



## NORTH LEVERTON WITH HABLESTHORPE PARISH COUNCIL

CLERK: SARA STILLIARD

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### **MINUTES OF THE MEETING held on Monday 5<sup>th</sup> September 2016**

**Present:** Cllr M Ferguson (Chair), Cllr A Conn (Vice Chair) S Ferguson, G White, C Erridge, G McGarry, C Overend, P Dadd

**Clerks:** D Langmead and Sara Stilliard

**Members of the Public:** None

**Guests:** PCSOs Dave Airey & Cllr H Burton.

### **PUBLIC FORUM**

None present

### **PLANNING MEETING**

**Declarations of Interest – Planning Meeting** – None declared at this stage.

Applications – to be considered by the Parish Council

[Retain Boundary Fencing](#) Planning Application. The Granary 5 Yew Tree Rise North Leverton Retford Nottinghamshire DN22 0FJ. Ref. No: 16/00955/HSE | Received: Mon 11 Jul 2016 | Validated: Fri 29 Jul 2016 | Status: Pending Consideration

**Council has no Objections**

Decisions – considered by Bassetlaw DC / Notts CC / Planning Inspectorate - None

[Discharge of Conditions 3 and 4 of Planning Application 15/01114/HSE - Demolish Existing Porch and Garage. Erect Single Storey Side Extension, Detached Garage, Reinststate Entrance Door in the West Elevation, Replace UPVC Guttering with Cast Iron. Erect Garden Shed in Rear Garden and Access Gate at Side of Property](#)

Gainsborough House Main Street North Leverton Retford Nottinghamshire DN22 0AD Ref. No: 16/00806/COND | Received: Thu 09 Jun 2016 | Validated: Tue 14 Jun 2016 | **Status: Determined.**

[Erect Three Bedroomed Detached Two Storey House with Integral Garage and Construct New Access](#) Planning Application Nandina House Southgore Lane North Leverton Retford Nottinghamshire DN22 0AA Ref. No: 16/00691/FUL | Received: Mon 16 May 2016 | Validated: Thu 19 May 2016 | **Status: Granted**

[Erection of Front Porch, Convert Garage to Form Two Bedrooms and a En suite and Replace Existing Flat Roof with a Pitched Roof.](#) Planning Application, 15 Manor Farm Rise North Leverton Retford Nottinghamshire DN22 0BH. Ref. No: 16/00683/HSE | Received: Thu 05 May 2016 | Validated: Thu 05 May 2016 | **Status: Granted.**

Planning Application – Update.

[Change of Use of Existing Agricultural/Storage Buildings and Surrounding Area to Storage and Distribution \(B8\)](#) Planning Application Coates Farm Coates Road Cottam Retford Nottinghamshire DN22 0HA Ref. No: 16/00822/COU | Received: Tue 14 Jun 2016 | Validated: Tue 21 Jun 2016 | Status: **Pending Consideration**

**Council has no Objections other than recommending that a condition to the application should be included that there should be no overall increase in traffic, particularly HGVs, as a result of the change of use. Letters to this effect have been sent.**

### **Sturton Ward Plan**

A meeting of the Sturton Neighbourhood Plan Monitoring Group was held on September 1<sup>st</sup> the outcome of which was a letter drafted to Jo White, the Director of Regeneration and Head of Regeneration, Chief Executive of BDC with a copy to DCllr Burton, requesting a meeting to discuss the reasons for ignoring the Neighbourhood Plan and the route forwards. If a meeting cannot be arranged the intention is to make the issue public at a national level, supporting other Parish Councils with the same experience Council unanimously approved the draft letter

**Action Clerk to gain approval from the other Parish Councils and send the letter**

### **PARISH COUNCIL MEETING**

**07.16.01. Apologies for absence.** – There were apologies from Cllr I Hobbs which were accepted by Council.

**07.16.02. Declarations of interest – Parish Council meeting**  
None declared at this stage.

#### **07.16.03. Chairman's remarks.**

Cllr Ferguson requested that item 4 be deferred pending the arrival of a Police representative. He also asked that the invoice from SLCC for £40.25 be included in the payments section in agenda item 12. All changes/additions were agreed by Council.

#### **07.16.04. Police Report.**

##### Police Report.

PCSO Dave Airey reported to Council that there was only one crime of arson (hay bale) reported during the months of July and August in the village.

Autumn is the season for door to door scams. Many legitimate businesses sell products door to door (windows, solar panels, cleaning products, home maintenance, tree surgeons etc.). Gas, electric and water companies will also visit to read meters. In addition, charities may visit to ask for donations or post collection bags for you to fill and leave out for collection. However, scammers also do the above to part people from their money, gain entry to homes to steal, or profit by posing as charities in order to collect donations.

Some scammers conduct surveys so they can obtain personal details or disguise their real intent to sell goods or services people don't want or need. Residents should be encouraged to always check a caller's ID. If they are not happy, then they should not be allowed in. People should never ring the telephone number on the ID card but tell the caller to wait outside, shut the door and ring the company's number from the telephone book or website.

During the summer months of this year Dave attended a number of exceptional annual, seasonal events across this, and other beat areas, and these seem to be getting more popular year on year. A large amount of credit needs to be passed to the event organisers and exhibitors without which these occasions would not be possible. The success of the same is

dependent on the local community supporting these ventures and it has been very pleasing to see the events growing in popularity with local, and not so local, community members. Well done to you all.

Dave's full report can be seen on-line

Dave asks that residents please continue to report all suspicious persons, vehicles and activity to the control room on 101. Where a crime is in progress, or has just occurred, please continue to use the 999 number. Calls of this nature do make a difference in helping to drive crime figures lower.

**Confirmation of the Police contact numbers are as follows: - Notts Police – Non-Urgent – 101. Notts Police Urgent – 999. Mobile numbers for other non-urgent matters: PCSO Dave Airey – 07525 226838; PC Bill Bailey – 07910 336884.**

#### **07.16.05. Community Speedwatch and Traffic Calming Group**

##### Community Speedwatch

Only North Leverton and Wheatley Parish Councils are actively participating currently. Cllr S Ferguson reported that the team has been out on 4 days in July and August with 9 speeding vehicles being 'caught' out of 323 cars passing the check points, representing 2.8%. A letter will be sent to the school reminding parents about speeding in the village later in September and there has been media coverage in Retford Life as well as information posted in the Parish newsletter and on noticeboards.

The council is also considering more signs to publicise the Speedwatch Area.

##### **Action Cllr S Ferguson**

##### Trentside Traffic Calming Group

The EDF contact has left but Steve Walker will find another contact at the company.

John Clarke at Rampton Hospital invoked the data protection act as a reason for not identifying speeding motorists. Cllr White agreed to raise this again at the next meeting of the Rampton Hospital Forum on the 8<sup>th</sup> September.

The next meeting of the Traffic Calming group will be on September 15<sup>th</sup>

##### **Action Cllr White.**

#### **07.16.06. District and County Councillors Reports.**

CCllr Hugh Burton has written to Government about Devolution and he confirmed that there are now enough signatures to force a referendum within Bassetlaw

Following the Shale Gas Event on July 6<sup>th</sup> councillors have until 26<sup>th</sup> October to make any comments within the consultation period

#### **07.16.07. Minutes of the Parish Council meeting held on Monday 4<sup>th</sup> July 2016**

The minutes of the above meeting were approved by Council and signed by the Chair as true records of the proceedings.

#### **07.16.08. Matters arising – Non agenda items**

Council noted that the actions on the Clerk have all been completed.

Overhanging trees at the Church and the Manor House have been cut back now. One more to be done **Action Cllr M Ferguson**

The grit bins have now been righted

Clerk has written to the Church re support for alterations to facilitate events – no response as yet

#### **07.16.09. Highways, Footpaths and Public Safety**

##### 07.16.09.1. Street Lamps & Furniture, Signs and Waste Bins.

Cllr Ferguson reported the following lights not working

Main Street Nos 2,11,42,46

Sturton Road No 12  
Southgore Land No 2  
Habblesthorpe Close No 5  
Interactive sign on Southgore lane also not working  
**Action Cllr McGarry and Clerk.**

07.16.09.2. Mill Lane Corner – Public Safety.

Now have agreement that new 30 MPH signs will be erected. This is likely to be done before March 2017 or there will have to be a new traffic order

The clerk reported that he has secured a grant of £1,000 for North Leverton who will only have to pay £400 for their traffic signs

**Action Clerk to follow up.**

07.16.09.3. Matters to report.

Rubbish in the stream by the church is accumulating – lengthsman to be asked to remove it. Dave Airey also to be asked to police this area more regularly to deter the dumping of litter.

**Action Cllr M Ferguson and Cllr Hobbs**

Council unanimously agreed that the Flag should be replaced at a cost of £67.95

**Action Clerk**

**07.16.10. The Lengthsman Report**

Council noted the work carried out by John Taylor in July and August and agreed both the Lengthsman Scheme and Village Handyman Invoices for the month. John Taylor retired as lengthsman at the end of August although will remain as the village handyman.

**Action Cllr M Ferguson to write a letter of thanks to John Taylor for his work for the village**

A new lengthsman – Jack Foster – was proposed on 6 months' probation at a rate of £6.50 per hour. He is currently Sturton's lengthsman and will probably also become lengthsman for South Leverton. Meeting to be arranged between Cllr M Ferguson, Cllr Hobbs and Jack Foster to agree lines of communication, time sheets, transfer of equipment from John Taylor etc and priorities for monthly projects.

**Action Cllr M Ferguson**

Telephone Box (Library) Refurbishment. Cllr White has produced a full risk assessment / COSH report for the refurbishment of the telephone box using a refurbishment kit from X2Connect at a cost of £353.47 (net) and other expenses of £94.87 (inc VAT).

A notice to be put on the telephone box advising residents that it will be closed for 2 weeks for the work to be done

**Action Cllr White to put up notice when the refurbishment date is finalised**

**07.16.11. Reports from Outside Bodies.**

Bassetlaw's Parish Forum will be held in the Retford Enterprise Centre on October 17<sup>th</sup> at 7pm and the Rural Conference will be held in Retford Town Hall on 22<sup>nd</sup> September between 2-4pm

**07.16.12. Financial Matters.**

07.16.12.1. Bank Reconciliation

The Bank Reconciliation to 15<sup>th</sup> August 2016 was presented to Council and approved.

07.16.12.2. Expenditure.

The following payments (for the previous month unless stated otherwise) were noted and approved by Council. **Action Clerk.**

D Langmead, Clerk Salary + Exps (July & August)	£	586.19
Village Handyperson (J Taylor) July	£	120.00
Lengthsman (J Taylor)	£	75.00
Village Handyperson (J Taylor)	£	120.00
Lengthsman (J Taylor) July	£	86.25
S Rockcliffe – Website costs (July & August)	£	32.00

B Crowson – Memorial Garden Maintenance (July & August)	£	90.00
Holmes Groundcare Maintenance - Grass cutting CY	£	169.20
Holmes Groundcare Maintenance - Grass cutting Village (July)	£	333.60
Holmes Groundcare Maintenance - Grass cutting Village	£	333.60
X2 Connect Ltd – Kiosk refurbishment	£	353.47
The Play Inspection Co – Play park Equipment inspection	£	114.00
Physio Control UK – Defibrillator (2 <sup>nd</sup> Cheque)	£	780.00
Came & C0 – Annual insurance premium	£	893.13
Harrison Flags	£	81.54
SLCC – Clerk subscription	£	40.25
Cllr White – cost of additional telephone box refurb items	£	94.87

#### 07.16.12.3. Annual Audit Closure

Notice of Completion of Audit completed and signed off by the external auditors

**Action Clerk to post on web site**

#### 07.16.12.4. PAYE set up

Clerk now has to be paid via PAYE. At a cost of £50 per year Darbys of Retford will administer this scheme for the Parish Council. This was unanimously approved by council

**Action Clerk**

#### 07.16.12.5. Insurance renewal and other issues

Due to a confirmed stock valuation for the play park (via inspection) which is lower than that held by the insurance company there is a reduction in the annual premium of £29.26

The insurance company has also changed its name and trading style – not affecting the Council

### **07.16.13. The Blacksmiths Playing Field.**

#### 07.16.13.1. Weekly Inspection Report

No report

Volunteers being called to prune the Memorial Gardens – lengthsman to remove material when this is done. **Action Cllr Hobbs**

#### 07.16.13.2. New Seating

Cllr Erridge agreed to continue to look into The Tesco Bag of Help funding scheme as an additional source of funding for 2 more benches. **Action Cllr Erridge.**

Cllr M Ferguson has been approached by Mrs Rickards with regard to her deceased husband's plaque on the memorial garden. Her request that it be renewed was accepted as was her request to erect a brass plaque in its place. **Action Cllr Ferguson to discuss final details with Mrs Rickards.**

#### 07.16.13.3. Annual Play Park Inspection

Carried out with no further actions

#### 07.16.13.4. Xerscape Surfer

Awaiting risk assessment. **Action Cllr Hobbs.**

### **07.16.14. Correspondence.**

The following items of correspondence were received this month:

- Clerks and Councils Direct magazine.
- 'Shout up' – Notts CC Survey Poster asking residents to have their say
- Shale Gas event consultation dates if councillors want to respond

**Action Cllr M Ferguson to put 'Shout Up' poster on notice board and circulate to councillors**

**07.16.15. Defibrillator**

Council noted that the defibrillator is up and running and that Cllr Erridge as carried out a monthly checks and completed a log. This item to now be removed from the agenda

**Action Clerk**

**07.16.16. Parish Council Newsletter & Website**

Council noted that the Autumn edition of the newsletter is being compiled and any articles or features should be sent to Cllr S Ferguson. It will be going out at the end of September.

**Action Cllr Dadd to send information on the Wednesday Club**

**07.16.17. Emergency Planning incl. Winter Preparation & Residents Questionnaire**

This item to now be removed from the agenda **Action Clerk.**

**07.16.18. Matters to Report**

All matters should be added to the agenda in the appropriate place. This item to now be removed from the agenda **Action Clerk**

**07.16.19. Date of next Meeting**

The next meeting of the Parish Council will be held on Monday 3<sup>rd</sup> October 2016 in the Methodist Chapel, starting at 7.15pm.

Remaining Dates for 2016 are as follows: - 7/11; 5/12;

Sara Stilliard – Clerk, tel. 881582

**NB. Minutes subject to approval at the next meeting**

Distribution: All Parish Councillors, Cllr John Ogle, DCllr H Burton, PC Bill Bailey, PCSO Dave Airey, Notice Boards, & File

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