

Misson Parish Council

Minutes of meeting held virtually at 7.00pm on Wednesday 3rd June 2020.

As a consequence of the Coronavirus pandemic the meeting was held virtually as a video conference. Members of the public were given the opportunity to join the meeting and/ or to raise questions in advance. Several questions were raised as detailed below:

Public Questions:

1. A member of the public wished to thank the Parish Council for arranging for the ivy to be removed from the street sign for River View.
2. A member of the public informed the Parish Council that a group of residents have volunteered to provide hot soup and mulled wine for the lighting of the Christmas Tree on the 28th November. This will be subject to the rules on social distancing in force at that time.
3. A member of the public raised the issue of access to the river at the bottom of River Lane. This item is already on the agenda and will be dealt with later in the meeting.
4. A member of the public raised an issue about the recent flooding of the River Idle and wished to know if any responsibility had been accepted for work to be carried out on the river or riverbank.
Action – Clerk to contact the Environment Agency
5. A member of the public raised an issue about the noise from the irrigation pump on the river bank near River Lane. **Action – Clerk has already contacted the Dairy Farm about this – awaiting a response.**

Present: Cllrs. Jayne Watson (Chair) Julie Watkins, Andy Woolliams, Ken Shephard, Jamie Sutherland, Mark Watson (also attending as D Cllr), C Cllr Tracey Taylor and Clerk Mark Hooper.

1. **To receive apologies for absence:** PCSO David Airey.
2. **To receive any declarations of disclosable pecuniary and non-pecuniary interests:** none declared.
3. **To approve the minutes of the Council meeting of May 6th 2020.** These were approved and signed by the Chair.
4. **To note matters arising from the minutes of the last meeting not on the agenda:**
 - Clerk has contacted Notts Highways to ascertain where the boundary for the Green and the Pinfold lies and also the status of the lane. **NCC Highways have confirmed that it does not form part of the adopted highway. Action – Clerk wrote to Land Registry on the 12th May – awaiting a response.**
 - **River Lane** – a sink hole has appeared on River Lane near the water main. **This has now been dealt with by Anglian Water – who have also removed the bollards. Clerk emailed A Water in May requesting them back – awaiting response. It was reported at the meeting that the repair to the sink hole has cracked – Action – Clerk to raise this with Anglian Water for a second time**
 - **Replacement Salt Bins** – ordered – waiting for them to come into stock. Emailed reminder 27th May.
 - **Wheelie Bins at Coronation Avenue** – Clerk has reported to BDC – now removed

- **River View sign** – the ivy covering it has now been removed.
- **Overhanging hedge along Station Road** – the Dairy Farm have confirmed they will cut it back – nesting permitting.
- **Brickyard Lane – gates across lane difficult to open** – Dairy Farm has confirmed they will look at the maintenance of them.
- **Slaynes Lane – electricity pole came down in the flooding.** 12/5 - W Power tel - confirmed matter in hand. Awaiting response from relevant land owners re burying the cable. It was reported at the meeting that the cable in the fields has been removed – but the pole and insulator and still laying at the side of the road. **Action – Clerk to contact Western Power again.**
- **Bracken Hill Lane - over-flowing litter bin** – emailed BDC 26/5. 28/5 – BDC confirmed now emptied and included on list for emptying
- **Middle Street - road surface poor** - Response rec'd 13/5 Further to my e-mail below and following our Network Inspectors visit works have been ordered to repair and make safe the area. This road has also been put forward for future consideration for further road improvements, but will of course be prioritised and assessed against many others.
- **Bungalows on West Street** - PC approved Donna to mow at April meeting - 26/5 - emailed Customer Services at BDC requesting that they stop mowing this.
- **Vicar Lane sign** - BDC contacted - 'Streetnaming' confirmed that they were to order a replacement. Reminder sent 5/5/20 - it has been ordered - but there will be a delay due to pandemic
- **Kissing Gate - Top Road entrance to Footpath number 3.** – still outstanding. 18/5 - email response from Jane Baines:
Laura had stated that it was her aim to get the gate installed last year with other works in the area. As the stile was in a good condition, there was no urgency. However, I appreciate that the ease of access of a gate is preferable to a stile. It is on a list of outstanding work so has not been forgotten. Hopefully soon we will be in a position to start up these works again as working restrictions lessen
- **The Pinfold** – there is an issue with vehicles parking around the boundary of the Pinfold. Letters posted 19th May
- **Bus Timetables** – the replacement bus timetables had been installed at the bus stops following the last meeting. The bus timetables have now reverted to their original schedule. **Action – interim timetables to be removed.**

5. To receive reports from District and County Councillors

- **C Cllr T Taylor:**

Notts County Council (NCC) have continued to issue updates re the support that is available during the pandemic. This has been included, where relevant, on the Parish Council website

Waste recycling centres in Retford and Worksop are now open – employing a queueing system.

Bus stations will re-open from 4th Jun. Worksop – the building will re-open but in Retford the building will remain closed.

Libraries will open shortly in three phases:

- Phase 1 – small staffed libraries;
- Phase 2 – larger staffed libraries such as Worksop;
- Phase 3 – community libraries staffed by volunteers.

Primary schools are starting to re-open and confidence is building between staff and parents.

• **D Cllr. M. Watson:**

Committee meetings are to have an on-line trial with a view to starting them up again in the near future

Workshop and Retford markets – food stalls have started to re-open. Plan is now to re-open non-food stalls limitations re social distancing permitting.

6. **To receive a report on the policing of the Parish.** PCSO Dave Airey could not attend the meeting but had provided the update for May. There have only been five crimes over the whole BEAT area for May – one – a burglary – in Misson.

There has been a reporting of instances of attempted scams associated with the pandemic. A reminder to remain vigilant and question something that happens out of the ordinary. Also, door to door selling has increased.

The Automatic Number Plate Recognition camera on Station Road, which had not been working, has now been reported.

The full report includes security advice applicable to everybody and is available on the MPC website

7. Update on the Coronavirus Pandemic

The Parish Council is going to continue with virtual meetings for the foreseeable future. It was decided to pay for a subscription to Zoom for the July meeting. **Action – Clerk to arrange this.**

At a local, village level, there have been many instances of people providing support for others, demonstrating how kind and caring the community can be:

- A local support group has established to deliver food, prescriptions and make phone calls to those who are isolated.
- The White Horse has been providing take-away meals and also set up a food 'shop'.
- Hugs from Misson – Dr Walker has established a group of volunteers to provide small bags of treats as a thank you to the many key workers who are working diligently for the good of us all. To date in excess of five thousand have been issued
- The Thimbles group are now making face masks.
- Axholme Dexter Beef have arranged collections of orders of meat on a Friday.
- Treasure Hunts have been organised for the children in the village.

8. Planning

a. To note planning decisions – there are no planning decisions this month.

- **20/00097/COND - Discharge of Condition 2 of P.A. 19/01402/RES** - Reserved Matters Application for the Approval of Appearance, Landscaping, Layout and Scale Following the Granting of Outline Application 17/01505/OUT with Some Matters Reserved (Approval Being Sought for Access) for One Detached Three Bed House and Garage. Land East Of Delfin Close Farm Slaynes Lane Misson – **Discharged** – the proposed external materials of construction to be used in the development are acceptable to the local planning authority.

b. To consider planning applications:

- **20/00255/LBA** - Remove Nine Foot (9 ft) Section of Front Boundary Wall to Enlarge Existing Access to Create Vehicular Access and Create Parking Space. Add One Course of Bricks to Front Wall and Replace Copings, Replace Single Pedestrian Gate with Double Wooden Gates. Wardens Cottage Slaynes Lane Misson. **The Parish Council were in general agreement with this application – they wished to raise the point with BDC Planning that the building is Grade 2 listed in a Conservation Area. They also**

wanted to ensure the proposed gate did not exceed the height of the existing wall. The Parish Council resolved to support this application with the above comments.

- **20/00555/CAT** - Removal of 19 Leylandii Trees Forming a Hedge Structure (Not On-Site Boundary). Riverside Cottage Church Street Misson. **The Parish Council expressed the view that there is a lack of detail included on the current application. They request a sketch diagram to provide further information before they make a decision.**
- c. To consider any other planning matters – none this month.

9. The Neighbourhood Improvement Programme

- **Lengthsmen** – the Lengthsmen have continued working – the Churchyard and Cemetery have been mown, trimmed and maintained throughout and the Churchyard Gate has been repaired.

A ramp has been ordered for the mower to be transported over the steps in the Churchyard to avoid damaging them.

- **Misson Cemetery/ Churchyard** – The boundary wall of the Churchyard next to Vicar Lane has been inspected and requires some maintenance. **Action – Clerk has begun the process of applying for permission for the wall to be repaired – ongoing.**
- **New notice board for the Churchyard** – Cllr J Watson has contacted the Church Warden to discuss the requirements who has responded confirming that this would be appreciated. **Action – this is on-going.** The PC would like to know the details of the planned improvements for the church. **Action - Clerk to contact Church Warden**
- **Misson Neighbourhood Plan (MNP)** – The MNP has been reviewed by BDC; a member of the Steering Group and the PC. Following re-submission to BDC Planning a response has been received indicating that formal Reg 14 Consultation will most likely be necessary and that the new draft MNP will have to progress through the same steps as the original MNP. Help from a planning consultant may also be needed. A virtual meeting has been arranged with the Planning Officer on Friday 5th June to clarify the full extent of what is required. An update will be provided to the July PC meeting.

10. Business Liaison

- **Odour emissions from Tunnel Tech (TTN).** The May figures have yet to be received from BDC – they will be included on the PC website when available and reported to the next meeting. Chair received 20 complaints from residents.

The deadline given to Tunnel Tech North for the enclosure works to be completed was the 30th April 2020. On the 13th May an update from Andrew Stewart (Environmental Health Manager) at BDC was received – this is available on the Parish website.

In summary, work did not commence on the enclosure activity until March this year – just before the implications of the pandemic closed the works down. TTN have had their permit extended to the end of November 2020 – with an indication that a further extension may be granted beyond then if necessary. No enforcement action has been taken by BDC.

The Parish Council and the residents were not consulted in advance about the permit extension. The Parish Council expressed their disappointment and frustration in the actions of BDC.

Action – Clerk to contact Andrew Stewart at BDC and ask for clarification of why the permit was extended.

- **Doncaster Airport Committee** – the airport has closed down and the meetings suspended. The airfield is being used to store planes which have been grounded due to the pandemic. There has been a complaint made at Gringley re the number of planes flying over-head currently.

- **Misson School** – Cllr A Woolliams provided an update – Years 1 & 6 are going to return to the school over the next couple of weeks. The school has made a lot of preparations to accommodate them safely.

11. To receive a report from Misson Community Association (MCA): house

- The floor in the Community Centre has been re-surfaced.
- Misson Pre-School are making plans for re-opening – no confirmed date as of yet.
- VJ Day in August – a small scale event is being planned – hopefully with the singer and caterer who had been booked for VE Day. The MCA are requesting the use of the Village Green for the base of the singer and caterer – this was agreed to by the PC. **Action – Clerk to confirm with MCA**
- Village show will go ahead on the 5th Sept but in a different format with exhibits being outside hopefully at the end of drives. The MCA are requesting the use of the Village Green to display some of the children's Art projects on boards on the green – this was agreed to by the PC. **Action – Clerk to confirm with MCA.**

12. To discuss the next edition of the Parish Newsletter – the draft newsletter has been reviewed in advance by the PCs and the content was signed off at the meeting.
The cost of the Newsletter to be shared by the MPC and MCA.

13. To discuss renewal of the Community Centre Lease. The lease has now been signed by the Trustees and the Clerk to MPC. It has been returned to Foy's Solicitors who will finalise the date of it and issue to MCA and MPC

A discussion was held re a PC volunteering to join the MCA Maintenance Committee – Cllrs J Watkins and K Shephard each volunteered for a limited period. **Action – Clerk to inform MCA**

A request was made for a summary of the main conditions of the lease be complied by the Clerk. **Action – Clerk to undertake this.**

14. To review highways and parish paths – there have been issues during lockdown with members of the public walking on private Polybell land. Traditionally local residents have had, as a privilege, access to this land to walk on. The level of usage of this has increased exponentially during lockdown and damage has occurred to gates, styles etc.
The PC is sympathetic to this problem – but has limited powers to address it. The next edition of the Newsletter will include an item explaining the definition of a Public Right of Way (PRoW) and a Public Footpath. Maps will also be included.
Action – Clerk to respond on behalf of the MPC to the owner of Polybell land.

The British Canoeing Association have listed on their website areas of the River Idle. This indicates that the public are entitled to access the river from these points. **Action – Clerk to contact the Association to clarify the situation with them.**

River Lane – there is misleading signage regarding the PRoW as it only holds this status to the first style and not beyond. **Action – the Parish Council will review this going forward with a view to improving the signage.**

15. To discuss the placement of the time capsule – due to time pressures this will be carried forward to the next meeting.

16. To receive feedback from meetings attended during May: nothing to report at this meeting

17. To receive correspondence – this was dealt with during the course of the meeting.

18. Parish Financial administration

To receive and approve:

- The Clerk presented the Financial statements to the 29th May 2020 and Council resolved to accept them

NatWest Current Acc.	@ 29/05/20	£9,779.55
NatWest Reserve Acc.	@ 29/05/20	£10,563.45

- Councillors resolved to approve the following payments:

<u>Payt</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
BACS	Came & Company	Lawn mower insurance	£139.60
BACS	Allied & Westminster	Community Centre Buildings Insurance	£399.09
BACS	Lengthsman 2	Maintenance in Churchyard & Cemetery	£77.00
BACS	TEC Clerk	Salary – May	£110.00
BACS	HMRC	PAYE – May	£84.60
BACS	MPC Clerk	Salary – May	£368.20
BACS	G Cawthorne	Internal Auditor	£220.00
BACS	D Fox	Grass Cutting	£540.00
Total			£1,938.49

- The Internal Audit** has been completed. The Annual Governance and Accountability Return 2019/20 has been reviewed by the Parish Council.
- The Annual Governance Statement was approved** – proposed by Cllr J Watson and seconded by Cllr J Watkins.
- The Accounting Statements were approved** – proposed by Cllr P Edwards and seconded by Cllr A Woolliams.
- The Notice of the Period for the Exercise of Public Rights** will be displayed on the notice boards and parish website. The period that the accounts will be available for inspection will be from Monday 15th June to Friday 24th July 2020.

19. To confirm the date of the next meeting: Wednesday, July 1st 2020 at 7.00pm.