

# **BLEASBY PARISH COUNCIL**

## **MINUTES OF THE STATUTORY ANNUAL MEETING HELD ON MONDAY 24 MAY 2021 IN BLEASBY VILLAGE HALL**

**Present:** Cllrs S Andersen, M Coombs, J Dunseath, N Winn, A McCormick, S Roscoe

**In Attendance:** Lynda Ogilvie, Locum Clerk, Cllr R Blaney (NSDC), Cllr S Saddington (NCC), 4 members of the public

Chairman welcomed participants to the first face-to-face meeting of the Council for 14 months, and commented that it was good to be back in the Village Hall.

### **2021-076 Election of Chairman**

Cllr S Andersen was elected Chairman, proposed by Cllr Roscoe, seconded by Cllr Winn, and all in favour. Cllr Andersen signed the Declaration of Acceptance of Office.

### **2021-077 Election of Vice Chairman**

Cllr Coombs was elected Vice Chairman, proposed Cllr Roscoe, seconded Cllr Winn and all in favour. Cllr Coombs signs the Declaration of Acceptance of Office

### **2021-078 Appointment of Acting Clerk**

Lynda Ogilvie was appointed Acting Clerk, pending the appointment of a permanent replacement.

### **2021-079 Receive Apologies for Absence**

Cllr Wallin had submitted his apologies for the meeting, which were accepted

### **2021-080 Declaration of Members' Interests in Agenda Items**

There were no Declarations of Interest.

### **2021-081 Receive Questions from the Public**

A member of the village hall management committee explained that the storeroom in the hall was being renovated, and equipment from that area was currently in the main hall. It will all be replaced when the storeroom is finished.

It was reported that this year is the 175<sup>th</sup> anniversary of the opening of the railway line. A history of the line is being prepared, and it is hoped that ACMR will provide planters for the railway, which will be maintained by local residents.

### **2021-082 Reports from Nottinghamshire County Councillor and Newark and Sherwood District Councillor**

This item was deferred until later in the evening when the two councillors had arrived.

### **2021-083 To Approve Minutes of the Council meeting held on 12 April 2021**

Subject to the removal of minute 2021-067 (c) TPO application, the Minutes were approved and signed. Proposed Cllr Andersen, seconded Cllr Dunseath, all in favour.

### **2021-082 Reports from Nottinghamshire County Councillor and Newark and Sherwood District Councillor**

### *Resumption of this Agenda Item.*

Cllr Blaney explained the background to planning application 21/00757/LDC, Certificate of Lawfulness for use as campsite. He said that because of the type of application, Highways comments would not be sought therefore it was important that the Council submit its comments, including any views held on access.

The caravan site at Boat Lane is an ongoing matter, and officers will be visiting the site in the near future. Cllr Blaney did not think that the small café facility would need planning approval. Cllr Coombs asked about the flags being flown. Cllr Blaney will investigate and report back on this issue.

He also spoke of concerns regarding the advertising being used for Riverside Country Lodges, which appears to suggest that they can be lived in all year round. This may not be correct, and will be investigated further.

It was also suggested that a tree survey would be necessary to assess the viability of the trees at The Acre, which are subject of an application to remove them.

Cllr Saddington was congratulated on her recent election success. She replied that it was an honour to represent the ward again, and thanked those who had put their trust in her for a further term of office.

She has accepted the role of Chair of the Health Scrutiny Committee, and explained what the priorities of this committee will be. These include looking at maternity, GP and ambulance services. She also plans to focus on mental health problems, which have been exacerbated during the pandemic.

She was asked if there is any information about where booster Covid immunisation will take place in the autumn, as it had been reported that the showground facility will not be used for this purpose. Cllr Saddington will investigate and share information when it is available.

A resident reported that agreed drain cleaning near the Chapel had not been carried out. Cllr Saddington will investigate.

Cllr Saddington was thanked for arranging for the new bus shelter to be installed, and she in turn thanked the members of the Parish Council for their work in their community.

### **2021-084 To receive payment and receipts schedule, and approve any additional payments as presented**

Payment sheet 1 was approved. In addition, invoice from Came and Co for the Council's insurance in the sum of £462 was approved for payment

### **2021-085 To Approve the Annual Return**

Section 2 – Accounting Statements 20/21 was tabled and approved. Noted that accounts were being reviewed by the Internal Auditor. Accounts to be approved and signed at next meeting after receipt and consideration of the Internal Audit Report.

### **2021-086 To note current financial position**

The bank reconciliation as at 31<sup>st</sup> March 2021 together with supporting documents was tabled and approved – signed by the chairman and the acting clerk. The detailed accounts for the year ended 31<sup>st</sup> March, 2021, both compared with budget, and with the prior year were tabled and approved.

The PWLB statement showing the Glebe Field loan balance of £22,800.68 as at 31<sup>st</sup> March, 2021 was tabled and approved.

### **2021-087 To Sign Certificate of Exemption AGAR 20/21**

Accounts showing income of £22,435 and expenditure of £16,407 tabled and approved. Noted that as either of these totals did not exceed £25,000, the exemption applied. The chairman and the acting clerk authorised to sign the exemption certificate which is to be lodged with the External Auditors.

### **2021-088 To approve fixed asset register and insured value of assets**

The restated fixed asset register as at 31<sup>st</sup> March, 2020, and the register as at 31<sup>st</sup> March, 2021 were tabled and approved. Noted that a physical verification of the fixed assets should be carried out in the next few months, including an assessment of condition, repairs required etc.

The schedule of Details of Land and Building Assets was tabled and approved.

### **2021-089 To complete annual governance statement 20/21**

Section 2 – answers to questions 1 to 8 were considered and approved – signed by chairman and acting clerk.

All of the above Financial Documents approved for publication on the Bleasby Village website.

### **2021-090 Planning Applications**

- a) 21/00803 5 Oak Tree Close  
No objection
- b) 21/00757/LDC Certificate of Lawfulness for proposed use as campsite – Bramley Meadow, Fiskerton Road

The following comments were noted:

- The area floods regularly, and flooding is not confined to any particular part of the year
  - Levelling of the area would be required
  - A main drain goes through the site
  - There are no services on the site
  - Flooding might impact on the compostable toilets being proposed
  - Access is on an 'S' bend and vehicles waiting to enter the site (perhaps while a gate is being opened) would not be easily visible to approaching traffic. The road has a 60mph limit on it.
- c) 21/00971/HOUSE Internal and External alterations, Swallows Nest, Little Rudsey  
No objections
  - d) 21/00957/DISCON Discharge of condition 4 of planning permission 20/01570/FUL  
It was not clear what this meant, and further information will be sought
  - e) 21/01044/TWCA The Acre, Main Street Removal of all sycamore trees in woodland area

Members noted that these are mature sycamore trees, and very prominent in the street scene. The property is in the conservation area, and the loss of these trees will impact on the landscape, and will affect wildlife. Council expects that a full, independent, tree survey to be carried out by the District Council. The above comments to be sent to the planning department.

- f) 21/01102/HOUSE Work at rear of The White House, Goverton  
No objection
- g) Decision Notices  
21/00222/HOUSE 3 Sycamore Lane – Permission granted  
21/00719/FUL Retention of temporary classroom at Bleasby School – Permission granted for a further three years.

### **2021-091 Trees planted on Borrowbread Lane**

Councillors noted that beech trees had been planted on the parish council's side of the fence on the boundary of The Acre. These trees appear to be intended to form a hedge, and as such will encroach on the narrow lane, possibly affecting access. Chairman will write to the owner of the property to ask that they be removed, but recognise that it would be appropriate for this to be carried out in the autumn so as not to damage the trees.

### **2021/092 Date of the Annual Parish Meeting**

This was agreed as Wednesday 14 July.

### **2021/093 Village Plan Projects**

- a) Orchard Close project  
Cllr Roscoe confirmed that all residents in the area had been consulted and shown a picture of what was intended. Chairman will pursue this by contacting VIA to ensure that proposals meet with their approval.
- b) Gypsy Lane project  
Cllr Coombs undertook to obtain a quote for the proposed fence along the dyke. It was agreed that it would be in oak.

### **2021-094 Land and Assets**

- a) Jubilee Ponds Engagement working group update, including control of mink  
Cllr Dunseath updated members on the proposed engagement day planned for 17 July. Information will be circulated on Facebook, and the village website. A Gibsmere resident has asked if bird ringing could take place. This would be undertaken by experts in this procedure. Cllr Dunseath proposed that this be approved, seconded by Cllr Andersen, all in favour. Cllr Dunseath will contact the resident concerned.

Mink have become a problem and they need to be culled to protect wildlife at the ponds. Mink can also carry Covid. It was agreed that traps – one or two as necessary – will be purchased for use at the ponds – proposed Cllr Dunseath, seconded by Cllr Andersen, five votes in favour, one abstention, motion carried. Cllr Dunseath will liaise with interested parties and take this forward.

- b) NSDC Questionnaire  
To be located and re-sent for councillors to consider a response.
- c) Dog Bins  
Concern had been expressed by a neighbour to the dog bin on Gypsy Lane that it was not being emptied regularly. It seems that it is being emptied, but is very popular so may overflow from time to time. Resident will be asked to contact the Chairman when this problem is next noticed so that remedial action can be taken.

### **2021-095 Tender from Ulyetts for village grass cutting**

- a) To consider and approve tender submitted by Ulyetts for regular grass and hedge cutting.

This tender, having been circulated to councillors, was approved. Acting Clerk will contact Ulyetts to confirm acceptance of the quote.

### **2021-096 Tree Working Group**

- a) Update from VIA regarding siting of trees  
Chairman will follow this up
- b) TPO Application  
There was no knowledge of why this item was on the Agenda, therefore no further comment was made.
- c) Felbrigg House – ash tree  
Chairman reported that NSDC has agreed that Parish Council can remove the ivy growing on this tree. Chairman will approach Ulyetts for a quote to do this work.

### **2021/097 Green Spaces Working Group**

- a) Terms of Reference  
Cllr Dunseath circulated to members a copy of suggested Terms of Reference for the Green Spaces Management Group, and also the Jubilee Ponds Engagement Group. Members were asked to consider these documents and they will be discussed at the next meeting.
- b) Update  
Work is ongoing to encourage people to get involved in the various environmental opportunities in the village, and it is hoped that this will lead to a team of volunteers to carry out various tasks in the village.

### **2021/098 Glebe Field Play Area working group**

Chairman has been in touch with Nottingham City Council who have undertaken to oversee the project. Cllr Dunseath will check what access is required for maintenance of the dyke. It was suggested that liaison with the school would be helpful to both sides, as there is work being undertaken on play equipment at the school.

### **2021/099 Events Group Update**

Recent initiatives have been affected by the pandemic.

Acting Clerk was asked to contact resident who had approached the Council about a picnic on Glebe Field to ascertain the details of the event planned.

### **2021/0100 Group Reports**

These had been covered as above.

### **2021/0101 Items for the Next Meeting**

- Residents' correspondence
- Benches on Glebe Field
- Green Spaces, and Jubilee Ponds Engagement Group Terms of Reference

There being no further business, Chairman thanked everyone for their attendance and closed the meeting at 10.05 pm.

**Date of next meeting: Monday 14 June 2021**