

# 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 **14<sup>th</sup> Jul 2020** virtually via Skype, as per the regulations enacted under the Coronavirus Act 2020, the meeting commenced at **7:00pm**.

|                                  |                         |  |
|----------------------------------|-------------------------|--|
| <b>Members Virtually Present</b> | Cllr Madeline Barden    | Chairman                                       |
| Via Remote Attendance            | Cllr Kathryn Watkinson  | Vice-Chair                                     |
|                                  | Cllr Lucy Atkinson      | Cllr Vera Ballinger                            |
|                                  | Cllr Carole Booth       | Cllr Adrian Stapleton                          |
|                                  | Current Vacancies       | Darlton: 2, Dunham on Trent: 1                 |
| Also, Virtually Present          | Ed Knox                 | Clerk/Responsible Financial Officer (New)      |
|                                  | Caron Ballantyne        | Clerk/Responsible Financial Officer (Retiring) |
| Via Remote Attendance            | 3 Members of the Public |  |

## ➤ Public Forum

Two members of the public here for the White Swan Planning Item and one member here for the Fields in Trust Item. The Chairman agreed for the members of the public to speak under those particular agenda items.

## 12 To consider and approve any applications for co-option

No applications received.

## 13 To receive reports from Police, County and District Councillors

Dist Cllrs S & K Isard - No report received.

County Cllr Ogle - No report received.

Police – No report received

## 14 To receive apologies for absence

Apologies received from Cllr Sharpe & Cllr Bean. Council **resolved** unanimously to accept their absence.

## 15 To receive declarations of interest

None.

## 16 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.

## 17 Finance:

### 1. To Approve Payments:

The Council **approved** the following: -

| <u>Payee</u>          | <u>Item</u>  | <u>Amount</u>           |
|-----------------------|--|-------------------------|
| HM Land Registry      | Maintenance of Assets – Land Enquiries               | £8.00                   |
| Caron Ballantyne      | Administration inc postage, books & office equipment | £75.00                  |
| Colin Gaisford        | Lengthsman Scheme – 53                               | £269.80                 |
| RoSPA Play Safety Ltd | Dunham & Darlton Annual Play Park Inspections        | £185.40                 |
| Came & Co Ltd         | Insurance Renewal 2020                               | £839.07                 |
| SLCC                  | CILCA Registration                                   | £350.00                 |
| <b>Total Payments</b> |  | <b><u>£1,727.27</u></b> |

### 2. Receipts:

| <u>From</u> | <u>Item</u> | <u>Amount</u> |
|-------------|-------------|---------------|
|-------------|-------------|---------------|

|                             |             |                          |
|-----------------------------|-------------|--------------------------|
| HMRC                        | VAT Reclaim | £213.20                  |
| <b>Total Receipts</b>       |             | <b><u>£213.20</u></b>    |
| <b>Bank Account Balance</b> |             | <b><u>£22,711.42</u></b> |

**Bank Reconciliation for the year to date to be approved**

Council **Resolved** unanimously that figures were correct. Reconciliation for June 2020 to be signed by two Councillors when practical.

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

3. To Consider Annual Insurance Renewal:

Council **resolved** to accept Came & Company's renewal of £839.07. **Action**, Clerk to arrange renewal and check with insurer the values, all assets are covered, including land owned and the insured amount for the War Memorial.

4. To consider CiLCA Registration expenditure for new clerk:

Cllr Barden clarified that the job was advertised that CiLCA training would be provided. After discussion, Council **Resolved** unanimously that the Clerk should proceed to register and ask for a contribution from Laneham Parish Council at their September meeting. **Action**, Clerk to register and approach Laneham PC.

6 To consider protection of the Dunham Play Area with Fields in Trust

Cllr Barden welcomed a representative from 'Fields in Trust', who gave a virtual power point presentation of the purpose of the trust. The trust is a charitable body currently protecting 10 sites in Bassetlaw District. Protection includes any public green space, including play areas. There's no charge from the trust to participate, the only costs are the landowner's solicitor and HM Land Registry fees.

In order to consider accepting a piece of land for protection, the land must be registered with HM Land Registry. If protection is to include leased land, this must be for a longer-term lease. The Clerk (Ed) advised that the current Darlton playing field lease runs for 10 years until 2024. Cllr Watkinson advised that minutes from the 1990's indicate that the council may own another piece of land near the bus turning point. The Council felt that it would be sensible to consider Dunham and Darlton playing fields, together with any other land which they Council owns and may fall within the Fields in Trust remit for protection. Cllr Barden thanked the representative from 'Fields in Trust' for their presentation.

Council **resolved** to add to the September meeting and the Clerk to check with land registry regards ownership of land. **Action**, Clerk.

7 Planning:

**Applications** to Consider for Comment:

**White Swan** Main Street Dunham on Trent - Application for a Certificate of Lawful Existing Use or Development for The Use of The Land Edged Red as a Caravan Site

Cllr Barden welcomed the members of the public and allowed them to give their views on the matter. The Members of the public, members of the Council, together with 10 letters received by the Chairman agreed that the statement of truth from the applicant was incorrect, that the site has not been used as a caravan site for 10 years. After discussion, Council **resolved** to write to Bassetlaw Planning Dept to dispute the statement of truth from the applicant that the site has been used as a Caravan site for 10 years, provide photographic evidence and submit the 10 letters from local residents. **Action**, Clerk.

**Enforcement:**

**Oak Tree Cottage**, Main Street, Ragnall, NG22 0UR - Erection of a Log Cabin

The Council noted that Bassetlaw Council had investigated and no breach of planning control has taken place.

**4 Coronation Terrace**, Dunham, NG22 0TZ – No response received from Bassetlaw. **Action**, Clerk to chase.

8 To Clerks & Councillors Reports:

- **Allotments** on Horne Lane, Dunham – HM Land Registry reply received, land not registered. **Action**, Clerk to add to September agenda to consider registration along with any other unregistered Parish Council land.

- **Broadband** – Cllr Atkinson advised there had been no progress update received. **Action**, Clerk to chase County Cllr Ogle for an update.
- **Community Litter Pick** – Cllr Barden confirmed the litter pick is planned to take place on 27<sup>th</sup> Sep 2020.
- **Grass Cutting** Laneham Road, Dunham – Cllr Watkinson advised the grass and vegetation is causing a hindrance to pedestrians. Council **resolved** to ask the Lengthsman to cut the grass adjacent the pavement on Laneham Road, north of Reptile Gardens as far as the parish boundary with Laneham. **Action**, Clerk to contact Lengthsman.

10 Correspondence:

- Request use of Parish Land for Falconry Purposes. After discussion, Council **Resolved** unanimously that the Clerk shall write to the applicant and thank them for the idea, however, the Council declines the request. **Action**, Clerk to inform the applicant.
- New Model Code of Conduct Consultation – Cllr Barden advised that NALC are consulting all parishes, regards proposed enhancements to the existing Code of Conduct. NALC are inviting responses from all Council Clerks/RFO's, Councillors and Council's as a whole. After discussion, Council **Resolved** unanimously that the Clerk and Cllr Barden shall respond for the Council.

11 Play Area Annual Inspections

After discussion, Council **Resolved** to add to the September meeting and the Clerk to obtain quotes for all the replacement parts and labour involved. **Action**, Clerk.

Cllr Barden raised the matter of COVID-19 re-opening of playparks. Cllr Watkinson attended an on-line Webinar about the process involved. Cleaning is the main concern because it is not practical to 'frequently' clean all the potential touchpoints on the equipment. The signage listed in the Govt guidance is to be erected. The Clerk is to check the Risk Register to see if the parks are included, if not the matter to be put on the September agenda. **Action**, Clerk.

Cllr Atkinson agreed to undertake the Covid-19 playpark risk assessments for both parks, the outcome of which will ascertain whether or not it is safe and practical to re-open. **Action** Cllr Atkinson.

Closure of Meeting

There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 9:43pm.