

# South Leverton Parish Council

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## Draft minutes of the Parish Council meeting held on Wednesday 11<sup>th</sup> March 2020 at 7.00 pm in the Memorial Institute

**Present:** Cllrs G Wareham – Chair; R Loates; G Muir; G Taylor; J Cawthorne; C Buckland and Clerk - Sara Stilliard

**South Leverton Residents:** 3

**Guests:** DCllr Coultate and CCllr Ogle

### **PUBLIC FORUM –** three members of the public were present

All the residents present were members of the SLNP Steering Group. One said they were appalled at the vitriolic correspondence they were aware of and supported the Chair and Secretary of the Steering Group in their actions, although currently the resident does not feel they can remain a part of the Group as a result. Another resident said that the current situation was untenable and that they could not see how it could move forward as it was, so suggested disbanding the Group. The resident was supportive of the Terms of Reference as they were now, without amendment. A final resident spoke in support of their fellow members and of Cllr Wareham in his attempts to develop a NP for the village.

### **PLANNING MEETING**

**Apologies for Absence –** Cllr Hoyle which were accepted by Council

**Declarations of Interest – Planning Meeting.** - none declared.

**New Applications –** none

### **Applications awaiting decision –**

Erect Agricultural Storage Building Land West Of Holmleigh Cottam Road South Leverton Nottinghamshire Ref. No: 20/00063/FUL | Received: Thu 23 Jan 2020 | Validated: Mon 27 Jan 2020 | Status: **Awaiting decision**

### **Decisions –**

Proposed 15m High Monopole with 3 Ground Based Apparatus to Include 1 Power Pillar and 2 Cabinets Telecommunications Mast Mill Lane South Leverton Nottinghamshire Ref. No: 19/01658/ABT | Received: Tue 24 Dec 2019 | Validated: Tue 31 Dec 2019 | Status: **Granted**

Replacement of Cesspit/Septic Tank with Sewage Treatment Plant Discharging Treated Water to Existing Watercourse Westholme Retford Road South Leverton Retford Nottinghamshire DN22 0BB Ref. No: 19/01623/HSE | Received: Tue 17 Dec 2019 | Validated: Fri 20 Dec 2019 | Status: **Granted**

### **Other planning issues**

#### **South Leverton Neighbourhood Plan - Terms of Reference for the Steering Group**

Cllr Wareham said the Terms of Reference, authorised at the last PC meeting, had now been sent to all members of the Steering Group for comments and amendment if a majority wished to make these amendments. There had been 8 responses to date:-

5 were fully supportive of the Terms of Reference as published

3 had suggested amendments and / or fundamentally disagreed with some principles inherent in the document

1 member of the Group had not responded

Therefore the 5 supportive responses, plus Cllr Wareham, resulted in a majority for the Group to adopt these Terms of Reference without amendment. **Action Cllr Wareham to remove the explanatory notes and prepare the ToFR document for the Chair of the Steering Group to issue to all members on her return from holiday**

#### **Freedom of Information Requests / ICO case Ref: FS50904425**

The PC has received notification from the Information Commissioners Office of an official complaint made by (personal information redacted). The PC now awaits the appointment of a case officer. Thereafter the PC will have up to 20 days to provide any withheld information and supportive documents to the ICO. **Action Cllr Wareham to prepare its submission to the ICO**

The PC had hoped that by taking a conciliatory approach in its responses to the various complaints that past differences could be resolved, allowing the SG to continue with the preparation of a NP for the village. Unfortunately, this has not been successful and Cllr Muir also reported that he had visited the complainant to see if it was possible to settle differences amicably however this approach was firmly rejected.

The substance of the complaint is that the documentation, whilst having been received by the complainant, was not received from the person or body from whom it was requested. This being the case Cllr Wareham will now try to deliver the documents, on behalf of the PC, via a registered postal delivery **Action Cllr Wareham**

Whilst the ICO investigates the complaint it is hard to see how the Steering Group can continue in its present form and the PC will ultimately need to take some action. The options for the PC seem to be as follows:-

The Steering Group continues with its new Terms of Reference

The NP application is withdrawn by the PC and and resubmitted incorporating the SG as a formal sub-committee of the PC

The application is withdrawn completely

**Action Clerk to add this decision to the April agenda when Cllr Hoyle returns**

#### **BDC new Draft Local Plan**

The Chair had submitted the response from SL Parish Council, receipt of which had been acknowledged. If it were thought necessary the PC could organise a SL Public Meeting at some point to canvas resident's views

#### **PARISH COUNCIL MEETING**

**03.20.01 Apologies for Absence** – Cllr Hoyle which were accepted by Council – she is on holiday

**03.20.02 Declarations of Interest and Confidentiality** - none at this stage

#### **03.20.03. Report from the Chair**

The Chair said that the agenda point regarding Councillor resignations would be moved to the end of the meeting to allow Parish Council business to be conducted with all Councillors present

#### **03.20.04 Actions arising from the minutes not on the agenda.**

None without an agenda point

#### **03.20.05 Police Report**

PC Nathan Thomas had reported that he was being relocated to another area and would be replaced by Gareth Mitchell who is now back in this area

**Confirmation of the Police contact numbers are as follows: - Notts Police – Non-Urgent – 101. Notts Police Urgent – 999. Mobile numbers for other non-urgent matters: PC Nathan Thomas – 07525 226604**

### **03.20.06. District and County Councillor Reports.**

DCllr Coultate urged the PC to use their democratic powers to resolve the issues with the NP Steering Group

He had responded to BDC's new Draft Plan suggesting that the Cottam Power station site was probably not suitable for housing development. He supports renewable energy for the site (although not necessarily from waste) and has asked for an Environmental Assessment. There will however be massive pressure on BDC to site a waste plant in the area – the main impact of which would be HGVs taking waste to be processed.

DCllr Coultate said that Corona Virus could become a serious issue for vulnerable people who could be afraid of leaving their home. BDC and NHS / social care is not currently set up to help in this case and the community would be better placed to help vulnerable people in the Parish.

**Action DCllr Coultate to ask BDC if they have a framework or plan for how the PC / Parish could be most effective re this at a local level**

**Action Clerk to put PC action re Corona Virus on the agenda for the April PC meeting**

CCllr Ogle referenced his response to BDC's new Local Plan which had been circulated to all Councillors prior to the meeting. The PC agreed that it was a very comprehensive response although the suggestion of relocating housing to the West Burton Power Station site had a mixed reception. Cllr Ogle said it was a suggestion only and it will be a number of years before this site is considered in terms of its future use.

### **03.20.07 Minutes of Meeting held on 12<sup>th</sup> February 2020**

The minutes of the meeting were agreed and signed off as a true record of the proceedings.

### **03.20.08 The Lengthsman Scheme**

Jack continues to do a good job with nothing specific to report – he is concentrating on Spring Cleaning paths and gutters etc

Cllr Loates to ask Jack if he can clean the old fashioned sign post at the T Junction of Main Street and Retford Road. Once cleaned it can be assessed re any other refurbishment needed **Action Cllr Loates**

### **03.20.09. Correspondence**

There were 3 items of correspondence discussed:-

A letter which is designed to be sent to householders in the village who are having building work done, setting out what the PC / residents would expect / hope for in terms of hours of work and consideration for neighbours etc. **The PC voted to adopt this and the Clerk will send as appropriate**

A letter announcing the upcoming BDC Spring Clean week – no further action required

A letter announcing a consultation on Notts City Waste Plan – the Chair to look and respond if necessary

### **03.20.10. Parish Paths/Rights of Way**

#### **03.20.10.1. Footpath along the Catchwater Drain**

Laura Summers has contacted Network Rail about this matter and is waiting for a meeting with them re safety considerations of working on the rail line so action may be forthcoming in the next months.

#### **03.20.10.2. Old footpaths / footpaths on development sites**

Still waiting for Laura Summers, although there are many new gates in the village now

#### **03.20.10.3. Issues to report**

The footpath opposite the Catchwater drain is being used by horse riders and is getting very rutted. A meeting has been arranged for April 2<sup>nd</sup> with horse riders / the BHS / Footpaths

representatives / Cllr Loates and the Clerk - to discuss the options for repairing the worst footpaths and green lanes in the village and this can be mentioned at the same time

### **03.20.11. Highways/Pavements/Public Safety Issues**

#### **03.20.11.1 Street Lights & Pot Holes.**

Pot holes in Retford Road have been reported to Highways but are now very bad and in need of repair following Anglian Water work on the drains **Action Clerk to chase this**

#### **03.20.11.2 Traffic Calming**

Nothing to report this month

#### **03.20.11.3 Issues to report**

A resident raised the issue of ditches on Station Road which are blocked with leaves / brushwood and tree cuttings as a result of hedges having been cut back – the resident presumed by the PC. The Council confirmed that they had never instructed either the lengthsman or any other contractor to cut the hedges on Station Road and would have expected that hedges were maintained by the riparian owner of the land. The PC does not own any land in the village apart from a small strip in the Churchyard. **Action Clerk to let the resident know this**

### **03.20.12. Finance**

#### **03.20.12.1 Monthly Bank Reconciliation.**

The Clerk presented the bank reconciliations to the 27<sup>th</sup> February 2020 - agreed by Council.

The following payments for February were approved for payment. **Action Clerk**

S Stilliard – salary and expenses	£ 325.52
Jack Foster – Lengthsman services	£ 218.25
Sam Foster – litter picking	£ 116.49
NALC – annual subscription	£ 115.04
SL Memorial Institute – PC meetings hall hire	£ 120.00
SL Memorial Institute – NP meetings hall hire	£ 96.00

#### **03.20.13. Village Website / Facebook page**

Nothing to report

Steve Rockcliffe is retiring at the end of March and a new contractor will be sought to manage Sturton Ward and South Leverton websites / server **Action Clerk to get quotes from 3 potential suppliers if possible**

#### **03.20.14. Redbank / The Beeches**

Cllrs Loates and Muir have visited the Beeches and are pleased to report that the organisation is keen to play a proactive part in the community. The parking on pavements was mentioned and will be addressed and another visit will be arranged in 3 months' time **Action Cllrs Loates and Muir**

#### **03.20.15 Village matters to report**

##### **03.20.15.1 The Churchyard**

The file of ownership / Deeds have been passed to Mark Cantrill and the PC awaits further action from the Church re the transfer of the piece of land.

##### **03.20.15.2 Upcoming events in the village**

The lamp post poppies will be put up in the village to mark VE Day in May

##### **03.20.15.3 Village Newsletter**

Cllr Hoyle is on holiday so this is deferred to April's PC meeting

##### **03.20.15.4 Defibrillator check**

Checked. Cllr Buckland is sourcing a new battery pack for the unit

### 03.20.15.5 Litter Picking

Sam Foster is doing a good job of picking litter, including from the dyke bottoms. He to be asked to include the following locations on his litter picking rounds – Millfield Lane at the Retford Road end and Rampton Lane – the crossroads with Brickings Lane and at Ashtons Meadows end of the Lane

**Action Clerk to let him know**

### **03.20.16 Councillor and Clerk resignations**

Cllr Wareham had told the PC in May 2019 that he would stay on the PC / as Chair for only one more year and he formally tendered his resignation – giving notice that he would step down in May – allowing the election of a new Chair at the AGM. He said that although he was leaving he would not walk away from the ICO complaint / investigation however long that ended up taking

Cllr Cawthorne said that with a heavy heart after 57 years with the PC (42 as Clerk to the PC) she was also tendering her resignation and would leave at the May AGM

3 other Parish Councillors said that they were seriously considering their position as members of the Parish Council but would remain at least until the April PC meeting.

**Action Clerk to inform the Monitoring Officer / request 2 Casual Vacancy notices**

The Clerk had already tendered her resignation following the Extraordinary meeting on February 21st giving a month's notice. She confirmed that she will prepare the Councils' annual accounts to the end of 2019 / 20 before leaving however since it would not be reasonable to expect a new Clerk to be able to do this. Under the circumstances of an ICO investigation and a depleted Parish Council it is unlikely that a new Clerk will be in post by April / May and a Locum Clerk will therefore be supplied by NALC

**Action Clerk to request a Locum Clerk for the April meeting if possible.**

**Action Clerk to arrange an advertisement for a new Clerk via NALC and websites / Retford Life magazine**

### **03.20.16 Meeting dates for 2020**

Dates for meetings for 2020 to be held at 7 pm in the Memorial Institute (apart from the May meeting) – all dates are a Wednesday

**Please note that the meeting held on April 15<sup>th</sup> will be at 4 pm**

April 15<sup>th</sup> (to be held at 4 pm), May 20<sup>th</sup> - this will include the AGM and APM and will start at 6.30 pm, June 17<sup>th</sup>, July 15<sup>th</sup>, September 16<sup>th</sup>, October 21<sup>st</sup>. November 11<sup>th</sup>

Sara Stilliard – Clerk, tel. 881582

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