**MISTERTON PARISH COUNCIL**

**Minutes of the Annual Meeting of Misterton Parish Council held at The Granary, Grovewood Road, Misterton on 10th May 2022**

**Present:** Cllrs: T. Wing, (Chairman) P. Marsden, A. Stead, S. Taylor, H. Brand, A. Myers, I. Keat, G. Collett, , B. Cooper, M. Scott.

Mrs. A. Harrison, Clerk to the Council.

**22/23/001** To Appoint a Chairman for the Ensuing Year

Thanks provided to Cllr Marsden for his years of service as Chairman.

**Resolved:** That Cllr T. Wing be appointed Chairman for the ensuing year.

**22/23/002** Declaration of Acceptance of Office by the Chairman

The Chairman signed the Declaration of Acceptance of Office.

**22/23/003** Receive Apologies and Approve Reasons for Absence

T Allen (away), D Pearce & B. Cooper (unwell), N. Jaggard-Smith (work conference).

**Resolved:** That the reasons for absence be approved.

**22/23/004** Receive Declarations of Interest (other than standing interests) – None.

**22/23/005** To Appoint a Vice-Chairman for the Ensuing Year

**Resolved** That Cllr A. Myers be appointed Vice-Chairman for the ensuing year.

**22/23/00****6** Approval of the Minutes –Council Meeting of the 8th March 2022

**Resolved:** That the minutes of the Council meeting of the 8th March be approved as a true and accurate record.

**22/23/007** Matters Arising from the Minutes

21/22/102 Matters arising - bin installations noted. Clerk to chase West Stockwith bin.

21/22/107 Police - no formal announcement regarding a PCSO replacement to date. Clerk to request details from the Police.

21/22/111 Library Planning. Pre-application submitted, response from BDC awaited.

21/22/110 Jubilee Tree – Still looking to purchase a native tree with installation by the supplier. Clerk to arrange with Cllr Marsden.

**22/23/008** Public Discussion Period

No public in attendance

**22/23/009** Financial Matters

1. Receive Budget Monitoring –Year End March 2022

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

1. Approve Accounts April/May 2022

**Resolved**: That the accounts to May be approved.

**22/23/010** Approve Annual Accounts to Year End 31st March 2022.

**Resolved** That the annual accounts to 31st March 2021 be approved.

**22/23/011** Approve AGAR S1 Governance Statement for Year End 31st March 2022.

**Resolved:** That AGAR S1 Governance Statement be approved

**22/23/012** Approve AGAR S2 Accounting Statement for Year End 31st March 2022.

**Resolved:** That AGAR S2 Accounting Statements be approved.

Members further received the internal audit report (s3)

**22/23/013** Appointment of Representatives on Committees, Other bodies etc

(a) Election of Committees etc

Strategic Review - Cllrs A. Stead, B. Cooper, I. Keat, S. Taylor, P. Marsden, (T Wing, A. Myers - Chair/Vice ex officio)

Urgent Business Powers - PC Chairman, Vice Chairman and Clerk.

Burial Committee - Cllr A. Stead, S. Taylor, P. Marsden

(b) Working Groups

Newsletter working group - Cllr A. Stead, H. Brand, N Jaggard-Smith

Events Working Group- Cllrs Jaggard-Smith, A. Myers, H. Brand, S Taylor, T Wing

Neighbourhood Plan Steering Group - Cllrs H. Brand, I. Keat,

Emergency Plan – Cllrs A. Myers, T Allen, D. Pearce

Capital Projects Working Group – Cllrs Cooper. Marsden, Myers. Pearce

Library Working Group -Cllrs Brand, D Pearce, T Wing.

Green Working Group - Cllrs H Brand, M. Scott, G Collett, N Jaggard-Smith.

Sports field Working Group – Cllrs T Allen, A Stead, P Marsden.

(c) Representatives on other bodies

NEBF- Cllr Brand

IGas Liaison Group - Cllr P. Marsden, D. Pearce

Speedwatch - Cllrs B. Cooper, I. Keat, D. Pearce

Police (priorities setting meeting) – Hazel Brand (when available)

Standering Charity- N. Jaggard-Smith, H. Brand, I. Keat,

Charles Cooper Trust- I. Keat.T. Wing

**22/23/014** Police

Members received the police report for April but figures for May had not been received to date.

**22/23/015** District Councillor Report

Matters reported including:

* Planning enforcement update.
* Council tax rebate (Bands A-D) should be received in May.
* Council “Trail tale” App – Self- guided walks app
* Moving stories exhibition.
* CCTV refuge points noted in Worksop and Retford.

**22/23/016** County Councillor Report

Apologies for the March meeting.

- New Council Plan for the 10 years 2021-31 (Available to view on the Council's website).  
- Making an outline bid to Govt for a regional Devolution deal. Preliminary bid successful. Detailed bid currently being progressed, decision on the shape and scope expected this autumn/winter.  
- Support for the inland Freeport near East Midlands airport.  
- West Burton nuclear site on shortlist with decision expected at the end of 2022 (to build the first STEP nuclear fusion reactor)

- Ongoing COVID community support   
- Coordinating Homes for Ukraine scheme.  
- Major review of highways maintenance completed with new practice and process being implemented  
- Reviews ongoing for Electric vehicle charging infrastructure & household waste recycling centres (waste collection & disposal)

Other points:

* Meeting to review signage near the Saddlery with the District Manager on 18th May. Cllrs Brand & Marsden and the Clerk to attend at 9.15am.
* Library site update. All surveys completed but costings still to be ascertained.

**22/23/017** Church Meadow/Sports Field /Windmill & Jubilee Gardens including consider revised sports field CCTV costs

**Resolved:** That the revised CCTV costs be approved. Noted possible upgraded broadband cost. The Clerk to advise if this was required in due course.

Noted request to put (temporary) reed screen on the emergency gate at the Old library site. Members had no objection with the Clerk to arrange.

**22/23/018** Consider Declaration of a Climate Emergency including set 2030 target

Members discussed the climate problem and local schemes including “The Big Plastic Count”.

**Resolved:** The following proposal was approved: That the Parish Council formally agrees to declare a Climate Emergency, and to delegate the Green Group to take the lead in considering, advising, and overseeing appropriate measures to achieve the Parish Council's commitment to encourage carbon neutrality across the community by 2030.The Parish Council and its committees will be expected to ensure that the decisions they take adhere to this principle, and that relevant actions, advice and recommendations will be reported to the Parish Council on a regular basis so that every member has an ongoing overview of the progress being made.

Specific plan to be looked at how the Council could achieve its own carbon neutrality and a Green Report update to be added to each agenda.

**22/23/019** Highways

1. Consider mow-free May e.g. Gravelholes Lane, Station Road, to promote climate crisis issues.

**Resolved**: Members agreed certain areas would not be cut in May to promote climate issues. Windmill Gardens and the play park and recreational ground would of course be cut.

1. Consider writing letter of complaint to the Department of Transport regarding roadside barriers on the A161 in Misterton.

Noted issues raised by residents regarding the lack of a footpath/verge now that barriers had been installed. The lack of consultation or use of local knowledge was also raised. The justification was accident data. Although two deaths were known to have occurred one was noted not to be traffic related but due to adverse weather conditions.

**Resolved**: That a letter of complaint be forwarded to the Department of Transport that if the barriers are to remain a footpath should be provided to connect the public house/cemetery and caravan park to the rest of the village. The evidence upon which such barriers were needed as part of the Safer Roads Scheme also to be sought.

c). Consider Lengthsman Scheme

Members agreed to register an interest in the scheme, with the Clerk to obtain further details before a final decision was made.

**22/23/020** Library –Approve instruction of Burton Dyson

**Resolved:** That Burton Dyson be instructed to review the new lease upon receipt.

**22/23/021** Newsletter Call for Copy

Quarterly newsletter deferred to the July meeting but an A5 leaflet on Jubilee activities to be provided subject to distributors being available.

**22/23/022** Annual litter pick (consider in conjunction with the Jubilee event).

Litter pick Sat 28th May, one week before the jubilee.

**Resolved:** That the event would commence at 10am at the War Memorial with refreshments at 12am at The Red Hart. (Budget up to £100).

Clerk to request the handyman clear the weeds at the War Memorial.

Village signage also to be cleaned if possible.

**22/23/023** Defibrillator consider quotes and installation at The Red Hart

**Resolved:** That the purchase of a defibrillator and cabinet be approved from Defib warehouse with the Clerk to purchase direct. Installation costs also agreed with siting at The Red Hart.

**22/23/024** Consider Youth Junior “Parish Councillors”

Proposal to encourage young people to become involved in the Parish Council and learn how it operates. Cllr Brand to look into how this could be progressed.

**22/23/025** Village Hall Working Group – Report

DEFERRED as Cllrs Cooper and Allen had given their apologies

**22/23/026** Neighbourhood Plan –Review

Clerk report had been circulated to members.

**22/23/027** Items for Future Agenda & agree next meeting date including venue - 12th July at The Granary Room

* Grange footpath
* Village Hall Report
* Green Report
* Newsletter – call for copy
* Lengthsman scheme update.

**22/23/028** Planning Applications

**22/00466/FUL** Land off 9 Ashdown Way Misterton

Residential Development of 9 Dwellings

Noted this was a Neighbourhood Plan allocated site with less units than indicated in the plan but some highways concerns had been submitted by the Highways authority.

***Members were happy with the numbers but would want the applicant to meet any highways issues***

**22/00507/VOC** Mill House, Stockwith Road

Variation of Condition 13 of P.A. 20/01160/FUL Application to Vary Wording in Condition 13 to Omit the Word 'Marina’

Noted originally related to the development of a marina but now to West Stockwith.

***No adverse comment***

**21/01011/HSE** Spring House 2 Church lane

Erect Single Storey Detached Garage

***Members supported highways comments and concerns and also noted the lane was relatively well used.***

***22/00546/FUL*** Former 30 Gringley Road

Construction of access

***No adverse comment***

***22/00487/HSE*** Tindale Bank Gatehouse, Haxey Road.

Erect detached garages including front and rear extensions.

***Large development but not affecting other properties therefore no adverse comment.***

**22/23/029** Planning Determinations- None

There being no other business the meeting was closed at 9.30pm

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

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| **MARCH SUPPLEMENTAL PAYEE** | **ACCOUNT** |  | **TOTAL** |
| Planning with People | Neighbourhood Plan consultancy fees | BACS | 3750.00 |
| **TOTAL** |  |  | **3,750.00** |

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| **MARCH SUPPLEMENTAL CEMETERY PAYEE** | **ACCOUNT** | **TOTAL** |
| BDC | Waste contract Mar - Aug | 351.00 |
| WAVE | Water rates | 15.35 |
| **TOTAL** |  | **366.35** |

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| **APRIL PAYEE** | **ACCOUNT** |  | **TOTAL** |
| Inspire | TMC&L Annual utilities | BACS | 2112.18 |
| Play & Leisure Ltd | Sports field play park parts re: repair | BACS | 91.20 |
| First Responders | Donation | BACS | 250.00 |
| VIA | Annual school crossing patrol | BACS | 794.41 |
| Nottinghamshire County Council | TMC&L Cleaning | BACS | 159.84 |
| Daisy Communications | Phone/broadband | DD | 29.06 |
| Nottinghamshire ALC | Annual Subscription | BACS | 382.90 |
| Festive Lights | Christmas lights for 2022-23 (Reimburse AM) | BACS | 604.97 |
| Cherry Lane Garden Centre | Jubilee Garden refurbishment (Reimburse AM) | BACS | 159.83 |
| Gala Tent Ltd | Events marquee 50% (Reimburse AM) | BACS | 319.99 |
| A Myers | Plants Jubilee Garden | BACS | 45.00 |
| North Notts Lions | Contribution Christmas event | BACS | 50.00 |
| Oakdale Homes | Annual sports field rent | BACS | 1.00 |
| Lyreco UK Ltd | Stationery | BACS | 173.50 |
| North Notts Landscapes Ltd | Grass cutting contract | BACS | 750.00 |
| Flo & Co | Jubilee children’s entertainer (deposit) | BACS | 140.00 |
| Curry’s | TMC replacement printer | BACS | 109.98 |
| EON | Jubilee garden electricity | DD | 27.28 |
| EON | Sports field electricity | DD | 19.42 |
| J A Greenfield | Misc grass cutting contract | BACS | 220.00 |
| G Collett | Reimburse wildflower seeds | BACS | 36.99 |
| Various | Salaries April | BACS | 2662.21 |
| HMRC | NICS and Income Tax | BACS | 521.45 |
| Notts CC Pension Account | Employee/employer pension contributions | BACS | 885.13 |
| **TOTAL** |  |  | **10,546.34** |

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| **CEMETERY APRIL PAYEE** | **ACCOUNT** | **TOTAL** |
| Holmes Groundcare Maintenance Ltd | Grass cutting contract | 170.00 |
| Staff | Salary - April | 85.80 |
| **TOTAL** |  | **255.80** |

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| **CEMETERY MAY PAYEE** | **ACCOUNT** | **TOTAL** |
| Holmes Groundcare Maintenance Ltd | Grass cutting contract | 210.00 |
| Staff | Salary -May | 85.80 |
| **TOTAL** |  | **295.80** |

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| **PAYEE** | **ACCOUNT** | **TOTAL** |
| P Clay Fabrication | Sports field barrier repair | 80.00 |
| AS Audit Services | Internal Audit Fee | 225.00 |
| Daisy Communications | Phone/broadband | 29.24 |
| North Notts Landscapes Ltd | Grass cutting contract | 933.60 |
| Anthony Snowden | Planning pre-enquiry fees- container | 240.00 |
| Alex Myers | Reimburse hay bales for jubilee event | 50.00 |
| S Fotheringham | Repair Church Meadow/bin installation/composter | 499.50 |
| J Jaggard Smith | Newsletter delivery | 50.00 |
| J Smith | Newsletter delivery | 50.00 |
| A Harrison | Quarterly allowance | 150.00 |
| Right Action | TMC& L - Fire extinguisher service | 46.80 |
| B Cooper | Buildbase Composter posts/netting /staples | 111.52 |
| BDC | TENS licence for jubilee event | 21.00 |
| EON | Jubilee garden electricity | 24.16 |
| EON | Sports field electricity | 17.48 |
| Various | Salaries May | 2659.45 |
| HMRC | NICS and Income Tax | 521.25 |
| Notts CC Pension Account | Employee/employer pension contributions | 885.13 |
| **TOTAL** |  | **6,594.13** |