

# BLEASBY PARISH COUNCIL



## Minutes of the Parish Council Meeting Monday 14<sup>th</sup> September 2015 7.30pm Bleasby Village Hall

Cllr Andrew Goodwin  
Cllr Charlotte Gent  
Cllr Chris Foster  
Cllr Michael Coombs  
Cllr Peter Cast (Chair)  
Cllr Rachel Horsley (Vice Chair)

In Attendance: The clerk

Also present: County Councillor Jackson, District Councillor Blaney and several members of the public

- BPC15-01 Welcome by Chair  
Chairman Cast welcomed those present to the first meeting after the summer break. He reported that a number of working group meetings had taken part over the summer.  
There had been some problems with the council's e-mail address but these had since been resolved. The Council was working hard to re-establish an editing facility to the village website.
- BPC15-02 To receive and resolve to approve apologies for absence.  
**The Council received apologies of absence from Cllr Andersen.**
- BPC15-03 To receive questions and petitions from the public – for information only.  
Mrs A Salter reported on behalf of the Village hall reported that a new notice board had been installed. She thanked Cllr Coombs for providing the wood and Mr E Salter for making the notice board. A lot of work had been done over the summer to clear out the shed so the play group could now store their materials. The store room would be tackled in the near future. The Parish Council had shown an interest to store some of their documents there.  
A member of the public asked why there were CCTV cameras at the entrances to Jubilee Ponds. In his opinion these cameras should be taken down. He offered to join the Jubilee Ponds Committee and handed a Freedom of Information Request to the Clerk.  
Mrs E France asked if the Council had received a letter of complaint dated 9 June. The Clerk pointed out that, whilst she had not received such a letter, the chair had and had circulated it and Mrs France had also circulated the Jubilee Ponds Minutes to councillors.
- BPC15-04 To receive a report from the County and District Councillors.

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County Councillor Roger Jackson reported that a private company was to take over the NCC Highways Department. It was hoped that this would create a better service at a lower cost.

He informed councillors that the speed testing tubes were in place and that the result would be published in due course. NCC once again offered free grit to councils and blue grit bins at reduced cost with the option to purchase additional grit.

District Councillor Blaney reported that PCSO Crowhurst had not been affected by recent redundancies but that the service would be restructured.

He pointed out that a former councillor was still attending the Lowdham and Trent Safer Neighbourhood Group and wondered if the Council wanted to nominate their own delegate. The next meeting of the SNG would be 3<sup>rd</sup> November at Southwell Town Hall.

- BPC15-05 To receive disclosures of pecuniary and non-pecuniary interests pursuant to section 31 Localism Act 2011 from councillors on matters considered at this meeting.  
**None declared.**
- BPC15-06 To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and resolve to exclude public and press for these items.  
**None.**
- BPC15-07 To receive minutes of Bleasby Parish Council meeting held on Monday, 13<sup>th</sup> July 2015 and resolve to sign these as a true record of that meeting.  
**The Council received the minutes of the meeting held on Monday, 13<sup>th</sup> July 2015 and resolved to sign these as a true record of that meeting.**
- BPC15-08 To receive updates resulting from the previous meeting's minutes:
1. Progress report on Internal Review (8)  
There had been four meetings of the internal review working party over the summer. Their work was not quite finished yet and an extraordinary meeting might need to be called to discuss the various documents.
  2. Progress report on Parish Plan. (8)  
The Parish Plan working party met during the summer and wanted to emphasise that they want everybody to participate and that they were looking into ways that would make people want to be involved.
  3. Progress report on defibrillator. (9a)  
Cllr Coombs reported that an automatic defibrillator had been ordered but had not yet arrived.
  4. Written report from Jubilee Ponds Management Committee (9c)  
Chairman Cast apologised that Jubilee Ponds matters had not been discussed at the last Parish council Meeting to the Jubilee Ponds Management Committees satisfaction. The Parish Council at the last

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meeting had requested a report from the JPMC but the committee felt that submitting the minutes of their meeting should suffice. A number of ways forward were discussed. The Council eventually agreed to come together for a fact finding meeting where documents to do with the Ponds would be viewed. The clerk pointed out that such an informal meeting could only serve for fact finding purposes and that no decisions could be taken. An open meeting inviting all parties involved in the Jubilee Ponds was suggested.

**Cllr Foster seconded by Cllr Horsley proposed to hold a Working Party meeting with the purpose to discuss and gather information on Jubilee Ponds. The Council unanimously agreed the proposal.**

- BPC15-09 To consider a request from Mrs Ogilvie to correct the minutes of November and December 2014 and January 2015 in such a way that they acknowledge her presence at these meetings.  
**The Council acknowledges the receipt of Mrs Ogilvie's email and request. The Council acknowledges that Mrs Ogilvie must have been present at the Bleasby Parish Council Meetings in November and December 2014 and January 2015 even though she had not been listed as present.**

- BPC15-10 To confirm the intention to move all banking arrangements to Unity Trust Bank with immediate effect.
- a) The Council wishes to open an account with Unity Trust Bank plc ("The Bank") and produced to the meeting a copy of the Bank's terms and conditions for operating an account;  
**Proposed by Cllr Cast and seconded by Cllr Gent the Council unanimously agreed to open an account with Unity Trust Bank.**
- b) The Bank's terms and conditions are approved and we appoint the Bank as its Bankers;  
**Proposed by Cllr Cast seconded by Cllr Horsley the Council unanimously approved the bank's terms and conditions and appointed the bank as its bankers.**
- c) The Bank's terms and conditions may vary from time to time and we agree to be bound by them;  
**The Council accepted the fact that terms and conditions may vary from time to time.**
- d) The Mandate for the operation of the bank account(s), payment instructions and banking services be approved and be provided to the Bank by persons authorised to do so in accordance with the Bank's procedures;  
**Proposed by Cllr Cast seconded by Cllr Goodwin the Council resolved unanimously to transfer both Parish Council bank accounts to the Unity Trust Bank and to approve the mandate for the operation of the bank accounts, payment instructions and banking services.**

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e) The Bank is entitled to rely upon this Mandate until it receives a later Mandate amending it.

**Proposed by Cllr Cast and seconded by Cllr Coombs the Council unanimously agreed for the bank rely on the mandate.**

**Proposed by Cllr Cast seconded by Cllr Coombs the following access levels were unanimously agreed;**

**To view only: Cllrs Andersen, Coombs and Goodwin**

**To authorise and view: Cllrs Foster, Gent and Horsley**

**To submit and view: Cllr Cast and the Clerk**

- BPC15-11 To receive the payments and receipts report for July and August.  
**The Council received the payments and receipts report for July and August 2015.**
- BPC15-12 To receive receipts/payments over budget report.  
**The Council received the receipts/payments over budgets report.**
- BPC15-13 To receive and approve the bank reconciliation for July 2015.  
**The Council received the bank reconciliation for July 2015. No bank statement had been available for August.**
- BPC15-14 To receive and approve the payments schedule for September 2015.  
**The Council received and unanimously approved the Payments Schedule for September as tabled at the meeting.**  
An additional invoice was tabled at the meeting.  
**Proposed by Cllr Cast seconded by Cllr Goodwin the payment to Mr P Yates for hedge cutting for £120.00 was unanimously approved.**
- BPC15-15 To receive feedback from the summer's events and consider implications for future events in particular in respect to:
- Safety
  - Parking
  - Electricity Supply
  - Waste Disposal
- Cllr Cast reported on the events. He thanked Cllr Coombs for his active support in maintaining an electricity supply. **Cllr Coombs was asked to establish the cost for the purchase of appropriate cabling.**  
Parking had been a problem; the public and Bleasby Bikers were at times at risk from traffic. A Temporary Road Closure Order may need to be requested for future events.  
Recycling and waste disposal had proved problematic this year. The correct disposal of waste should be the obligation of the commercial enterprises using the site rather than the Parish Council's.
- BPC15-16 To receive a suggestion how to alleviate the car parking problems at the Wagon and Horses pub.

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Cllr Gent reported that the pub was due to close for a period of time for refurbishments providing an opportunity to review parking arrangements there.  
**The clerk was asked to write to the proprietor requesting to open the side gate which would allow access from Gypsy Lane to the car park behind the pub especially during village events.**

- BPC15-17 To receive a report on Ferry End.  
 Cllr Cast reported that he had visited the solicitor's with Mrs Ogilvie in respect of registering ownership of the land at Ferry End. They had been advised that the Council would not be able to register ownership for another two years.  
 It had been suggested to create a physical barrier between the water's edge and the site. This could be achieved by layering existing planting into a hedge.  
 The bins on the site become overfull as they are of an inadequate capacity.  
**Proposed by Cllr Cast seconded by Cllr Goodwin the Council unanimously resolved to move the larger bin from the Glebe field to the Hazelford Ferry site.**
- BPC15-18 To receive correspondence from Mr. Ogilvie asking for support for a WWII war memorial.  
**The Council unanimously agreed the proposal by Cllr Foster take responsibility for maintaining a future war memorial.**
- BPC15-19 To note the receipt of a £350 donation from County Cllr Jackson towards the Bleasby Playgroup.  
**Noted.**
- It became apparent that it would be impossible to consider all the remaining business within the time remaining.  
**Proposed by Cllr Goodwin seconded by Cllr Horsley it was unanimously resolved to defer all items except Planning and the website to the next meeting.**
- BPC15-20 To consider Autumn/Winter events on the Glebe Field.  
**Deferred to next meeting.**
- BPC15-21 Planning –  
**To comment on the following planning applications:**  
 15/01348/FUL | Householder application for proposed two storey front extensions and proposed first floor side extension to existing house and brick wall to front site boundary | Lyndhelm 1 Sycamore Lane Bleasby Nottinghamshire NG14 7GJ.  
**Proposed by Cllr Horsley seconded by Cllr Coombs 15/01348/FUL was supported.**
- 15/01548/FUL | Householder application for demolition of rear single storey extension and construction of new single rear extension and demolition of front porch and construction of new front porch. | Rudsey Cottage 1 High Cross Goverton Nottinghamshire NG14 7FR

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**Proposed by Cllr Gent seconded by Cllr Horsley 15/01548/FUL was supported.**

15/01174/FULM | The use of land for the siting of caravans on land with the benefit of existing Certificates of Lawful Development for the siting of caravans between 1st March and 31st October | Caravan Park Boat Lane Bleasby Nottinghamshire NG14 7FT

**Proposed by Cllr Gent seconded by Cllr Foster 15/01174/FULM was supported.**

15/01563/FUL – Householder application for replacement of existing conservatory by single-storey rear extension at Woodcote, 7 Elmore's Meadow, Bleasby NG14 7HF

**Proposed by Cllr Cast seconded by Cllr Gent 15/01563/FUL was supported.**

15/01392/TPO | Undertake works to tree identified as T2, protected by N184. Remove dead branch from Horse Chestnut tree (retrospective notification). | Oakdene Gypsy Lane Bleasby Nottinghamshire NG14 7GG

**Noted**

**To receive the following Planning Decisions:**

15/01510/TPO | Undertake works to tree identified as T1 within schedule of TPO N16: Fell 1 No. Ash tree due to serious decline. | Carlins Field House Station Road Bleasby Nottinghamshire NG14 7GD – Approved

- BPC15-22 To receive Invitation to Annual General Meeting of Nottinghamshire Association of Local Councils 18/11/2015 and to nominate delegates and executive committee members and officer.  
**Deferred to next meeting.**
- BPC15-23 To receive Invitation to Employment Seminar at £25 per delegate.  
**Deferred to next meeting.**
- BPC15-24 To receive update on External Audit.  
**Deferred to next meeting.**
- BPC15-25 To receive an invitation to apply for "Smaller Council Transparency Funding"  
**Deferred to next meeting.**
- BPC15-26 To note NALC LTN 05-15 on Public Contracts Regulations 2015 and consider making the necessary amendments to Standing Orders and Financial Regulations.  
**Deferred to next meeting.**
- BPC15-27 To receive an update on the village and council websites.  
The Council received an update from Cllr Gent with regards to the village website. She had been able to pay the renewal of the domain licence and the website was

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back online and the associated e-mail address back in working order. Unfortunately she had not yet been able to gain access to the site in order to update and maintain it.

**The clerk was asked to obtain quotes for a number of website solutions.**

- BPC15-28 To consider a PO box address for the council.  
**Deferred to next meeting.**
- BPC15-29 To consider the provision of a mobile phone for Council use.  
**Deferred to next meeting.**
- BPC15-30 To receive any other correspondence not considered above (for information only).
- All of us who Garden
  - Concert for Courage – 31/10/2015
  - CPRE Newsletter
  - Greenwood Tree planting Grants
  - Invitation RSN Conference £249 per delegate.
  - NALC – Personnel Newsletter
  - National Flood Forum Bulletins
  - NCC – Tube Count Location Bleasby Road
  - NCC Road Closure Notice
  - Neighbourhood Watch alerts
  - Notts ALC – DIS Extra
  - Notts ALC – Various Parish Clerk Vacancies
  - NSDC – Planning Committee Agenda
  - RCAN Newsletter
  - Rural Services Network Newsletters
  - Wren – Additional Funding Round
- Deferred to next meeting.**
- BPC15-31 To receive Items for Notification. (for information only).  
**Deferred to next meeting.**
- BPC15-32 To confirm date of next meeting. 12 October 2015 at 19.30  
**Confirmed 12/10/2015 at 19.30 as next scheduled meeting.**

**Signed as a true record on behalf of Bleasby Parish Council.**

Name \_\_\_\_\_ Date \_\_\_\_\_

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**Bleasby Parish Council**  
**FINANCIAL STATEMENT AND BILLS FOR PAYMENT IN July/August/ September**

BPC15-14

<b>CASH POSITION BEFORE ANY PAYMENTS ARE MADE</b>						<b>£</b>
Yorkshire Bank Current		Sheet 255				<b>18,626.68</b>
Yorkshire Bank Investment						<b>5,889.65</b>
<b>Total</b>						<b>24,516.33</b>
<b>BILLS FOR PAYMENT</b>						
<b>Method</b>	<b>Ref</b>	<b>Supplier</b>	<b>Description</b>	<b>Excl. Vat</b>	<b>VAT</b>	<b>Total</b>
Cheque	862	Eon	Electricity Glebe Field	10.42	0.52	10.94
Cheque	863	Notts ALC	New Councillor Training	100.00	-	100.00
Cheque	864	Toot Hill School	Bleasby News	201.55	-	201.55
Cheque	865	Salaries and Wages costs	July/August		-	
Cheque	866	Salaries and Wages costs	September		-	
Cheque	867	Eon	Electricity Glebe Field	9.07	0.45	9.52
Cheque	868	HMRC	PAYE/Nics	129.60	-	129.60
Cheque	869	B Boyer	Petty Cash Expenditure	30.80	2.47	33.27
<b>Total</b>				<b>1,000.98</b>	<b>3.44</b>	<b>1,004.42</b>

**Notes:**

Late payments

**Authorised Signatory 1****Authorised Signatory 2****Date**

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