

Minutes of the Annual General Meeting of Normanton on Trent with Marnham Parish Council

held at 7.15pm, Tuesday 22nd June 2021, Normanton on Trent Village Hall

Present:

Councillors: P Whitby (Chair) J Clayton
 X Wu A Winfrow
 M Smith R Bentley
 R Parker D Hope

Clerk: R Jeffries

Representatives D/Cllr S Isard, C/Cllr J Ogle
 Mr A Collins and guest (JG Pears)

Members of the Public: 5

1	<u>Apologies for Absence</u> There were no apologies for absence tendered.	<u>Action</u>
2	<u>Election of Office</u> (i) Chairman – Mr P Whitby, proposed by Cllr Parker, seconded by Cllr Winfrow (ii) Vice Chairman – Mr D Hope, proposed by Cllr Smith, seconded by Cllr Bentley (iii) Vacant Councillor position – Mrs S Nolleth was co-opted into the vacant position, proposed by Cllr Smith, seconded by Cllr Winfrow	
3	<u>Matters to report from the Annual Parish Meeting held at 7pm on 22nd June 2021</u> There were no matters to report from the meeting held prior to the AGM.	
4	<u>Update from JG Pears</u> <ul style="list-style-type: none"> • Mr Collins reported that although improvements have been made, there have been several odour complaints over recent weeks. They have invited the EA to visit the surrounding villages to perform some independent monitoring. The EA have been unable to visit the plant for the past eighteen months, but regular virtual meetings have been conducted. • Emailed complaints now go to all JGP management staff and the local phone number for the plant is to be added onto the plant’s website. In addition, the company’s website is being reviewed and updated. ACTION: Clerk to publish the new phone number and email address on the PC website and village noticeboard. • Comments were made concerning the technical faults that have arisen recently and Mr Collins advised that remedial works are being undertaken. • One Councillor commented that she had to phone JGP everyday over the course of eight days due to odour problems at the plant and that it is unacceptable that this issue prevents local residents from using their own gardens. • The Chair had reason to phone the plant recently to report odour issues and was pleased to report that the matter was resolved within the hour. • Mr Collins advised that any complaints should be made directly to JGP and the EA. • JGP are waiting for a response from the Bassetlaw Local Plan concerning their proposals for the Old Power Station site. These plans include: relocating their garage facility to the site, installing a meal store (not for raw material storage), and also a solar development. • Query was raised as to the content of the odour emissions from the plant. Mr Collins advised that the EA conducted a six-month monitoring of the content of the emissions and a report was published by Public Health England. 	RJ
5	<u>Meeting closed for Public Open session of five minutes</u> The village playground proposal was discussed as part of the meeting agenda.	

6	<p><u>Matters arising from the Public Open session</u> See below.</p>	196																																													
7	<p><u>Minutes of the previous meeting held on Tuesday 9th March 2021</u> The minutes were approved, proposed by Cllr Winfrow, seconded by Cllr Smith.</p>																																														
8	<p><u>Financial Matters</u></p> <p><u>2020/21 Annual Return of Accounts</u> The Clerk had emailed the Annual Accounts Return to Councillors in advance of the meeting to give them time to review the contents. The Return was approved by the Council and signed by the Chair, proposed by Cllr Winfrow, seconded by Cllr Smith. The Clerk will now submit the Return to the External Auditor and publish it on the PC website.</p> <p><u>Review of Insurance Cover</u> The Insurance renewal quote from BHIB of £339.80 was approved by the Council.</p> <p><u>Balance of Accounts and Approval of Payments:</u> The transactions below were approved by the Parish Council, proposed by Cllr Smith, seconded by Cllr Winfrow.</p> <p>Opening bank balance at <u>£8006.13</u></p> <table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"></th> <th style="text-align: right; width: 20%;"><u>Payments</u></th> <th style="text-align: right; width: 20%;"><u>Receipts</u></th> </tr> </thead> <tbody> <tr> <td>R1 HMRC VAT Reimbursement 2020/21</td> <td></td> <td style="text-align: right;">£488.14</td> </tr> <tr> <td>R2 Bassetlaw DC 1st half Precept</td> <td></td> <td style="text-align: right;">£2576.88</td> </tr> <tr> <td>R3 Allotment Rental – Molloney</td> <td></td> <td style="text-align: right;">£35.00</td> </tr> <tr> <td>R4 Allotment Rental – Georgiou</td> <td></td> <td style="text-align: right;">£5.00</td> </tr> <tr> <td>R5 Allotment hedge maintenance – Georgiou</td> <td></td> <td style="text-align: right;">£35.00</td> </tr> <tr> <td>P1 VIA Invoice No: IM028250 (grit bin replacement)</td> <td style="text-align: right;">£186.00</td> <td></td> </tr> <tr> <td>P2 BHIB Insurance Renewal 2021/22</td> <td style="text-align: right;">£339.80</td> <td></td> </tr> <tr> <td>P3 Clerk’s expenses – gratuity for Internal Auditor</td> <td style="text-align: right;">£13.00</td> <td></td> </tr> <tr> <td>P4 Trent Valley Internal Drainage Board</td> <td style="text-align: right;">£7.09</td> <td></td> </tr> <tr> <td>P5 Tuxford Lawnmower Centre Inv: 10761</td> <td style="text-align: right;">£141.42</td> <td></td> </tr> <tr> <td>P6 Clerk’s Salary (April to May 2021)</td> <td style="text-align: right;">£388.30</td> <td></td> </tr> <tr> <td>P7 Tuxford Lawnmower Centre Inv: 10881</td> <td style="text-align: right;">£96.00</td> <td></td> </tr> <tr> <td>P8 Time Assured – St Matthews Clock Service</td> <td style="text-align: right;">£144.00</td> <td></td> </tr> <tr> <td style="text-align: right;">Totals</td> <td style="text-align: right;"><u>£1315.61</u></td> <td style="text-align: right;"><u>£3140.02</u></td> </tr> </tbody> </table> <p>Closing Balance <u>£9830.54</u></p> <p>Ringfenced funds are detailed as: £200 from the NALC Transparency Fund, £3508.38 CIL (Community Infrastructure Levy) Funding from Bassetlaw DC.</p>		<u>Payments</u>	<u>Receipts</u>	R1 HMRC VAT Reimbursement 2020/21		£488.14	R2 Bassetlaw DC 1 st half Precept		£2576.88	R3 Allotment Rental – Molloney		£35.00	R4 Allotment Rental – Georgiou		£5.00	R5 Allotment hedge maintenance – Georgiou		£35.00	P1 VIA Invoice No: IM028250 (grit bin replacement)	£186.00		P2 BHIB Insurance Renewal 2021/22	£339.80		P3 Clerk’s expenses – gratuity for Internal Auditor	£13.00		P4 Trent Valley Internal Drainage Board	£7.09		P5 Tuxford Lawnmower Centre Inv: 10761	£141.42		P6 Clerk’s Salary (April to May 2021)	£388.30		P7 Tuxford Lawnmower Centre Inv: 10881	£96.00		P8 Time Assured – St Matthews Clock Service	£144.00		Totals	<u>£1315.61</u>	<u>£3140.02</u>	
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9	<p><u>Policy Reviews 2021/22</u> The Financial Regulations, Standing Orders, and Risk Assessments were reviewed by the Chair and the Clerk and emailed to Councillors in advance of the meeting for their consideration. The Council approved the documents, proposed by Cllr Bentley, seconded by Cllr Nolleth.</p>																																														
10	<p><u>Matters to report from the Minutes of the meeting held on 9th March 2021</u></p> <p><u>Village Playground</u> Cllr Nolleth presented her proposals for the installation of a village playground in Normanton and advised that it is difficult to identify an ideal location. Suggestions include the Village Hall/school playground/Square and Compass/adjacent grazing land next to the school/private land. It was suggested that she write to local landowners to see if anyone would be willing to sell a small piece of land for this purpose. She already has a group of volunteers willing to help with the project but would welcome further interest.</p>																																														

The Council thanked Cllr Nolleth and fully supports her in the project and will aim to provide any assistance where necessary.

Installation of memorial bench on Tuxford Road, Normanton

The PC agreed that the installation quotes from approved contractors are too high but this item will be kept on the agenda, pending quotes from other approved contractors.

A request was submitted that a bus shelter be installed at this same location and C/Cllr Ogle said this would depend on the demand/usage of the bus stop. **ACTION: Cllr Smith to provide an estimate of usage of the Tuxford Road bus stop to the Clerk so that it can be forwarded to Notts CC.**

MS/
RJ

Update on drainage on Weston Lane, Normanton

Engineers have been on site and it would appear that the issues are being dealt with.

Update on village planters and tree planting

Cllrs Winfrow and Whitby had a meeting/tour of the village with Pauline Laughton of VIA to identify suitable planter locations. However, Ms Laughton will no longer be the contact for this project and C/Cllr Ogle requested that Joe Horton at VIA be consulted in future.

Cllr Clayton has been in liaison with the Woodland Trust and she undertook to do a walk round of the village with Cllr Winfrow to identify potential sites for tree planting.

Village signs – Local Improvement scheme

The Clerk has made contact with the LIS team at Notts CC and is awaiting further information as to when the scheme will be re-opened. C/Cllr Ogle advised that it could be December when new applications are considered but he recommended preparing an application as soon as possible.

Noticeboards – South Street, Normanton and High Marnham

The PC agreed to apply to the LIS for a replacement noticeboard for Normanton. In the meantime, Cllr Nolleth has volunteered to re-stain the Village Hall noticeboard so will also re-stain the PC noticeboard at the same time.

The Chair undertook to remove the noticeboard sited at Low Marnham due to its state of disrepair.

The High Marnham noticeboard is in need of new Perspex windows, but the cost of Perspex is very expensive at present as it is in demand for PPE. **ACTION: To be reviewed at September meeting in anticipation that prices will have reduced. In the meantime, Cllrs Winfrow and Whitby will provide the measurements required.**

RJ/AW/
PW

Village events/Fundraising

Cllr Smith had emailed out a proposal for village events and this will be looked at in more detail at the July meeting.

11

Crime Update

PC Gareth Mitchell had emailed his update to Parish Councils prior to the meeting.

12

Planning Matters

21/00202/COU – Parking spaces on Tuxford Road, Normanton
21/00358/HSE – Maple View, Hollowgate Lane, High Marnham
21/0034/FUL – Land at Church Farm, Church Street, Low Marnham
21/00814/VOC – Land adjacent to Holly Crest, Brootts Road, Normanton
21/00770/FUL – Land adjacent to Holly Crest, Brootts Road, Normanton

The Council had no opposition to the above planning applications.

13	<p><u>Highways Matters</u></p> <p><u>Dropped kerb – Eastgate, Normanton</u> C/Cllr Ogle confirmed that this is on the Bassetlaw Schedule of works but could not confirm when the works would be undertaken.</p> <p><u>Mill Lane – potholes</u> C/Cllr Ogle confirmed that this is also on the Schedule of works. He advised that requests for pothole repairs/streetlamps, etc can be reported on the Notts CC website or app.</p> <p>Following recent reports of fly-tipping in the area, the Clerk advised that these can be reported via the Bassetlaw DC website and that photographic evidence is always welcomed as part of the complaint.</p>	198
14	<p><u>Parish Burial Ground</u> The proposed headstone installation (previously emailed to Councillors) was approved.</p> <p>Cllrs Winfrow and Whitby undertook to re-stain the shed in the Cemetery grounds.</p>	AW/PW
15	<p><u>Brotts Road Allotments</u> Comments were passed on the much improved appearance of the plots and the fact that they are being used regularly by the tenants.</p>	
16	<p><u>Correspondence</u></p> <p><u>Letter received from Village Hall Committee</u> A request for funding was submitted by the Village Hall Committee but the PC was unable to give it full consideration at the meeting. ACTION: Clerk to put on the Agenda for next meeting.</p> <p>Cllr Nolleth advised that she is also a member of the Village Hall Committee and would be happy to act as liaison between the Committee and PC.</p> <p>The members of the Village Hall Committee have a schedule of fundraising proposals and the PC is keen to support this local amenity in any way that they can. Unfortunately, at present there is doubt as to whether the local Brownies and Scouts groups will reconvene but all meeting attendees agreed that there is a demand for local child and youth groups within the community.</p>	RJ
17	<p><u>Business for the next meeting</u></p> <ul style="list-style-type: none"> • Village playground project • Local Improvement Scheme – Noticeboard and village signs • Installation of memorial bench on Tuxford Road • Installation of bus shelter on Tuxford Road • Village events/fundraising • Request for funding from Village Hall 	
18	<p><u>Date of next meeting</u> Tuesday 13th July, 7pm, Normanton Village Hall</p>	

The meeting closed at 9pm.

Signed.....Chairman Dated.....