

MISSON PARISH COUNCIL

Minutes of Annual Parish Council Meeting held at 7.00pm on Wednesday 4th May 2022 at Misson Community Centre.

Pre-meeting questions from the public: a resident asked about results of traffic monitoring survey on Top St. Clerk continues to chase.

Present: Cllr Walker (chair), Cllr Woolliams (vice chair), Cllr Morgan, Cllr Smith, Cllr Watkins, Cllr Watson, Cllr Sutherton **Clerk:** B Lowndes

1. **Election of Chair:** Cllr Sutherton proposed Cllr Walker as Chair. Seconded CllrMorgan. Elected unanimously.
2. **Election of vice-Chair:** Cllr Walker proposed Cllr Woolliams as vice-Chair. Seconded by Cllr Sutherton. Elected unanimously.
3. **Apologies for absence:** none
4. **Declarations of disclosable pecuniary and non-pecuniary interests:** **Cllr Walker** - non pecuniary interest as editor of village newsletter and trustee of Park and Playground Project; **Cllr Woolliams** - non-pecuniary interest as governor of Misson Primary School. **Cllr Morgan** - non-pecuniary interest as member of Parochial Church Council (PCC) **Cllr Watkins** - non-pecuniary interest as a member of the River Idle Management Partnership. **Cllr Sutherton.** - non-pecuniary interest as a member of the River Idle Management Partnership.
5. **Minutes of the council meeting of 6 April 2022.** Approved and signed by Cllr Walker
6. **Matters arising from the minutes of the last meeting not on the agenda.**
 - Op London Bridge - Chair will update amendment offered by PCC. Clerk will retain the document.
 - New Code of Conduct template - BDC legal team are content. MPC resolved unanimously to adopt the policy.
7. **To review standing orders another governance documents:** Cllrs Walker and Smith are continuing to review Standing Orders. Cemetery fees considered and new fee structure proposed. Resolved unanimously to adopt new fee structure with effect from 1 June 2022.
8. **To approve transition arrangements to new [gov.uk](https://www.gov.uk) domain:** Resolved as follows: to set up new domain to run alongside old for at least 3 months; to ensure all Councillors and staff use new email addresses; to pay invoices costs of £110 and £99 plus VAT for two years' hosting.
9. **To approve new banking arrangements:** Cllrs considered options from three banks and resolved to open an account with Unity Bank, the two signatories being Cllr Walker and Cllr Woolliams.
10. **To receive report from District and County Councillors:** DCllr Watson reported as follows:
 - Covid hospitalisations were decreasing in number. Incidence in the community is high but illness is less severe;
 - 20 home inspections had been carried out by BDC in respect of accommodation offered for Ukrainian refugees;

- Correspondence had been received re.affordable housing although BDC are in the process of updating the Bassetlaw Plan to reflect the latest position on housing requirement in the District.

11. Policing of the Parish: reports received and placed on website. Resolved to write a letter of appreciation to retiring PCSO Airey.

12. Parish financial administration. Account balances as at 30/4/22 as follows: Current account: £10,211.27. Business Reserve account: £10,566.14.

The Council approved the following items of expenditure:

Newsletter printing	22/011	48.00
S Scott TEC secretary salary	22/012	113.00
B Lowndes MPC clerk salary	22/013	377.60
HMRC PAYE	22/014	86.80
Brian Lowndes lengthsman	22/015	20.00
B Lowndes expenses - travel and stationery	22/016	21.29
Greener Places - pinfeld planting works	22/017	4,620.00
D Harford - auditor fee	22/018	50.00
M Guest lengthsman	22/019	88.00

Also pre approved the following payments: Insurance up to £500; gas for jubilee beacon £197; defibrillator cabinet £399 plus VAT(approved in principle April 2021).

The following items of income were noted:

VAT refund	22/R001	£ 617.25
Precept	22/R002	£ 7390.50
Interest	22/R003	£ 0.74

13. To receive update on end of year audit: Internal auditor has approved accounts. Exemption form to be sent off to External auditors. Resolved to confirm approval of internal governance and accounts.

14.Planning:

- Decisions: 22/00180/HSE Heatherway View - granted
- New application: 22/00554/HSE Lyndhurst. Council noted some factual errors in the application (such as location) but otherwise resolved not to object.

15.The Neighbourhood Improvement Programme:

- Thanks to those who watered and assisted at Pinfeld: Mr & Mrs Edwards, Mr Cotterhill, Ms Beacham, Cllr & Mr Morgan, Mr Green, Cllr Walker, Mr Lowndes. New coping stones for Pinfeld wall can be considered once planting is established.
- Churchyard wall - Jason Mordan can assist w/c 18 July. Volunteers are sought to help repair the mortar. Permission has already been obtained from the Diocesan Advisory Committee.

- The Lengthsman scheme will continue but in a revised format. Amount of grant will be agreed in advance but not paid until year end, upon receipt of documentary evidence of works completed. Resolved to register interest in the scheme, in a standalone capacity.

16. Tunnel Tech: Sol report has been discussed at BDC. Awaiting figure for number of complaints from residents.

17. Updates from local groups and projects:

- MCA requested agreement to settling Dyno Rod invoice for drain repair and report that no further works are needed at present. Resolved to agree and advise MCA.
- Park and Playground project reported they are still trying to make progress on designs and costings.

18. Resilience planning. Cllr Sutherton advised that a 2x3m container would suffice as a store. Cllr Woolliams agreed to discuss siting with MCA.

19. Highways and paths. PROW sign missing at Norwith Hill. Clerk will report this. Clerk has been chasing removal of damaged Back Lane sign. Cllr Watson will pursue with BDC streetnaming team. Uneven pavement in Middle Street has been reported, with photo. Clerk has chased ViaEM for information on traffic monitoring on Top Street.

20. Meetings attended in April: Cllr Woolliams reported that Misson School still planned to commence renovation of playground; they would like a copy of the Misson Newsletter.

21. Correspondence: A land developer has made contact to seek Council view on a development of affordable housing in the Parish. Resolved to reply that the preference in the Neighbourhood Plan is for no new housing and indeed the Parish housing requirement is zero; there is presently no need for further engagement on this matter.

22. Date of next meeting: Clerk advised that the next meeting will be Wednesday 1st June