

# South Leverton Parish Council

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**Draft minutes of the Parish Council meeting held on  
Wednesday 16<sup>th</sup> May 2018 at 7.00 pm in the Memorial Institute**

**Present:** Cllrs G Wareham – Chair; G Muir; J Cawthorne; G Taylor; B Loates; S Rickards; M Darlow  
Clerk Sara Stilliard  
**South Leverton Residents:** none  
**Guests:** None

**PUBLIC FORUM** – none present

## **PLANNING MEETING**

**Apologies for Absence** – none

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

### **New applications –**

**Erect a Treble Garage** Valrhona House Treswell Road South Leverton Retford Nottinghamshire DN22 0BP \_Ref. No: 18/00522/HSE | Received: Thu 26 Apr 2018 | Validated: Fri 27 Apr 2018 | Status: **Awaiting decision**

No objections from PC – **Action Clerk to pass comments to the planners**

**Erect Single Storey Rear Extension to Existing Domestic Kitchen** The Plough Inn Town Street South Leverton Retford Nottinghamshire DN22 0BT Ref. No: 18/00359/FUL | Received: Mon 19 Mar 2018 | Validated: Fri 06 Apr 2018 | Status: **Awaiting decision**

Documents are now available to view – Council to pass any comments to Clerk by end of Thursday 17<sup>th</sup> **Action Clerk to pass comments to the planners**

### **Applications awaiting decision –**

**Erect Two Storey Rear Extension and Single Storey Granny Annexe and New Part Rounded Boundary Wall and Insertion of Gates to Northern Access** Gallimaufry Treswell Road South Leverton Retford Nottinghamshire DN22 0BP Ref. No: 18/00297/FUL | Received: Fri 06 Apr 2018 | Validated: Fri 06 Apr 2018 | Status: **Awaiting decision**

### **Decisions –**

**Discharge of Conditions 3.4 and 6 for P/A 17/01261/HSE - Erection of Double Car Barn and Formation of New Vehicular Entrance** Sharow Retford Road South Leverton Retford Nottinghamshire DN22 0BY \_Ref. No: 18/00153/COND | Received: Wed 07 Feb 2018 | Validated: Mon 19 Feb 2018 | Status: **Determined**

**Erect Single Storey Rear Extension** Hazlebank Town Street South Leverton Retford Nottinghamshire DN22 0BF Ref. No: 18/00158/HSE | Received: Thu 08 Feb 2018 | Validated: Tue 20 Feb 2018 | Status: **Granted**

## **South Leverton Neighbourhood Plan**

The structure of the group is now formalised with Christine Hoyle as Chair; Andrew Marsh as Treasurer and Gerry Wareham as Secretary. The minutes of the meetings are now on the South Leverton web site.

At the next meeting, on May 22<sup>nd</sup> Paul Wilcock from Clarborough's NP group is coming to talk to the SLNP group to give them the benefit of their experience.

### **05.18.01 Apologies for Absence – none**

### **05.18.02 Declarations of Interest and Confidentiality**

None at this stage

### **05.18.03. Report from the Chair**

None

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

None present

### **05.18.05 Minutes of Meeting held on 18<sup>th</sup> April 2018**

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

### **05.18.06 Matters arising from the minutes not on the agenda.**

None

### **05.18.07 The Lengthsman Scheme**

Cllr Darlow is scheduled to walk around the village with Jack on 19<sup>th</sup> May. Jack needs to be given weekly tasks since he is finding it hard to determine what needs to be done in the village. Cllrs Muir and Loates will undertake to provide him with a list of regular jobs, in conjunction with Cllr Darlow, and also any special jobs which crop up. They will also meet with him regularly to ensure that he is fully briefed in the needs of the village **Action Cllrs Darlow; Muir and Loates**

### **05.18.08. Correspondence**

There was only 1 item of correspondence this month for circulation

The interim report from the consultation on Polling offices

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

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

Laura Summers has agreed to contact Network Rail about this matter – it is still in hand within the backlog of work **Action Clerk to follow up.**

#### **05.18.09.2. Issues to report**

The green lanes, particularly Brickings Lane, are in a very poor state with very deep ruts and overgrown hedges etc making it very hard for dog owners, walkers and riders to use it. It really needs to be hard cored if the gates are to be left open, allowing quad bikes to use it.

**Action Clerk to write to Laura Summers to ask if either the gates can be shut as originally intended or the path can be repaired and hard cored**

**Action Clerk to separately write to Laura to ask if the PC can source some ash from EDF it can be put down on Rampton Lane** which is also in need of some attention – a farmer in the village would do the work of spreading it if allowed

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

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

There is a large pot holes in Mill Lane **Action Clerk to report**

#### **05.18.10.2. Road signs for Meeting House Lane / Cottam Road**

Both signs are now up. Another needed saying No HGVs beyond this point for the bottom end of Westbrecks Lane.

**Action Clerk to order another sign**

#### 05.18.10.3 Road closure – Church Street

John Ogle has got involved with this issue and there are now serious discussions re the options to avoid a road closure. This will be done if at all possible and if it cannot be avoided the road will be closed for the very minimum of time to reduce the serious inconvenience otherwise caused. Council awaits a further update from Cadent's (Gas Company) contractors at which point the PC may request a meeting

#### 05.18.10.4 Issues to report

Parked cars in Church Street are causing a blockage and several residents have complained to Councillors. Cars are parked on the road and often on the footpath as well, close to a bend restricting the view, which in some cases could be dangerous. **Action Clerk to contact Highways to see if there are any actions they can take**

A hedge on Retford Road is seriously encroaching onto the footpath. **Action Clerk to write to ask them to cut it back** or if they cannot or don't want to do this within a month the lengthsman will trim the lower branches to allow pedestrians to walk on the path

#### 05.18.11. Finance

##### 05.18.11.1. Monthly Bank Reconciliation.

The Clerk presented the bank reconciliations to the 27<sup>th</sup> April 2018 - agreed by Council.

##### 05.18.11.2. Payments.

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

S Stilliard	Salary & Expenses	£290.62
Jack Foster	Lengthsman for January	£130.00
HMRC	Clerk tax Jan - March	£178.00
NALC	Magazine subscription	£ 17.00
Darbys	Payroll services for 2017/8	£ 60.00
P Cawthorne	Litter picking April – May	£ 96.00
Keren Tookey	Internal Audit of yr end accounts	£ 65.00
Sth Leverton Mem Inst	NP meetings hall hire	£ 30.00
Sth Leverton Mem Inst	NP meetings hall hire	£ 32.00
Sth Leverton Mem Inst	PC hall hire for yr to March 2019	£120.00

##### 05.18.11.3. Signing of Governance statements

The Clerk read out the Governance Statements and Council confirmed that it had adhered to these and that being the case the Chair signed and dated the Statement. **Action Clerk to publish these in accordance with the rules of transparency**

##### 05.18.11.4. Review and signing of Year End Accounts and Accounting Statements for 2017/8

The Clerk circulated a summary of the annual receipts and payments for South Leverton and the Chair signed off the Accounting Statement as a true record, following confirmation of this by the internal auditor. The Chair also signed the Exemption Certificate which confirms that the Council has income and or expenditure of less than £25,000 for the year 2017/8

**Action Clerk to publish these in accordance with the rules of transparency**

#### 05.18.12. Village Website

The site has now been updated with the most recent Agenda / Minutes at the top of the page and correct Councillor details etc **Action Clerk to amend vice chair details**

A new selection of photographs have been uploaded to the site

#### 05.18.13. Redbank / CAS Midlands

There is still a lot of parking outside Redbank blocking the road – **Action Clerk to write again reminding them to park higher up the road past Mulberry Barn as previously agree**

A meeting with CAS Midlands is now due **Action Cllr Rickards to arrange for her and Cllr Muir**

## **05.18.14 Village matters to report**

### 05.18.14.2 The Churchyard

**Action Clerk to write to the Church again to remind them of the PC offer of land transfer**

### 05.18.14.3 Location of bench / plaque

The bench has been delivered awaiting installation. Highways will need to give permission for it to be installed on the verge on Town Street. PC decided that a position on Rampton Lane may be better, in which case Footpaths have to approve it. **Action Clerk to ask for a meeting with Laura Summers re this**

**Jamie Spittlehouse will install the bench on a concrete base when location decided and he will also repair the dog waste bin on Rampton Lane**

Cllr Muir has organised a plaque recognising the Rotary Club donation at a cost of £75.00

### 05.18.14.4 Defibrillator check

Cllr Jones has a replacement defibrillator should it be needed and kindly continues to make the monthly checks

### 05.18.14.5 Upcoming events in the village

To commemorate the end of WW1 the Village Hall will organise an afternoon event (cream tea) on 23rd November with entertainment appropriate to WW1. Gillots Tanks may be in attendance and it could be possible to close the road to allow a procession **Action Clerk to contact Highways for the relevant application forms**

### 05.18.14.6 Air Ambulance Fund Raising

Cllr Taylor has received leaflets about the event one of which will go into the Plough and cards will be distributed on the Bike Night in August before the event. **Action Cllr Taylor to arrange this and put the leaflet on the SL web site**

### Other matters to report

Clerk to get in touch with Smiths of Derby to arrange a 3 year contract from 2019 onwards which is a bit cheaper than the annual check **Action Clerk**

**05.18.15.** Dates of next meetings to be held at 7 pm in the Memorial Institute are as follows:-

**June 19<sup>th</sup> / July 17<sup>th</sup> / Sept 13<sup>th</sup> / Oct 10<sup>th</sup> / Nov 14<sup>th</sup>**

Sara Stilliard – Clerk, tel. 881582

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