

Meeting of Gamston with West Drayton & Eaton Parish Council

Minutes of **Gamston with West Drayton & Eaton Parish Council Meeting** held on the 16th Jun 2022 at Gamston School, the meeting commenced at 7:00pm.

Council Members & Officer Present:

Cllr Simon Chandler	Chairman
Cllr Donna Ramsden	Cllr Tom Adam
Cllr Richard Vernon	Cllr Richard Harding
Cllr Jane Worthington	Cllr Vincent Mee
Cllr Maria Moakes	Cllr Michael Howard

Ed Knox Clerk/Responsible Financial Officer
Bassetlaw Anti-Social Behaviour Team Leader
County & District Councillor John Ogle

Also, Present

➤ Adjournment – 10 Minute Public Forum

None.

46/22 To Approve Apologies for Absence

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

47/22 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.

48/22 To Record Declarations of Interest in any items to be discussed

None.

49/22 To Receive District & County Councillors Reports

Dist & County Cllr Ogle: provided an update to the Council, which included:

- Via EM Ltd CEO is leaving and the CEO role of Via and ARC is being merged
- The number of road repair gangs has increased to 8.
- The Roosevelt Scholarship allows 2 young people a year from Nottinghamshire to go on a scholarship to the USA.
- Ukraine Children are now attending Nottinghamshire schools.
- Yellow marks around potholes mean the County Council will repair those within 1-month, white marks within 24 hrs.
- The Bassetlaw Local Plan is open for consultation again due to the removal of the 'new town garden village' and the drop to 10% new housing allocation for parishes.

50/22 To receive an update on Highways Matters Raised with Notts County Council/Bassetlaw District Council and to escalate a list of outstanding items with Notts County Council via the County Cllr where necessary

The following outstanding items have been chased by the Clerk with no response and Cllr Ogle was asked if he can assist with escalating these issues with the appropriate departments:

- **Bassetlaw District Council: Muttonshire Hill Street Name Plate** – Missing since 2018, chased 25.04.2022, chasing again 13.05.2022. 14.06.2022 Bassetlaw Street Naming Dept in the process of having a new sign frame made for installation.
- **Bassetlaw District Council: Missing Layby Green Wheelie Bins:** - Following list reported on 25.04.2022, chasing again 13.05.2022:
 - 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 used to be 2 bins, 1 missing.
 - Layby on the road approaching Gamston/Eaton Woods immediately after leaving the A638
 - Causeway Lane, near junction with A638

The Bassetlaw Council Waste Manager has advised "swing bins were installed in roadside laybys to assist the general public to dispose of litter and to help keep our roadsides clean and tidy. However, it has been found that in many cases this system has been abused and encouraged fly tipping both in and at the side of the bins. Therefore, when the bins have been damaged, posts knocked down etc, it has been decided by BDC not to replace the bins and we have found that we have not had an increase in complaints or further fly tipping in these areas. In fact, the Waste Manager visited the above sites and found no fly-tipping. There has also been a pilot scheme regarding removal of

these bins by another authority, which has concluded that installing more bins is not always the correct solution. Therefore, BDC are not looking to replace any of the removed green wheelie bins. **Item Closed 16.06.2022**

- **Bassetlaw District Council: Rubbish Bin Locations & Increased Capacity:** The list of waste bins has now been sent to Bassetlaw for their records. The waste manager has advised that the 3 litter bins that are emptied by Cllr Howard will be added to BDC street cleaning schedule for emptying from now on. Due to having over 1,100 litter bins around the district BDC are unable to increase any frequency of emptying. **Item Closed 16.06.2022**
- **Notts County Council – Blocked Gullies/Drains, Mill Lane Rockley – 28.04.2022** Cllr Harding advised will report each blocked drain on the County Council online reporting tool. NCC attending on 10.05.2022. **Item Closed 16.06.2022 – NCC attended in May 2022.**
- **Notts County Council – Parking Issues – Farthings Care Home –** After discussion, the Council **resolved** that in the first instance *“A number of residents have mentioned that, occasionally, they find turning left out of Church Road quite difficult because of cars parked close to the junction opposite Farthings. The Highway Code says that cars should not be parked within 10 metres of a junction. This is to ensure that vehicles leaving the junction have a better view of other vehicles approaching from the left. The Parish Council would be grateful if you could remind both your colleagues and visitors to park a little bit further away from the junction. Helpfully, there is a white mark on the pavement which is exactly 10 metres from the junction which could be used as a guide.”* The Letter together with example photos to be sent to the Farthings. **Item Closed 16.06.2022 – Email sent and response received.**
- **Notts County Council - 30mph signs at the Ordsall end of Eaton Village Ref 4304592 raised 21.11.2021 –** to be moved further out the Village. Cllr Chandler confirmed that the Highways Dept confirmed that they will not allow them to be relocated however, they will be straightened by late June. **Item Closed 16.06.2022 – The signage has now been straightened.**
- **Notts County Council – Traffic Speed Tubes in Eaton – 13.05.2022** Cllr Chandler advised these are now down on the road at present. 16.06.2022 Cllr Chandler advised that the County Council officer has stated that they are still compiling the data and hope to be able to share this soon.
- **Notts County Council – Temporary Interactive Speed-sign –** Cllr Moakes requested the speed sign revisits Eaton and other areas of the Parish Council’s boundary. The clerk requested this from Notts CC on 16.06.2022.
- **Speed-gun Training –** This is carried out by the Police, rather than Notts County Council. The Clerk emailed the local Police representatives and Cllr Davies has offered to look into this with PC Mitchell. Cllr Davies advised by email that PC Mitchell has emailed several parish councils this month to ask that members of the public and/or cllrs can register with PC Mitchell to take part with the scheme. To take part in the scheme, anyone interested should email PC Mitchell as soon as possible as training spaces are limited, to take part email Gareth.Mitchell@notts.police.uk with the subject **“Community Speedwatch Interest”**

* Name -

* D.O.B -

* Address -

* Tel –

* Email -

* Parish –

* Interested in being a Co-ordinator? Y / N

PC Mitchel has advised that *“Once we have around 10-12 volunteers committed to the cause we will then be in touch with those individuals to organise a training session. This session will take around 2-3 hours and include a power point input before introduction to the equipment and deployment techniques. The course will be run by PC 2895 James Pickersgill and PC 3467 Gareth Mitchell. Upon completion of training the equipment will be stored at Harworth Police Station when not in use. Deployment requests will be dealt with by the above officers and will be for a 7-day period before being returned. This will allow all areas to have suitable access to the kit and everyone has the opportunity to use within their communities. Volunteers can work in any Parish / Community when trained, they are not tied to their own village or Town so the group will work together to assist each other for success. When the equipment is being used there will be a minimum of 2 persons conducting the checks. Both people will have to be trained in the equipment. To ensure smooth running we will be looking at 2 volunteers to become the Co-ordinator and Assistant Co-ordinator for the scheme. These roles will be responsible for the booking of equipment, arranging the teams for deployment, offence recording logs and feeding the results back to the groups and the Officers above. I am a firm believer that good organisation equals success.”*

After discussion, the Council **resolved** that Cllrs and members of the public alike may join the scheme should they wish to and Cllrs will promote awareness of the scheme locally in anyway possible.

After further discussion regarding the old speed gun shared with Markham Clinton, the Council **resolved** that this will no longer be used by this Council, because it is defunct/obsolete with a faulty battery and no one is currently trained at this Council in its operation. The Council **agreed** that from now it, those members interested in Speed Gun work will register on the Police Scheme and operate it via this method instead.

- **Holme Lane Dykes @ Rockley** – The Clerk was advised in readiness for tonight’s meeting that two years ago the lack of dyke maintenance by the riparian landowners was raised with County Council to take up with the land owners but nothing has been done so far. The County Council’s information leaflet on the matter states: *“Rivers, brooks, streams, culverts and roadside ditches are all watercourses even if they don’t contain water all year round. If you have any of these running through, underneath or next to your property it’s your responsibility to look after them. The legal term for this is Riparian Ownership. As a riparian owner you must:*
 - *keep structures that you own, such as culverts and trash screen weirs, clear from debris*
 - *maintain the bed and banks of the watercourse, including shrubs and trees*
 - *clear away debris, even if it did not originate from your land*
 - *allow water to run through your section of the watercourse without any obstruction, pollution or diversion*
 - *not impact the rights of your downstream neighbour which in turn means that you will not be impacted by your upstream neighbour*

Via East Midlands, wholly owned by Nottinghamshire County Council, manages the highway network. This includes gullies, bridges and culverts within the highway. **This does not include roadside ditches as they are the responsibility of the adjacent riparian landowner.**

What happens if I don’t undertake my riparian responsibilities? - Notts County Council will give you the opportunity to carry out any necessary work in a timely manner. If the work is not carried out, you could face legal action under the Land Drainage Act 1991. If a road floods because of an obstruction in a ditch, then the Highway Authority may take legal action requiring you to clear it.”

The Notts CC Drainage Manager has advised that there had been some misunderstanding of the correct dyke/location at Rockley that was affected which has caused the delay in action by the County Council. The Drainage Manager has advised that he’s due a 1-2-1 with the Officer that will be handling drainage enquiries for Bassetlaw, next week and will go through it with him and then he can carry out a site visit to familiarise himself with the issue and ascertain a course of action from there. The Drainage Manager added that we can contact him direct to chase this matter as it progresses. The Drainage Manager visited Rockley today 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 trimmed 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.

After discussion, Cllr Harding advised that he will send an email to the Clerk further information about the dyke issues to send onto the Drainage Manager and County Cllr Ogle and request that the Drainage manager potentially comes out to meet with Cllr Harding to look at the area together.

New Items to report:

Please note – As per County Cllr Ogle’s comments, 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) on the on-line Notts County Council website or MyNotts App, themselves, then, should no action have been taken NCC, bring it to the Parish Council meeting for escalation.

- None.

54/22 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. Cllr Chandler 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>
Churches Conservation Trust	Hire of Gamston Church – May Meeting	£14.00
Gamston Primary School	Hire of Room for Jun, July & Sept Meetings	£63.00
Gamston Primary School	Hire of Room for Defib/CPR Training July	£21.00
Total Payments		£98.00

2. Receipts:

<u>From</u>	<u>Item</u>	<u>Amount</u>
None		£0
Total Receipts		£0

Bank Balance

The Current Account Balance	£15,960.74
Direct Debits, and Standing Orders for staff salaries including PAYE, all approved unanimously.	

55/22 To discuss the Five Villages (Gamston) Trust Bank Account

The 2022/23 rent of £500 is now due to be requested, however, the Clerk pointed out that the bank account is with NatWest and ex-Cllr Crookes and Cllr Howard are the 2 signatories, with the previous Clerk’s address as correspondence address. Cllr Ramsden has contacted ex-Cllr Crookes and she no-longer has the online banking details and Cllr Howard doesn’t have access either. The Clerk and Cllr Ramsden have searched all the files and could not find a cheque book either, however, a paying in book has been located and it is believed there is currently £1,500 in the account.

The Parish Council is the Corporate Trustee of the Charity. However, it requires its own separate bank account in the name of the Five Villages (Gamston) Trust.

After discussion, the Council **resolved** open a current account with Unity Bank in the name of Five Villages (Gamston) Trust, to then transfer the funds from the NatWest, close the old account and allow the three signatories to make payments by internet banking as View, Authorise and submit. One of the signatories’ uploads and then another signatory will be the 2nd authoriser. The signatories to be the Clerk, Ed Knox, Cllr Donna Ramsden and Cllr Michael Howard with any 2 to sign. The main contact person for the bank to be the Clerk.

51/22 To progress organising a Parishes in Bloom

Cllr Vernon is to finalise the locations and numbers of planters to be able to obtain a final quote for Amberol water reservoir planters and for wooden barrel type planters. Cllr Vernon will also look into the possibility of wildflower meadow verges. Cllr Vernon would need to approach the Highways Officer at the County Council to arrange a site visit to see where the County Council would be happy for either planters or wildflower areas to be situated. They would then need to issue the Council with a licence for the planters before installation. The Clerk mentioned MeadowMakers.co.uk who are assisting with a wildlife project at Dunham who may be of assistance for Cllr Vernon for quoting for installation and maintenance of wildflower verges.

52/22 To Progress a Neighbourhood Hood Watch Scheme - Cllr Ramsden

The Bassetlaw Council ASB Team Leader have already met with the Eaton action group to discuss options available to deal with the issues that arise in the warmer months near the bridge. The ASB Team leader gave a lengthy presentation about his team and what they are able to do, they cannot intervene based on numbers of people or do anything about vehicles and parking, however, they can get involved when matters such as rowdy youths, abusive/racist behaviour, attacking wildlife, off road vehicles, noisy parties and other such anti-social behaviour takes place. The ASB Team Leader advised that Cllrs and members of the public can reach his team on 01909 533253 or via the online reporting tool at www.bassetlaw.gov.uk/community-and-living/anti-social-behaviour/report-anti-social-behaviour/

Cllr Ramsden gave an update on progressing the recently approved Neighbourhood Watch scheme including:

- A Parishes Neighbourhood watch launch event to sign people up the scheme, discuss goals/aims of the scheme
- Whatsapp group for the scheme
- Facebook group for the scheme
- High vis vests
- Watch volunteers who do patrols and require hi-viz vests
- There's around 14 people interested who are based across all the villages of the parish council area

After discussion, the Council **resolved** that Cllr Ramsden is to proceed with the Neighbourhood Watch Scheme and to arrange and advertise a launch event. The ASB team leader would be happy to interact/support the Neighbourhood Watch Scheme once it is up and running.

After further discussion, the Council resolved that Cllr Moakes will organise an Anti-Social Behaviour open day at Eaton to allow Cllrs and the public to interact and ask questions to the Bassetlaw Council ASB Team. Once both this event and the N-Watch events have been planned they will be advertised in the Idle Times.

53/22 To discuss any new planning applications received

- **Land At the Junction of Rectory Road and Sandy Lane Gamston Nottinghamshire – To be named: The Brambles, 15 Rectory Lane, Gamston, Retford DN22 0QD** – After discussion, the Council **resolved** that it had no objection to the name.
- **22/00717/CAT - Works to Trees in a Conservation area Consisting of T1 Silver Birch Fell Tranby Rectory Lane Gamston** – After discussion, the Council **resolved** that it had no objection to the felling.
- **22/00712/FUL - Keepers Cottage, Adj Travellers Site, Main Street Milton - Replacement of Bungalow with a Three Storey Dwelling** - After discussion, the Council **resolved** that it had no comment to make.

56/22 To approve the updated Standing Orders

After discussion, Cllr Mee **Proposed**, Cllr Worthington **Seconded** and the Council **resolved** that the updated Standing Orders are adopted with immediate effect.

57/22 To provide an update on Mosquito issues during Summer 2022

Cllr Worthington has spoken with Bassetlaw Environmental Health who are working with the local landowners to carry out treatment (weather dependent), early if there are flood, the law puts a maximum of 4 treatments per year. Anyone who sees swarms of mosquitos or gets bitten should ring Environmental Health and ask for Julian Proudman to report it to him and say it is to do with the Gamston mosquitos. The 1st treatment this year took place two days ago.

58/22 To progress the restoration of West Drayton Red Phone Box

Cllr Davies advised by email that the refurbishment of the telephone box is nearly complete.

59/22 To discuss the possibility of a defibrillator for West Drayton

Cllr Davies advised by email that he needs to know how to progress the installation of a defibrillator for which needs the Council's help. Cllr Chandler clarified that if a future defibrillator is placed in an insulated cabinet, then no electrical supply is required. After discussion, the Council resolved that should a defibrillator be potentially obtained, it has no objection to housing it in the West Drayton red phone box.

60/22 To discuss a request from a member of the public regards the future of the Parish Council land

A member of the public has emailed to ask that the parish council land is either opened to the public and entry permitted which would involve the Council in both additional expenditure and policing or, that the land be put up for sale on the open market which could generate monies that could be used to improve facilities. The member of the public proposes that the Council takes action to dispose of the land by open sale and avoid an unnecessary increase in workload which would be brought about by retaining the land.

After a thorough discussion, Cllr Chandler called for a vote asking who would wish to sell the land, zero votes for sale, Cllr Chandler then called for a vote for keeping the land as it is, closed off to the public so that it is a wildlife habitat, all votes in favour bar 1 abstention. Therefore, Council **resolved** to keep the land and maintain it as is, closed to the public.

The Clerk mentioned that trees that overhand and boarder the public highway do need to be checked by a Tree Inspector annually, which would be at the cost of the Parish Council and explained that at several other local parishes, trees owned by those Councils are inspected by the County Council. After further discussion, the Council **resolved** that the clerk shall obtain a quote for consideration at the next meeting.

43/22 To consider items for a future agenda raised by residents in the parishes

- Pride in the Parishes to be added to the October agenda so that Council can consider the idea that would then potentially be held each year at the May Annual Meeting of the Parish Council.
- Cllr Worthington asked for the restoration of Gamston Phone box.

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.

45/21 To discuss the Village Warden Contract, Sign the Clerk's Contract & Adoption of the NALC HR Suite of Staff Policies/Procedures

Clerk's Contract: The Council **resolved** to approve the draft contract and the Chairman and the Clerk signed the updated contract.

Village Warden Contract: After discussion, Council **resolved** to approve the draft contract and once signed by the Clerk, it is to be sent to the Village Warden for signing. A further updated contract will be issued if the Council is successful in joining the County Council Lengthsman Scheme.

Adoption of the NALC HR Suite of Staff Policies/Procedures: After discussion, Council unanimously **resolved** to adopt the policies and procedures with immediate effect:

- Expenses Policy
- Disciplinary and Grievance Procedure
- Sickness Absence Procedure
- Training & Development Policy
- Annual Leave HR Policy
- Whistleblowing Policy
- Antbullying and Harassment Policy
- Equality and Diversity Policy
- Flexible Working Policy
- Maternity Leave & Pay Policy
- Paternity Leave & Pay Policy
- Homeworking Policy
- Performance Improvement Policy & Procedure
- Emergency, Dependants & Bereavement Leave Policy
- Sickness Absence Policy

There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 9:20pm.