

Meeting of Clayworth Parish Council

Minutes of **Clayworth Parish Council Meeting** held on the 16th Jan 2025 at Clayworth Memorial Hall, the meeting commenced at 6:30pm.

Council Members & Officer Present:	Cllr Edwin Rose	Chairman
	Cllr Eve Moralee	Vice-Chair
Also, Present	Cllr Peter Wilkinson	
	Ed Knox	Clerk/Responsible Financial Officer
	3	Members of the Public
	Tracey Taylor	County Cllr

01/25 To Approve Apologies for Absence
After discussion, Cllr Rose **Proposed**, Cllr Moralee **Seconded** and the council **resolved** to accept the apologies of Cllr Brack.

02/25 To Record Declarations of Interest in any items to be discussed
None.

03/25 To Approve the previous meeting Minutes
After discussion, Cllr Rose **Proposed**, Cllr Moralee **Seconded** and the council **resolved** to accept the minutes. The chairman signed the minutes of the previous meeting.

04/25 To Receive District & County Councillors Reports
Dist Cllr McFarland: Did not attend.
County Cllr Taylor: Advised that the Clayworth Common Road repair petition was presented to the County Council meeting and a response is expected at their March meeting. The new leader of the Council is Sam Smith. The Local Govt settlement uplift has been received, but it doesn't cover the full cost of the additional Employers NI costs at County Level, there will be a balanced budget announced soon. The Local Govt reorganisation, central Govt have advised, 'it will happen' and will mean that Notts County Council, Nottingham City Council together with all the Borough and District Councils in Nottinghamshire will be abolished and replaced with a Unitary Authority by 2027-28.

05/25 To discuss Lengthsman Activities
Cllr Rose gave positive feedback for the Lengthsman's work and mentioned that we publish highlights of his recent work on the website and in the local newsletter.

➤ Adjournment – (10 Minute max) Public Forum

A member of the public emailed the parish council regarding their concerns and queries in relation to the Toft Dyke/Culvert, this is a matter which is outside of the remit of the parish council. The Notts County Council Principal Flood Risk Manager has replied to state that this is their full and final response: *"Please see the below response to try to fully answer queries and outline NCC's position in relation to the Toft Dyke and associated culvert:*

- In relation to the Surface Water mapping, and suggestion that this is derived from NCC information, this is unfortunately not the case and is something we regularly see confusion regarding (including in EA responses).*
- While as part of their surface water mapping the EA can incorporate any specific mapping/information/data from local authorities, Nottinghamshire County Council have never provided such data to the Environment Agency. Instead (as the EA note in the 3rd paragraph of their response) "Unless supplemented by more detailed local modelling supplied by LLFA's, the map is based on national scale modelling and is an estimate based on the best data we have available", "produced using a digital terrain model (DTM) of ground levels, onto which area-wide rainfall is projected and routed to map areas of ponding/pooling water". It is also worth noting that the surface water mapping is based on terrain data and does not include drainage features such as culverts.*
In short, we as LLFA do not hold any specific modelling for this area.
- I believe previous responses from ourselves as LLFA, BDC and the IDB have covered many points in relation to the Toft Dyke culvert and the concern which surrounds this, which have all been considered and taken into account.*
- Previous responses have re-iterated that the parties involved do not believe that there is any requirement nor justification for further improvements to the culvert (to those made by the IDB with BDC and NCC support a*

few years ago), which the LLFA maintains as its stance. As such, we will not be able to progress any further investigation works into the culvert.

While I understand that this may be frustrating to some, I hope this provides the clarity needed on the matter. Should there be any significant changes in the future the LLFA would of course be keen to be kept aware of this as part of our role in managing surface water flood risk across Nottinghamshire.”

Cllr Rose has discussed the response with the member of the public and both accept, that unfortunately, the matter has now reached an end, nothing further can be done, because it is outside of the remit of the parish council. However, Cllr Rose has been able to discuss the demarcation of CPC drainage responsibilities vs campaigning and the (lack of a) remit for the Parish Council regarding drainage responsibilities. Cllr Rose thanked the member of the public for his past campaign efforts and what it has achieved over the years, shared the points that NCC have made to the us regarding their non-existent surface water mapping and their having considered and rejected further work on Toft Dyke. While disappointed, the member of the public recognised that there is no further role for CPC in this regard and that no further action will be taken on behalf of CPC to NCC.

Cllr Rose outlined what is and is not within the scope of the parish council:

Emergency Plan – Cllr Rose explained that its key function is to help residents in an emergency. Flood mitigation and acting as a local flood officer is out of its scope. Cllrs Wilkinson and Brack have agreed, when necessary, at Emergency Planning meetings to reinforce that point with members of the public, specifically that any actions or campaigning which go beyond the scope of a Parish Council, can only take place as private individuals and cannot be done in the name of the Parish Council.

Lengthsman – Cllr Rose explained that requests can be made to the Lengthsman and CPC can review whether such requests are within his capabilities, the remit if the Lengthsman Scheme agreement and the PC budget for his time. Members of the public have seen the Lengthsman undertaking his duties regularly are a big fan of his work.

Escalation - where a resident reports a highways incident like a blocked drain to NCC, gets a reference number, and if it isn't acted on, the PC can escalate, via the County Councillor.

Planning - In the PC's forthcoming village design work, we can reference the need to allow for drainage consideration in any future developments.

A member of the public is keen to continue to pursue his relationships with Anglian Water, Severn Trent, EA and Savills, but has promised to check with us before attempting to involve the PC.

County Cllr Taylor noted that Bassetlaw Council planning dept keep consulting with Anglian Water instead of Severn Trent on wastewater and drainage elements of planning applications in the eastern half of Bassetlaw District, including Clayworth, when the drainage and wastewater is a Severn Trent Water matter, Cllr Taylor comments on this on applications which come in her area and the Parish Council will keep an eye on new applications in Clayworth to highlight the same.

A member of the public advised that the dead Elm tree is being removed tomorrow next to the beck. During the recent period of heavy rainfall 5 residents came for sandbags from the flooding resilience container and the Drainage Board came out to check and remove debris between the culverts.

A member of the public asked if they could obtain flood warning signs for the road. Cllr Taylor advised that if someone registers to become a Flood Warden then as part of this role, the County Council may supply them with signage and allow, where necessary for the Warden to close the roads. The Clerk agreed to resend out the Flood and Snow Warden information.

Severn Trent are still investigating their blocked drain and will be returning to attempt to rectify the issue. On 29th November Anglian Water emptied the reservoir tanks and all the remedial works on the associated, formally blocked, drainage pipes were a success as the water drained away without any flooding in the road and had no effect on Clayworth.

06/25 **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.

1. To Approve Payments:

The Council **approved** the following: -

<u>Payee</u>	<u>Item</u>	<u>Amount</u>
North Notts Landscapes Ltd	Grass Cutting	£400.80
RBLI	Poppy Wreath 2024	£25
Cllr Rose	Chairman's Allowance Payment – Lengthsman Gift	£28.75
Total Payments		<u>£454.55</u>

2. Receipts:

From	<u>Item</u>	<u>Amount</u>
None		
Total Receipts		£0
<u>Bank Balances</u>		
The Current Account Balance		£14,798.04#
Direct Debits and Standing Orders for staff salaries including PAYE and Pension, all approved unanimously.		
		#£10,000 ring-fenced as reserves.

3. To Approve 2025/26 Budget & Set a Precept:

The Clerk circulated the draft budget, statement, precept requirement for the next financial year and the facts surrounding the precept, prior to the meeting, to allow each member time to prepare for making a decision. Bassetlaw District Council Concurrent Grant has reduced year on year to just £11. Explaining the reduction of the Concurrent Grant, Bassetlaw District Council wrote to each Parish Council to state that: “*we continue to reduce the concurrent grant; therefore, you need to factor in these reductions, you will see that Harworth & Bircotes Parish Council decided some years ago to substantially increase their precept and invest in their infrastructure for their local people.*”

NALC (National Association of Local Councils) and the SLCC (Society of Local Council Clerks) advise that Parish Councils should not set any arbitrary, random figure for their precepts, the law requires parish councils to set a precept that is a ‘balancing figure’ known in legislation as the ‘council tax requirement’. The precept should be set to be the amount of money required to ‘balance’ the accounts after deducting all ‘other expected regular annual income’ in our case this is all rental income from Parish Land and Property:

Other Income	Income Amount	Precept Saving per home @ Band D	Precept Saving per home @ Band A
Bassetlaw Concurrent Grant	£11	£0.08	£0.05
Bassetlaw Street Cleaning Grant	£333	£2.37	£1.58
Notts County Council Lengthsman Grant	£960	£6.84	£4.56
Total	£1,304	£9.29	£6.19

The Clerk emailed guidance from NALC, which included the following advice: “*In recent national and regional County Officer meetings there has been discussion about setting precepts; several County Officers have been alarmed to hear comments from Parish Council Members such as ‘we can’t increase the precept because of the ‘cost of living crisis’’. If your council has an “average” council tax rate then a 10% inflationary increase in your council’s precept would only cost a Band D household 50p a month more. This is regardless of the size of your parish, i.e., such an increase doesn’t impact smaller parishes more, contrary to popular opinion. The same applies if your council chooses NOT to apply an inflationary increase to your precept, i.e., reducing your council’s spending power to “save parishioners money” will not have a meaningful effect on the costs facing households but will limit your abilities as a local council.*

It is worth remembering that the average total Band D bill only accounts for just under 4% of that overall bill, compared to the County Council for example, which accounts for 74% of the same bill. we hope these few words will help councils to justify any increases and to remove any guilt councillors may feel about those increases.”

Inflation CPI for the previous 12 months approximately 3.5%. In addition to the usual running costs, after taking into consideration the self-generated income, a precept rise is required to cover the balance of regular recurring expenditure, including inflation.

After discussion of the budget options, Cllr Rose **Proposed** a vote, all members in favour for Option **A, resolved to 1)** approve the budget option **A, 2)** to set precept of **£16,412=** to Band D at **£116.89** per year (**£9.74** per month).

Action, the RFO to submit the completed Precept paperwork to Bassetlaw District Council.

It is also worth noting that homes in bands A to C, will pay less than the Band D figure. Homes with only 1 adult occupant, are entitled to receive a further 25% reduction on the above figures, with additional reductions for residents in receipt of certain benefits. Details are found by contacting Bassetlaw Council regards Council Tax reduction.

In comparison with other parishes in Bassetlaw, this is still a modest precept for a parish electorate of 269, for example, at Band D, **2023/24** West Stockwith electorate 271, precept was £139.09 a year, Torworth electorate 201, was £167.44. Misterton which has an electorate of 1770 was £147.18.

07/25 To Note any Planning Responses by the Scheme of Delegation + any update on the technical support & character assessment of the parish by AECOM

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

- **24/01337/CAT - Works to Trees in a Conservation Area T1 (Elm) Remove Dead Tree Land Opposite Beck Lane Clayworth** - The Council responded that: *"the pc has no objections to the application as long as the Bassetlaw DC Tree officer has been fully consulted by the Planning Dept."*
- **24/01446/HSE & 24/01447/LBA – Single Story Extension - Rose Cottage Wiseton Road Clayworth** - The Council responded that: *"the pc has no objections to the application, it supports it and feels this is a well-designed modest extension to this listed building which does not undermine the integrity of the historic character of the building and is in keeping with nature of the conservation area."*
- **Landscape Character Assessment & Technical Support** – Cllr Moralee gave an update on AECOM Technical/Character Assessment. AECOM have provided the final code plan (a list of items that will feature in the design code) and a final desktop study. They ask the parish Cllrs for any additional comments to these, but be aware that these documents will be considered signed off and mile-stoned once AECOM receive word from the Cllrs. The desktop study is superseded by the design code. The desktop study will feature as an appendix in the final design code. In terms of our process, it is a 4-month programme from the date of AECOM's inception call. AECOM are halfway through our process and production. In the next few weeks, the PC will receive the design code document, sections 1 and 2. Following a round of comments from you and the group AECOM will then finish off the remaining section and issue a full draft. AECOM's deadline for the completed document to Locality is 5 March. AECOM are working towards this deadline and are on track to complete. A separate chapter was requested regarding the capacity of the sewer network capacity and drainage issues within the parish.

08/25 To Receive an update on the Emergency Plan

Cllr Wilkinson advised that the next meeting is on the 13th Feb to discuss the Emergency Plan and the role of volunteers.

There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 7:30pm.