

DUNHAM & DISTRICT PARISH COUNCIL

MINUTES OF THE DUNHAM & DISTRICT PARISH COUNCIL MEETING

held at 7:00pm on 12 FEBRUARY 2019

at the Dunham Millennium Hall, Low Street, Dunham on Trent

Present: Councillors: Madeline Barden (Chair), Carole Booth, Rita Grimes,
Richard Horsted, Pam McKechnie, Di Moss, Ian Oakden,
Lyn Sharpe, Nina Thiedeman, Kathryn Watkinson

Clerk: Caron Ballantyne

In Attendance: 0 members of the public

Action by:

01/19/01 Public Forum

No members of the public present

01/19/02 To receive reports from Police, County and District Councillors

No reports received

01/19/03 To receive apologies for absence

Apologies received from Sue Oakden accepted

Apologies from County Councillor Ogle noted

01/19/04 To receive declarations of interest

None

01/19/05 To receive and approved the minutes: of the Parish Council meeting of 5 December 2018, previously circulated to members. These were agreed unanimously as a true record and signed by the Chair.

01/19/06 Finance

a) To formally note items of receipt for the month Value

None		
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b) To formally approve expenditure since last month VAT Total

Probation Service	General Ground Maintenance	£600.00	£120.00	£720.00
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Direct Debits and staff salary including PAYE and Pension, all approved unanimously

c) Expenditure to be approved VAT Total

Colin Gaisford	Lengthsman	£110.50	Nil	£110.50
NALC	Membership fees	£132.19	Nil	£132.19
AEB Landscapes	Park Inspections	£64.00	Nil	£64.00
Caron Ballantyne	Parish Clerks Expenses	£35.63	£2.67	£38.30

All expenditure approved unanimously

d) Bank Reconciliation for the year to date to be approved

Reconciliations for November, December and January were all approved. **Clerk** To be circulated to all members

- e) **To consider appointment of internal auditor for the year ending 31 March 2019**
Resolved unanimously that the new auditor (Ken Goddard) should undertake the task for this financial year. **Clerk**
- f) **Budget Monitoring and Virements**
Resolved unanimously that the changes proposed are accepted. **Clerk**
- g) **To review current payroll arrangements**
Resolved unanimously that the Clerk shall undertake payroll for future years. Darbys to be advised of the change, which will take effect from 1st April if possible. **Clerk**
- h) **To consider binding of archive minutes and permanent storage in Nottinghamshire Archives**
Resolved unanimously that the loose leaf minutes should be bound into volumes and all minutes deposited with Nottinghamshire Archives for permanent storage. **Clerk**

01/19/07 Planning

a) **Applications for Consideration**

18/01629/FUL	Dunham on Trent, The Green, Land Adjacent April Cottage	Proposed 2 No. Two Storey Semi Detached Dwellings – This is renewal of an existing application, No comments to be made
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b) **Decisions**

18/01205/COU	Dunham On Trent, Main Street, Land Adj The Hawthorns Mobile Home Park	Withdrawn
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Noted

- c) **To consider Bassetlaw Draft Local Plan Consultation**
Resolved unanimously that the Chair draft a response, to be circulated via email before submission. Councillors to attend the public consultation event if possible at Dunham Village Hall on Tuesday 19th February **Cllr Barden**
- d) **To consider printing costs for planning applications**
Resolved unanimously that the cost of the printing is minimal and plans would be of benefit for discussing future applications. Clerk to advise supply and arrange for printing as required. **Clerk**
- e) **To consider Lincolnshire County Council Draft Statement of Community Involvement**
Resolved unanimously that the Clerk and Chair draft a response and circulate via email before submission **Cllr Barden / Clerk**

01/19/08 To receive reports

a) **Clerk & Councillors**

Agenda

Item

- The application for the new account with Unity Trust is complete – old account still to be closed as part of the application process **10/18/06**

- BDC planning have been contacted with regard to planning permission/permitted development at Oak Tree Cottage, Ragnall – awaiting a response **10/18/13d**
- Environment agency to be contact about replacement bench **10/18/20**
- NCC have been contacted about benches/bins – photos and plans to be sent, along with request for quote for the installation of the items **11/18/07g**
- Contract for Play Park Inspections. December inspection complete. February inspection to be undertaken in near future **12/18/06e**
- 2016/17 Auditor contacted – no longer undertakes Internal Audits **12/18/06f**
- Budget Monitoring & Virements – proposed changes made. Payback amount reduced following meeting with them and agreement on reduced invoice to date **12/18/06g**
- Precept Request – notified to Bassetlaw District Council **12/18/07**
- Invitation to Normanton on Trent meeting with regard to High Marnham Power Station site, accepted on behalf of the Chair **12/18/10**
- GDPR – Security Compliance checklists to be requested at the next meeting from those who have not as yet completed them **12/18/12**
- GDPR and Complaints Procedure – all policies/procedures posted to the website **12/18/13**
- Action plan updated to include setting up Youth Council. Information being sought from other Parishes who have done this and advice from NALC has been requested. Meeting with Cllr Barden to be set up when appropriate **12/18/14a**
- Spring Clean Event – Bassetlaw District Council advised. Event to be added to the website **10/18/13d**

Other items

- Files have been taken from the office to establish what documents are being held by the Parish Council. This is required to ensure compliance with document retention policy and GDPR. Files have now been taken from the cupboard in order to locate information with regard to Reptile Gardens. Village Hall advised that no documents currently stored at the hall.
- Parishioners are kindly reminded that salt provided in the grit bins is for use on the public highway/public footways. If parishioners wish to clear their own property of snow/ice, they should provide their own salt for this purpose. It would be helpful if this could be mentioned in the Parish Magazine to avoid confusion about the purpose of this salt supply.

Reports to NCC

None		
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Reports to BDC

None		
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M Barden

10/18/18 – Signing of the Statutory Declaration for the land know as Reptile Gardens, is being progressed with the Solicitor

12/18/07 – Normanton on Trent liaison meeting with regard to High Marnham Power Station Site. JG Pears at High Marnham – The Environment Agency are monitoring the site. Transport issues were discussed and movements on the site are to be reduced.

12/18/14c – Bassetlaw Achievers award, nominations to be made
Allotments ownership in Horne Lane – still to be investigated further – Nottinghamshire Community Housing Association, Ollerton Office, Area Housing Manager may be able to provide some information on this – Clerk to contact

Clerk

I Oakden

11/18/11 – The preparation of proposals for the Darlton Play Area Equipment is being progressed and will be brought to a future meeting as appropriate

C Booth

12/18/14b – Lobbying for Carer's Allowance for Councillors, information to be sent to Clerk

16 January – Attended Nottinghamshire Police Rural East Bassetlaw Priority Group Setting

K Watkinson

12/18/14d – NCC Fair Access Protocol, information to be passed onto the School Governors meeting

C Booth

Police liaison meeting – there were more people in attendance and new contact details for the local police were obtained. This is a useful meeting to attend every 3 months

N Thiedeman

A Member of the Tenants Forum at Bassetlaw District Council, please forward if there are any issues which need to raised at this Forum

R Grimes

Light 17 in Darlton is flashing on and off – Clerk to report this online

Clerk

Lengthsman

Various works to Rights of Way in Dunham and Fledborough and along A57 Dunham

Village Hall

The committee enquired about possible funding sources for the maintenance and improvement works currently required – various sources of grants were given including the Parish Council Section 137 grant and WREN – Clerk to provide more information about WREN

Clerk

01/19/09

To consider revised Service Level Agreement with Community Rehabilitation Company (Payback)

Resolved unanimously that a Service Level Agreement be entered into for the next year. This service is good value for money and a good relationship is established, despite the recent issues experienced

- 01/19/10 To consider Park Inspection Reports and possible actions**
 Resolved unanimously that Cllrs Barden and Oakden to review the inspections and determine an action list to be brought forward to the next meeting **Barden & Oakden Clerk**
- 01/19/11 Correspondence**
- a) Transport Facilities – New Bus Stop at Village Hall, response from NCC – Resolved unanimously that a shelter be provided in this location. There is a safety issue with the bus stop on Laneham Road as children have to wait on the opposite side of the road and then cross the road, which need to be raised with NCC **Clerk Clerk**
 - b) Cockets Hill, Footway Request, response from NCC, which was dissapointing, resolved unanimously that this will be retained on the wish list
 - c) NCC unitary proposal update, response from Bassetlaw including minutes of their meetings detailing their view, this was noted
 - d) Crisp Packet Recycling, The Village Hall Committee was asked to consider placing a bin on the car park
 - e) NALC Training Event - Recruiting and Employing Staff with Confidence – Resolved unanimously that Cllr Watkinson would attend, clerk to book **Clerk**
 - f) Parish Council Elections – Thursday 2 May 2019, information noted, there are still vacancies which may be filled if sufficient candiates, all Councillors will need to complete nomination forms if they wish to stand again, when available the Parish Clerk will circulate **Clerk**
- 01/19/12 To consider resolving that, under Section 100A (4) of the Local Government Act 1972, the public and members of the press be excluded from the meeting for the following item of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 Schedule 12A of the Act**
 Item not required as no public present
- 01/19/13 To consider additional payment to the Clerk for additional hours worked**
 Resolved unanimously that the additional hours were approved **Clerk**

Meeting closed at 21:35pm