

Rampton Parish Council

Minutes of **Rampton Parish Council** held on the 13th Oct 2017 in the Community Centre, Chadwick Walk, Woodbeck, Nottinghamshire, DN22 0JS. The meeting commenced at 7:30pm.

Members Present

Cllr Muriel Arden Chairman
Cllr Libby Hauton Vice-Chair
Cllr Alan McGarry
Cllr Ivor Lewin
Cllr Sue Kyle

Also, Present

Ed Knox Parish Clerk/Responsible Financial Officer
Dist Cllr Teresa Critchley
9 Members of the Public

RPC/99/17

Housekeeping

Cllr Arden welcomed everyone to Woodbeck Community Centre and Cllr Kyle advised the location of the fire exit assembly point, fire exits & toilet facilities.

RPC/100/17

To Approve Apologies for Absence

The Council **approved** the absence of Cllr Hawkins who is recovering from an operation and Cllr Copeland for work reasons.

RPC/101/17

To Record Declarations of Interest in any items to be discussed

None.

RPC/102/17

To Approve Minutes of the Previous Meeting

After discussion, the council **resolved** to accept the minutes. The chairman signed the minutes of the previous meeting as a true and accurate record.

RPC/103/17

To Offer Support to Rampton Primary School

Cllr Arden welcomed Rampton Primary School Headmistress Mrs Seldon and adjourned the meeting to allow Mrs Seldon to speak. Mrs Seldon advised that she was doing all within her power to ensure that all new and existing families in the parish understand that they have an excellent local primary school. Rampton Primary's progress report identifies it as the top school in the local area.

At present there are 63 full-time pupils, whereas the surrounding schools have up to approximately 100, each with 4 classes. Rampton Primary admits Pre-School children from age 2 upwards, providing 30hrs per week from age 3 and has wrap around care in the form of breakfast and afterschool clubs. The older pupils benefit from excellent residentials, including France. At a recent visit by OFSTED the inspector said it was very good school, like a private school for free.

Exciting changes are to come with the school becoming a feeder school to Tuxford Academy from September 2018. Mrs Seldon expressed that if pupil numbers increase, the school will be staffed to meet the number of children.

Dist Cllr Critchley said that she had visited the school, it was a fantastic place to send children with a wonderful atmosphere. When talking with residents at Leverton she was surprised to hear that some people did not even realise there was a primary school in Rampton. Mrs Seldon advised that she hoped to change this. The Bassetlaw Local Plan identifies Rampton as an area where additional housing could be built over the next 15 years, this will include affordable housing for young families.

Cllr Arden asked if numbers had fluctuated in recent times. Mrs Seldon clarified that in the past year, numbers have reduced from 80 to 63, mainly due to families moving away from the local area, there were no negative reasons for reduced numbers.

A member of the public recommended that the school promotes awareness with flyers, the Roundabout, Retford Times and Life Magazine.

Mrs Seldon said she would take on-board all ideas for promoting the school and that she is looking onto a school prospectus brochure to celebrate the year on year success of excellent results.

Several members of the public and Parish Council agreed that the change to allow Tuxford to become a feeder Academy should help make a difference to future numbers. Cllr Arden said the idea of a school council was an excellent one and also asked about the possible Academisation of the Primary School. Mrs Seldon explained that the School hopes to join with Norbridge Primary in Worksop to form a new multi-academy Trust which because it is just starting out will result in more control of its organisation from the offset.

Cllr Arden suggested that if there are any school governors who would be free during the daytime if they came to Rampton Village Hall C&T club this would be an excellent platform to promote awareness.

Cllr Arden asked if there was anything further the Parish Council could do to promote the school. Mrs Seldon offered to produce flyers which the Council **agreed** it would distribute to every home in the parish.

Mrs Seldon thanked the Parish Council for their time and everyone for the ideas. Cllr Arden mentioned to Mrs Seldon that we are keen to hear from Parents and Governors who would be interested in joining Pinder Park Committee to further develop the play park. The Chairman reconvened the meeting.

RPC/104/17

To Receive a Request from the Bowls Club to Erect a 20ft Shipping Container within the area leased by the Bowls Club, to the East of the Green

The Clerk received a written request from Les Dodds, Bowls Club Treasurer, to place the 20ft shipping container for secure storage of the Rampton Bowls Club equipment within the area leased by the Bowls Club to the east of the green. Cllr Arden invited Ted Morris, Rampton Bowls Club Chairman to speak and adjourned the meeting. Cllr Arden asked what the storage was for. Mr Morris gave examples of the contents and described it, the container would be around 20ft long, 8ft high and 6ft wide.

Cllr Arden stated that a container would need to be extremely well kept in appearance. Cllr Lewin advised that a good-looking shed would be preferable, however more details were needed to make a decision. Cllr Hauten asked Mr Morris what were the future plans to further develop the Bowls Club, Mr Morris stated there were no further plans as the Club has very limited funds, that the container was chosen because it is a donation at nil cost.

Cllr Arden asked Mr Morris to provide a detailed plan of the area leased by the bowling green indicating the exact location for the proposed container. Dist Cllr Critchley asked for photographs of container to be provided. The Chairman reconvened the meeting. Cllr Lewin **Proposed** and Cllr Hauten **Seconded** that Mr Morris provides the Council with the requested plans, photos and a list of all contents to be kept within the container before a decision can be made. **Action**, the Bowls Club to provide the information to the Clerk for a future agenda item.

RPC/105/17

To Receive Pinder Park ROSPA Safety Inspection Report Progress Update

Cllr Lewin gave an update to the actions highlighted in the report as follows:

- **Mushroom Top:** *Head of one of the Mushroom Top missing, replace item.* Cllr Lewin advised this is still in Barrie Doyle's garage but he will collect it next time he sees Barrie and arrange for its installation.
- **Tarmac Park Path:** *cracking and the edge falling away into the drainage ditch.* Cllr Lewin advised the work has been satisfactorily completed by Lee Hudson from Edgedale Building Ltd was chosen to undertake this work. Steel pins have been inserted by the edging to keep it in place.
- **Trim Trail Replacement:** Cllr Arden advised three prices have now been obtained. The latest from Wickstead. The alternative prices are considerably lower, Cllr Arden also obtained a lower price for the proposed zipwire from Wickstead.

However, following the site visit with Wickstead they advised that in their opinion the rot on the trim trail could be a warranty issue. Cllr Arden **Proposed** and all members agreed that the Clerk should look into the possibility of a free warranty repair with Sovereign in the first instance. **Action**, the clerk to contact Sovereign.

- RPC/106/17 To Consider Changing the name of the Parish Council to 'Rampton & Woodbeck Parish Council'
The Clerk reported that 90 responses were received, equal to 24.72%. This was broken down as follows, 131 people viewed the on-line Facebook Poll, 42 voted for the name change 2 voting to leave the name the same. A paper-based poll was kindly delivered to all 364 homes in the parish by Cllr Kyle and Mr Alex Ferriter. The Result of which was, **28 for**, 18 against. Cllr Arden asked the Council to vote on the matter and it was unanimously **resolved** to request Bassetlaw District Council to change the name to Rampton & Woodbeck Parish Council. **Action**, the Clerk to inform Stephen Brown at Bassetlaw District Council of the outcome of the consultation and Parish Council vote.
- RPC/107/17 To Receive Village Warden Report:
Cllr Lewin presented Sam's Report:
Litter picking: I have completed litter picking duties with no specific issues to advise.
Bottle bank: The bank does not need to be emptied presently, I will keep an eye on this and advise when near full.
Sweeping near village hall, bottle bank and bus shelter: I have swept these areas each week. It has been mostly leaves, some glass near the bottle bank has been swept up and disposed of properly.
Emptying bins and dog poo bins: I have emptied all on a weekly basis. None are overfilled. There is some graffiti on the top of the bin near the carpark in play area. Unable to clean off as it is scratched into the plastic. An inappropriate drawing and word near the play park.
Village Noticeboard in park area: – I have been checking the noticeboard, I do not have a key presently. Can Ivor issue me one please? There is no issues or health and safety problems to advise.
Benches in the village: I have continued to sand and varnish with two left to complete. One is located towards the school and the other is on Laneham Street.
Vegetation: I have weeded around the island in the village centre, I have cut nettles and growth back from the paths near the main crossroads just outside the village as instructed. I have noticed the path, Retford Road from Woodbeck to the Crossroads needs edging, I will do this time permitting as soon as I can. I will keep an eye on the drains around the village as the leaves are continuing to fall.
Drains blocked: I have noted that two drains appear blocked inside – One is near the village hall arch and the other is near Ivor's house, on the T junction, near bus stop.
I have put some comments in the book which in the shed and have reported it to Notts County Council via the On-line Portal.
I have attended and achieved my First aid at Work course 20.10.2017 and Manual Handling course 27.10.2017, which I enjoyed.
If there are any other jobs that need to be done in November, please let me know.
Cllr Lewin **agreed** to obtain a key for the Clerk and Warden for the Pinder Park Noticeboard.
- RPC/108/17 To Receive Neighbourhood Plan Report
The clerk advised the £50 prize draw, from the surveys returned, will be undertaken at the next Steering Group meeting on Tuesday 5th December. There was no further update in the absence of Cllr Copeland.
- RPC/109/17 To Receive Police Report
The Clerk was previously advised that PC Haynes would be unable to attend Parish Council meetings due to his initial work commitments and whilst he is settling into the role, he would be unable to produce a police report for parish councils. However, a letter received from Bassetlaw District Commander Inspector Neil Bellamy advised the Council that PC Hayes has

also decided to retire at the end of November along with PC Bailey and that they are not in a position to immediately replace PC Hayes.

Dist Cllr Critchley advised that she will present Nottinghamshire Assistant Chief Constable Steve Cooper the paper and on-line petitions demanding a full replacement Police Constable, at the NALC AGM on 15th November 2017. Cllr Critchley asked the public to send in their own comments and concerns to Nottinghamshire Police. The Council **agreed** to object to the lack of full police coverage and absence of clarity over the replacement PC timescales. **Action**, The Clerk shall write to Commander Bellamy to strongly object to the situation and to ask for timescales surrounding recruitment of a replacement Police Constable.

RPC/110/17 To Receive Community Speedwatch Report

Sarah Hird, Highways Officer, recently visited the parish but was unable to meet with any members of the Council. Additional '30 for a reason' signage has appeared around Rampton. The Council asked the Clerk to contact Sarah to obtain an update of her findings. **Action**, The Clerk shall contact the Highways Officer.

RPC/111/17 To Consider relocating Woodbeck Noticeboard

Cllr Lewin reported that the noticeboard was hard to access safely in its current location. It has a very low number of pedestrians passing it and it is blocked due to cars parking in front of it. Cllr Arden adjourned the meeting to allow Pete Weaver, Woodbeck Residents Association Chairman to speak, Mr Weaver agreed with Cllr Lewin and had spoken with Rampton Hospital Estates Manager regards a possible relocation. The Hospital have no objection to moving it to Woodbeck Community Centre, Mr Weaver said this will maximise the amount of people who will see it. Cllr Arden thanked Mr Weaver and reconvened the meeting. Cllr Lewin **Proposed** and the Council **agreed** that he will obtain prices from local contractors to relocate the noticeboard. **Action**, Cllr Lewin to obtain prices for the next meeting.

RPC/112/17 To equalise the Annual Grants to Rampton Village Hall & Woodbeck Community Centre

The Clerk reported that prior to 2009 the annual grants to Woodbeck Residents Association had been £350. This was from 2009 to £250 and Rampton Village Hall Committee £500. There was no explanation to this in the minute books for the reason why there was a difference in figures between the two bodies or why the reduction had taken place in 2009. Cllr Arden explained that the village hall committee share the £500 between the user groups of the hall to support their continuation.

Cllr Arden adjourned the meeting to allow Pete Weaver to speak. Mr Weaver welcomed the Parish Council to Woodbeck and explained that the resident's association had 14 committee members who organised well attended social events including a popular Christmas Party at which around 40 Rampton and Woodbeck children attend, an annual seaside trip and bonfire night with fireworks display that over 1000 people from the Parish and surrounding area attend. The centre is well used for private parties for families in the local area. There are several user groups including bingo and a music band.

Cllr Arden asked what the population demographic was at Woodbeck, Mr Weaver confirmed that since the majority of the 95 houses within the estate are now privately owned, it is a mixture of families and people of all ages. Woodbeck has 10 further properties outside the estate on Retford Road. Mr Weaver explained that whilst the community centre has no utility costs as these are covered by the hospital in exchange for meetings they hold at the centre, if it did charge for these services the centre would not be able to cover its running costs.

However, Mr Weaver said that hospital funding and donations have diminished over the years and a letter from the hospital in May 2017 confirmed that due to budget cuts, the NHS Trust can no longer offer future grants or support.

Mr Weaver explained how the Residents Association have worked hard at renovating, improving and maintaining the building.

Dist Cllr Critchley asked if Mr Weaver had put in a formal request for an annual grant. Mr Weaver and the Clerk both confirmed that it had been previously agreed by the parish

council that the grant would be made automatically without the need to apply annually, only the amount requires agreement.

The Clerk pointed out that if figures could be agreed tonight regards the annual grants, then this will assist him with the calculations of the annual budget for 2018/19.

The Chairman reconvened the meeting. Cllr Arden stated that as matters have now changed regards hospital financial support the time has come to review the annual grants. Cllr Arden **Proposed**, Cllr McGarry **Seconded** that because both organisation support user groups who include families and residents of both Rampton and Woodbeck, the annual grant to Rampton Village Hall Committee and Woodbeck Residents Association shall be £500 each. **Action**, the clerk to arrange both payments.

RPC/113/17

To Appoint New Village Hall Committee Members

Cllr Arden advised that the Rampton Village Hall committee now comprised only Cllr Lewin as Chair and Janet Lancaster as Treasurer, that new committee members were needed. Cllr Lewin said that for over a year, adverts appealing for new committee members have been published in the Retford Times, Retford Life Magazine and The Roundabout. No one has come forward. Outside of the committee, there are two local volunteers who undertake odd jobs around the hall and cleaning duties which saves around £2,000 a year.

Cllr Lewin expressed that we have a very good village hall, with a bar, alcohol license and over the past 5 years held regular sell out shows, without a full committee we cannot continue to organise these. Janet and Cllr Lewin have been involved with the hall for 15 and 5 years respectively, however ill health has caused Cllr Lewin to make the very difficult decision to resign from the committee at the February 2018 Parish Council meeting.

There are currently 5 user groups and the last thing we want to see is the closure of the village hall.

The Clerk pointed out that this would not happen because in the scenario of no committee, the Parish Council would have to take over the running of the hall, however, he pointed out that this would come at additional cost because of the extra hours of work involved for the clerk to administer the accounts, the only benefit would be the Council could reclaim the VAT on the hall expenditure. Cllr Arden, also pointed out that should the Parish Council have to run the hall, there will be extra work and complications surrounding the External Audit. Cllr Arden asked for support and encouragement of the Council and members of the public present to spread the word that volunteers to form a new committee were needed. Cllr Hauton pointed out that promotion in the local press had resulted in no one coming forward. **Action**, The Clerk to add to the next agenda to see if any new committee members are forthcoming.



Adjournment – Public Forum

Cllr Arden adjourned the meeting to allow members of the public to speak. Rev Ferriter advised that following the resignation of Cllr Sheppard, she was provided with the Rampton Parish Council Emergency Plan folder for review. Rev Ferriter advised that there was no need to reinvent the wheel regards the document and whilst not a legal requirement it is best practice to keep it up to date. Rev Ferriter handed the file to the clerk and suggested to the Council that a small meeting should be held between the clerk, herself and 2 or 3 Cllrs to review the appendix documents and update the document.

Rev Ferriter mentioned how she had assisted her son with the survey delivery recently. Cllr Arden offered thanks to be relayed to Alex Ferriter. The Council **agreed** 1) for the Clerk to write a letter of thanks to Mr Ferriter, provide a chocolate bar using the Power of Chairman's Allowance 2) for the clerk to work with a working party of Cllrs to update the Emergency Plan Appendix's.

After answering as many questions as possible, Cllr Arden thanked the public for their participation and reconvened the meeting.

RPC/114/17

Finance:

The clerk circulated the Council members by email prior to the meeting the following:

1. To Approve Payments:

after discussion, the Council **approved** the following accounts: -

<u>Payee</u>	<u>Item</u>	<u>Amount</u>
Cllr Lewin	Expenses Pressure Washer for Warden	£67.68
Cllr Lewin	Expenses Warden Wheelbarrow Tyre Repair	£11.99
Cllr Lewin	Expenses Warden Hammarite for Outdoor Gym	£17.75
Cllr Lewin	Expenses Warden's Safety Gloves & Grabbers	£34.70
Rampton Village Hall	Neighbourhood Plan Meeting 17 th Oct 2017	£12.00
Lexique Signs Ltd	Sign for Mast Field Gate	£23.75
E Knox	Net Salary & Mileage Oct	£422.63
S Foster	Net Salary & Mileage Village Warden Nov	£409.80
HMRC PAYE	Income Tax	£98.60
Ulyett Landscapes	Grass Cuts Oct	£182.40
K.R Hewitts Ltd	Annual Hedge Cut Pinder Park Oct	£97.20
Barrie Doyle	Expenses Petrol for Village grass cutting, strimming, Hedge cutting of village centre Triangle, front of Rectory, Church Roadside & village hall entrance	£35.00
E-On	Post Office Electricity Oct	£11.39
Lindum Fire Services Ltd	Post Office Fire Equipment Annual Service	£35.94
Lindum Fire Services Ltd	Village Hall Fire Equipment Annual Service	£83.64
IKEA	Storage Cupboard for Council files at Clerks Home	£50.00
Edgedale Building Ltd	Pinder Park Path Reinstatement	£460.00
Rampton V Hall Com	Annual S.133 Local Govt Act Award Rampton Village Hall Committee	£500.00
Woodbeck Res Ass Com	Annual S.133 Local Govt Act Award Woodbeck Residents Association	£500.00
Total Payments		<u>£3,054.47</u>

2. Receipts:

Receipts Received this month:

<u>From</u>	<u>Item</u>	<u>Amount</u>
Mill Hill Farm Ltd	Annual Rent 7 Acres South Inge Yard	£350.00
Western Power	Wayleave Mast Power Pole Rent 2017/18	£39.12
Western Power	Wayleave Forest Garden Field Pole Backdated 6 yr Rental income adjustment 70p per year	£4.20
Total Receipts		<u>£393.32</u>

3. Bank Balances

The Current Account Balance today is **£9,784.11***

The Deposit Account Balance today is **£5,467.59**

* £3,000 ring-fenced for Neighbourhood Plan

4. Initial Draft Budget

The Clerk circulated the initial draft budget for 2018/19 for council members consideration. The 2017/18 precept was £8,894, to cover the 3% cost of inflation, and to recoup the cost of the Bi-Election a minimum precept of £13,173 would need to be applied for.

Based on the current Tax Base figures, the Clerk explained that a Precept of £13,173 was equal to approximately £47.29 at Band D.

The clerk tabled evidence of surrounding parish precepts, for a parish the size of Rampton, it has a rather small precept of £32.25 per year, per house at Band D. The majority of neighbouring parishes have precepts ranging from £46.17 to £93.25 per year at Band D.

The Clerk distributed the financial income and expenditure of the Parish Council for the past 20 years. The Bassetlaw District Council Concurrent Grant has reduced from £4,478 in 1996 to £299 in 2017. Bank Interest has reduced from £2,000 in 2001 to £14 in 2017. In the past, income from the former quarry on Torksey Ferry road also contributed keeping the precept low.

Cllr Arden advised that it was clear that the Council needs a precept which fits the Council rather than the Council fit the Precept. Cllr Arden clarified that in addition to the factors mentioned by the Clerk, historically the Council has set a very low budget of £250 per year for Village Hall Maintenance and £700 for Pinder Park Maintenance, the actual cost of maintenance for the hall has been £4,058 and £3,660 for the park. The clerk advised that to allocate an additional £5,000 for Asset Maintenance costs would create a precept of £18,173 equal to approximately £65.24 at Band D.

Cllr Arden advised that other parts of the Council Tax may also rise, however, the Clerk and Dist Cllr Critchley clarified that a 2% rise cap is in place affecting the County and District Council elements of the Council Tax, but this does not apply to Parish Councils. The clerk advised he had brought the matter to the Council's attention a month early to allow the Cllrs time to digest the information and prepare to set the budget and precept.

The Council **agreed** to consider the facts and asked the Clerk to add the matter to the December Agenda.

RPC/115/17

Any Other Business Items for the Next Agenda

Cllr Lewin asked for a skip to be added to the next Agenda, the reason being that the amount of rubbish collected by the village warden across the parish now outweighs the size of the village hall bins. The clerk agreed to add it to the agenda and he would obtain alternative prices be obtained for 360ltr and 1,100ltr wheeled bins.

The Clerk mentioned the Reduction of Fire Station Coverage due to mixed and alternative crewing for the next agenda.

Dist Cllr Critchley encouraged the Council to submit any further comments regards the Sundown application because the Planning Officer is still accepting comments from the Statutory Consultees until 15th December, the Council had no further comments to make but **agreed** that the Clerk should write to the Planning Officer to express its dismay that Sundown's planning agent has not replied to the Concerns and Questions raised by the Council and members of the public at the 9th October meeting.

RPC/116/17

Date/Time/Location of Next Parish Council Meeting

Monday 11th Dec 2017 – Rampton Village Hall

7:30pm

RPC/117/17

Closure of Meeting

There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 10:10 PM.

Signed _____

Date _____