

## Meeting of Gamston with West Drayton & Eaton Parish Council

Minutes of **Gamston with West Drayton & Eaton Parish Council Meeting** held on the 14<sup>th</sup> Apr 2022 at Gamston School, the meeting commenced at 7:15pm.

**Council Members & Officer Present:**

Cllr Simon Chandler	Chairman
Cllr Donna Ramsden	Cllr Tom Adam
Cllr Maria Moakes	Cllr Richard Vernon
Cllr Michael Howard	Cllr Vincent Mee
Cllr Richard Harding (from item 04)	Cllr Gregg Davies (from item 4)
Ed Knox Clerk/Responsible Financial Officer	
2 Member of the Public	

### Also, Present

#### ➤ Adjournment – 10 Minute Public Forum

The Chairman welcomed members of the public to speak. A member of the public explained the camera recording set up is so that they can review meetings to check what is said by Cllrs and the decisions reflected in the minutes. The member of the public then highlighted their list of Highways related questions. They have been piloting a speed awareness App called 'Speed Cam Anywhere' to share the data with the Police. Cllr Chandler asked the public what the Parish Council can do to help.

The session concluded with the group agreeing to email the Clerk a copy of their list of items and the Chair to update the Clerk because a generic Clerk email address has only recently been set up.

#### 01/22 To Approve Apologies for Absence

After discussion, Cllr Chandler **Proposed**, Cllr Ramsden **Seconded** the Council resolved to **accept** the apologies of Cllrs Worthington & Blagg.

#### 02/22 To Approve the previous meeting Minutes

After discussion, the council **resolved** to accept the minutes. The chairman signed the minutes of the previous meeting as a true and accurate record.

#### 03/22 To Receive two written applications for the office of Parish councillor and to potentially Co-opt candidates to fill the existing vacancies

After discussion, the chairman called for a vote, all in favour, **resolved** to co-opt both candidates who then signed the Declaration of Acceptance of Office forms and completed the 'registration of interests' forms. **Action**, the Clerk to inform Bassetlaw District Council. Cllrs Mee & Vernon also completed forms tonight for sending to Bassetlaw.

#### 04/22 To Record Declarations of Interest in any items to be discussed

None.

#### 05/22 To Receive District & County Councillors Reports

**Dist & County Cllr Ogle:** Did not attend.

#### 06/22 To receive an update on Highways Matters Raised with Notts County Council and to escalate a list of outstanding items with Notts County Council via the County Cllr, including Muttonshire Hill Signage & Eaton highways Sign etc

Cllr Chandler explained that it had been intended under this item to escalate long standing District & County Council matters to Cllr Ogle who did not attend tonight. Cllr Howard advised that the street name plate for Muttonshire Hill has been outstanding 4 years now. On the same road, the Gamston Village Name/speed indication signs also remain damaged. These matters having previously been reported by the previous clerk are to be escalated to Cllr Ogle. Cllr Ramsden added that the blocked drains in Rockley have also been outstanding a long time and need escalation. Cllr Chandler and other Cllrs **agreed** to send the Clerk what they have on file to enable an escalation email to be sent to Cllr Ogle.

#### 07/22 Finance:

##### Monthly Income & Expenditure

After discussion of the Financial Information, the Council deferred the item to the next meeting as it couldn't resolve to accept them as a true and accurate record because bank reconciliations had not been produced previously by the last RFO and the annual accounts year end summary hasn't yet been completed.

##### 1. To Approve Payments:

The Council **approved** the following: -

<u>Payee</u>	<u>Item</u>	<u>Amount</u>
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1

Signed \_\_\_\_\_

Date \_\_\_\_\_

Not Known	£0.00
<b>Total Payments</b>	<b>£0.00</b>
2. <u>Receipts:</u>	
<u>From</u>	<u>Item</u>
Not Known	Amount
<b>Total Receipts</b>	<b>£0.00</b>
<u>Bank Balance</u>	
The Current Account Balance	<b>£15,701.90#</b>

08/22 To Adopt Civility and Respect Statement for the PC Website

NALC & the SLCC issued a Civility and Respect Newsletter to all parish councils recently, in it, it recommends in the promotion of civility and respect, councils may wish to add a statement to their websites stating that bullying, harassment and intimidation will not be tolerated. The suggested wording for those councils wishing to add a bullying and harassment statement to their websites & social media pages:

*“We treat everyone with courtesy and respect and ask for the same in return. We ask that you treat your councillors and council staff courteously without violence, abuse or harassment.*

*Councillors and council staff have the right to carry out their civic duties and work without fear of being attacked or abused. Any behaviour whether that be verbal, physical or in writing, which causes either councillors or council staff to feel uncomfortable, embarrassed, or threatened, is totally unacceptable.*

*The zero-tolerance policy includes abuse, aggression or threats made in person, over the telephone or in written communication, including on social media.*

*The council considers threatening behaviour to be:*

- *Attempted or actual aggressive, or physical actions made towards any councillor or member of staff.*
- *The use of aggressive, or abusive language, (including raising of the voice, swearing, shouting or in writing) which threatens or intimidates councillors or council staff.*

*This policy applies throughout all council meetings, but it also applies to any councillor or council staff away from council meetings.”*

After discussion, the Council **resolved** to adopt the above wording with immediate effect and import it to the Council’s website.

09/22 To Discuss and consider a response to the NALC Small Council Committee letter

After discussion of the letter, Cllr Moakes **agreed** to email the Clerk comments to forward to NALC.

10/22 To Approve NALC Training for Council Members

After discussion, Cllr Ramsden **Proposed**, Cllr Moakes **Seconded** and the Council **resolved** that all new Cllrs are to be offered appropriate new Cllr training at the expense of the Council. The Clerk to email NALC to ascertain what new virtual or in-person courses are available.

11/22 To Receive an update on the defibrillator battery and pads

Cllr Chandler explained that delivery of the new pads and batteries are due by late May due to supply issues. The defibs are located in Eaton and Gamston Red Phone Boxes and were bought by local groups of the public who raised funds to buy them, the public still own them rather than the Council, and a member of the public in each village inspects them on a regular basis. However, the phone boxes themselves are owned by the Council. The cost of the power supply to the defibs is covered by the Council, together with the cost of replacement pads and batteries.

Cllr Moakes asked that the public are made aware again, should the same situation reoccur in future when a defib is out of action for any reason. After further discussion, it was **resolved** that once the Defibs are returned to service, the Retford Lions are to be approached to ask if they are able to run defib training courses in the parishes.

12/22 To Receive an update from Bassetlaw DC Waste Dept on the request for a new bin

Cllr Chandler advised that on 22<sup>nd</sup> Mar, Bassetlaw emailed to say no extra bin emptying or additional bins is possible as they are at maximum capacity. The Clerk advised that this was said to another parish recently, however, the departmental manager at Bassetlaw has stated that he wanted to know locations in each parish which require additional bins, or changes of frequencies due to amounts of litter, yet when parishes advise Bassetlaw of these locations, they’re told straight away that they have no extra bin capacity. After further discussion, it was **resolved** that the missing green wheelie bins in the following laybys be requested for replacement by Bassetlaw:

- A638 Eaton Layby approaching Retford
- A638 Layby Opposite Old Telephone Exchange between Gamston and Rockley
- A638 Layby leaving Markham Moor on the left heading towards Rockley
- Layby on the road approaching Gamston/Eaton Woods immediately after leaving the A638

- Causeway Lane near A638

Additionally, the Black Traflex bin located on the road side in Markham Moor is constantly overflowing with fast food waste from McDonalds, therefore the Council requests that Bassetlaw look to either increase the frequency of collections or provides a 2<sup>nd</sup> or larger bin at this location.

Cllr Ramsden **agreed** to also email the Clerk the contact details at McDonalds to request that they increase the frequency of litter picking in the area.

14/22 To discuss the possibility of organising a Parishes in Bloom and Pride in the Parishes - Cllr Ramsden

Cllr Ramsden suggested the idea of flower planters in the parishes which could be funded by Local Businesses and/or the Council could contribute to the costs. Cllr Ramsden would also like to see that anyone who goes above and beyond in the parishes is recognised for their achievements. Cllr Vernon agreed to work with Cllr Ramsden to come up with costs and a plan on how to potentially move this forward at the next meeting.

15/22 To discuss the possibility of a Neighbourhood Hood Watch Scheme - Cllr Ramsden

Cllr Ramsden asked if the Council is willing to register as a Neighbourhood Watch Scheme and take this forward. Cllr Ramsden is happy to be the Neighbourhood Watch Scheme Coordinator, explaining that it would require a voluntary group of people to hold around 4 Watch meetings per year. Three residents have shown interest to assist Cllr Ramsden with the scheme. After discussion, the Council **resolved** to take the scheme forward, Cllr Ramsden agreed to promote the scheme via the website, send information round the Council and Cllr Moakes suggested promotion via Facebook.

16/22 To discuss articles in the Idle Times – matters raised by Cllr Moakes on the process of entry

Cllr Moakes raised issues with the process on how the content from the Council was issued to the Idle Times, that items appeared in the Times that had not been discussed or resolved in Council meetings, that it appeared that the content had not been shared with all Cllrs before sending off to the editor. Cllr Moakes felt that it appeared she had been excluded from certain emails. After further discussion, Cllr Moakes explained that it was not good practice to be starting new project when previously agreed projects had not been taken forward, Cllr Moakes listed items which had not yet been progressed. This included Reconstitution of the Parish Council, Speedgun Training, Public Space Protection Orders. Cllr Moakes **agreed** to email the new clerk a list of all known outstanding items.

The Clerk asked for clarification on what they meant by ‘Reconstitution of the Parish Council’, after discussion it was revealed that what was meant was that Eaton Parish had wanted to know what the procedure was for a ‘Community Governance Review’ in which Eaton could potentially break away from the rest of the parish council area. The Clerk advised that Bassetlaw Council can provide the Council with the process to follow to request this.

No resolution was made regards the process on which the content of the Council’s contribution to the Idle Times would take place. **Action**, Matter to be carried forward to the next meeting for a decision.

18/22 To receive an update from the Highways Officer regards the Traffic Speed Tubes in Eaton

Cllr Chandler advised the tubes weren’t installed by the County Council, these had been put down by an unknown 3<sup>rd</sup> party and the Highways Dept couldn’t say who that was. At present the request from Highways to install tubes to obtain the traffic speed and frequency data remains outstanding, although the council was informed this will happen after the Easter school holidays. The Council **resolved** to escalate the Highways request to Cllr Ogle.

19/22 To receive an update on new policies - Grievance and sickness

After discussion of the policy documentation, Cllr Moakes requested a correction to reflect recent changes in the law to allow filming of parish council meetings. After further discussion, once the Clerk has amended this the Council **resolved** to adopt the policies with immediate effect.

20/22 To receive an update from the Village Warden regarding Litter Bin Locations for Bassetlaw Council’s Survey

No report or information on the Bin locations has been provided by the Village Warden. Cllrs were asked to email the Clerk a list of all known bin locations across the parishes to forward to Bassetlaw.

21/22 To discuss any new planning applications received

The Clerk wasn’t made aware of new Planning Applications prior to the meeting otherwise the planning application titles and reference numbers would have been listed on the agenda. Cllr Chandler advised that there are two planning applications to consider:

- 1) Trees At Gamston
- 2) Eaton Manor Extension

After discussion of both, the Council had no comment/objections to make.

Cllr Chandler advised that the Clerk has provided him with a copy of Planning Material Consideration reasons which Bassetlaw Council take into consideration and will be of help to the Council in its future planning responses. The Clerk **agreed** to email the Planning Considerations details around the Council.

22/22 To discuss a replacement representative of the Five Villages Trust nominated Trustees to the School Management Committee

After discussion, it was clarified that the constitution of the School Management Committee requires that a parish Councillor (currently Cllr Moakes) is nominated as a member of the School Management Committee, and that a trustee from the Five Villages Trust is nominated to the School Management Committee. The Parish Councillors are also the Trustees of the Five Villages Trust, the nominated trustee to the committee ceased when Cllr Newman resigned from the Parish Council. After discussion it was **resolved** that, Cllr Adam to be the Five Villages Trust member for the School Management Committee. **Action**, Clerk to inform the school.

23/22 To discuss an issue raised by a resident in West Drayton

After discussion, it was revealed that both matters have already now been resolved, 1 related to a speeding matter which the Police have dealt with and the other has been escalated via Cllr Ogle to Highways.

24/22 To discuss the meeting Location/Time for Thurs 12th May (as Gamston School unavailable)

After discussion, the Council **resolved** that the meeting on Thurs 12<sup>th</sup> May will be held at Gamston Church instead of the school.

There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 9:15pm.