

# DUNHAM & DISTRICT PARISH COUNCIL

## MINUTES OF THE DUNHAM & DISTRICT PARISH COUNCIL MEETING

held at 7:00pm on 5 DECEMBER 2018

at the Dunham Millennium Hall, Low Street, Dunham on Trent

**Present: Councillors:** Madeline Barden (Chair), Carole Booth, Rita Grimes,  
Richard Horsted, Pam McKechnie, Di Moss, Ian Oakden,  
Sue Oakden, Nina Thiedeman, Kathryn Watkinson

County Councillor J Ogle (Part)

**Clerk:** Caron Ballantyne

**In Attendance:** 0 members of the public

**Action by:**

**12/18/01 Public Forum**

No members of the public present

**12/18/02 To receive reports from Police, County and District Councillors**

No reports received

**12/18/03 To receive apologies for absence**

Apologies received from Lyn Sharpe accepted

Apologies from District Councillor S & K Isard noted

**12/18/04 To receive declarations of interest**

None

**12/18/05 To receive and approved the minutes:** of the Parish Council meeting of 13 November 2018, previously circulated to members. These were agreed unanimously as a true record and signed by the Chair.

**12/18/06 Finance**

**a) To formally note items of receipt for the month Value**

Bassetlaw District Council	Precept	£5,628.00
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**b) To formally approve expenditure since last month VAT Total**

None				
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**c) Expenditure to be approved VAT Total**

Probation	Litter Picking/Payback - 000932	£150.00	£30.00	£180.00
Colin Gaisford	Lengthsman Scheme - October	£110.50	Nil	£110.50
Probation	Litter Picking/Payback - 000943	£1,050.00	£210.00	£1,260.00
Cllr M Barden	Chairs/Councillors Expenses -	£26.10		£26.10

Salary, PAYE and Pension

All expenditure approved unanimously, with the exception of the Probation Service Invoices. These will be discussed later on the agenda.

- d) **Bank Reconciliation for the year to date to be approved**  
The bank statement has not yet arrived so cannot be reconciled.
- e) **To consider appointment of internal auditor for the year ending 31 March 2019**  
Resolved unanimously that the auditor from 2016/17 be approached to undertake the task and provide a cost estimate.
- f) **Budget Monitoring and Virements** **Clerk**  
Resolved unanimously that the change proposed is accepted if the invoices from Payback are required to be paid.
- g) **To review finances, current position and agree precept request for 2019/20**  
Resolved unanimously that the proposed expenditure for the year in respect of all services and functions of the Parish Council be £15,757. This would be met by way of the levying of a precept of £10,990 on Bassetlaw District Council. This is the equivalent of 3% increase to the precept for 2019/20 **Clerk**  
Approval for the probation invoices was given if the legal advice is that they must be paid and the meeting with the Probation Services does not bring a more satisfactory solution.

**12/18/07** **Planning**  
To consider email received from Normanton On Trent Parish Council with regard to High Marnham Power Station Site. The Chair will attend the meeting **Clerk**

**12/18/08** **Speed Limits**

a) To consider Traffic Regulation Order (TRO) consultation from NCC on buffer zone between Dunham Bridge and Dunham Village. Resolved unanimously that this proposal is approved.

b) To consider if the Parish Council would like to request a buffer zone on the Western approach to Dunham Village.  
Following a meeting with the NCC Highways Manager, the 40mph restriction on the East side of Darlton was discussed and it was agreed unanimously that the speed limit be amended between Dunham all the way to Darlton as a 50mph limit, with the removal of the buffer zones. This information to be passed to NCC in the consultation response above.

**12/18/09** **To receive reports**

a) **Clerk & Councillors**

**Agenda Item**

- The application form for the new Account with Unity Trust is complete – signatures now required for the form to be submitted **10/18/06**
- BDC planning have been contacted with regard to planning permission/permitted development at Oak Tree Cottage, Ragnall – awaiting a response **10/18/13d**
- CCTV system for the Village Hall and Play Area – To be brought forward. This has not been done as no additional information has, as yet been received from the Village Hall **10/18/17**

- Environment agency to be contacted about replacement bench **10/18/20**  
NCC have been contacted about benches/bins – photos and plans to be sent, along with request for quote for the installation of the items
- Cocketts Hill – options currently being considered before progressing this with NCC **10/18/21**
- America Farm, Public Right of Way. The landowners now have access to the information held by NCC which was used to make the decision. **11/18/01**
- Parish Councillor Vacancy – New Councillor co-opted for Darlton, email account has been set up and is being used. Declaration of interest form has been sent and is being completed. Acceptance of Office form to be completed at December meeting **11/18/06**
- Invoice from Probation Service has been queried. This will be discussed at the December meeting **11/18/07c**
- Bank reconciliation for the year to date has been circulated **11/18/07d**
- Budget Monitoring and Virements – all changes accepted **11/18/07e**
- Asset register – approved and to be used for future insurance quotes and year end figures **11/18/07f**
- Contract for Play Park Inspections advised and this will be undertaken in December and February **11/18/07g**
- Approved additional hours notified to payroll provider and have been included in December salary **11/18/15**

### Other items

Files have been taken from the office to establish what documents are being held by the Parish Council. This is required to ensure compliance with document retention policy and GDPR

### Reports to NCC

None		
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### Reports to BDC

None		
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### *M Barden*

**10/18/04** - NCC have been contacted about a new Bus Stop at the Village Hall – site meeting to be arranged

**10/18/18** – Signing of the Statutory Declaration for the land known as Reptile Gardens, appointment to be arranged

### *I Oakden*

**11/18/11** – The preparation of proposals for the Darlton Play Area Equipment is being progressed and will be brought to a future meeting as appropriate

### *D Moss/L Sharp*

**11/18/12** – Di Requested that Lyn if possible make an informal approach with regard to trees and The Green. Lyn has done this and

the response was *“the trees have a TPO on them, put there by a resident of Ash Close, so they need to contact Bassetlaw as they cannot be touched without their permission. And the land on The Green is up for sale so nothing will be done, other than making the fence safe.”*

### **Accidents**

Cllr Oakden reported that there was a car in a field in Fledborough last week

**Lengthsman** –report not yet received for this month

Grit bins at Darlton and Fledborough require additional grit – Clerk has advised grit should have been delivered to the village hall for this purpose, although no one has as yet managed to locate it

**Village Hall** – There has been no meeting

There is a Christmas fayre next week

There was a successful Christmas dinner yesterday for OAPs

There is a keep fit class starting in February and a chair based exercise class starting in January on a Wednesday morning

### **The Informer (Parish Magazine)**

1<sup>st</sup> Edition of the magazine has been issued in December and was distributed to all households by volunteers

There is a problem with setting up the account at the bank and this is continuing to be progressed

There has been a threat to the editor and other members of the committee from a business in Dunham Village – This has been reported to the Police who are now dealing with this

### **12/18/10 Policy and Procedure Documents**

- a) **GDPR** – Resolved unanimously that all policy and procedure documents are adopted. Security Compliance Checklists were signed by all Councillors present. These will be requested from those not present **Clerk**
- b) **Complaints Procedure** – Resolved unanimously that this be adopted

**12/18/11 To consider reviewing the number of Councillors on the Parish Council** – Resolved unanimously to request Bassetlaw District Council look at this. Indicative figures will be discussed with Bassetlaw. **Clerk**

**12/18/12 To consider the possibility of setting up a Youth Council** – Resolved unanimously that this be added to the Action Plan. A meeting to be arranged to work out a way forward. **Clerk M Barden**

**12/18/13 To consider Spring Clean event between 1<sup>st</sup> March and 1<sup>st</sup> June in conjunction with Bassetlaw Spring Clean** – resolved unanimously that a litter pick be arranged for Sunday 17<sup>th</sup> March starting at 10am for around 20 people. **Clerk**

### **12/18/14 Correspondence**

- a) **Keep Britain Tidy** – Dark Nights = Double the dog poo, resolved unanimously as there is no budget available for this, County Councillor John Ogle to be asked if would be possible for him to sponsor this **Clerk**
- b) **Lobbying for Carer’s Allowance for Councillors**, Carole Booth has an example which will be sent to the Clerk to submit to NALC **C Booth**
- c) **Bassetlaw Achievers Award**, suggestions were made for nominations **M Barden**

- d) Nottinghamshire's consultation on a revised Fair Access Protocol, this **K**  
is to be passed on to the School Governors meeting **Watkinson**
- e) Bassetlaw Rural Conference Thursday 17<sup>th</sup> January 2019, there is to be  
a public consultation on the Draft Local Plan on Wednesday 23<sup>rd</sup>  
January, which is the only item on the conference agenda
- f) Bassetlaw Parish Forum Meeting Monday 18<sup>th</sup> February 2019, noted

Meeting closed at 21:20pm