

## Meeting of Clayworth Parish Council

Minutes of **Clayworth Parish Council Meeting** held on the 13<sup>th</sup> Nov 2025 at Clayworth Memorial Hall; the meeting commenced at 6:30pm.

<b>Council Members &amp; Officer Present:</b>	Cllr Edwin Rose	Chairman
	Cllr Eve Moralee	Vice-Chair
	Cllr Peter Wilkinson	
	Cllr Sarah Brack	
<b>Also Present:</b>	Ed Knox	Clerk/RFO
	2	Members of the Public
	Mike Robertson	County Cllr

55/25 To Approve Apologies for Absence  
None.

56/25 To Record Declarations of Interest in any items to be discussed  
None.

57/25 To Approve the previous meeting Minutes  
After discussion, Cllr Moralee **Proposed**, Cllr Wilkinson **Seconded** and the council **resolved** to accept the minutes. The chairman signed the minutes of the previous meeting.

58/25 To Receive District & County Councillors Reports

**Dist Cllr McFarland:** Did not attend.

**County Cllr Roberton:** Advised that Notts CC have had their full council meeting, an update on the Local Government Reorganisation is being published on their website. A highways review was completed with a report published online. Notts CC are reviewing the 5-year Nottinghamshire plan. Improvements authorised for Ollerton roundabout and the A46 Bypass at Newark. County Cllr Roberton is working hard to try to put an option forward for an additional road crossing of the Trent near Gainsborough.

There's still two hundred pounds left in the County Councillors Divisional fund this year which local groups in the area can apply for. County Cllr Roberton has sent a letter of support to the Clayworth Church Council for their application to the Heritage Lottery Fund. County Cllr Roberton will be undertaking a walk around Clayworth with any resident who wishes to be involved, looking at highways and flooding related issues.

With regards to the items raised previously by the public:

- *White lines need replacing at the junction of Wheatley Road, Clayworth Common and Town Street* – Item Closed – All three junctions have had the lines repainted.
- *A request to change the Give Way sign for a 'Stop' sign at the same junction and the potential to reduce the National Speed Limit on Wheatly Road* - County Cllr Roberton advised that he has submitted the petition to the County Council and a response is expected in early 2026.
- *What will happen to the outstanding Petition former County Cllr Taylor handed in to NCC regards the subsidence issue on Clayworth Common?* County Cllr Roberton advised that the County Council have agreed to put the subsidence issue onto the list of works for 'consideration' in 2026/27.
- *National Speed Limit/30mph signs being in the wrong locations around the village.* County Cllr Roberton is drawing up an application with the highways manager to consider the alterations these speed limits and the potential introduction of 40mph buffer zones.
- *Whitegates at the entrances to the village to give a psychological barrier to entering the village to hopefully reduce the speed of motorists.* County Cllr Roberton advised that the County Council will not fund these. Item closed see 59/25.

59/25 To consider to ask Notts CC Highways to come out and assesses suitable locations for Whitegates at the village entrances, the processes to follow and options for funding

To have Whitegate entrances to the village, the parish council would have to own, fund and insure them (approximately £15k). They cannot be installed anywhere and the County Council assess and stipulate if there are suitable locations for them, granting a licence before any are installed in the County. After contacting other parishes which have had them installed, whilst aesthetically pleasing they have had no effect on speed reduction, for example, at South Leverton, the average speed of all vehicles driving through the village, since the gates were installed is 45mph in the 30mph zone.

After a thorough discussion with the County Cllr, Cllr Wilkinson **Proposed**, Cllr Moralee **Seconded** and the council **resolved** not to pursue the idea of the Whitegates any further, instead, County Cllr Roberton will work with the Highways Manager to assess the entrances of the village for potentially altering where the 30mph zones start and add 40mph buffer zones before reaching the National Speed limit areas.

60/25 To discuss Lengthsman Activities

Cllr Rose gave an update of the latest activities and the Lengthsman to be offered a key to the village hall so he can use the kitchen and toilets when working in the village.

➤ Adjournment – (10 Minute max) Public Forum

Members of the public discussed various drainage matters, Anglian Water's replaced valve now has monitoring on it. Severn Trent Water foul drainage back-up, now has float monitors installed. The swale in the charity field has been reinstated; a member of the public is joining County Cllr Robertson on the walk around later this month. The Lengthsman has looked at blocked gullies and reported these to Notts CC. Saville's have promised the member of the public that they will be contacting him next week about various matters raised with them. The Emergency Plan review is being undertaken in January 2026.

61/25 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	Grass Cutting	£444
RBL	Poppy Wreath	£24.49
RBL	6 x Lamppost Poppies	£34.50
Cllr Wilkinson	Amazon – Litter Pickers	£30.38
<b>Total Payments</b>		<b><u>£533.37</u></b>

2. Receipts:

<u>From</u>	<u>Item</u>	<u>Amount</u>
Bassetlaw District Council	2 <sup>nd</sup> ½ Precept	£7,453
Bassetlaw District Council	2 <sup>nd</sup> ½ Concurrent Grant	£5.50
Bassetlaw District Council	2 <sup>nd</sup> ½ Street Cleaning Grant	£163.50
HMRC	VAT Refund	£536.12
<b>Total Receipts</b>		<b><u>£8,158.12</u></b>
<u>Bank Balances</u>		
The Current Account Balance		<b><u>£18,852.26#</u></b>
Direct Debits and Standing Orders for staff salaries including PAYE and Pension, all <b>approved</b> unanimously.		
<b>#£10,000 ring-fenced as reserves.</b>		

62/25 To Note any Planning Responses by the Scheme of Delegation + any update on the Neighbourhood Plan

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

- **Clayworth Neighbourhood Plan** – Bassetlaw DC have advised “*The Design Code is to be considered at full council on the 25th November to progress to adoption*”. A copy of the design code was given to County Cllr Robertson. The Council **resolved** to not proceed to undertake a full Neighbourhood Plan unless the Govt ever changes is new stance on the removal of funding, and grants become available once more. A Neighbourhood Plan usually costs in excess of £15k.
- **25/00966/HSE Re-instate Original Roof on Street Facing (North) Elevation (Flat Roof to A Pitched Roof) and Installation of New and Replacement Windows and Doors and a Balcony Kings Farm House Town Street Clayworth** – The Council **resolved** to respond as follows: “*The council supports the application. the roof which has already commenced looks fine so the Council supports the investment in the building, the Council previously raised concerns on a previous application for the replacement of the windows as they had proposed UPVC.*”

63/25 To Note any update on the Emergency Plan

Cllr Wilkinson discussed the latest news from the Emergency Plan team. The latest version of the plan will be updated in the noticeboard and the plan to be reviewed again in January.

64/25 To arrange for a gov or .org email address & adopt an IT policy 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@abcparishcouncil.gov.uk](mailto:clerk@abcparishcouncil.gov.uk) or .org and not personal/free services such as Gmail, Outlook, Hotmail, etc.

The parish council already complies with 2 out of the 4 requirements, and just needs to arrange to replace the Clerk outlook email address with a Gov.uk or org.uk email address, and adopt the NALC IT Policy  
Cllr Rose **Proposed**, Cllr Moralee **Seconded** and the Council **resolved** that the Cllr Brack proceed with the creation of the new email account for the Clerk (initially free, then £15 per year) and that the IT policy is adopted with immediate effect.

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