**MISTERTON PARISH COUNCIL**

**Minutes of the Meeting of Misterton Parish Council held on 12th September 2018 in the Church Room, Misterton, Nottinghamshire.**

**Present:** Cllrs: A. Stead, H. Brand, I. Keat, S. Taylor. B Cooper, D. Seymour, S. Farmer, P. Potter

Mrs. A. Harrison –Clerk to the Council

2 members of the public & PCSO Dave Airey

**18/19/076** In the absence of the Chair and Vice-Chair members resolved to appoint Cllr A. Stead as Chairman for the meeting.

**18/19/077** Receive Apologies and Approve Reasons for Absence

 P Marsden (away); W Howe. A Myers & D Pearce (other commitment), N Jaggard-Smith (work commitment).

**18/19/078** Receive Declarations of Interest (other than standing interests) - none

**18/19/079** Approval of the Minutes of the Council Meeting of the 18th July

 **Resolved:** That the minutes of the 18th July be approved.

**18/19/080** Matters Arising from the Minutes

 **18/19/066** Thesports field clubs had been advised of the water charges. (Manhole cover key to be sourced to enable monitoring. Cllr Seymour agreed to monitor)

 **18/19/064** Children’s Centre Meeting with the County Councillor 18th September with an update expected at that time.

 **18/19/057** Library tree removal scheduled in the next two weeks or October at the latest.

 **18/19/065** Highways site visit to be arranged regarding Debdhill Lane

**18/19/081** Public Discussion- Agenda Items

* Highway issues including recent repairs to Haxey Road and latest regarding Hillsyde Avenue (scheduled for repair this financial year).
* Suggestion that local organisations are encouraged to litter pick their own premises.

**18/19/082** To Approve the Accounts for Payment

Members considered the accounts and the Clerk drew particular attention to the approval of a payment for the work undertaken for the neighbourhood plan. It was also noted the Steering Group had unanimously approved the same.

**Resolved:** That the sum of £20,088.07 be approved including the neighbourhood plan allowance for the clerk and £2399.59 for cemetery payments (schedules attached).

Further £200 anticipated for electrical work to finalise the lighting at Church Meadow.

**18/19/083** Bank Reconciliation- 31st July 2018

 **Resolved:** That the bank reconciliation be approved.

**18/19/084** Budget Monitoring – July

 **Resolved:** That the budget monitoring be received.

**18/19/085** Notice of Conclusion of Audit & Note External Auditors Report

Report received - No matters were to be brought to the attention of the Council

**18/19/086** Police

PCSO Dave Airey provided a report to members. For the two-month period (June/July):

 8 incidents. Vigilance encouraged on the run up to the Christmas period.

 Neighbourhood watch scheme (to cover at least some areas in the village) also encouraged. Free signage could be provided together with assistance with setting up a scheme.

 ANPR camera update provided. Reply currently awaited from superiors.

 Noted 30% increase in crimes over a 12-month period but the Police considered that levels were still low and some ‘increase’ was due to crime classification which had changed due to a ‘victim led’ approach.

 Members did express the desire to have figures for crimes solved but figures were not readily available even on an annual basis.

**18/19/087** County Councillor Report

 Apologies provided by County Councillor Taylor

**18/19/088** District Councillor Report

Matters reported:

* A1 housing being delivered by BDC from 1st October
* Local Plan & NPPF developments including housing need figures.
* CIL allocation receipts levied on most new builds could now also be used by developers or owners to renovate heritage assets by way of a reimbursement. Parish rates (15% of receipts or 25% with a Neighbourhood Plan) were unchanged
* Retford Intervention Strategy highlighting four area for regeneration
* New housing enforcement powers to be adopted allowing financial penalties as an alternative to prosecution for housing offences.
* Littering from vehicles Civil penalties now chargeable for registered keepers
* Grants for sports clubs available.

**18/19/089** Highways- Consider litter bin request (Fox Covert Lane) & dog bin maintenance

**Resolved**: That a bin be funded by the Parish Council subject to BDC agreement to collect the same.

Members agreed to supply the clerk with details of any dog bins that required maintenance upon receipt of which a quote would be obtained.

Wharf Road bin without a lid – Clerk to seek a replacement

Highways suggestion for Councillor Taylor – North Carr Road surfacing &

Coopers Bridge central white linings.

Overhanging foliage to be reported -Haxey Road (Saddlery to Rooks Lane)

**18/19/090** Church Meadow/Sports Field/Windmill & Jubilee Garden/Sports field

 a) Consider sports field car park re-surfacing tenders

Members agreed to move to confidential session as commercially sensitive.

 b) Consider blue plaque on Church Meadow

 Church had now declined to install the plaque on the Church.

 **Resolved** That the events working group progress a proposal to install the plaque on a decorative stone at Church Meadow.

Costs to be provided in due course.

Sports field –Members agreed to reimburse the football club in the sum of £32 for top soil purchased to fill the cracks/holes that have arisen due to the dry weather.

Jubilee Garden - Members agreed to fund 3-4 heathers for the garden

War Memorial – Handyman to weed the war memorial and the gardener to be requested to spray The Pudge area.

**18/19/091** Neighbourhood Plan

The Submission Draft Neighbourhood Plan was near completion together with associated documents. Referendum possibly by the spring of 2019 after further consultation and public examination.

**18/19/092** Best Kept Village/Litter Pick

 Members considered a proposal that in future the annual litter pick be combined with a couple of areas in the village that needed maintenance. Members agreed that this would be considered as part of the litter pick and ideas would be put forward for the next spring clean. Costs of the BKV noted.

**18/19/093** Charles Cooper Trust – Developments

Noted properties held and recent improvements to bring them up to standard.

 Properties provided to those who required temporary housing and were suffering hardship. Alternative property options were being considered. Original connection to the Parish Council unknown.

**18/19/094** Old Library – Parking

 Gardening contractor to be approached to spray the car park.

**18/19/095** Library – Update

 Report provided to members. Volunteers including recruitment ongoing.

 Sessions and footfall noted.

* Since April 2017 staffed some 250 x 3 hour library sessions
* open three afternoons a week, 2pm to 5pm and Saturday mornings 9.30 – 12.30
* Between April and August 2018 we had a total of 1338 people visit the library, an increase of some 523 on last year.

School visit and other events scheduled and a regular reading group

* Visits in the summer term by every class at Misterton Primary School. All children were enrolled as members and all were able to borrow a book.
* Took part in the ‘Summer Reading Challenge’ (encouraging children in Primary School to continue reading over the summer holidays). 55 children enrolled for the scheme.
* A Reading Group (for adults) meets in the library on the first Tuesday of every month between 3pm and 4pm.
* Beginning this month and for the last Tuesday of every month we are organising a ‘Toddlers’ Rhyme Time’ between 2pm and 3pm. Sessions run using instruments, music, stories, CDs to encourage young children to enjoy early literacy sessions. We have applied for a grant to cover equipment costs.

**18/19/096** Appoint a Council Representative for the Newsletter Working Group &

 Burial Committee

It was reported that Cllr Cooper had resigned from the group/committee and thanks was given for his contribution over a number of years.

**Resolved**: That Cllr Seymour be appointed to the Newsletter Working Group

**Resolved:** That Cllr Taylor be appointed to the Burial Committee.

  **18/19/097** Items for Future Agenda

 Vice-Chairman appointment

Footpaths – maintenance

**18/19/098** Planning Applications

 **18/01053/FUL** Land to Rear of 123 Station Road

 Erect Detached Dwelling

 ***No adverse comment*** (Cllr Farmer declared a non-pecuniary interest)

**APP/A3010/W/18/3204895** 80 Station Road

Outline permission with some matters reserved (Approval being sought for access) to Erect a Detached Dwelling with Detached Garage and construct New Access.

Council previously raised no adverse comment.

***Members agreed to support the position of the District Council***

(Cllr Taylor declared a non-pecuniary interest)

**18/19/099** Planning Determinations- Noted

**18/19/100** Public Discussion

* Support for one area to be focused upon for the best kept village.
* The gardening club would consider maintaining an area in the village at the

 request of the Parish Council

* Question regarding the position of the Church in respect of the blue plaque
* Sports field use and condition of the pitch.

**18/19/101** Public Bodies (Admission to Meetings) Act 1960

 In light of the confidential nature of the business to be transacted the public

 and press were excluded in the public interest.

**18/19/102** Sports field car park resurfacing tenders – approve contractor

Members considered the quotes received through the procurement process.

 **Resolved:** That Sanmet Ltd be appointed as the approved contractor.

There being no other business the meeting was closed at 10.00pm

Signed …………………………………………………. Dated……………………………..

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| **PAYEE** | **CEMETERY ACCOUNT- July/Aug** | **TOTAL** |
| BDC | Trade waste contract | 50.62 |
| Paul Hinds | Grass & Hedge Cutting - June | 400.00 |
| Stuart Moody  | Grass cutting fees -June | 540.00 |
| WAVE | Water rates  | 11.71 |
| Shirley Moody | Salary - July | 130.00 |
| BDC | Trade waste contract | 50.62 |
| Stuart Moody  | Salary-July/Aug | 791.44 |
| Shirley Moody | Salary - Aug | 130.00 |
| HMRC | Tax & NICS - Aug | 295.20 |
| **TOTAL** |   | **2399.59** |

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| **DATE** | **PAYEE** | **ACCOUNT** |  | **TOTAL** |
| 10/08/2018 | A Harrison | Quarterly allowance | BACS | 120.00 |
| 15/08/2018 | Daisy Communications | TLCL Broadband/phone | DD | 38.59 |
| 20/08/2018 | EON | Sports field - electricity  | DD | 14.58 |
| 25/08/2018 | Various | August salaries | BACS | 2285.62 |
| 25/08/2018 | HMRC  | NICs & Income Tax (inc cem £683.24) | BACS | 388.04 |
| 25/08/2018 | Notts CC Pension Account | Employee/employer pension contributions | BACS | 549.98 |
| 29/08/2018 | Margaret Watkins | TMC&L - cover | BACS | 152.10 |
| 29/08/2018 | PPK Littlejohn | External Audit fee | BACS | 480.00 |
| 29/08/2018 | North Notts Landscapes | Sports field and old library -July | BACS | 573.60 |
| 29/08/2018 | West Stockwith Yacht Club | Marquee | BACS | 50.00 |
| 04/09/2018 | Kingfisher Print | PC newsletter print fees | BACS | 135.00 |
| 12/09/2018 | North Notts Landscapes | Sports field and old library- August | BACS | 483.60 |
| 12/09/2018 | A Harrison | N Plan Allowance (April 2016-Sept 18) | BACS | 2619.00 |
| 12/09/2018 | N Palmer | Reimburse stationery | BACS | 23.44 |
| 12/09/2018 | N Palmer | Reimburse post | BACS | 5.00 |
| 12/09/2018 | IPL Ltd | Play park annual inspections | BACS | 120.00 |
| 12/09/2018 | Lyreco UK ltd | Stationery (net of credit) | BACS | 62.80 |
| 12/09/2018 | Openplan | NP planning consultant fees | BACS | 3240.00 |
| 12/09/2018 | VIA | Church Meadow -feed pillar installation | BACS | 2696.00 |
| 12/09/2018 | Misterton PCC | NP room hire- June-Oct | BACS | 105.00 |
| 12/09/2018 | J Smith | Newsletter distribution | BACS | 50.00 |
| 12/09/2018 | J Jaggard-Smith | Newsletter distribution | BACS | 50.00 |
| 12/09/2018 | J A Greenfield | Misc Grass cutting - August | BACS | 360.00 |
| 12/09/2018 | Notts County Council | Cleaning TMC&L Apr-Sept 2018 | BACS | 844.20 |
| 15/09/2018 | Daisy Communications | TLCL Broadband/phone | DD | 38.88 |
| 17/09/2018 | EON | Sports field electricity | DD | 11.90 |
| 25/09/2018 | Various | September salaries | BACS | 2285.62 |
| 25/09/2018 | HMRC  | NICS and Income Tax (inc NP) | BACS | 1755.14 |
| 25/09/2018 | Notts CC Pension Account | Employee/employer pension contributions | BACS | 549.98 |
|   |  **TOTAL**  |   |   | **20,088.07** |