

Edwinstowe Parish Council

Working to make a difference

Clerk – James Gamble MSc.

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A handwritten signature in black ink that reads 'James Gamble'.

Minutes of the Ordinary Meeting of the Full Council held on Wednesday 15th December 2021, at 7.00pm the Village Hall, Mansfield Road. Public and Press welcome to attend.

Present: Cllrs Brooks (Chair), Carlton, Peacock, J Peck, K Peck and Troop.

21/121 Welcome by the Chair

Chair welcomed members; no Public were in attendance.

The Parish Council agreed to hold future Ordinary meetings remotely until the local Covid numbers improve from January onwards.

Clerk and Cllr K Peck both recorded the meeting.

21/122 Receive apologies and reasons for absence

Apologies received; Cllrs Ayre, Booth, Brown, George and Parkin.

Apologies approved.

21/123 Disclosures of interests by members

21/124 Approve minutes of the full council at the Ordinary meeting held on Tuesday 9th November 2021.

21/125 Matters arising (*following NALC guidelines*)

Cllr K Peck – raised the state of BT building frontage. Parish Council to write to NSDC.

Cllr Peacock – raised the flooding issue in the horse paddocks off the River Maun. Agreed this is a landowner / Environment Agency responsibility.

Cllr Troop – followed up an enquiry from the general public and requested how many car park passes were issued to Parkway Group. Chair to give a parking report later in the meeting.

Chair briefly mentioned the replacement bus shelter.
Cllr Peacock asked if the new bus shelter would have a digital display.

- 21/126** **Public participation, standing orders will be suspended for the duration of this section**
- NONE**
- 21/127** **To receive any questions to council from members**
- 21/128** **To receive draft minutes and reports of the following committees, sub-committees and working groups;**
- Amenities Committee
- The Action log was sent to members.
- Finance Committee
- Cllr J Peck gave an update. Budget broadly on track. Parish council to agree recommendations of the finance committee in February. Parish Council to have a meeting in January with Phil Ward to undertake a precept calculation.
- Village Hall Management Committee
- Chair gave an update.
- 21/129** **Agenda**
- I.** **Motion**
- This council agrees that a full set of HR policies was approved at the Parish Council meeting on 13th July 2021 and have been in place since that date.
- Proposed by Cllr K Peck
Seconded by Cllr Troop.
- Chair requested the motion to be withdrawn as Nigel Hill from NSDC

advised that you cannot alter the July minutes after they have been approved.

Agreed

Cllr K Peck requested the minutes to be recorded verbatim "All members of the HR Committee were in full agreement that we submit these two motions really to express our concern and agreement that whilst there appears to be an omission in the minutes, those policies were all approved on the 13th of July. You yourself Chair quoted we now have a set of working documents so we are clear should we agree to take steps forward we will know what steps to take, whatever the issue is. So, it was very clear that all councillors at that meeting believed we had a full set of documents and its very disappointing that because we have been let down by the minutes that those policies appear to now have not been in place. As nobody really knew that they weren't in place, I'm still not quite clear as to why they have not been all implemented. Nevertheless, we clearly need to do a little backfilling down. So that the idea of this was not to change the minutes which clearly, we can't do for July. But it was to identify that those policies, we as a committee haven't been slow in just bringing those policies back to full council which we were requested to do in May, but that didn't happen. It is an omission in minuting that's caused this not a deficiency in the work of the HR Committee".

Cllr J Peck advised against the above motion and instead proposed that for all policies insert a short one sentence motion to be submitted next month to clarify the minutes with regard to the 6-month policy. "Instead of this motion. We stick up our arms to agree". Seconded by Cllr Troop.

Cllr K Peck informed members that there was not an HR meeting, but after the HR Chair consulted with all the members of the HR committee members individually, it was agreed to amend the proposal. Seconded by Cllr Carlton

Cllr K Peck – Requested an amendment to the first Due to an omission in the July minutes. The Parish Council is now passing the policies formally today and accept the policies.

II.

Motion to amend the appraisal policy

Remove from the appraisal policy the sentence

In order to ensure consistency, the Clerk's appraisal will be attended by the Chair of Personnel and staff appraisals will be attended by the Chair of the Parish Council

And insert two sentences

The appraisee may request the Chair of HR or a Parish Council colleague (councillor or employee) to attend and support them in their appraisal.

In order to ensure consistency and fairness, the Chair of HR has the responsibility to review the annual appraisal and quarterly review reports carried out by Edwinstowe Parish Council. This must be carried out in line with GDPR 2018.

Proposed by Cllr K Peck
Seconded by Cllr Carlton

Cllr K Peck informed members that there was not an HR meeting but instead the HR Chair consulted with all the member of the HR committee individually, and it was agreed to amend the sentences.

Cllr K Peck – Requested an amendment to the first Due to an omission in the July minutes the PC is now passing the policies formally today and accept the policies.

Cllr K Peck informed members that we are a committee, that this is a proposal. Their still has to be oversight as a council, we still have a responsibility that all things that are carried out, that is fair and consistent with all staff. This is what was agreed. Resolves the issues that we still don't have a second person, unless the appraisee requests a second person to have that oversight. I commend this motion on behalf of every member of the HR Committee.

Five members voted for the amendments

One member voted against.

Approved

All HR policies were duly accepted

III. Motion it is proposed that Edwinstowe Parish Council makes enquiries about acquiring a small area of kerbside land adjacent to the Fire Station on Mansfield Road, Edwinstowe.

The land, it is understood, is currently owned by Nottinghamshire County Council.

The roadside verges involved border Mansfield Road and the access road to the Fire Station. It is also very close to the edge of part of the Conservation area of the Village.

The grass verges concerned are already maintained by the Parish Council.

The area is significant in that not only is it on the edge of the

Conservation area, but it is also immediately opposite the access to the significant and important Grade 1 listed Church of St. Mary's Edwinstowe.

Acquisition of the land would ensure that the view of the front of the Church from that area would be protected from unsightly constructions of any sort, including phone masts. Nothing should be allowed to detract from the view and importance of the Church building itself.

The immediate area bordering the site is of national significance historically and is closely associated with the world-famous legend of Robin Hood and Sherwood Forest. These legends are key reasons why many of the tens of thousands of tourists visiting Edwinstowe each year do so.

For these reasons it is proposed that:

1. Edwinstowe Parish Council seeks to adopt the grass verges alongside Mansfield Road and immediately in front of the Fire Station.
2. Edwinstowe Parish Council further seeks to have this area included in the Conservation Area plan for the village of Edwinstowe.

Proposed by Cllr Brown

Seconded by Cllr Brooks

Chair – motion fails as the proposer is not present.

IV. Progress reports; a) Gateway Signs

Cllr J Peck pleased with the signs.

b) Shared Cemetery Access Barrier

A remote meeting to be held next week, councillors were invited to attend. Feedback can be given at next month's meeting.

V. Staffing matters to be considered under confidential if appropriate.

- a) Government work experience project

The Parish Council Agreed to apply to the scheme for a placement in the office and with the Amenity Team. Application Deadline is this Friday.

- b) Absence cover

Moved to confidential matters.

- c) Future staffing complement

To be discussed at next Finance Meeting and then go before Ordinary meeting.

Cllr J Peck felt this comes under the remit of HR.

Cllr K agreed that future staffing compliment should be an HR consideration.

VI. Section 106 funding allocation, receipts and priorities

Clerk to speak with Andy Hardy Tomorrow.

VII. Initial feedback from Christmas

Chair - we have received many thank you messages. PC successful with the £150 coop community grant fund.

Cllr K Peck – fantastic event positive social media comments. Thank the Village Hall for hosting Santa including writing a letter. Write to the Post office for contributing financially and hosting the steel band. **PC approved a donation to the lions for organising Santa.** Thank you to all staff and councillors on the day.

Chair thanked James and Duncan for the improved cenotaph tree decorations and in hiring a team to assist for the Christmas event which took pressure of councillors

VIII. Car Park survey

Chair - Clerk received robust survey effort from Duke of Edinburgh Award students who surveyed the car parks on Saturdays and Sundays.

A discussion took place on the car parking.

Cllr K Peck proposed drawing up a formal document showing the findings and pass this onto the business forum. Seconded by Cllr J Peck.

Cllr Carlton – declared an interest. Expressed an observation collective willingness from the forum to find some form of solution and look at options.

Discussion took place on Mansfield Road car park passes. It was agreed to agenda this item for a future Amenities Committee with the number of passes issued.

IX. Website
An update was given.

X. Grass cutting
Parish Council agreed to invite expressions of interest to tender for the grass cutting contract.

XI. Britain in Bloom
Agreed to defer to next meeting.

XII. Defibrillators
A discussion took place.
Parish Council Agreed to training hosted by North Notts First Responders.

21/130 Correspondence

1. Resident – Friend Lane (Virgen Media Fibre Optics)
Not a Parish Council responsibility as a private unadopted road.
2. Car Parking – local business
3. Resident – Speeding Ollerton Road
Parish Council supportive of speed monitoring on Ollerton Road.
4. Thoresby Sporting Trust – Benches
Parish Council declined relocating a bench from the Bowling Green to the Thoresby Sporting Trust.
5. Defibrillator sponsorship
Parish Council would like a defibrillator sponsored and placed on a suitable building on the Thoresby Vale development when available.
6. Resident – West Lane Junction

Require clarity from the developer Woodeads. Parish Council preference for areas to be maintained as wildflower areas.

21/131 Financial Matters (to be referred to the finance committee, if necessary)

Approved.

21/132 Invoices for approval

Date	Payee	Description	Amount incl VAT (if applicable)
05.11.2021	Salaries	Wages	£2019.94
05.11.2021	Keybuilding Supplies	Planter compost	£209.57
19.11.2021	SSE Electricity	Car Park Electric	£38.29
18.11.2021	JKE Webdesign	Magazine Design	500.00
19.11.2021	Salaries	Wages	£4,333.64
19.11.2021	Nalc Nottinghamshire	Training	£90.00
19.11.2021	Nalc Nottinghamshire	Training	£35.00
19.11.2021	Chip Hosting	Domain Hosting	£24.00
26.11.2021	Ultimate Print & Design	Magazine Printing	£1,230.00
29.11.2021	North Notts First Responders	Event First Aid Cover	£150.00
29.11.2021	Worksop Van Hire	Van Hire	£180.00
03.12.2021	Salaries	Wages	£2,204.97
07.12.2021	J K E Webdesign	Website Design	£300.00
07.12.2021	D A Williams	Electrical Testing	£840.00
07.12.2021	THPE Ltd	Uniform	£115.44
08.12.2021	Morris Cast Signs	Gateway Signs	£6,613.20

21/133**Direct Debits for approval**

Date	Payee	Description	Amount incl VAT (if applicable)
10.11.2021	BT Group PLC	Telecoms	£36.00
10.11.2021	UK Fuels Ltd	Fuel Card charges	£1.80
17.11.2021	Sage Global Services	Payroll Software	£20.40
17.11.2021	UK Fuels Ltd	Petrol/Diesel	£75.38
19.11.2021	SSE Electricity	Car Park Electric charges	£38.29
23.11.2021	Chapel Street	Telecoms	£56.56
26.11.2021	ALD Automotive	Vehicle Lease	£334.80
30.11.2021	Waterplus	Public Convenience	£71.20
01.12.2021	NSDC	Car Park rates	£49.00
01.12.2021	NSDC	Car Park rates	£58.00
01.12.2021	UK Fuels Direct Ltd	Petrol/Diesel	£88.25
01.12.2021	Screwfix Direct Ltd	Amenity Materials	£160.09
08.12.2021	UK Fuels Ltd	Petrol/Diesel	£32.16

21/134**Income**

15.11.2021	Cemetery	£350.00
15.11.2021	Christmas Concessions	£100.00

16.11.201	Allotment	£5.00
16.11.2021	Allotment	£5.00
17.11.2021	Allotment	£20.00
17.11.2021	Allotment	£20.00
17.11.2021	Christmas Stall	£20.00
18.11.2021	Allotment	£5.00
19.11.2021	Cemetery	£120.00
19.11.2021	Cemetery	£160.00
19.11.2021	Insurance remittance	£101.89
19.11.2021	Cemetery	£50.00
19.11.2021	Allotment	£2.50
22.11.2021	Cemetery	£150.00
22.11.2021	Christmas Stall	£20.00
22.11.2021	Cemetery	£210.00
23.11.2021	Christmas Stall	£20.00
23.11.2021	Christmas Stall	£20.00
23.11.2021	Christmas Stall	£20.00
23.11.2021	Allotment	£5.00
26.11.2021	Christmas Donation	£40.00
29.11.2021	Allotment	£5.00
29.11.2021	Allotment	£10.00
02.12.2021	Magazine Advert	£160.00
02.12.2021	Magazine Advert	£25.00

02.12.2021	Magazine Advert	£100.00
03.12.2021	Magazine Advert	£75.00
03.12.2021	Magazine Advert	£50.00
06.12.2021	Magazine Advert	£100.00
06.12.2021	Magazine Advert	£100.00
06.12.2021	Magazine Advert	£75.00
	TOTAL	£2,144.39

BANK BALANCE		£83,114.77
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21/135

Report from County Councillor Scott Carlton;

- Faulty streetlights/central reservation beacons near Fifth Avenue/Redcroft Close have been reported for repair.
- The recently released Integrated Rail Plan from Govt and following on from questions answered in Parliament, it indicates that the Robin Hood Line is costed, however we await further details on this, and the Leader of the Council is progressing these talks, alongside the Devolution for Nottinghamshire talks.
- Crossing Point update; the transport team have proposed to install new beacons on the crossing, a new safety panel on the wall side and to move the crossing signs further back down the road. Conversations have occurred with NSDC conservation officer to get his support due it' location. This has now been added to the draft capital programme.
- The consultation for reducing the speed of the road from Ollerton Roundabout (a616) through to Cuckney is now out.
- NCC have been conducting a consultation with key stakeholders with regards to the new school planned for Thoresby Vale. Will take back digital sign.
- Bus Stop on Ollerton Rd, junction of Lansbury I have asked NCC for a response with regards to its replacement. Maintenance programme annually from NCC.
- T Sign for Maid Marian has been requested and a funding request has been submitted.
- NCC have informed NSDC that they can only install the CCTV

cameras on the High Street locations and NSDC are happy with this. NCC are not able to install the camera at Fourth Street, due to the column height. NCC believe NSDC are looking at alternatives.

-NCC/VIA asked to inspect Robin Hood Avenue due to continual road damage etc.

-Final part of resurfacing on Boy Lane down to the bungalows in the cul-de-sac has been concluded.

-Requested a presentation to the Parish Council of the County Council's 5G project.

PC approved the proposed Bus Shelter design for Ollerton Road. Voted unanimously.

Report from District Councillor Scott Carlton;

-Bushes on Fifth Avenue (crescent) have finally been cut, but parking concerns in this area have been received and forwarded to NSDC to take forward.

-New street signs have been requested for Henton Road/Robin Hood Avenue and for repairs to a broken street sign on St Marys Drive.

-21/02094/OUTM planning application – likely to go to committee on 15th Feb 2022 at the very earliest.

-Road sweeper requests around the village have been carried out.

-The journey towards Cabinet arrangements at NSDC progresses. In principle it was agreed last night at Full Council to move to the next stage to iron out the proposal continuing its cross-party discussions.

General casework duties carried out as normal, again particularly around the Booster Vaccine for housebound residents.

Report from NSDC District Councillor Paul Peacock;

District Councillor Maureen Dobson sadly passed away.

- Spoke with Andy Hardy regarding release of S106 money --
Levelling up fund phase 2 forming a board including representation from Parish Councils and businesses.

21/136

Planning Matters

21/01703/FUL

Erection of 3 No. holiday cottages and new access gates. Removal of 1 No. Ash and 1 No. Sycamore and reduction of Beech tree.

A discussion took place including parking provision, Tree removal, car parking, wall, access. Chair to draft a letter with Administrator.

Parish Council objected to the application.

21/137

To resolve to exclude the Press and public from the following item(s) in accordance with The Public Bodies (Admissions to Meetings) Act 1960.

Confidential Matters

21/138

Date of next meeting; Tuesday 11th January 2022.

Approved.

Meeting closed at 9pm.