

# South Leverton Parish Council

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## Draft minutes of the Parish Council meeting held on Wednesday 15<sup>th</sup> May 2019 at 7.00 pm in the Memorial Institute

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

**South Leverton Residents:**

**Guests:** none

**PUBLIC FORUM** – none present

### **PLANNING MEETING**

**Apologies for Absence** – none

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

### **New applications** –

Erect Single Storey Rear Extension and Rear Detached Garage Weatherleys Retford Road South Leverton Retford Nottinghamshire DN22 0BY Ref. No: 19/00443/HSE | Received: Tue 26 Mar 2019 | Validated: Tue 26 Mar 2019 | Status: **Awaiting decision**

Council supports this application **Action Clerk to report this to Planning**

### **Applications awaiting decision** –

Outline Application with All Matters Reserved to Erect 5 Bungalows Land At Priory Farm Retford Road South Leverton Retford Nottinghamshire DN22 0BY Ref. No: 19/00429/OUT | Received: Fri 22 Mar 2019 | Validated: Fri 22 Mar 2019 | Status: **Awaiting decision**

### **Decisions** –

Erect Front Porch (Resubmission of P.A. 18/01632/HSE) Applegarth High Street South Leverton Retford Nottinghamshire DN22 0BN Ref. No: 19/00258/RSB | Received: Tue 26 Feb 2019 | Validated: Tue 26 Feb 2019 | Status: **Granted**

### **Other planning issues**

#### **South Leverton Neighbourhood Plan**

Cllr Wareham reported there had been no effective progress since receipt of BDC statutory review of the submitted proposed development housing sites in January. A NP meeting had been held on April 18<sup>th</sup> at which it was announced that AECOM had reported their contract is due for completion by the end of July. Further village public consultation is therefore likely to be delayed until September as the SG wishes to have all assessments available for presentation to the public as agreed at the January meeting. A newsletter is to be issued to update residents as a result of this delay.

Unfortunately, the meeting of April 18<sup>th</sup> did not address the published agenda. As there is no requirement to formally record neighbourhood plan meetings, the secretary decided it was not appropriate to publish notes of the meeting. The discussion mainly centred around the fact that the PC had expressed its considerations with regard to the submitted housing development sites. These considerations were published in the formal minutes of the PC meeting of 3<sup>rd</sup> April. The chair of the Steering Group considered that the SG should have been invited to the PC meeting,

rather than just being in receipt of the minutes. The PC considered that its experience of policies and concerns with regard to housing development matters should be considered by residents at the intended public meeting alongside BDC and AECOM individual site assessments. It was not the intention that PC considerations should dominate or carry special weight compared with those of BDC and AECOM

There are no plans for future NP meetings until the AECOM report has been received.

Note: Since this PC meeting of 15<sup>th</sup> May it is understood that the PC minutes of 3<sup>rd</sup> April had not been circulated to SG members. This has now been addressed by Cllr Wareham along with an offer to arrange a meeting between the PC and the SG to resolve concerns of SG members.

Cllr Taylor noted that no NP minutes had been uploaded to the website since November 18. Cllr Wareham apologised for this oversight and agreed to upload outstanding meeting notes

**Action: Cllr Wareham**

### **PARISH COUNCIL MEETING**

**05.19.01 Apologies for Absence** – DCllr Coultate sent apologies which were accepted by Council

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

#### **05.19.03. Report from the Chair**

Based on discussions with residents it seems likely that many do not read PC minutes. Cllr Wareham agreed with Cllr Taylor that the PC should try to improve communication with residents. A Facebook page linked to the South Leverton web site was suggested and / or a newsletter. Cllr Wareham agreed to coordinate a trial newsletter and write a piece on Cottam Power Station closure with contributions from Cllr Cawthorne re the Village Hall, Church and Gardening Club / Cllr Loates on footpaths and rights of way and Cllr Taylor to write an article on Parish Councils activities. **Action Cllr Wareham and associated councillors**

**Action Clerk to send a copy of the latest NL newsletter as an example**

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

None present

#### **05.19.05 Minutes of Meeting held on 4<sup>th</sup> April 2019**

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

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

None

#### **05.19.07 The Lengthsman Scheme**

Council decided to take no further action re drain covers and drainage holes, to help remove standing water from a puddle in Cottam Road into the Dyke, unless the 'flooding' occurs again in which case the PC would involve Highways

Jack to be asked to tidy the Churchyard hedge and to regularly maintain it **Action Cllrs Loates and Muir**

#### **05.19.08. Correspondence**

There were 5 items of correspondence:-

Clerk magazine

CPRE magazines

Offer from BDC Conversations team to talk with the PC – no further action required

An e-mail from Mark Darlow about the grass on the Millennium Corner and Churchyard **Action Clerk to ask HGC to cut it**

An e-mail from a resident about the damage awaiting repair to various stiles in the village **Action Clerk to respond to say that these have been reported to Laura Summers by the PC already**

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

##### 05.19.9.1. Footpath along the Catchwater Drain

Laura Summers has contacted Network Rail about this matter and the PC awaits further action

##### 05.19.9.1. Old footpaths / footpaths on development sites

Being implemented

##### 05.19.9.2. Issues to report

The surface of the footpath at Millfield Lane is very poor with craters and rubbish – awaiting assessment by Laura Summers

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

##### 05.19.10.1 Street Lights & Pot Holes.

A large pot hole on Rampton Lane has now been filled and Tarmacked over very well. No others to report

There has been confirmation that Town Street and part of Cottam Road will be resurfaced in the near future and letters have been sent to residents about this

##### 05.19.10.2 Meeting with Peter Goode about road closures

The Clerk had a meeting with P Goode from Highways, John Ogle and the Chair of Sturton le Steeple - which also suffers badly from the disruption caused by road closures. Mr Goode has agreed to work more closely with the PCs if there is a road closure suggested by contractors, to try to minimise the time needed / avoid a closure if at all possible and ensure that diversions are suitable for the traffic that needs to use it.

##### 05.19.10.3 Issues to report

The poor repair of a collapsed dyke at Cottam Rd has been reported and is being monitored by Highways

The damage to verges and by ways caused by the recent Church Street road closure has been reported to highways and inspected but they seem to have repaired themselves so no further action is required

#### **05.19.11. Finance**

##### 05.19.11.1. Monthly Bank Reconciliation.

The Clerk presented the bank reconciliations to the 28<sup>th</sup> April 2019 - agreed by Council.

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

S Stilliard	Salary & Expenses	£315.82
Smiths of Derby	Clock servicing	£573.60
Jack Foster	Lengthsman	£180.00
P J Cawthorne	Litter picking	£102.00
Darbys	PAYE services for the year	£60.00
AGE UK	Donation	£50.00
Gordon Muir	Bedding plants	£12.58

##### 05.19.11.2. Annual Governance Statements

These were read out by the Clerk and agreed by Council. The Chairman signed the statement as part of the audit process

#### **05.19.12. Village Website**

Cllr Taylor suggested that head shots of Councillors be put on the web site with a short biography. **Action all Councillors and Clerk to send electronic photos to Cllr Taylor**

Cllrs Darlow and Rickards have now been removed from the site but a Tribute to Sheila Richards appears.

**Action Cllr Taylor to consider a Facebook page / talk to Steve Rockcliffe about this**

**05.19.13. Redbank / The Beeches**

Nothing to report. **Action Clerk to remove this from agenda**

**05.19.14 Village matters to report**

05.19.14.1 The Churchyard

The Clerk wrote to the Archdeacon of Southwell asking if a decision had been made on whether the Church would take over the strip of land in the Churchyard owned by the PC. She received a response which was not really in line with the offer of the land. **Action Clerk to write again reiterating the offer in a different way**

05.19.14.2 Upcoming events in the village

None to report

**Action Clerk to ask for the cost of staging Victor and Albert** – a musical comedy evening which has been successfully hosted by other local village halls

05.19.14.3 Defibrillator check

Cllr Jones has a replacement defibrillator should it be needed and has kindly confirmed that he is prepared to continue to make the monthly checks

05.19.14.4 A New Notice board

Having canvassed opinion from residents it was decided that another notice board is not needed

**05.19.15. Co-opting new members onto the PC**

The clerk identified that a council of 5 members could possibly result in future meetings not having sufficient attendees to form a quorum. There is a need to co-opt a couple of new Parish Councillors to bring the numbers back to 7 although it would be good to have more if possible. **Action Clerk to find out if this number can be increased**

All Councillors to canvass potential new Councillors who could attend the June PC meeting and Cllr Wareham to prepare a letter to promote interest in becoming a parish councillor, which could be distributed by councillors to residents, for example e-mail members the members of the NP Steering Group. **Action Cllr Wareham and all councillors**

Dates of 2019 meetings to be held at 7 pm in the Memorial Institute

**June 13<sup>th</sup> (Thursday); July 17<sup>th</sup>; September 9<sup>th</sup> (Monday); October 16<sup>th</sup>; November 13<sup>th</sup>**

Sara Stilliard – Clerk, tel. 881582

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