



**DRAFT MINUTES OF THE TORWORTH PARISH COUNCIL MEETING HELD AT TORWORTH GRANGE  
FARM SHOP AND CAFÉ, TORWORTH.  
Tuesday February 5th, 2019 at 7:00PM**

**PRESENT**

**Chair:** Councillor C. Willis (CW)

**Vice-Chair:** Councillor J. Helliwell (JH)

**Councillors:** H. Helliwell (HH), D. Lacey (DL), G. Hadley (GH), M. Lacey (ML)

**County Councillor:** T. Taylor (TT)

**District Councillor:** District Councillor M. Gray (MG)

**Clerk:** C. Challener (CC)

**Apologies:** Councillor: R. Willis (RW)

**Members of the public:** 0

*OPEN FOR MEMBERS OF THE PUBLIC*

**01/0219**

**WELCOME AND APOLOGIES FOR ABSENCE**

The chair opens the meeting welcoming all attendees.

Councillor: R. Willis (RW) sends apologies.

**02/0219**

**DECLARATION OF INTERESTS**

CW declares a conflict of interest in respect of any talks relating to the Wardens.

**03/0219**

**CRIME REPORT**

1 Crime reported on the Police.co.uk website for November this being reported as Burglary on, or near Gravesman Walk. No suspects were identified, and the case is closed unless further information is presented.

1 crime reported for December of Burglary on or near to Huntsman Place. No suspects were identified, and the case is closed unless further information is presented.

Various reports received from residents of doors /locks being tried.

**04/0219**

**COUNTY AND DISTRICT COUNCILLOR'S REPORT**

TT reports Papers from the finance committee are now available in the public domain – a proposal to increase council tax of 3.999% is being made by County. This has not yet been to full council or therefore agreed.

MG reports that he has requested **planning application: 18/01635/FUL** to go to full council as per the request made of him by the Parish Council.

**The Integrated Transport Scheme** - Torworth request that the area/footpath between Barnby Moor and Torworth is repaved due to the ascetics and health and safety associated with the area being in disrepair. This has now been submitted.

*Action TT to provide update as advised.*

TT provides details on the LIS scheme that is currently open. The closing date is 28<sup>th</sup> February for application.

**05/0219**

**MINUTES OF THE LAST MEETING**

The minutes of the previous meeting were signed as accurate and as a true record.

The minutes of the Extraordinary meeting were signed as accurate and as a true record.

06/0219

**NEW MATTERS ARISING & ONGOING MATTERS**

**The wooden Torworth sign:** The sign is now ready for installation. The sign is to be placed where previously installed. Clerk to email Insurance company to ascertain whether we are covered under our insurance if we decide to install ourselves.

*Action CC*

**ID badges:** CW has a quote for ID Cards and lanyards at £10 per person. Agreed all Parish Councillors to have one. CW to create a mock up and then to progress after the close of nominations.

*Action CW*

**Traffic:** CC to complete the traffic report, adding in facts, figures, and photographs to enhance TPC's argument.

*Action: CC*

**Torworth Welcome Pack:** Information now with CC to progress.

*Action: CC*

**Highways:** The issue of past felling of a tree on the verge adjacent to High Gables, Gt Nth Rd, Torworth. No replanting is currently programmed for this site; The Parish Council would like this to be reconsidered.

*Action TT*

**Provision of a street lamp/lighting column at the entrance to the playpark on Holds Lane:**

TT has requested Via to assess the site and advise if any provision here is likely to be progressed.

*Action TT*

**Damage caused by vehicles entering/exiting the junction of Baulk Lane and Gt Nth Rd.**

TT has asked what measures might be possible (e.g. criteria for establishing weight restrictions on village roads like in Sutton), awaiting response.

*Action TT*

**Neighbourhood Planning:** CW to start on the Boundary requirements to be submitted to BDC for review and consultation.

*Action: CW/JH*

**07/0219 FINANCE**

**Payments presented** and approved for the month were:

<i>Payments - Cheques/ Bank Transfers for January</i>	
Bank Transfer - Clerks Wages (Dec)	£ 201.60
Bank Transfer - Clerks Wages (JAN)	£ 201.60
Bank Transfer - Warden	£ 64.00
Bank Transfer - Warden	£ 60.00
Bank Transfer - Clerks Wages (Jan Additional)	£ 64.80
Bank Transfer - Claire Challener (Stationary)	£ 13.25
001205 - NNL	£ 168.00
001206 - NALC SUBS	£ 72.44
001207 - Torworth Grange Café	£ 15.00
001208 - VIA Tree Survey	£ 162.00
Debit Card - Torne Valley	£ 4.85
Debit Card - The Woodyard	£ 40.00

The clerk passes the Bank Reconciliation to all for review.

**2019 NALC Pay scales** communication discussed and the 2019 clerk pay scale impact per annum, effective from April 1<sup>st</sup>, 2019.

**Wardens hourly rate** discussed and agreed to be increased from April 2019 to £8.50 per hour (proposed/seconded by HH/ GH – all agree at vote, CW sits out of the vote and decision-making process due to a conflict of interest)

**Clerk hours** discussed, revised and agreed at an additional 5 hours per month to be reviewed in 6 months with the option to revert to previous levels if needed.  
(proposed/seconded by ML/ HH – all agree at vote)

Budget reviewed for 2018, Budget for 2019 set and agreed.

Precepts discussed for 2019 and a proposal agreed at £9k per year (proposed/seconded by DL/ JH – all agree at vote.)

Grant Monies and Funding from previous year reviewed.

Proposed Grants for 2019 discussed:  
NCC (fye 2018)- £500 for use against the defibrillator.  
Tesco – Phone Booth  
LIS – Ride on Mower  
IGas – Defibrillator

**A Gate on the Playing field** is discussed. Previously a contractor gave a quote but it was decided that it would be more economical to buy off the shelf. To be discussed later in the year prior to the Scarecrow Festival after May.

#### **08/0219 IGAS UPDATE:**

##### **Tinker Lane:**

IGas have now completed their drilling phase at Tinker Lane and following on from that confirmed that they didn't hit the Bowland shale as hoped for and as such have moved on to Misson Springs. All equipment is being moved over and Tinker Lane will be capped, and the land reverted to as previous. Drilling to commence imminently at Misson Springs.

#### **10/0219 AMENITIES AND FACILITIES:**

CC to remind CW yearly to check the expiration dates on the First aid kits.

*Action: CC/CW April*

**The Village Wardens:** perform a litter pick and playpark inspection as required. In addition to the normal warden duties, the Millennial walk sign to be cleaned.

*Action: CW*

**Picnic Bench:** The Planks have been purchased, the repair to go ahead.

*Action: RW*

**A sign** is required for the park detailing the location of the Park and contact numbers. CW to mock up a sign for review by everyone and then to pass to the sign company for creation.

*Action: CW to mock the sign up.*

**5 a Side Football Equipment:** Equipment stored with JH – to be placed in situ to coincide with the football season and once installed a monthly H&S report is to be conducted. CW to add when necessary.

*Action: RW/JH/CW*

**Defibrillator:** TPC has received a grant from IGas for £1,500 for a defibrillator, housing case, and solar lighting. Monies to be claimed retrospectively.

BDC have now assessed the situation and agreed in principal that the unit can be housed. A formal email has been received.

It is also agreed that the IGas Grant should be (re)applied for to add to the fund, and if not alternative funding to be sought. TT has reserved £300 for the cause.

**BT red telephone box:** The Tesco's bag for life grant to be applied for. The defib to be housed in the box. Other means of granting to be looked at if not successful. Defib unit to be purchased as soon as possible.

*Action: CC*

**Playground Boundary:** It is discussed and agreed that the area on the left and side of the playing field is to be referenced to reflect the Boundary as detailed within the land registry documentation and Playing Field deeds. Temporary fencing to be used. Agreed at £50 (plus VAT). RW and the wardens are now progressing with the works but have agreed to leave an area where its believed Hedgehogs are hibernating. CIL monies earmarked for use of installation of permanent works – additional monies earmarked for posts as needed and ties (etc) of £200 to be reviewed as necessary.

Action CW/RW/HH

**The Tree Survey** – CW has created work orders in relation to the survey performed, targeting the immediate priority actions. RW is progressing with the wardens. Replacement trees costed at £25 per tree from Green Mile, Woodland trust to be looked into. Fruit trees to be looked at. TT mentions also the Prilgrim Trust possibly had some available.

Action CW/RW

**The Friends of Daneshill:** it is agreed that the PC should join the committee (£5 joining fee) and have a representation at their meeting.

Action JH

**Grass Cut:** The PC are currently spending circa £3k per annum on grass cuts, the purchase price of a ride on mower varies from £2k-£12k (new) which would mean an eventual pay back on the investment, with additional cuts as required. The PC are contracted for a further 1yr period so grants to be looked at and progressed and Barnby Moor contacted for details of their mower/an overview of pay pack and opportunities. Old mower versus new to be looked into and the possibility of using the Barnby Moor mower (possibly on their land) as a trial.

Action CC to progress Grants/ CW to contact Barnby Moor

#### **The Commemorative Event**

A formal memorial plaque is discussed and agreed on (WW1) to be housed near the Beacon or bench. CW to progress with ideas and costs.

The repeat purchase of Lamp post Poppies is discussed and agreed that a further purchase as soon as possible is a good idea. It is agreed to purchase a further 30 at a cost/donation of circa £90. Clerk to purchase when available.

Action CW/CC

**Bassetlaw Spring Clean:** correspondence from BDC is discussed and it is agreed that the village will participate in the scheme.

**Email Addresses:** are discussed and it agreed that each councillor will create their own email accounts using a naming convention to be agreed and further discussed at the next meeting.

Action CC

**Village Hall:** the need for a village hall is discussed, all agree there is a need for one and therefore further progression required. A village consultation via a questionnaire is suggested. To be discussed further.

**Preservation Orders:** The process being; we request a tree preservation order, BDC review the trees and decide whether the criteria are met, a consultation is held and then the order passed.

The PC want to progress with this and require confirmation of costs and whether per tree or per application.

Action CC

#### **11/0219 PLANNING ISSUES DECLARED BEFORE OR AT THE MEETING:**

18/01635/FUL: Demolish Existing Public House, Erect 8 Dwellings, Construct New Access and Associated Car Parking.

The Separatist Inn Great North Road Torworth Retford Nottinghamshire DN22 8NY

Object – see extraordinary meeting minutes from Jan 19.

18/01634/LBA: Convert Existing Disused Farm Building into a Single Dwelling, Erect Two Storey Front Extension and Single Storey Side Extension, Provide Parking and Turning Facility and Removal of Part of Boundary Wall to Provide Vehicular Access

Support (1/5)

18/01633/FUL: Convert Existing Disused Farm Building into a Single Dwelling, Erect Two Storey Front Extension and Single Storey Side Extension, Provide Parking and Turning Facility and Removal of Part of Boundary Wall to Provide Vehicular Access  
Support 1/5)

18/01628/COU: Change of Use of Land for Siting of Fifteen Additional Caravans  
Support

18/01536/LBA: Proposed Erection Of Cart Shed Style Garages And Stores with Conversion Of Outbuildings Into Ancillary Use and Proposed Gate Access onto Low Street  
Support – with caveat that the wall should not be altered as it is Grade 2 listed and therefore should be protected.

18/01564/HSE: Proposed Erection Of Cart Shed Style Garages And Stores and Proposed Gate Access onto Low Street  
Support – with caveat that the wall should not be altered as it is Grade 2 listed and therefore should be protected.

**12/0219 CORRESPONDENCE AND CORRESPONDENCE TO BE CIRCULATED:**

BDC advisement of Daneshill sign being replaced.  
A resident queried the boundary work.  
BDC election advisory.

**13/0219 UPDATES FROM OTHER COMMITTEES**

RW attended the JBC: there will be no increase on fees for 2019. Deeds found for the land and (JBC) clerk to progress with land registry.  
The Tree Survey highlighted a number of issues on both areas of land. The church came back and said they have no money to address the issues. The JBC have agreed to help with costs.  
CW asks HH to ask the JBC at the next meeting whether the church wants to donate the land/a selling price for the land so that the JBC can take full ownership.

CW met with BDC to discuss the possibility of getting a Village Hall. A large number of grants were obtained, plus money earmarked and fundraisers done to generate the money. The first step in the process is to create a survey and distribute via the village to see if there is the buy in for a Hall and the necessity.

ML/DL attended the New Councillor training course and both found it useful. Both recommend the course to everyone.

**14/0219 INFORMATION TO BE FORWARDED TO THE NEXT MEETING & ANY OTHER BUSINESS:**

Email address and naming conventions.

**15/0219: DATE OF NEXT MEETING:**

The date of the next meeting is Tuesday, 5<sup>th</sup> March 2019 at 7pm at Torworth Grange Café.

Signed as a true record: \_\_\_\_\_ Date: \_\_\_\_\_

Print name: \_\_\_\_\_ Position: \_\_\_\_\_

For more information, or queries please contact the clerk on the below or a Parish Councillor direct.  
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