



South Leverton Parish Council

Meeting Minutes

Minutes of the **Annual Meeting of South Leverton Parish Council** held on the 17th May 2022 at South Leverton Memorial Institute, the meeting commenced at 6:00pm.

Council Members & Officer Present:

Cllr Agi Tomlinson	Vice-Chair
Cllr Andy Hardie	Cllr Dan Styring
Cllr Sam Chambers	
Ed Knox	Clerk/Responsible Financial Officer

Also, Present

0 Members of the Public

- 26/22 To Elect a Chairman of the Council
Cllr Hardie **Proposed**, Cllr Styring **Seconded** and the Council **resolved** that Cllr Beeston be elected Chairman of the Council. Cllr Beeston together with the Proper Officer, will sign the Declaration of Acceptance of Office of Chairman form at the next meeting.
- 27/22 To Elect a Vice-Chair of the Council
Cllr Tomlinson **Proposed**, Cllr Hardie **Seconded** and the Council **resolved** that Cllr Tomlinson be elected Vice-Chair of the Council.
- 28/22 To Approve Apologies for Absence
After discussion, Cllr Tomlinson **Proposed**, Cllr Hardie **Seconded** that the Council approved the apologies of Cllrs Buckland, Hoyle & Beeston.
- 29/22 To Record Declarations of Interest in any items to be discussed
None.
- 30/22 To Approve Minutes of the Previous Meeting
After discussion, Cllr Hardie **Proposed**, Cllr Chambers **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.
- 31/22 To Receive District & County Councillors Reports
Dist Cllr Coultate: Did not attend.
County Cllr Ogle: Did not attend.
- Adjournment for 10 minute - Public Forum
None.
- 32/22 To Approve Annual Governance Statement (Section 1 Annual Return) for Year Ending 2021/22
The Clerk reported the findings of the internal auditor, the Council members had already reviewed the documentation by email, Cllr Styring **Proposed**, Cllr Hardie **Seconded** and the Council unanimously **approved** the Annual Governance Statement. The Clerk and the Chairman signed the Annual Governance Statement.
- 33/22 To Approve Accounting Statements (Section 2 Annual Return) for Year Ending 2021/22
The Clerk circulated by email prior to the meeting the Annual Return Section 2 Accounting Statements. Cllr Hardie **Proposed**, Cllr Styring **Seconded** and the Council unanimously **approved** the Accounts and the Clerk and the Chairman signed the Accounting Statements. **Action**, the Clerk will submit the Annual Return Exemption Certificate to the External Auditor along with any required supporting documents and upload copies to the webpage.
- 34/22 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>
RBLI	Queens Platinum Jubilee Lamp Post Signs & Bunting	£811.52
2Commune Ltd	Gov.Uk Domain Name Hosting to 09.07.2024	£180.00
MCree	Internal Audit 2021/22	£60.00
Bassetlaw District Council	Burial Ground Bin	£175.00
Total Payments		<u>£1,226.52</u>

<u>From</u>	<u>Item</u>	<u>Amount</u>
Bassetlaw District Council	1 st ½ Concurrent Grant	£7.00
Bassetlaw District Council	1 st ½ Cemetery Grant	£102.00
Bassetlaw District Council	1 st ½ Street Cleaning Grant	£192.50
Bassetlaw District Council	1 st ½ Precept	£8,013
Total Receipts		<u>£8,314.50</u>

Bank Balances

The Current Account Balance	<u>£12,775.71#</u>
The Deposit Account Balance	<u>£5,712.04</u>

£250 Ringfenced for Village Gateway's Project

35/22 To Progress Work at the Burial Ground

The new public bin has been installed and the village Lengthsman and Litter Picker will now look after emptying this whenever necessary. Toparia Summits have completed all the Tree Surgery required by the Notts County Council tree inspector. The digging out of the old concrete paths and removal of the rubble from site, together with the removal of the ash pile and debris from the bonfire over the weekend of Sat 26th and Sun 27th March.

Cllr Hardie advised the remaining works are:

- *Raking through the former path area to remove remaining small pieces of concrete and the reinstatement of the area using mounds of earth.*
- *Grass seeding of the areas which have had the concrete path removed and the area burned by the bonfire*
- *Repairs/pointing to the Remembrance Wall*
- *Installation of signage welcoming visitor to South Leverton Parish Council Burial Ground on a pole, a QR code to be included.*
- *capping off of the old water supply pipe.*

36/22 To Progress the Possibility of a Parish Council Playground

Cllr Tomlinson advised there had been no responses from the leaflet drop calling for land for a playpark. Cllr Tomlinson will be meeting with the school in due course. Cllrs to ask around the village to try and ascertain who the owner of the former Cricket Pitch is so that they can be approached to ask to consider a small corner of this as a potential play area.

37/22 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."*
- **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"*

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." Update 24.03.2022 from the Highways Manager *"I have contacted the officer dealing with the renewal of the high friction surfacing and 30 marking on Treswell Road and this is to be carried out in April, although he is unable to provide a specific date."* 17.05.2022 Cllrs confirmed the work was still outstanding.

- **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"*

At the March 2022 meeting County Cllr Ogle agreed to help escalate the above issues with the County Council. No response received following escalation. At the May 2022 meeting the Council **resolved 1)** to agree with the County Council that the speed limit on Station Road around the school should remain the same but wished to continue to pursue all the other items listed. **2)** The clerk to escalate the matter to the County Cllr, County Highways Manager and to the Local MP.

Village Gateways

The Clerk has submitted part 2 of the 50% funding request for the following items from Notts County Council Local Communities Fund (NCCIG):

Glasdon UK Ltd	£5,086.68
S Ashworth	£2,268.75
Sub-Total	£7,355.43
NCCIG	-£3,677.71
Dist Cllrs Grant	-£250

Total **£3,677.72**

The Council will be notified later this summer on the outcome of the grant, if successful, the Clerk will apply for a further District Cllrs Grant of £300 and £500 from the County Councillors Grant scheme to reduce the cost to the Parish Council to £2,877.72

If funding is successful then Cllr Beeston will contact the Highways Manager again to reconfirm the exact locations for the installation of the gateway signs.

Footpath 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 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 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.

At the March 2022 meeting County Cllr Ogle suggested that the Clerk escalates the matter to Notts County Cllr Richard Butler, who replies on 29th March 2022 as follows:

“The County Council is in regular contact with Network Rail over the crossing. They are fully aware of their obligations to open the footpath across the railway line and to do this as soon as practicable. As you will be aware Officers have been on site with Network Rail and clarified the alignment and the requirements from the Highway Authority. Despite the delay, Network Rail are progressing with the opening of the crossing but they have to follow statutory procedures through the Office for Rail and Road.

I am informed that NR have produced a Scope of Works to provide surfacing, gates, steps and signs on the approaches to the crossing and they also have to provide decking over the railway tracks to ensure there are no trip hazards. Officers are also aware that they have had discussions with an adjacent landowner over the alignment of the crossing with regards to issues with the installation of steps and the decking on that side. All parties apologise for the delay but procedures and risk assessments have to be followed and the path should be open and available and be safe to use shortly.”

The Clerk chased Cllr Butler again on 15th April 2022 but received no reply. On 3rd May the Clerk chased County Cllr Ogle to help escalate the issue again. At the May 2022 meeting the Council **resolved** that the Clerk to continue to escalate the matter via the County Cllr and to also send the matter in as a complaint to Network Rail directly.

Mobile Speedwatch Training: Cllr Tomlinson has spoken with PC Mitchell. After discussion, the council **resolved that 1)** Agree for the Police to come to the parish soon to undertake speed checks. **2)** To arrange speed watch training for Cllrs and members of the public.

Parish Public Footpaths: Cllr Tomlinson advised that a previous member of the Parish Council provided a 2016 letter and Map to the Council from the County Council where regularly walked footpaths were being attempted to be officially designated as official footpaths via Modification Orders. The County Council Commons and Greens and Definitive Map Officer has replied to say that the paths that were mentioned in legal orders that had been made and had been advertised for any objections which were received for some of them. The Planning Inspectorate made a decision on the orders and confirmed some as public rights of way and but not others as follows:

- **South Leverton Footpath No. 27** - An Order was made for this path and received objections. The case was sent to the Planning Inspectorate who did not confirm the Order. Therefore, **there is no public right of way along the route.**
- **South Leverton Footpath No.32** - An Order was made for this path and received objections. The case was sent to the Planning Inspectorate who did not confirm the Order. Therefore, **there is no public right of way along the route.**
- **South Leverton Footpath No. 25** - An Order was made for this path and received objections. **Part of this path was confirmed as a public footpath** and the west to east section was not confirmed.
- **South Leverton Footpath No. 23** - An Order was made for this path and received objections. The planning inspectorate did not confirm this path.
- **South Leverton Byway No. 15** - An Order was made and confirmed. **This is now a Byway.**

The Council also asked the County Council Commons and Greens and Definitive Map Officer if we are allowed to have an updated footpath map for publishing on noticeboards and we have been advised that, unfortunately this is something County Council are allowed to do due to Ordnance Survey copyright restrictions. Therefore, we cannot put any maps on public noticeboards for display. However, the County Council recommends we point people to a website called ROWMAPS www.romaps.com Maps, KML and GPX showing rights of way (rowmaps.com) that County Council

send our data to and it is there that members of the public can access information not only about their local area but other areas in England.

23/22 To Discuss the Queen's Platinum Jubilee

Cllr Tomlinson advised that all the leaflets have gone out, herself and Cllr Beeston have attended meetings with the Village Hall about the event. Road closure applied for on Sun 5th June. The day will feature an Afternoon Tea, games, and music. The Queens Jubilee Roundels and Banners have arranged and will be put up around the parish in the next week.

24/22 Parish Council Noticeboard

The green oblong shaped Parish Council noticeboard located on the wall of the village hall needs replacement locks as the key has been lost some years ago.

25/22 Closure of the Meeting

There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 7:40pm.