

Meeting of Treswell with Cottam Parish Council

Minutes of **Treswell with Cottam Parish Council Meeting** held on the 19th Nov 2025 at Treswell Village Hall, the meeting commenced at 6:30pm.



Council Members & Officer Present:

Cllr Helen Cope	Vice-Chair
Cllr Fred Tomlinson	
Cllr Matt Bendall	
Ed Knox	Clerk/Responsible Financial Officer

Also, Present

0	Members of Public
Simon Richardson	District Cllr

➤ Adjournment – 10 Minute Public Forum

None.

34/25 To Approve Apologies for Absence
Cllrs Salter, Howard, K & R Hardie did not attend.

35/25 To Approve the previous meeting Minutes
After discussion, Cllr Bendall **Proposed**, Cllr Tomlinson **Seconded** and the council **resolved** to accept the minutes. The chairman signed the minutes of the previous meeting as a true and accurate record.

36/25 To Record Declarations of Interest in any items to be discussed
None.

37/25 To Receive District & County Councillors Reports
Dist Cllr Richardson: Discussed various national infrastructure projects, planning matters and highways matters with the Council members. Cllr Richardson discussed concerns in relation to the potential loss of farmland to solar, pylons, battery storage etc in the Trent Valley area. There's £400 left available in the Ward area to local community groups to apply for to the District Councillor's fund. Cllr Richardson talked about the lack of proper local consultation from the various local national infrastructure projects in the pipeline, the latest being the STEP fusion project at Sturton, an open event is being held in Worksop for some bizarre reason instead of Retford and the local villages. Cllr Richardson opposing the rise in carparking charges in Retford.
County Cllr Limber: Did not attend.

38/25 To receive an update on Highways Matters Raised with Notts County Council/Bassetlaw District Council and to escalate a list of outstanding items with Notts County Council via the County Cllr where necessary
In the 1st instance, Cllrs and members of the public should report all new highways matters (street lights, overgrown hedges/trees, pavement/road problems/drainage etc) on the on-line Notts County Council website or MyNotts App, themselves, then, should no action have been taken NCC, bring it to the Parish Council meeting for escalation. The following outstanding Notts County Council items have been chased by the Clerk in between meetings, and Cllr Ogle copied in to escalate issues where necessary:

County Council Item	Issue/Detail	Potential Solution	Progress Made
Jnc Laneham Road, Rampton Road & Green Lane	Sign Damage by vehicular collision	Repair Sign	19/03/2025 Reported under Ref no CSC688559116 to County Council. 17/09/2025 repair is still outstanding Cllr Limber to chase.

New Items to escalate:

- None.

39/25 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. Cllr Salter signed the bank statement and bank reconciliation.

1. To Approve Payments:

The Council **approved** the following: -

<u>Payee</u>	<u>Item</u>	<u>Amount</u>
RBL Poppy Shop	Poppy Wreath	£24.49
F.A Garden Landscapes Ltd	Cottam Playing Field Grass Cutting 2025	£1,080
Total Payments		£1,104.49

2. Receipts:

<u>From</u>	<u>Item</u>	<u>Amount</u>
Bassetlaw District Council	2 nd ½ Precept	£5,508
Bassetlaw District Council	2 nd ½ Concurrent Grant	£6
Bassetlaw District Council	2 nd ½ Street Cleaning Grant	£148.50
Total Receipts		£5,662.50

Bank Balance

The Current Account Balance **£18,284.26**

Direct Debits, and Standing Orders for staff salaries including PAYE, already **approved** unanimously.

42/25 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@treswell-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 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 the email for £47.76 per year and the website for £239.88. The Clerk will also require 7 hours overtime to set up the website and email, plus ½ hour a week increased regular hours for the ongoing administration.

Cllr Cope **Proposed**, Cllr Bendall **Seconded** and the Council resolved that the IT policy be adopted with immediate effect, the gov.uk website and email be set up with Hugo Fox as soon as possible, and authorises the change to the clerk hours by ½ a week from 1st November 2025 and 7 hours overtime for the transition.

41/25 To note planning applications responded to via the Scheme of Delegation

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

- None

There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 7:15pm.