for alterations to the speed limit at these locations. I hope this is of use to you although I understand I've not provided the response you were hoping for."*
- **White Lining refreshment** on Retford Road, Church Street, and Treswell Road: *"I will look at the areas which need renewing and will update you on these"*
- **'Slow' Markings** on Treswell road either side of the junction with High St and Meeting House Ln. **Item Closed** – the Highways Manager advised *"that the SLOW markings have been installed travelling south on Treswell Road just after Town St junction, just before High St/Meeting House Lane and just after this junction."*

Since the site meeting earlier this year, Cllr Beeston has also taken up the following additional items with the Highways Manager with no response to the timescales involved:

- **Ref CSC410145596 – Treswell Road High Friction Red Surfacing** with the 30mph painted roundel to be refreshed: *No response received other than the highways manager has forgotten that they promised to have this done on a site visit and wrote back "Could you provide any information/email confirming that the High Friction Red surfacing on Treswell Road will be renewed in 22/23 as I can't find any details for this."*
- **Interactive Speed Signs on Treswell Road and Retford Road** – Request these are moved to better locations on these roads: *"Church Street, South Leverton – The existing sign, installed in April 2011, is positioned on the west side of Church Street facing the oncoming traffic and due to the topography of the road is located at the first position where there is 100m of forward visibility to the sign. The sign could be located on the east side of the road approximately 100m from the 30mph signs (outside the electricity substation) and there is an adjacent lighting column for a power supply. However, it is considered there will be little benefit in moving the sign at Church Street in South Leverton and it may even be less effective due to moving to the opposite side of the road. Possibly the initial query was raised by the parish council as the sign was not activating correctly. We did arrange for the sign to be checked and it is now activating at approximately 100m distance. Therefore, this is now considered to be operating effectively. With regard to the Retford Road sign, I'm not aware there is an issue with this one, I'll check its positioning when I'm next on site in that area"*

After discussion of the above items Cllr Beeston advised that the Highways Manager is now saying that the Interactive Speed sign is in the correct position, despite a previous Highways Manager agreeing to the relocation of the sign to a better position. Cllr Beeston advised that County Cllr Ogle was also of the same opinion that the relocation was sensible and that it had indeed been agreed by a previous highways manager that this would be relocated.

After further discussion, the Council **resolved** that it does not agree with the above statement it requests help from County Cllr Ogle to escalate matters higher at the County Council to arrange for the relocation of the Interactive Speed Signs, clarification over the resurfacing of the High Friction Red Surfacing and to ascertain if any of the other items

listed above from the County Council 2018 could be challenged to get a different outcome. Lastly, obtain clarification over the refreshing date for the white lining on Retford Road, Church Street, and Treswell Road.

Village Gateways

Cllr Beeston expressed frustration with the Highways Manager to Cllr Ogle, regards the permissions for the Village Gateways. The Council needs a licence agreement for the location of the Gateways on the County Council verges. The Highways Manager has advised that they are happy with the Station Road and Retford Road locations as long as the Council goes for the Slimline 960mm wide gateways to reduce the risk of vehicular impact. However, the Highways Manager has changed their mind on the gateway location on the entrance of the village on Treswell Road stating that the verge is too narrow on one side, and on the other side, the gateway would be a line of obstruction vehicles exiting from the 1st house of the village. The Highways Manager suggested an alternative location a few meters on the village side of the parish council flower planter and welcome to South Leverton sign.

After discussion, Cllr Beeston **Proposed**, Cllr Tomlinson **Seconded** and the Council **resolved 1)** that it does not agree with the Highways Manager changing their decision and requests that County Cllr Ogle escalates the matter higher at the Council. **2)** The Clerk accepts the kind offer from District Cllr Coultate of £300 in the financial year 2022/23 towards the installation costs of the Gateways and makes a request from the 2022/23 County Cllrs Divisional Fund towards the costs. **3)** The Clerk proceeds to submit an application to the County Council Community Local Improvement scheme for 50% funding of the gateways and their installation, if successful the Clerk to order the gateways and arrange installation of the Retford Road and Station Road whilst the permissions and final location on Treswell Road are agreed with the County Council.

Cllr Beeston has obtained an updated quote from Glasdon (ref EQ70062972 for the 5 gateways £5,890.10) for 2 pairs of gateways for Retford Road & Station Road and a single gateway on Treswell Road, with an option to buy a singular pole gateway on Treswell Road on the lefthand side (entering S Leverton) for an additional £287.06 (ref EQ70062973) and an updated quote from S.Ashworth Diggers Ltd to install them. 50% of the cost could be funded by the Notts County Council Community Improvement Grant (NCCCIG), meaning the final cost would be as follows:

If the Council proceeds with 5 pairs and no additional singular pole gateway the cost will be:

Glasdon UK Ltd	£5,890.10
S Ashworth	£2,062.25
NCCCIG	-£3,976.17
Dist Cllrs Grant	-£250

Total **£3,726.17**

If the Council proceeds with 5 pairs and 1 additional singular pole gateway the cost will be:

Glasdon UK Ltd	£6,177.16
S Ashworth	£2,268.75
NCCCIG	-£4,222.95
Dist Cllrs Grant	-£250

Total **£3,972.95**

After further discussion, the Council **resolved** that the Clerk applies for funding that is enough to cover 6 pairs of gateways based on 960mm slimline widths and their installation.

Foot Path No 31 walking 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 style/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 the member of the public 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."

At the January 2022 meeting, 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.

On 20th January 2022 the Countryside Access Team Manager advised "Thanks for letting me know about the activity, good to hear. I'm aware that NR have started pulling designs together for signage, gates, steps, vegetation clearance and decking. Rest assured they know the importance of getting the path open asap but also with NR they will ensure that this is done correctly and safely, and within the specifications of their Level Crossing Regulations 1997. I will make enquiries with them regarding their timescales for the physical works."

The Clerk Chased the matter with the Countryside Access Team Manager & Countryside Access mailbox in February to be told by another member of staff that the Countryside Access Team Manager was on holiday and would reply in due course, they never replied and the Clerk chased again in March, no reply.

After discussion, the Council **resolved** that the matter be raised to County Cllr Ogle for escalation, Cllr Ogle advised that the best person to escalate the matter to was Notts County Cllr Richard Butler. The Clerk will forward the matter to Cllr Butler and copy in Cllr Ogle.

23/22 To Discuss the Queen's Platinum Jubilee

Cllr Tomlinson advised that the Village Hall Committee were holding the Jubilee event on Sun 5th June between 2-4pm and would feature an Afternoon Tea. The Committee have submitted the road closure application to Notts County Council for the event and the pub have agreed to be involved with the event.

24/22 Closure of the Meeting

There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 8pm.