

Meeting of Gamston with West Drayton & Eaton Parish Council

Minutes of **Gamston with West Drayton & Eaton Parish Council Meeting** held on the 17th Nov 2022 at Gamston School, the meeting commenced at 6:30pm.

Council Members & Officer Present:	Cllr Simon Chandler Cllr Donna Ramsden Cllr Richard Harding Cllr Richard Vernon Cllr Jane Worthington Ed Knox	Chairman Cllr Tom Adam Cllr Maria Moakes Cllr Gregg Davies Cllr Sarah Argent-Cook (from 111/22) Clerk/Responsible Financial Officer
Also, Present	2 Members of the Public	

➤ Adjournment – 10 Minute Public Forum

No Comments.

108/22 To Approve Apologies for Absence

After discussion, Cllr Worthington **Proposed**, Cllr Adam **Seconded** the Council resolved to **accept** the apologies of Cllr Mee.

109/22 To Approve the previous meeting Minutes

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

110/22 To Record Declarations of Interest in any items to be discussed

None.

111/22 To Receive a written application for the office of Parish councillor and to potentially Co-opt a candidate to fill an existing vacancy

After discussion, the chairman called for a vote, all in favour, **resolved** to co-opt Sarah Argent-Cook. The candidate signed the Declaration of Acceptance of Office form and completed the online 'registration of interests' form. **Action**, the Clerk to inform Bassetlaw District Council.

112/22 To Progress the Five Villages (Gamston) Trust lease transfer request from the Southwell Diocesan Board of Finance to Multi Academy Trust (SNMAT)

Cllr Chandler invited the school Head to talk. The headmaster provided a summary of history of the plans to alter the lease and the conversion to an academy, together with the progress so far. After discussion, all parties were clear that Jones & Co Solicitors acting for the Five Villages Trust have re-opened the case and are in the process of accessing the files from archive storage. The Clerk has chased the solicitors twice in the past month, and has asked for them to provide confirmation of their fees, which would be then covered by the Southwell Diocesan Board of Finance. Jones & Co have advised that more recent Heads of Terms and supporting documentation had been worked upon since 2018 and that this is in the archive store, the Clerk has advised the solicitors that the school are hoping to convert to academy status in Feb 2023 but it all rests on the completion of the amended lease and supporting dual use agreement. The matter will remain on the agenda for discussion and to progress further at the next meeting.

Cllr Moakes discussed the Five Villages Trust Charity and asked that an additional agenda item be included next month so that the trustees can discuss and clarify their understanding of the remit of the charity and the difference between the Managing Trustees and the subcommittee of Management written in the dual use agreement.

113/22 To receive Reports from the County Councillor, any updates on Highways Matters Raised with Notts County Council and to escalate outstanding items with the Local Authority via the County Cllr, where necessary

The following outstanding Notts County Council items have been chased by the Clerk in between meetings, and Cllr Ogle copied in to escalate issues where necessary:

- **Holme Lane Dykes @ Rockley** – The Notts CC Drainage Manager visited Rockley and has advised *“From what I could see of the downstream side ditch from the junction area of Holme Lane, it isn't too bad. It wouldn't hurt if some minor clearance was carried out but I don't think, at least from my initial inspection, that the ditch level is causing the problem. That said, it may be that it is obstructed further downstream. We'll need to get the vegetation strimmed back to be able to get a good look at it. In the first instance I want to get the culvert under Holme Lane checked. Please see the plan below:*



Ditches are in blue, the highway culvert in orange. The outlet of the highway culvert is partially collapsed. It's directly adjacent to a large tree and there is a possibility that it may have been damaged by roots from the tree. I'll get a job raised for my colleagues in the Drainage Maintenance team to attend to jet and CCTV the culvert. I can't give you a timescale for this at present, but it will hopefully be sometime next month.

I'll feedback further once the investigation of the culvert is completed.

Cllr Harding and the Drainage Manager met on Tues 5th July who emailed the PC to advise: "Our jetting and CCTV unit attended Holme Lane this morning, they have checked the following culverts:

- From Absolute Koi down to its outfall on Holme Lane
- under Holme Lane
- under the A638

All were running. There was minor silt build up, which was cleared, but nothing to block up the system and hold water back. The ditch that is the main cause of concern appears clear between the outfall of the culvert under Holme Lane to the inlet under the A638. Our team have recommended that I get the levels checked, as it may be that the culvert under the A638 is set marginally higher than the one under Holme Lane. If that is the case then it would explain why water stands upstream. A member of the public provided video footage of the historic issues and our team mentioned the minor build-up of wood and debris at the inlet to the culvert under the A638. They cleared it whilst they were there. Aside from that, the video only really shows that, at the time it was taken, the ditch was clear with only minor leaf build up at a few points. Did anyone experience any flooding at the time that the video was taken? I think that one of the problems is that for water from the ditch near Absolute Koi access to get under Holme Lane, it has to meet the ditch alongside Holme Lane head on. That is as likely to be a cause of water back up in the ditch near to your business as anything else. **I'll get the invert levels of the culverts checked, I'll contact the riparian owner of the ditch to recommend that they regularly inspect and clear the inlet of the culvert under the A638.**" 14.07.2022 The Clerk has emailed the Drainage Manager to ask when the items in bold above will be undertaken. Reply advised 11.10.2022 "there's no progress with that as yet and won't be **until November** at the earliest as I have several schemes either in progress or due to start over the next few weeks. Please do let me know if further problems are experienced."

- **County Council Highways Potential Solutions for Eaton Speeding** – After discussing the speed tube data and potential ways forward with County Cllr Ogle earlier this year, the Council resolved that the Clerk shall email the County Highways Manager to request their guidance and ideas for what potential ideas there could be for Eaton, including but not limited to Dragons Teeth, Village Gateways, an Interactive Speed Sign. The Council understands there might not be funding at County to pay for these, or Central Govt Criteria met for funding, but if the Highways Manager can give guidance to what may be physically possible and the actual costs of these, the PC can discuss potential grant funding options. 14.10.2022 The Highways Manager has confirmed that Eaton will be assessed by the County Council via a Feasibility Study which is aimed to be completed before 31/03/2023.
- **High Friction Surfaces** – The Clerk reported that the County Council Highways Manager has advised that the red and cream coloured high friction surfaces which were installed often on road bends won't be replaced in future.



The Highways Manager advised “the funding for this type of work is now not available and no more replacements of this type of surfacing will be carried out in Nottinghamshire unless a carriageway resurfacing scheme is undertaken.” However, we will look to renew the high friction surfacing at Muttonshire Hill, Gamston, you recently reported (image below) but **please be aware that this is an exceptional instance and isn't something we can repeat elsewhere.** Update 16.09.2022 from the Highways Manager “*The HFS renewal work is due to be carried out w/c 16 January 2023.*”

- **West Drayton Road Resurfacing** – In July, County Cllr Ogle advised he is working with the County Highways Manager regards road resurfacing priorities and the road towards Eel Pie Farm has been identified as a potential location for this work. Cllr Adam provided photos. The state of the road with potholes has exacerbated the standing water issue so the water cannot get away. At the July meeting the Council asked County Cllr Ogle to look into to include this section of road for resurfacing and the team. 14.10.2022 County Cllr Ogle advised that it is down for attention on Via’s to do list. Cllr Adam asked for an estimated lead time for the works. Cllr Ogle advised the Council to ask the Highways Manager. 18.11.2022 no further updates, the Clerk will chase the Highways Manager and Cc in Cllr Ogle.
- **West Drayton Road Verge Grips** –Cllr Adam to provided photos looking eastward towards Eel Pie Farm, Markham Moor showing the grass verge to the right which needs grips cutting into it by the County Council, this is because it floods here in winter due to a local resident who has dug out the dyke on the right and covered the grips so the water can't get away. At the July meeting the Council asked County Cllr Ogle looks to ask the team to install the drainage grips. 14.10.2022 Cllr Chandler asked if County Cllr Ogle could do anything to escalate the Verge Grips element of this request so that standing/freezing water doesn't occur over the winter. 24.10.2022 Cllr Chandler spoke with the Highways Manager and sent a covering email including photos, a map and What3Words locations for the grips, asking for the reference number for this work. 18.11.2022 no further updates, the Clerk will chase the Highways Manager and Cc in Cllr Ogle.
- **Overgrown hedges and trees on Rectory Lane, Gamston (Ref CSC 430607863)** - Cllr Worthington advised she initially reported these to the County Council on 18.06.2022, chasing this a month later at the end of July, and the Highways Coordinator advised that “the job had been passed on to Corporate Properties who were going to cut the hedges and crown lift the trees and if the work hadn't been carried out within a couple of weeks, chase it with her again.” The work still hadn't been completed by 17.08.2022. The Clerk emailed the Highways Manager to escalate this matter on 05.09.2022. A reply was received to state that these will be dealt with within 6 months (by end of December 2022). 18.11.2022 no further updates, the Clerk will chase the Highways Manager and Cc in Cllr Ogle.

New Items to report:

Please note in the 1st instance, Cllrs and members of the public should report all new highways matters (street lights, overgrown hedges/trees, pavement/road problems/drainage etc) via the on-line Notts County Council website or MyNotts App, themselves, then, should no action have been taken by NCC, bring it to the Parish Council meeting for escalation.

- Cllr Davies going to report the growth of small tree/vegetation on the bridge at West Drayton near the A1
- FS-Case-460339618 - Cllr Ramsden Reported the street light on A638 opposite Holme Lane as dangerous 25 days ago to the County Council, it is still showing as outstanding and is at risk of falling into the road. The Clerk will escalate with the Highways Manager and Cc in Cllr Ogle.

114/22 To receive Reports from the District Councillor, any updates on District Council Matters Raised with Bassetlaw and to escalate outstanding items with the Local Authority via the District Cllr, where necessary

The following outstanding Bassetlaw District Council items have been chased by the Clerk in between meetings, and Cllr Ogle copied in to escalate issues where necessary:

- None currently outstanding.

New Items to report:

Please note in the 1st instance, cllrs and members of the public should report all new district council matters (Fly-Tipping, Broken/Missing Street Nameplates, Dog Fouling etc) on-line via the District Council website, themselves, then, should no action have been taken by BDC, bring it to the Parish Council meeting for escalation.

- None.

115/22 Finance:

Monthly Income & Expenditure

After discussion of the Financial Information circulated by email before the meeting, the council unanimously **resolved** to accept them as a true and accurate record. Cllrs signed the bank statement and bank reconciliation.

1. To Approve Payments:

The Council **approved** the following: -

<u>Payee</u>	<u>Item</u>	<u>Amount</u>
None	None	£0

Total Payments		£0
2. <u>Receipts:</u>		
<u>From</u>	<u>Item</u>	<u>Amount</u>
HMRC	VAT Rebate 2019-2022	£275.46
Total Receipts		£275.46
<u>Bank Balance</u>		
The Current Account Balance		£14,343.36#
Direct Debits, and Standing Orders for staff salaries including PAYE, already approved unanimously.		
#£10,000 ringfenced as the Council's reserve fund.		

116/22 To progress organising the Parishes in Bloom

Cllr Vernon advised he has obtained the daffodil bulbs and will arrange to divide these up so that the Cllrs can each plant them around the entry points/signs of each village.

117/22 To Discuss the idea of Pride in the Parishes - Cllr Ramsden

Cllr Ramsden advised that she would like to lead on this idea, producing a project plan including timeline and who is doing what and when. The idea would be that each year an event is held. Cllr Ramsden agreed to email the following around the Council for consideration at the next meeting:

Idea Summary

"The event is a celebration of achievements of the people who live and volunteer in our community. This could be someone who has worked selflessly for others in our community or someone who has brought credit to the Parish. They can be an adult (over 18), a young person (under 18) or a community group. The awards will be presented in an awards ceremony to which everyone will be invited to thank the unsung heroes who make a real difference in our Parish.

I propose the event has 4 categories with a maximum of 7 awards:

- Juniors
- Community
- Environment
- Outstanding Achievement

The community would nominate, and nominations submitted would be judged with a seconder then judged by a panel. Nomination forms would be available through Idle Times, Email, Website, Notice Boards, Flyers through doors and social media.

Local press to be invited.

Key speakers in attendance and to present awards.

Videos showcased

Planning to start January 2023

The event would be a summer celebration and the awards would be trophy's, vouchers, gifts donated by local businesses.

Potential Benefits:

- Strengthening the community spirit
- Community engagement from the Parish Council
- Building community relations

Potential Financial Cost:

Please note these are ideas/suggestions/estimates only:

- Hire of venue - £50 (subject to venue) - We could look at the town hall rather than the school to make the event 'grander'
- Refreshments - £150 - £200 (subject to numbers)
- Awards - 7 trophy's approx. £40 each max
- Marketing - £100 - £200 - this would include printing of flyers and any design work.
- Banners - £150 - £200 - these would be displayed outside and inside of the events to make it more official

Total: £1000 - £1500

Required Resources

- Printing of promotional materials
- Staffing at the event
- Purchase of Awards"

118/22 To discuss any new planning applications received and note any responded to via the scheme of delegation

Since the previous meeting the parish council responded via the scheme of delegation as follows and also discussed the following at today's meeting:

- **22/01394/FUL - Erect New Single Storey Office Building (Associated with the Approved Sui Generis Use of Hangars 5-11 as a Safety and Assurance Centre for Connected and Automated Mobility Solutions Under P.A. 20/01518/FUL), Change of Use of Land to the Rear of Hangars 1-5 for Use as a Car Park and Associated Works - Land at Retford Gamston Airport** – After discussion, the Council **resolved** to support the application.
- **22/01500/VOC - Vary Conditions 2 and 3 of P/A 22/00858/FUL to Allow the Use of Hoar Cross Bricks Instead of the Reclaimed Bricks as Specified on the Application Form and Drawings - Gamston Manor Great North Road Gamston** – After discussion, the Council **resolved** to support the application.
- **22/01512/HSE - Erect First Floor and Two Storey Side Extension, Single Storey Side Extension and Boundary Wall and Entrance Gates North House, Woodyard Lane, Eaton** – After discussion, the Council **resolved** to support the application.

119/22 To discuss the findings of the inspection of the trees beside the highway at the parish council land to the east of 19 Eaton.
 Approximately 10 trees require various tree surgery works and a further 15 require the removal of climbing ivy, and at ground level brambles/nettles strimming back, before inspection can be undertaken. The Clerk has obtained a quote from Toparia Summits Ltd who are used by several other parish councils in Bassetlaw. Since the October meeting Cllr Chandler spoke with the Forestry Advisor Tree Inspector at Notts County Council to clarify exactly what/how much vegetation is required to be removed.

Cllr Chandler met on site with Cllrs Mee and Vernon to assess the situation and have arranged for a 2nd contractor to quote. Once this has been obtained it can be put to the next meeting for potential authorisation. Once the works are completed and the ivy cut back, a full assessment by the Forestry Advisor Tree Inspector at Notts County Council will take place next year.

In accordance with the Public Bodies (Admission to Meetings) Act 1960 the following agenda item was closed the members of the public due so that the Council can discuss information which is relating to an individual for example Contracts of employment, salaries, financial or personal business affairs of the individual. Minutes of the decisions made under this item will be open to the public.

120/22 To discuss the Village Warden Role
 After discussion, the Council **resolved** to accept the contents and the resolution of the private & confidential appendix report detailing Village Warden Role.

121/22 To discuss the Lengthsman Scheme
 After discussion, the Council **resolved** to accept the contents of the private & confidential appendix report detailing the Lengthsman Scheme and will make a decision at a future meeting.

122/22 To note Contractual National Cost of Living Pay Rises for staff members
 After discussion, the Council **noted** the contents of the private & confidential appendix report detailing the contractual pay rises applicable from 1st Apr 2022.

123/22 To consider items for a future agenda raised by residents in the parishes

- To review and readopt the Emergency Plan.

Cllr Chandler gave thanks to Cllr Mee and the Retford Lions for the defibrillator training event. There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 8:45pm.