

# South Leverton Parish Council

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**Draft minutes of the Parish Council meeting held on  
Wednesday 12<sup>th</sup> February 2020 at 7.00 pm in the Memorial Institute**

**Present:** Cllrs G Wareham – Chair; R Loates; G Muir; C Hoyle; Cllr Buckland and Clerk - Sara Stilliard

**South Leverton Residents:** 3

**Guests:** DCllr Coultate and PC Natham Thomas

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

A resident introduced themselves as a member of the South Leverton Neighbourhood Plan Steering Group and referred to a letter which the Clerk had circulated to members of the Parish Council earlier that day.

The resident said that they (and 2 other members of the Steering Group) had several concerns re the Neighbourhood Plan (NP) such as the speed at which it was being progressed. There have been 9 lots of planning permission already granted since the process started and it was likely that all the houses required would be passed for planning by the time of the plan's adoption.

They had concerns over the legal process, for example Terms of Reference have not yet been supplied so members of the Group do not know how it is supposed to work.

Another significant concern is a lack of knowledge – rather than an attempt to do the wrong thing – for example Cllr Hoyle who has a piece of land for consideration took all the resident comments to analyse and there could be a perception that, having an interest, there may be a conflict.

The resident referred to the suggested resolutions in the letter which she hoped that the Steering Group and Parish Council would adopt, to save any irregularities or further issues.

Another resident / member of the Steering Group echoed her concerns and the need to be seen as completely 'clean' by all residents. The resident said they were not proposing a change of Chair or Secretary of the Steering Group but were offering help and the benefit of their experience.

## **PLANNING MEETING**

**Apologies for Absence –** Cllrs Cawthorne and Taylor and CCllr Ogle which were accepted by Council – all 3 were on holiday.

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

### **New Applications –**

**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**

The Parish Council had no comment to make about this planning application. **Action Clerk to relay this to Planning**

### **Applications awaiting decision –**

**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: Awaiting decision**

**Decisions** – none

### **Other planning issues**

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

Cllr Wareham said that the Steering Group had hoped to get to a short list of sites and appoint a consultant to write the draft plan but there had not been a meeting since the last PC meeting pending acceptance of the status of the NP Steering Group in South Leverton.

The Chair said that it is a temporary committee of residents designed to produce a draft Neighbourhood Plan which the PC could then take forward to an adopted plan if the residents agree at a final public consultation meeting.

This Group is not a public body and therefore not subject to Freedom of Information requests. Cllr Wareham has been in touch with the Information Commissioners Office (ICO) in this regard and they agreed with the above and referred to a case study - in another area of the country - where the Neighbourhood Plan Steering Group maintained they were not a public body and the ICO upheld their claim. The Steering Group would only need to release information if it is the property of the Parish Council which in this case the resident comments documents / Terms of Reference are not.

Cllr Wareham has now circulated a revised Terms of Reference – dealing with all relevant matters re the SLNP Steering Group - to BDC, to the Parish Council and to the management of the Steering Group for consideration and approval. BDC and the SG Management have approved these updated Terms of Reference and the PC voted at the meeting to approve the document **Action Cllr Wareham to circulate it to the rest of the Steering Group**

#### **Chair's response to the letter submitted to the PC by SLNP Steering Group member (personal information redacted)**

The Chair answered each point made in the letter as follows:-

1. No clear Terms of Reference (TofR) issued to the Steering Group

The PC had originally issued a Designation Application to BDC which included general terms of reference for the Steering Group. BDC approved this and it was agreed there was no further requirement to publish additional Terms. The SLNP Steering Group is an independent temporary committee of residents, independent of but feeding into the PC. At Draft NP stage the PC will then be responsible for taking any NP forward to its final stage of adoption.

As stated above Cllr Wareham has prepared an updated TofR following various issues within the Steering Group (this includes the original terms held within the Designation Application).

Cllr Wareham read out the key points in the original TofR (embedded within the Designation Application) and asked Cllr Hoyle and Muir, who are members of the Steering Group, if they were aware of them – they confirmed that they were

2. Failure to act on UK Guidance and Advice

The SLNP Steering Group works with BDC which ensures actions comply with generic Government advice for Neighbourhood Planning. Will Wilson BDC's representative has attended every meeting of the Group and expert advice has been sought from AECOM and the Group will appoint an expert consultant to write the draft plan

3. Failure to ensure that the process is transparent

All meetings have been open to any resident and the PC minutes contain reports from the Steering Group each month – these are published for everyone to see

4. The behaviour of some PC members of the Group are unlikely to withstand legal scrutiny  
Cllr Wareham said that 70% of the Steering Group had one approach and 30% had a different approach – making it very hard to Chair.

5. Sharing of documents following the Public Consultation on 30<sup>th</sup> October

Cllr Hoyle took the original documents home so she could produce a summary of resident's comments for the Steering Group. Members of the Group asked to see the originals. It was suggested that the village hall be hired to display them all (circa 400 sheets) but this would be for one day only so Cllr Wareham laid them out in his home from December 2<sup>nd</sup> for about 3 weeks and invited Group members to view them there. 7 members of the Group did this and 3 chose not to and asked for them to be supplied electronically. The Steering Group Management team did not have the resources to do this and declined which led to a Freedom of Information request. Finally one of the 3 Group members collected the documents from Cllr Hoyle and DCllr Coultate had them scanned by BDC and supplied them on a USB stick. The originals are still with this Group member.

Since then there has been a request for an 'Internal Review' which has frustrated the ongoing process

#### 6. Missing documents

The Steering Group is not aware of any pages being missing nor are they held by anyone in the Group. At the Public consultation event there were 2 pages missing (Cllr Loates recalls). It is possible that they have been mislaid or removed by BDC in error

#### 7. Failure to arrange regular meetings of the Steering Group

Cllr Wareham said there is no requirement to do this within the Steering Group. Meetings were held when there was something to talk about

#### 8. A lack of progress

Cllr Wareham said there were several reasons for this including delays in receipt of the AECOM report which was considered to contain key information for the public consultations. Following the Public Consultations the group was split as has been explained and Fofl requests and request for a 'Review' means that progress will be halted until this is resolved

#### 9. Claim that Cllr Wareham stated by e-mail that the Steering Group was a sub-committee

Cllr Wareham said that this is not the case. The subject of the e-mail was about data protection and marked private and confidential and referred to a relevant comment from the ICO regarding the disclosure of personal contact details of anyone who chose to be a member of a PC or subgroup. This did not imply that the SLNP Steering Group was a subcommittee of the PC. Cllr Wareham said that he had never suggested that it was.

Cllr Wareham said that he thought the 13 recommendations, made in the letter submitted to the PC earlier in the day, were very positive and will be considered by the Steering Group going forwards.

### **Freedom of Information requests**

Several Freedom of Information requests have been received from resident members of the SLNP Steering Group, via the Clerk to the PC who has replied to say that the PC does not hold the requested items and the requests were forwarded to the Chair and Secretary of the SLNP Steering Group. One of the requests was for the Terms of Reference for the Group which are now ready to circulate as above.

Cllr Wareham has taken advice re Fofl requests from the ICO and a public body has 20 working days to respond – there will be a response issued by Cllr Wareham on February 24<sup>th</sup>

### **Options for the PC / Steering Group going forwards**

The PC now has to decide whether the current Steering Group is functioning, having delegated the preparation of the Neighbourhood Plan to the Steering Group – which is desirable since it is then resident led rather than PC led. The options going forward seem to be to:-

- Allow the current Steering Group to continue via majority voting rights
- The PC could withdraw the application for a NP and resubmit another – starting again with a new set of Terms of Reference i.e. to a subcommittee of the PC with invited members of the public
- Withdraw the application for a NP for the village altogether

### **Action Parish Councillors to decide which option as above or other option to take forward**

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

The Chair had circulated a suggested submission from the PC addressing the various points in the new Draft Plan that may affect the Parish, namely the change in the minimum cap of new houses for the village from 21 to 42 and the proposed 450 new houses to be built on the Cottam Power

Station site, which together with new Log Cabins proposed for Sundown at Rampton will have significant traffic implications for small poorly maintained roads in the local villages – Treswell would be besieged with traffic for example. **Action Clerk to submit to BDC when approved by Council**

DCllr Coultate said that he had been speaking with people who are likely to be affected by housing on the Cottam site and few were really against this because they are aware that something will be put onto the site and housing would be better than a wind farm for example. It will be hard to object to much industry / infrastructure since the Power Station has been operational for many years with associated traffic etc.

DCllr Coultate said that he could only supports this number of houses on the site if road and other infrastructure is improved to cope with the additional people / cars – this might include roads carrying traffic away from the villages.

## **PARISH COUNCIL MEETING**

**02.20.01 Apologies for Absence** – Cllrs Cawthorne and Taylor which were accepted by Council – both were on holiday

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

### **02.20.03. Report from the Chair**

The Chair suggested that as the Planning Meeting had taken up so much time any items which could be delayed until the next PC meeting were not discussed that evening. The PC voted in agreement with this

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

Will review at the March PC meeting

### **02.20.05 Police Report**

PC Nathan Thomas reiterated that the beat area had very few crimes recorded for January – there had been 3 thefts from vehicles and 3 thefts of vehicles including a Quad bike in Cottam. No crimes were reported for South Leverton

The Chair raised the issue of speeding through the village and asked whether the police use of speed guns could be employed to help with this. PC Thomas said that resources were driven by crime numbers and speeding is not a key priority for the police, however he is doing what he can by being a presence in the villages in his police car. DCllr Coultate said that PC Thomas had responded very quickly to a vulnerability issue and he had been impressed with this

<b>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</b>
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PC Thomas said he was deferring his profile and photo for the upcoming village newsletter since there may be changes – he would confirm the position in the next month or so **Action PC Thomas**

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

DCllr Coultate said that he had been contacted by some members of the SLNP Steering Group re their concerns about the process. He said that he was willing to facilitate community confidence in the process.

DCllr Coultate said he wanted to make it clear that no one had impugned the integrity or motivation of anybody on the Steering Group however he echoed the Chairs comments that the Group is not working currently - with diametrically opposed opinions among its members. He believed that a face to face meeting to air views would possibly 'unstuck' the process and he offered to chair this if that would help. Residents want to move the process forward but there needs to be co-operation within the Group to do this.

DCllr Coultate raised the latest Draft of the BDC Local Plan and urged the PC to respond to the consultation with particularly reference to the Cottam Power Station site and the large number of houses proposed. The Chair said that he had composed a response for the PC to consider **Action Clerk to submit this when approved**

**NB: At this point the PC voted to continue the PC meeting past the 2 hours allowed under its standing orders and the meeting continued**

#### **02.20.07 Minutes of Meeting held on 15<sup>th</sup> January 2020**

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

#### **02.20.08 The Lengthsman Scheme**

Jack continues to do a good job with nothing specific to report

#### **02.20.09. Correspondence**

There were 3 items of correspondence discussed:-

CPRE newsletter – no further action required

A letter about the Sir Stuart and Lady Florence Goodwin Charity – **Action Clerk to post on the web site and notice boards**

E-mail correspondence from a resident about possible funding to repair the green lanes and byways in South Leverton. **Action Clerk to facilitate a meeting between the resident / the Chair / Cllr Loates and Laura Summers from Nott CC to see what can be done and move this project forward**

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

##### **02.20.10.1. 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.

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

To be discussed at the next PC meeting

##### **02.20.10.3. Issues to report**

None to report this month

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

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

None to report this month

##### **02.20.11.2 Traffic Calming**

Will be discussed in the March PC meeting

##### **02.20.11.3 Flood Risk Policy**

**Action Clerk to send the current Emergency Plan to Cllrs Wareham and Muir** to amend / add specifics to the flood policy relating to South Leverton **Action Cllrs Wareham and Muir**

##### **02.20.11.3 Issues to report**

None this month

#### **02.20.12. Finance**

##### **02.20.12.1 Monthly Bank Reconciliation.**

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

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

S Stilliard – salary and expenses	£ 317.81
Jack Foster – Lengthsman services	£ 150.25
Holmes Groundcare – village grass cut	£ 119.97
Holmes Groundcare – churchyard grass cut	£ 73.00

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

Nothing to report

### **02.20.14. Redbank / The Beeches**

Action Cllrs Loates and Muir have arranged a visit to the Beeches on Thursday March 5<sup>th</sup> and will mention the parking on pavements at this visit

### **02.20.15 Village matters to report**

#### **02.20.15.1 The Churchyard**

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

#### **02.20.15.2 Upcoming events in the village**

Nothing to report

#### **02.20.15.3 Village Newsletter**

Cllr Hoyle now has Publisher software which will enable her to produce a newsletter which will only then need printing. The first issue will cover what is on at the Plough and the Village Hall; the work of the PC; profiles of PC Thomas and DCllr Coultate. CCllr Ogle and MP Robert Jenrick

**Action Cllr Hoyle who is still waiting for some content. April is the likely publication date**

#### **02.20.15.4 Defibrillator check**

Done

### **02.20.16 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

**Council very kindly agreed to hold the meeting on April 15<sup>th</sup> at 4 pm to allow the Clerk to travel to London that evening**

March 11<sup>th</sup>, 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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