

Minutes of Dunham-on-Trent, with Ragnall, Darlton and Fledborough Parish Council (Dunham & District Parish Council)



Meeting of **Dunham & District Parish Council** held on the **11th Nov 2025** at Dunham Village Hall, the meeting commenced at **6:30pm**.

Council Members & Officer Present

Cllr Ben Lee	Chairman
Cllr Vera Ballinger	Cllr Lucy Atkinson
Cllr Ian Oakden	Cllr Rachel Bean
Cllr Rachel Sergison	Cllr Pam Hutley
Cllr Kathryn Watkinson	
Current Vacancies	2
Ed Knox	Clerk/Responsible Financial Officer

Also, Present

Emma Griffin	District Cllr
0	Members of Public

➤ Public Forum
None.

51/25 To receive apologies for absence

After discussion, the council **resolved** to accept the apologies of Cllr Barden.

52/25 To receive declarations of interest

Cllr Lee declared an interest in 55/25.

53/25 To Approve Minutes of the Previous Meeting

After discussion, the council **resolved** to accept the minutes. The chairman signed the minutes of the previous meeting as a true and accurate record.

54/25 To receive reports from County and District Councillors

Dist Cllr Griffin – Advised a new flood officer has been appointed at Bassetlaw District Council.

Dist Cllr Stanniland – Did not attend.

County Cllr Limber – Did not attend.

55/25 To discuss meadow path cutting in Dunham & Fledborough Churchyards

At the last meeting the Council discussed the pathways which MeadowMarkers are unable to cut anymore in each of the churchyards. After discussion, Cllr Ballinger **Proposed**, Cllr Bean **Seconded** and the Council **resolved** to pay upon provision of receipts to the Clerk, petrol costs to the member of the public cutting Dunham and Cllr Lee cutting Fledborough.

56/25 To Adopt the NALC IT Policy & convert the domain and clerk email to gov.uk to comply with Assertion 10

A new compliance requirement is coming in 2026 which Parish Council must adhere to known as Assertion 10, this is monitored via the external auditor. To comply a parish council must:

1. Comply with Data Protection UK GDPR and the Data Protection Act 2018
2. The website the parish council uses must comply with Web Content Accessibility Guidelines 2.2 AA standards
3. Adopt an IT Policy required to outline secure and lawful conduct for using digital devices and software, applicable to clerks, members, and other staff.
4. Councils must use a proper email address for the Clerk, an authority-owned generic email address, e.g. Every authority must have a generic email account hosted on an authority-owned domain, for clerk@dunham-pc.gov.uk and not personal or free services such as Gmail, Outlook, Hotmail, etc.

The parish council already complies with 2 out of the 4 requirements, and just needs to adopt the NALC approved IT policy template and arrange for Hugo Fox Ltd to transfer the website to a Gov.uk domain name and replace the Clerk outlook email address with a Gov.uk email address, Hugo Fox can arrange this for £47.76 per year.

Cllr Lee **Proposed**, Cllr Watkinson **Seconded** and the Council **resolved** that the IT policy be adopted with immediate effect.

57/25 To Adopt a Vulnerable Adults & Children Safeguarding Policy

The Parish Council are successful with their £1000 grant application to upgrade the 4 remaining noticeboards in the area to magnetic backboards. Forever-Notts the grant provider demand that the parish council adopts a Vulnerable Adults & Children Safeguarding Policy. Even though the parish council owns now buildings and runs now clubs, events, cafes, pubs etc, employs adults and not children. The Clerk checked with NALC and they advised it is not a mandatory requirement but they have heard before of grant bodies, regardless of the purpose of the funds provided, demanding a policy is adopted. In Dunham & Districts case, the policy would only really apply to the playgrounds and any potential children and vulnerable children using them (whilst a Cllr or contractor was working in them) and at parish council meetings where the possibility of members of the public containing children and vulnerable adults.

To accept and use the £1,000 the PC needs to adopt the policy and send Forever-Notts a copy. Cllr Watkinson **Proposed**, Cllr Lee **Seconded** and the Council **resolved** that the Vulnerable Adults & Children Safeguarding Policy be adopted with immediate effect.

58/25 Finance:

1. To Approve Payments:

The Council **approved** the following: -

<u>Payee</u>	<u>Item</u>	<u>Amount</u>
Holmes Groundcare	Grass Cutting Dunham Play Area – Two Months	£146.01
RBL Poppy Shop	Poppy Wreath	£24.49
123.Reg	Website Domain Renewal	£15.59
Lengthsman	Fence Paint	£19.86
Total Payments		<u>£205.95</u>

2. Receipts:

<u>From</u>	<u>Item</u>	<u>Amount</u>
Bassetlaw District Council	2 nd ½ Precept	£9,450
Bassetlaw District Council	2 nd ½ Concurrent Grant	£18.50
Bassetlaw District Council	2 nd ½ Street Cleaning Grant	£277.50
HMRC	VAT Refund	£303.41
Notts Community Fund	One Earth Grant for Magnetic Noticeboards	£1,000
Openreach	Wayleave – Telegraph Poles @ Reptile Gardens 2024/25	£21
Openreach	Wayleave – Telegraph Poles @ Reptile Gardens 2025/26	£21
Total Receipts		<u>£11,091.41</u>
Bank Balance		<u>£37,577.91</u>

Bank Reconciliation for the year to date to be approved. Council **resolved** unanimously that figures were correct. Reconciliation to be signed by when practical. Direct Debits and Standing Orders for staff salaries including PAYE and Pension, all **approved** unanimously.

59/25 To Note in the Minutes the response to any planning applications via the scheme of delegation and decide on a response to One Earth Solar Planning Inspectorate Application

The Council **noted** the following which have been responded to via the scheme of delegation:

- 24/00161/ENF - Aria House the Green Dunham Retrospective Application for a Front Boundary Wall –**

Bassetlaw Planning have advised: “The recently refused planning application was submitted in order to address an ongoing District level breach of planning control, namely the erection of a wall above 1m adjacent to a highway used by vehicular traffic. During the consultation procedure for the retrospective planning application, NCC as the local highway authority, confirmed that the wall has been constructed on the footpath and therefore highway land. NCC also raised highway safety concerns.

This makes the matter somewhat complicated as the Town and Country Planning Act 1990 (as amended) seeks to secure compliance with planning laws against landowners, which in this case involved NCC. Consequently, this matter has therefore been referred to NCC to take the necessary action in order to remedy any breach of the Highway Act, which in turn will remedy the Planning Act.

I will endeavour to keep you updated with NCC’s response (and any action they intend to take), however, you may want to contact NCC directly in relation to this matter, so as to avoid confusion and/or delays in communications.” Response from Notts County Council Highways Assistant District Manager 9/8/2025 “I was made aware of BDC response from July only yesterday. I am currently in communication with the owners’ solicitors to hopefully resolve this issue.” 24.9.25 Update from Notts County Highways Area Assistant Manager “We have made comment to the client’s solicitor that we would accept a 1m plus footway, any other business would be for BDC to enforcement as part of the planning application.” Email sent to Bassetlaw Planning Enforcement to clarify.

- **25/00053/NEWDEV - Land South of Briar Lea, Main Street, Ragnall** – The District Council have received a request from the developer to call the new properties:
 - Gregory House
 - Swaddon House
 - Swinford House
 - Redmay House

The Parish Council responded “it supports the naming”.

- **25/01241/SCR - Screening Opinion for a 400kV Substation, High Marnham Power Station Fledborough Road High Marnham** – The Council responded as follows: *“Because the screening application us due to the applicant splitting the project into 2 smaller projects, consequently nothing else has changed, the parish council previously responded in full via the previous screening application (23/01519/SCR), therefore there's nothing new to add from the parish council.”*

60/25 To Receive Councillor’s/Clerks’ Reports including Road Traffic Accidents & County Council Highways Matters:

- **Noting of Accidents** – Vehicle crash into property, A57 Tuxford end of Darlton, 3rd Oct – Cllr Sergison to let the member of the public know to raise their concerns and requests for an additional interactive speed sign to County Cllr Limber in the first instance.
- The following items have been raised with the Highways Authority Manager so that these matters can be investigated and finally resolved. Each month the Clerk chases the Highways Manager and the Parish Council adds to this list while awaiting a reply:

County Council Item	Issue/Detail	Potential Solution	Progress Made
Dunham – Coronation Terrace A57	Cars smashing into the houses on Coronation Terrace	Request for Bollards/Barriers to prevent the impact into the homes.	<p>11/09/2024 – Request to Highways Manager to contact Cllr Watkinson and meet on site to discuss potential solutions. 05/11/24 Chased Highways Manager for an update. 06.11.2024 Assistant District Highways Manager advised <i>“I have contacted Cllr Watkinson to arrange a site meeting over the next 2 weeks.”</i></p> <p>15/01/2025 – Chased again.</p> <p>28/01/2025 – Site visit with Cllrs & Sarah Hird undertaken – Sarah agreed that the only works they can do is to level out one of the manhole covers on the road and install some red surfacing.</p> <p>12/03/2025 – Clerk chased Sarah for an update on when these works will be undertaken.</p> <p>13/03/2025 – Sarah update <i>“The manhole cover has been inspected (INS 19268934) and passed to Anglian Water under a Section 81 notice reference JKS8104591819-S81-UW for attention. With regards to the red surfacing, this has been logged under INS 19268956 requesting for the existing to be refreshed, unfortunately I do not have a timescale at this present time.”</i> “</p> <p>09/07/2025 – Chased Again</p> <p>19/08/2025 – Assistant District Manager advised <i>“these are being chased up, but unfortunately I have no timescale at present time for the works.”</i></p>
Pavement Siding Up Request - Dunham A57 at the junction with Laneham Road to the	Pavement encroached with earth and grass, preventing safe access for pedestrians, particularly wheelchair users, pushchairs/prams	Request for a ‘siding up request’ to Notts CC team who cut away the earth from the pavement between what 3 words locations ‘armrest.vintages.crispy’ and ‘nuzzling.sailing.partners’	<p>13/11/2024 – Request sent to Highways Manager.</p> <p>12/03/2025 – Clerk Chased Highways Manager for an update.</p> <p>13/03/2025 – Highways Manager <i>“This unfortunately is a low priority due to our assessment so won’t be done in the short term. I will request approximate timescales and get back to you.”</i></p> <p>09/07/2025 – Chased Again</p>

junction with Upper Row	and mobility scooters.		10/07/2025 – Reply “ <i>This is still a low priority. I’ve asked for an update on timescales.</i> ”
SLOW Markings on Road near Bend in Fledborough	Following a crash between a lorry and a pickup - Member of public asked County Cllr for a highways assessment to identify if NCC could install any signs or road markings.	“SLOW” Markings identified for installation on the road surface in 2026 NCC programme of works	24/09/2025 Via Representative from NCC has been out to check and there are actually signs (see photos) in place on both entrances to the narrow bend. The County Council has recently reviewed the area for 'SLOW' markings on the road to be added to the 2026 programme of works." 24/09/2025 Cllr Limber & Highways Manager emailed to ask for an update on the markings.05/11/2025 Highways Manager update “ <i>If approved, which isn’t guaranteed at this stage but will be clearer in the new year – it would likely be Q3/Q4 so you’re looking at October 2026-April 2027 realistically.</i> ”

Cllrs Updates:

- Cllr Atkinson – Reported online ref CSC754290847 overgrown hedge obstructing bend safety sign close to the bus stop at Darlton. The Village Hall are reviewing the constitution governing document, contact has been made with RCAN to support this review before it goes to the Charity Commission, Cllr Atkinson would like to reach out to the regular user groups of the hall for their input into the review.
- Cllr Watkinson – currently works for the Fledglings group. Cllr Watkinson would like to request that the 40mph section of speed limit is shortened or removed altogether at Darlton as you leave towards Dunham as it is too long and impatient drivers overtake on the straight stretch.
The Rota Bounce at Dunham Play area gets waterlogged and muddy around its base, request that PlayDales contacted to ask for a price to reinstate/alter the flooring around it.
- Cllr Ballinger – Wished to give thanks to the members of the public in Dunham who put up and take down the lamppost poppies.
- Cllr Hutley – Has completed NALC training recently and attended the Local Govt Reorganisation virtual meeting, Cllr Hutley has also reported to Notts CC that the white lines at Woodcoates Lane junction in Darlton require repainting.
- Cllr Bean – Noticed a prolonged noise coming from Pears Factory and will report this to them if it happens again.

There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 7:50pm.