

# NORMANTON ON TRENT WITH MARNHAM PARISH COUNCIL

## Minutes of the Annual General Meeting

Tuesday 21<sup>st</sup> May 2024, 7.15pm, Low Marnham Church Room

**Present:**

**Councillors:**

A Fox  
P Simpson  
J Spink

D Hope  
J Clayton

**Clerk:**

R Jeffries

**Representatives**

Mr R Laxton, JG Pears

**Members of the Public:**

Two

**19/24 Apologies for Absence**

**Action**

Apologies for absence were received from Cllrs Winfrow, Parker, and Nolleth, Mr Collins from JGP, and D/Cllrs Stanniland and Griffin.

**20/24 Election of Office**

There were no nominations for the office of Chair, so Cllr Fox agreed to adopt the role of Chair for the AGM up until 8pm when she would have to leave the meeting.

There were two interested parties for the Councillor vacancy. Given that Mr Peter Hope had expressed an interest at the March meeting, he was co-opted onto the Parish Council, proposed by Cllr Clayton, seconded by Cllr Spink.

The Clerk was tasked with contacting Councillors who have been absent from previous meetings in order to confirm their intention of remaining on the Parish Council.

**RJ**

**21/24 Declaration of Acceptance of Office**

The Declarations were signed by Cllrs P Hope, Fox, Simpson, Spink, and Clayton. The remaining Declarations will be signed at the next meeting.

**22/24 Update from JG Pears**

Mr Laxton had provided an update in advance of the meeting. Points of discussion to note were:

- There has been an increase in odour complaints which could be attributed to the warmer weather.
- Cllr Clayton reported that she has made several phone complaints and Mr Laxton said that complaints are investigated as soon as possible.
- Cllr Spink suggested that JGP have a proforma that records investigations and their findings.
- The sub-station at High Marnham is due to be refurbished.
- A power outage is due on 10<sup>th</sup> June, possibly lasting for three days and generators will be hired in to use as backup.
- The feather cooking facility will remain on the Low Marnham site and will change from a batch to continuous cooking process towards the end of the year.

**23/24 Meeting closed for Public Open Session of five minutes**

St Wilfrid's Churchyard

Mrs Wardell thanked the Parish Council for their support in funding the maintenance of the churchyard.

**24/24 Minutes of the previous meeting held on 28<sup>th</sup> March 2024**

The minutes were approved, proposed by Cllr Spink, seconded by Cllr Clayton.

**25/24 Matters arising from the minutes of the meeting held on 28<sup>th</sup> March 2024**

- One Earth Solar Farm Proposal – to be discussed at the next meeting;.
- South Street Noticeboard – The Clerk reported that the Notts CC Local Communities Fund is closed to applications at present.
- Sustrans cycle track – to be discussed at the next meeting.
- Flooding update - D/Cllr Griffin had sent an email regarding the creation of a Flooding Steering Group and she had asked for a nominee from each Parish. This will be discussed further at the next meeting.

**26/24 Community Engagement**

The Parish Council agreed that it was too late to conduct this year's Litter Pick.

**27/24 Village Playground Proposal**

Cllr Nolleth had provided an update in advance of the meeting. She reported that there were some complications regarding the village hall lease and she would update at the next meeting.

Cllrs Clayton and Nolleth will provide an update on the sourcing of sustainable lamp post poppies at the next meeting.

**At this point of the meeting, Cllr Fox left the meeting and Cllr Spink adopted the role of Chair.**

**28/24 Financial Matters**

The Clerk had circulated the Annual Accounting Return 2023/24 in advance of the meeting. The Return was approved by the Council, proposed by Cllr Simpson, seconded by Cllr Clayton.

The Insurance Policy renewal was reviewed by the Council and approved, proposed by Cllr Clayton, seconded by Cllr Spink.

Balance of Accounts and Approval of Payments for May 2024

The transactions below were approved by the Parish Council, proposed by Cllr Clayton, seconded by Cllr Simpson.

Opening bank balance = £24053.73

NUMBER	PAYMENT/RECEIPT	RECEIPTS	PAYMENTS
P1	Retirement Gift – D Mills		£100.00
P2	Village Hall Invoice 2024/003 – Toddler Group		£180.00
P3	Village Hall Invoice 2024/010 – Toddler Group		£90.00
P4	Village Hall Invoice 2024/014 – Toddler Group		£120.00
P5	Clerk's Salary April-May 2024		£452.68
P6	Clerk's Expenses – Gift for Auditor		£15.00
P7	Notts ALC Code of Conduct Training Course		£45.00

P8	St John Ambulance IPAD AED Battery & Pads		£379.20
P9	St John Ambulance ZOLL AED Battery & Pads		£243.60
P10	Clear Councils Insurance Renewal Premium 2024/25		£487.33
P11	Normanton Village Hall Inv 2024/017 Jan 2024		£15.00
P12	Normanton Village Hall Inv 2024/004 Jan 2024		£15.00
P13	Normanton Village Hall Inv 2024/020 Toddler Group		£150.00
P14	Internal Drainage Board		£10.14
R1	Allotment Rental 2024/25 – G Fox	£5.00	
R2	Brotts Field Rental 2024/25 – J Rushby	£80.00	
R3	Bassetlaw DC 1 <sup>st</sup> Precept 2024/25	£3242.50	
R4	HMRC VAT Refund 2023/24	£120.92	
R5	Allotment Rental 2024/25 Moloney	£5.00	
R6	Bassetlaw DC CIL Funding	£60.00	
		<b>£3513.42</b>	<b>£2302.95</b>
	<b>BALANCE TO CARRY FORWARD</b>	<b>£25264.20</b>	

The Council agreed that the Village Hall Rental invoices for the Toddler Group would be paid from the Bassetlaw DC CIL Funds, totalling the amount of £540.

Ringfenced funds are detailed as: £200 from the NALC Transparency Fund, ( £17595.85 CIL (Community Infrastructure Levy) Funding from Bassetlaw DC, £380 for Playground Donation.

#### **29/24 Policy Reviews**

The Clerk submitted the 2024/25 Standing Orders, Risk Assessments and Financial Regulations (as per the Notts ALC recommended template). The Reviews were approved by the Council, proposed by Cllr Spink, seconded by Cllr Clayton.

#### **30/24 Crime Update**

There was no update provided.

#### **31/24 Planning Matters**

The following Planning Applications had been circulated via email by Bassetlaw DC prior to the meeting:

- 22/01071/FUL – Erection of warehouse building
- 23/00313/FUL – Erection of 1.8m Palisade Fence

There were no objections to the Planning Applications.

#### **32/24 Highways Matters**

The Clerk to report the following items to Highways:

- Faulty signage at the High Marnham grass triangle at Hollowgate Lane.
- Sewage discharge on Brotts Lane in Normanton due to an overflowing manhole cover – this poses a health risk to the public and needs attention.
- Missing chevron signs on the Fledborough Road S-Bends. The Council recommended that VIA EM undertake a review of all of the road signage on this stretch of road.
- Roadside erosion on the stretch of road from Grassthorpe village to Border Farm.
- Uneven road surface at the Gracefield Lane crossroads.

**33/24 Parish Burial Ground**

Further to the Cemetery Inspection, Cllr Winfrow advised by email that the Inspector was happy with the headstones but that the path may need some attention.

Thanks were given to Cllr Hope for replacing the broken tap. However, the key to the stopcock has been misplaced.

Cllr Winfrow had proposed in his email that the lawnmowers be serviced prior to sale, however, the Council agreed to sell them "as seen", given that the expense of servicing may outweigh the sale proceeds.

**34/24 Allotments**

The Clerk confirmed that the rental agreements and payments were completed.

**35/24 Defibrillators**

Normanton: Work is underway to move the AED unit from The Crown to the Village Hall and a small task force is being created to ensure that the unit is checked regularly.

High Marnham: The Council agreed to purchase a new case for the AED unit as the current case is not weather proof.

**36/24 Correspondence**

There were no items of correspondence received.

**37/24 Any other business**

There were no items of Any other Business received.

**38/24 Business for the next meeting**

- Discussion regarding the purpose of the Annual Parish Meeting
- Councillor Vacancy
- Election of Chair and Vice Chair
- Declarations of Acceptance of Office
- Review of Bank Signatories
- One Earth Solar Farm Proposal
- Sustrans Cycle Track
- Flooding Steering Group

**39/24 Date of next meeting**

Date of next meeting – Tuesday 16<sup>th</sup> July 2024, 7pm, Low Marnham Church Room

The meeting closed at 8.30pm **Signed.....Chairman Dated.....**