**CM/20/07/01**

**FISKERTON-CUM-MORTON PARISH COUNCIL**

**MINUTES OF THE VIRTUAL FULL COUNCIL MEETING HELD 20th JULY 2020 at 7.30pm**

**The meeting was recorded**

**IN ATTENDANCE**

Cllrs. R.Lancaster, S.Holloway, L.Moakes, H.Gibbins, B.Magrath, J.Larwood

Also in attendance N & S D C Cllr. R.Blaney & Clerk L.Holland plus 1 member of the public representing WI.

1. **Apologies**

Cllr.. A.Price & NCC Cllr. S.Saddington; Accepted & approved.

1. **Declaration of Interests**

Nothing to report.

1. **Minutes of the meeting held 15th June 2020**

Minutes of the meetings held 15th June 2020 were approved and signed.

1. **Clerk’s Update**

* Network Rail meeting with Cllr. S.Saddington – Cllr. Saddington had submitted a report on a meeting held with Network Rail Representatives to discuss problems with the barriers & any other issues. The Clerk had been invited to submit any specific concerns to the Network Rail Officer direct. The response from Network Rail re parking in & around Fiskerton Station confirmed East Midlands Railway manage Fiskerton Station & their Stakeholder Manager has been copied into emails. Awaiting further update.
* Cllr Blaney commented that there were scheduled checks on railway crossings as a part of routine maintenance. Ie. These were not additional checks. Clerk to forward to Cllr. Blaney Network Rails response. Cllr. Blaney acknowledged currently less problems with the crossings than previously experienced.

1. **To review on going response to coronavirus –**

* To retrospectively approve the risk assessment & posters for opening the play area at Arthur Radford Centre; along with the ARC COVID19 Policy.

**Approval of risk assessment & ARC COVID19 Policy (see Appendix ‘A’)**

* To note Nottingham Energy Partnership’s new Warm Homes Hub COVID-19 scheme – noted.
* Re Council meetings – virtual meetings still recommended & only face to face meetings as a last resort.

1. **Reports from County & District Councillors**

**County Cllr. S.Saddington had confirmed** **the following:**

* Network Rail barriers – refer to Clerk’s update.

continued

**CM/20/07/02**

**FISKERTON-CUM-MORTON PARISH COUNCIL**

**MINUTES OF THE VIRTUAL FULL COUNCIL MEETING HELD 20th JULY 2020 at 7.30pm**

**Continued……………..**

**N & S D C Cllr. R.Blaney reported the following:**

* Beggar’s Roost Planning application appeal – Inspectors had supported the decision to refuse the application.
* **Stonewold Planning application** – refused. Cllr. A.Price had been very professional when presenting the case on behalf of the Parish Council at the recent N & S D C planning committee. Neighbourhood Plan was a key factor in the decision.
* **Affordable Housing questionnaire had been received**.
* Raised principle of exception sites.

1. **Members of the Public Question & Answers session**

Nothing to report.

1. **Planning Applications & N & S D C decisions.**

* In line with tables in Appendix ‘B’.

1. Update on Beggar’s Roost Appeal – Acknowledgement of FcM Representation dated 19th June 2020 & confirmation that the appeal had been dismissed ie. Inspector supported refusal of the application the Neighbourhood Plan was instrumental in the decision making process.
2. Planning Enforcement Plan (PEP) consultation. Comments before deadline before 31st July 2020. Noted.
3. **Payments for approval**

Payments (Refer to appendix ‘A’ for payments £451.95 + notification from N & S D C of election expenses of £80.95 invoice not yet received.

Receipt - £200 from NCC towards a seat noting the £200 will be paid direct to a contractor for a seat in Morton.

Clerk presented budget monitoring along with Bank reconciliation as at 30th June 2020.

**YTD Income £6,260.45 Expenditure £5474.77; Balance £71,437.90 as at 30th June 2020.**

**Resolved to approve payments in line with Appendix ‘B’ to value of £451.95 + £80.95 N & S D C election expenses, budget monitoring & bank reconciliation as at 30th June 2020; approval of payment of £200 towards seat in Morton.**

1. **To note update re possible 3rd Village Sign**

VIA/EM had reported insufficient room for a 3rd sign; however; Chairman to have site meeting with VIA EM/NCC to determine a location for a 3rd sign on Bleasby entrance road near jct. with Cooks Lane. Cllr. JL to attend.

1. **Update on proposals for Fiskerton & Morton disused signal box from Network Rail. –** Network rail had confirmed neither box suitable for third party use due to them being too close to the railway. Fiskerton signal box was not in conservation area & no permissions are required and team working towards safe removal of structure to Vale of Berkeley Heritage Railway.

An appeal is to be lodged re refusal to remove Morton signal box & this may take up to a year if the appeal fails then it would be kept on minimum maintenance regime. Otherwise this would be removed & reinstated in line with Fiskerton’s.

**Continued………………………**

**CM/20/07/03**

**FISKERTON-CUM-MORTON PARISH COUNCIL**

**MINUTES OF THE VIRTUAL FULL COUNCIL MEETING HELD 20th JULY 2020 at 7.30pm**

**Continued……………..**

1. **Update on electronic speed sign on Station Road.**

Clerk to contact Cllr. SS to confirm situation; chasing further update.

1. **Update on “30 for a reason” sign.**

These were now in place.

1. **To approve revised Community Resilience Plan.**

Final document approved & Clerk to forward to NCC.

1. **To receive update from Cllrs. AP & HG following walk about with a resident to consider concerns and request for additional dog bins in Morton.**

Cllrs. HG;JL; & AP had walked Morton with a resident expressing concerns there were insufficient dog bins in Morton. 2 sites had been identified – top of Gravelly Lane & corner of Cooks Lane towards Arthur Radford Centre on slc.

**Information noted for future reference when identifying priorities & budget setting.**

1. **To consider concerns submitted from WI.**

Following concerns expressed by WI Representative:

* Speed of traffic going through Fiskerton – brief discussion & concerns supported by some Councillors; however; no easy solution to cars parking half on pavement & some thoughts the parking naturally slows traffic. Flower planter boxes &/or electronic speed signs on 3 roads could be considered for LIS application next year. – Clerk to speak to NCC/VIA.
* Large poppies on street lighting columns for Remembrance Day – Clerk had enquired but unfortunately COVID had impacted on availability of the poppies & there should be an update August time. Previously cost had been £3 per poppy & 2 long cable ties per poppy required. Await further information.
* Inadequate street lighting – concerns certain areas too dark ie. VG. Following a brief discussion it was recognised rural villages do not have same level of lighting as towns & cities.
* Access to ARC – type of lighting be sorted so a light came on as first user approached to open up. Suggested a local solution required (possibly a PIR) & WI Rep. to approach SGA for a response.

1. **General maintenance of the Parish – report from Councillors. –**

* condition of Village Green gates; Cllr. JL had obtained quote suggesting cost of new gates in region of £2k; to be considered at budget setting stage.
* dumping of tyres on FP23. – BM to contact N & S D C re fly tipping.
* Fisherman’s car park issues – Refer JL’s concerns to NCC
* Pinfold – tree refer to NCC
* Drains corner of Gravelly Lane, Morton require jetting on a regular maintenance cycle. Clerk to refer to NCC/VIA

New footpath towards station – vegetation coming through plus hedge overhanging. **………………continued**

**CM/20/07/04**

**FISKERTON-CUM-MORTON PARISH COUNCIL**

**MINUTES OF THE VIRTUAL FULL COUNCIL MEETING HELD 20th JULY 2020 at 7.30pm**

**Continued……………..**

1. **Arthur Radford Centre**

* To consider contribution towards additional gate in playground to conform with fire regulations. – **Approved cost of £250+VAT towards new gate.**
* To consider support for future maintenance of building. – PC note the need for ongoing maintenance to the building.
* Strimming around legs of equipment – protective matting to suppress weeds required to prevent damage when strimming etc. Agreed in principle providing estimate of costs provided before going ahead with work.
* Fence – surplus paint to be obtained & children to paint wooden fence. Support in principle.

1. **Correspondence**

* **Inspector Sutton update.**
* **N & S D C “Don’t be a tosser” campaign.**
* **Newark News Journal**
* **NALC revised constitution**
* **RCAN subs £95 + VAT**
* **Questionnaire re Children’s involvement with NHP.**

**Agenda items for next meeting:**

* **Website accessibility**

1. **Date of next meeting**

**21st September 2020 – Due to coronavirus future meetings virtual meeting to be held & invitation link will appear on agenda.**

**SIGNED……………………………………………………………**

**DATE………………………………………………………………**

**Meeting ended 21.40pm**

**APPENDIX ‘A’**

**Fiskerton-cum-Morton Parish Council**

**Re-opening of Play Equipment**

**Risk Assessment**

The Government recently announced that Play Parks could be re-opened on 4 July 2020 and subsequently produced guidance offering “practical advice on how these can be reopened and managed effectively to enable their use while minimising the transmission risk of COVID-19”. The guidance is available at:

<https://www.gov.uk/government/publications/covid-19-guidance-for-managing-playgrounds-and-outdoor-gyms/covid-19-guidance-for-managing-playgrounds-and-outdoor-gyms>

The guidance includes a requirement to “carry out an appropriate COVID-19 risk assessment”. It is made very clear that “Failure to complete a risk assessment which takes account of COVID-19, or completing a risk assessment but failing to put in place sufficient measures to manage the risk of COVID-19, could constitute a breach of health and safety law”. On that basis, this Risk Assessment takes each of the Key Principles as set out in the guidance and assesses whether or not practical arrangements can be put in place to enable the Playground to be open.

|  |  |  |  |
| --- | --- | --- | --- |
| **Key Principle** | **Government Guidance** | **Assessment and action to mitigate the risk ?** | **Conclusion ( Red Amber Green rated)** |
| General Maintenance Issues following Lockdown | Ensure equipment is safe to use and that risks from damaged or defective equipment are addressed before opening. | Visual check by Councillors prior to reopening  Monthly inspection by NSDC | Green |
| Social Distancing | Put in place measures to support social distancing – 2m or 1m plus risk mitigations. Examples given include:   * Limit number of users at any one time * Booking system * Advisory signage * Create waiting areas with barriers | Limit numbers to 4 households  1 parent per household  Adhere to 2m social distance  or latest published distance  See Notice | Green |
| Cleaning and Hygiene | Clean high traffic touch points frequently. This includes:   * All Play Equipment * Seating Areas * Refuse Bins   In addition, use signage to encourage:   * Users to clean equipment before and after use * Use of hand sanitiser and frequent hand washing   Where practicable, provide hand sanitiser or hand washing facilities at entry and exit points. | Parents advised to bring own sanitiser /wipes for use before and after using equipment  See Notice | Green |
| Face Coverings | If possible, a face covering should be worn in enclosed public spaces where social distancing isn’t possible and where the public may come into contact with people they do not normally meet. (Face coverings should not be used by children under the age of 3 or those who may find it difficult to manage them correctly). | Not applicable in an open environment where it is possible to socially distance | Green |
| Additional Measures and Communicating with Parents | Promote responsible behaviour by children, parents, carers and guardians. For example, owners and operators should consider putting up signs to make clear to users, parents, guardians and carers that:   * consumption of food or drink on play equipment or in the playground area is banned * parents, guardians or carers should dispose of all litter including any used protective wear such as face coverings or gloves properly in litter bins, taking it home where a bin is not provided. | Not to consume Food and drink  in the playground  Take home any other litter  See Notice | Green |
| Considering Children with Additional Needs | Take into account the requirements of children with additional needs. | Parents/Guardian responsibility | Green |
| Keeping Staff Safe | Consider the risks staff may be exposed to and how these can be mitigated. Staff roles may include:   * cleaning playground equipment/surrounding areas * managing queues of those waiting to use equipment * stewarding equipment to ensure users comply with rules made by the owner/operator | Not Applicable  Playground is not manned | Green |

**Conclusions :**

**Produce 1 General Notice (laminated for outdoor use, where necessary) which has a list of Covid19 play safe guidelines for parents/guardians and playground users.**

**This notice to be placed in as many appropriate locations as possible, including FB and FCM website.**

**Risk Assessments undertaken by Cllrs S. Holloway and L. Moakes and the Clerk and conclusions agreed by all councillors. July 1 2020**



**Fiskerton cum Morton Sports & Gala Association**

**Covid 19 policy**

**Current Guidelines as from 4th July 2020**

A full COVID-19 risk assessment has been undertaken addressing all potential risks relating to Covid-19 and the steps we are taking to minimize these risks.

If you have had any of the COVID symptoms, please do not visit us! Stay home and self isolate.

These guidelines are for your safety, the safety of other users and the safety of our volunteers who carry out work on your behalf.

Current Government Social Distancing guidelines should be adhered to whever possible

Team Sports

Sports and Gala will need to see your Covid Policy before play commences.

We also need a copy of your track and trace list for players both home and visitors including officials and any spectators.

Sports & Gala must be informed if any person on that list who test positive for Covid 19.

We will be providing hand sanitiser gel for use upon entry and exit to the hall and wipes for public areas. Please use this to sanitise your hands and wipe any handles, doors etc that you come into contact with.

Cricket, football & short mat bowls must provide their own sanitiser and wipes for their equipment and own use.

We have currently restricted the facilities available to users; the kitchen & meeting room are closed. Access to the main hall is limited to collection of equipment.

Changing rooms and showers are currently closed.

Toilets will remain open whilst there is activity at the ground (other than use of the playground).

Use of toilets

Access will be one way; entry through building main door, exit through field door and use on a strictly one in, one out basis.

Hand washing, drying, sanitising and wiping after use as per the guidance provided in the toilets.

Contd ...

Use paper towels instead of hand dryers and dispose of in the bin provided.

Wipe down all surfaces you have touched, doors, handles, toilet flush & taps.

Outside

Picnic tables and seats must be wiped and cleaned after use.

Benches outside the hall and around the ground must be wiped.

Anything taken from the hall must wiped and cleaned before being returned to the hall.

User groups are responsible in that before leaving they have emptied bins, and cleaned and wiped doors and handles, both inside and outside of all areas that have been used.

Fiskerton cum Morton Sports & Gala Association

Users of the Arthur Radford sports ground, hall and the children’s playground

do so at their own risk!

**APPENDIX ‘ B’**

**PLANNING APPLICATIONS FOR CONSIDERATION:**

|  |  |  |  |
| --- | --- | --- | --- |
| **PLAN REF. NO.** | **ADDRESS** | **DETAILS** | **F-c-M Decision** |
| 20/00610/FUL | 26 Long Mead Drive | Single storey rear conservatory | Supported unanimously |

**NEWARK & SHERWOOD DECISIONS:**

|  |  |  |  |
| --- | --- | --- | --- |
| **PLAN REF. NO.** | **ADDRESS** | **DETAILS** | **N & S D C Decision** |
| 20/00253/FUL | Stonewold, Gravelly Lane | Demolition existing dwelling & garages. Construction of new 5 bedroom dwelling etc. | Refused |
| 20/00783/FUL | Poppy House 15 Green Drive | Single storey extension, removal of timber fence etc. | Granted |
| 20/01010/TWCA | Simnel House, Main Street | Various tree works | No objections |

|  |  |  |  |
| --- | --- | --- | --- |
| **Payments for authorising 20th July 2020** | |  |  |
|  |  |  |  |
| **PAYEE** | **DETAILS** | **PAYMENT DETAILS** | **£** |
| 1.L.Holland | July Salary, home allwce. & expenses | Online | 235.10 |
| 2 HMRC | July tax deductions | Online only from 14.12.17 | 51.60 |
| 3. F4RN | July monthly internet service 2020 | DD | 18.00 |
| 6. ZOOM | Upgrade to pro software | Paypal online | 14.39 |
| 7. British Gas | VG meter | DD | 9.56 |
| 8.L.Holland | Print cartridges | Online | 63.31 |
| 9. Microsoft 365 | annual subscription | online | 59.99 |
| **TOTAL** |  |  | **451.95** |