



HAYTON PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD IN ZOOM ON TUESDAY 26TH MAY 2020

Present: Councillors S Gott, P Gott, Crossland, Pickersgill & Smith
In attendance: J Tisi (Parish Clerk), Cllr Taylor, Cllr Sofflet and H Oates (Paths Warden).

Public Forum

H Oates sought clarification as to whether the PC had been asked to provide financial sponsorship to Harrison Brown, who recently littered picked around the village as part of his Duke of Edinburgh award. Cllr S Gott confirmed that no financial sponsorship was sought, nor offered.

20/001 Apologies for Absence

None

20/002 Re-election of Chair

Cllr S Gott confirmed that she was happy to remain as Chair for a further year. Cllr Smith proposed Cllr S Gott be re-elected and seconded by Cllr Crossland

Resolved: Cllr S Gott be re-elected as Chair

20/003 Declaration of Interests & Applications for Dispensation

Cllr Smith noted that Declaration of Interests were not on the website for all Cllrs and that Clerk contact details on Bassetlaw website required updating.

Resolved: Clerk to issue new forms to Cllrs for signature before uploading to Hayton PC and Bassetlaw website. Clerk confirmed forms had been sent to BDC to update details and would follow up by email.

20/004 Minutes of a Meeting of the Council

That the minutes of a meeting of the Council, held on 2nd March 2020 be approved as a correct record. The minutes will be duly signed by the Chairman.

20/005 Matters Arising

Cllr Smith asked if trees had been ordered from the Woodland Trust for Gypsy corner.

Resolved: J Haddon confirmed that he had ordered trees via the website to be delivered to Cllr Crossland, clerk to check this with Woodland Trust as no details held on laptop.

20/006 To Receive Report from Police

PCSO Airey was not present, his latest report covered April and has been shared to the Cllrs and reproduced on the website and the Facebook page.

20/007 to Receive Reports from District & County Councillors

Dist Cllr Sofflet

- Reported that food vendors were now standing on Retford Market and all open air markets will resume on the 1st June.
- Bassetlaw District Council /Bassetlaw Community & Voluntary Service have made 1000 food parcel and 200 medicine deliveries to date
- 6^{2/3}'s of Bassetlaw residents are being socially shielded at present
- There is currently no Planning Enforcement Officer in post
- Full council meetings to resume on the 18th June

Cllr Taylor

- Council continues to run the Central Support hub which links to partners regarding community support and voluntary services;
- Council is running basic services such as highways, work has been able to progress at a faster rate due to lack of road users;
- Some recycling centres began to open last week, Retford opened today;
- Announcement will be made soon regarding the phased opening of libraries
- Schools will be given full support by the council to open on the 1st of June but if they cannot do so safely then it is not compulsory that they do so;
- Parents are able to use their own discretion when making the decision as to whether to send children back to school.

- Clerk confirmed that Clarborough is planning to open on the 1st June for Reception, Year 1 and Year 6 children.

20/008 Correspondence

Cllr Smith asked for an update regarding a letter from a resident regarding overhanging/dangerous tree; clerk confirmed an inspection had been carried out by H Oates and Cllr Pickersgill who confirmed tree did overhang but was of no risk to property.

Resolved: Clerk wrote to resident explaining she could cut back any overhanging branches at her own expense.

20/009 Finance

The following accounts be approved for payment:

- (i) Cheque number 1023 BDC, newsletter £44.95
- (ii) Cheque number 1024 B K Hogg field topping £180.00
- (iii) Cheque number 1025 J Tisi Office expense £83.22
- (iv) Cheque number 1026 NALC subs £17.00
- (v) Cheque number 1027 J Tisi Clerk Salary £199.20
- (vi) Cheque number 1028 – VOIDED
- (vii) Cheque number 1029 – Eon Electricity Bill £14.11

Cheques were raised and accounts agreed for payment.

Clerk presented the Certificate of Exemption for approval and signature.

Resolved: That the documents as presented are in order and acceptable. Clerk to send all documents to Chair and Signatories for signing.

Balances on the account were agreed at: Current a/c - £14,078.91

Clerk reported that mandate forms had now been received, these required completion by 2 existing signatories before the Clerk could present to branch to enable correspondence address to be updated. Clerk to deliver mandate forms to Cllr P Gott. Yorkshire Bank have temporarily suspended sending of bank statements. It was discussed that the PC would like to move towards online banking. Cllr Smith suggested contacting Torworth PC who already do this successfully.

Resolved: Clerk to continue process with Yorkshire Bank and to start investigating the move to online banking, clerk to provide update at next meeting.

The Financial WP would like to meet with the Clerk to look at this coming year's finance reporting.

Resolved: Clerk to set up zoom meeting with Cllrs Crossland and Smith

Cllr S Gott raised to PC that the laptop clerk is using is old and that no back up facility was currently in place. It was agreed that clerk should get quotes to replace the laptop to include software licenses/anti-virus and cloud storage.

Resolved: Clerk to revert to PC, Cllr Sofflet to check if there is a council licence or discount that we can use.

20/010 Parish Fields & Associated Works

Cllr S Gott reported that she had to ask a parent and child to vacate the play area and had witnessed others who has accessed the playing field;

Cllr P Gott informed PC that the waste bin is being regularly used and he felt it should be locked away whilst playing field is close;

The cable ties are being repeatedly cut by someone to gain access, Cllr Crossland has secured the gates on a few occasions now;

Cllr Smith asked if the playing field should now be open. Cllr Taylor stated that current advice is that unless the play area can be securely closed then it is down to the PCs discretion as to whether to keep the field closed. All agreed that as play equipment cannot be securely closed the playing field is to remain closed.

H Oates felt we needed to have a long-term plan for the PC's fields and to re-address creating an Environmental Working Party. Decisions needed to be made with regards to Millennium field in particular. All were in favour of a working party but it was felt we may struggle to find volunteers.

Resolved: Cllr Crossland to secure the gates again; clerk to post of Facebook to remind residents that the area is to remain closed; clerk to post on Facebook for volunteers to form a working party.

20/011 Highways & Footpaths

H Oates reported that he was not aware of any action that had been taken with regards to his safety concerns by the Country Assess Team. There is currently no one in post within the Access Team but when someone is employed he would seek to introduce himself and define terms of reference for both parties.

Speeding. It has been noted that there has been an increase in speeding through the village, in particular staff from Breagha House at shift change over times. The staff are also regularly parking on the road despite having a staff car park.

Resolved: Clerk to write to the care home in the first instance expressing concern and asking that staff are mindful of speed limit and parking.

Dog fouling is becoming an increasing problem in the village. H Oates said he had lamppost signs available for use

Resolved: Clerk to post on Facebook and contact dog warden. Cllr P Gott offered to collect signs and place around the village.

20/012 Planning

20/00372/HSE - West View Farm 94 Main Street Hayton Retford DN22 9LH

Erect Two Storey Side/Rear Extension (North Elevation) and Single Storey Side and Rear Extensions (East and South Elevation) and Proposed Triple Garage at the Front of the Property – **Awaiting Decision**

20/00357/RES - Reserved Matters Application for the Appearance, Landscaping, Layout and Scale for the Construction of an Equine Dental Clinic, with Ancillary Car and Horsebox Parking and Paddocks with Field Shelters - Following the Granting of Outline Application 19/01056/OUT – **Granted**

20/00342/FUL - West View Farm 94 Main Street Hayton Retford Nottinghamshire DN22 9LH Retain Stable Building in Existing Paddock Land – **Granted**

It has been noted that the above planning application was changed by BDC after they noted the PCs comments that the stable block had already been erected. It was initially a new application later changed to an application to retain. Cllr Taylor advised that Planning Law dictates that all applications have to be assessed as if no action has been taken and therefore the decision would not be affected because the stables had already been built.

Resolved: Clerk to contact head of planning regarding the PCs disappointment

20/013 Neighbourhood Plan

Currently awaiting a meeting date from consultants

Resolved: NP to circulate dates to PC once agreed

20/014 Central Bassetlaw Forum

Cllr Smith has previously circulated notes, no comments made by cllrs. Next meeting be held on the 4th June. Cllr Smith to attend and circulate details to the PC.

20/015 Newsletter

Has been suspended due to printing issues, but will look to run a June issue.

Resolved: Cllrs to forward anything relevant to Cllr S Gott for inclusion. Clerk to post on Facebook asking villagers for input.

20/016 Parish Council Vacancy

There are still 2 vacancies on the PC.

Resolved: Clerk to advertise again on FB Cllr S Gott to put item in newsletter

20/017 Meeting Schedule

The PC will continue with their original meeting schedule via Zoom, future meeting dates: 6th July, 7th Sept, 2nd Nov, 4th Jan 2021, 1st March

(a) Delegate powers to clerk

To enable clerk to act upon email approval from Cllrs on urgent matters during the period when meetings are restricted. Proposed by Cllr Smith, seconded by Cllr Pickersgill

19/018 Urgent Matters of Concern

Cllr P Gott reported that he believed there to be a breach of planning at Gypsy Corner.

Resolved: Information passed to Dist Cllr Sofflet.

The meeting closed at 20.29