



Rampton & Woodbeck Parish Council

Minutes of **Rampton & Woodbeck Parish Council Meeting** held on the 3rd Sep 2018 at Rampton Village Hall, Manor Drive, Rampton, Nottinghamshire, DN22 0JU. The meeting commenced at 7:00pm.

Members Present	Cllr Muriel Arden	Chairman
	Cllr Sue Kyle	Vice-Chair
	Cllr Peter Copeland	Cllr Ivor Lewin
Also, Present	Ed Knox Clerk/Responsible Financial Officer	
	7 Members of the Public	

234 To Advise Site Health & Safety

Cllr Arden welcomed the public and advised the location of the fire exit assembly point, fire exits & toilet facilities.

235 To Approve Apologies for Absence

The Council **resolved** to **accept** the absence of Cllr McGarry who is away on leave, Cllr Hawkins and Cllr Hauton due to illness.

236 To Record Declarations of Interest in any items to be discussed

None.

237 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.

238 Finance:

Zip-wire: The Council **noted** that sufficient funds were now raised for the Zip-Wire project on Pinder Park and unanimously **resolved** to **approve** the installation of the Zip-wire, accepting the preferred quote from Wicksteed. The Clerk advised that the installation will take approximately 10 to 12 weeks.

Pinder Park Grass Cutting: The Council **resolved** to pay PNR Mowers for their August cut of the park and due to contractors works due to start shortly on the park cease using PNR Mowers for this year's grass cutting. Cllr Lewin is obtaining further details from Acer Landscapes regards long term future grounds maintenance on the park and will report the findings at the next meeting. **Action**, Cllr Lewin.

Pinder Park Service Maintenance Package for Cradle Swings, Flat Swings and Trim Trail: The Council **agreed** to consider Sovereign's Service Package for this equipment on the park, the Clerk was asked to clarify what the remaining warranty period of the equipment is and what is covered under warranty, including wood treatment. **Action**, the Clerk to update the Council at the next meeting so that a decision can be made.

1. To Approve Payments:

The Council **approved** the following accounts: -

<u>Payee</u>	<u>Item</u>	<u>Amount</u>
3 x Staff Members	Salaries/Payroll	£1,593.48
HMRC PAYE	Staff Members Income Tax	£268.62
Notts LLPG	Staff Pension Scheme	£192.30
E-On	Post Office Electricity – Jul	£8.57
E-On	Post Office Electricity – Aug	£8.69
PNR Mower Services	Pinder Park Grass Cutting - Jul	£200.00
PNR Mower Services	Pinder Park Grass Cutting – Aug	£240.00
K. R Hewitt Ltd	Pinder Park Hedge Cut – Jul	£33.60
Caloo Ltd	Pinder Park Outdoor Gym Annual Service & Maintenance	£474.00
Cllr Hauton	Village Hall Mobile Phone Contract Jul 2018	£4.14
Wilco	Village Hall Paint	£28.70
Cleaning Supplies 4 U	Village Hall Paper Towels	£30.93
Bassetlaw District Council	Village Hall Alcohol Licence 2018-18	£70.00
Wave Anglian Water Business	Village Hall Water 19.05.18-12.08.18	£20.79
ExtraEnergy Supply Ltd	Village Hall Electric Adjustment 14.08.18	£0.26
Plusnet Technologies Ltd	Village Hall Wifi August	£24.60

Sutton Solutions (Retford) Ltd	Village Hall Annual PAT Testing	£48.36
Retford Oil Boiler Services Ltd	Village Hall Annual Boiler Service	£85.00
R. R Motors Ltd	Petrol for Parish Mower	£6.00
LAB Planning Ltd	Grant Funded Neighbourhood Plan Facilitator Costs	£100.00
Foys Solicitors Worksop	Landswap Interim Invoice 01.04.2015-31.03.2018	£1,310.20
Foys Solicitors Retford	Completion of 1 st Time Registration of Land	£1,100.00
Cllr Hawkins	S.137 Gross Expenses for Over 60's Afternoon Tea	£178.25
Cllr Lewin	Petrol Parish Mower, Weedkiller & Fence Repairs P Park	£107.48
PKF Little John LLP	External Audit Fee 2017-18	£240.00
Emerald Environmental	(Grant Funded) Final Design Consultation	£1732.80
Total Payments		<u>£8,106.77</u>

2. Receipts:

<u>From</u>	<u>Item</u>	<u>Amount</u>
Coles', Moorpool & The Eyre St Thomas Day Charity	Village Hall Hire Meeting 17.07.18	£8.00
Coles', Moorpool & The Eyre St Thomas Day Charity	Village Hall Hire Afternoon Tea 21.07.18	£28.00
Coles', Moorpool & The Eyre St Thomas Day Charity	Net Refund Over 60's Afternoon Tea 21.07.18	£158.18
Coles', Moorpool & The Eyre St Thomas Day Charity	Net Refund Legal Fees Coles & St Thomas Day Registration	£472.00
Member of Public	Donation Repayment of Bingo Club Start up Loan	£140.00
Member of Public	Village Hall Hire Party 14.07.18	£24.00
Member of Public	Village Hall Hire Party 22.07.18	£72.00
Member of Public	Village Hall Hire Party 29.07.18	£60.00
Member of Public	Village Hall Hire Party 04.08.18	£30.00
Member of Public	Village Hall Hire Party 15.09.18	£36.00
Lynx Black Belt Academy	Village Hall Hire Tai Chi June 2018	£32.00
Member of Public	Village Hall Hire Pilates Jun/Jul 18	£32.00
Member of Public	Village Hall Hire Chair & Hatha Yoga Jun/Jul	£32.00
Velo 99 Cycle Cycling Club	Village Hall Hire 23.09.18	£66.00
Moto in the Community Trust	Grant for Pinder Park Hedgerow Planting	£1,500.00
Pinder Park Community Group	Funds raised for Zip-Wire Installation	£2,728.26
Retford Lions	Grant for Pinder Park Zip-Wire	£750.00
Total Receipts		<u>£6,168.44</u>

3. Bank Balances

The Current Account Balance	<u>£29,937.31*</u>
The Deposit Account Balance	<u>£5,467.59</u>

* £4,928.26 ring-fenced for Zip-Wire, * £4717.20 ring-fenced for Energy Study, * £7,784.44 ring-fenced for Neighbourhood Plan, * £100.00 ring-fenced for planting a Bramley Apple Community Orchard at Pinder Park. * £300.00 ring-fenced for Public WW1 Village Hall Event with Lunch. * £1,500.00 ring-fenced for Pinder Park Hedge Planting.
Total Funds Ring-Fenced £19,330.90

239 To Receive the Energy Study Feasibility Report and decide to hold a renewable energy project consultation with the public.

Cllr Arden welcomed the two energy consultants and gave them permission to speak to the Council. The on-site survey of the Council land is complete. The Clerk advised that the summary of the Energy Study has now been completed by the consultants employed via the RCEF WRAP Grant.

The consultants explained that the conclusion of the study, which has been funded by a government non-refundable grant, is that wind and solar power was not viable due to the District Network Operator (DNO) connection fees and load capacity. Despite the former quarry land down Torksey Ferry Road (former Surveyor of the Highways and Pinder of Rampton Field's) being opposite Cottam Power Station, Western Power Distribution, the DNO, said that the only place they could connect was a substation in Rampton village at a connection cost of £18million. Wind was also not viable for the same reason, but solar could potentially be looked at again, if the connection costs and load capacities in the area changed, however, it might be that the connection costs never change. The Consultants then focussed on other forms of renewable energy schemes which could utilise some of the parish land for the benefit of the community. A potential renewable energy heating system could benefit the people in two ways, firstly it would reduce the heating/water bills of the homes and businesses by around 20-25%, the consultants stressed that this may be a bit higher than this but it

would not be known at this initial survey stage, only that they are confident that it would at least be this much. The second benefit would be a rental income to the parish council.

The consultants sent a Surveyor around the Parish, accompanied by Cllrs Lewin and Kyle earlier this year. From the results of the surveyor, desk top exercises were carried out with maps and checks with local utility companies to see what might be possible. It had been initially hoped by the consultants that the Torksey Ferry Road land would be a potentially ideal location for a district heating system boiler. However, the consultants suggested that a more viable potential location could be a section of the unused land on South Inge Yard. South Inge Yard is the 11-acre field which contains Pinder Park, The Mast and the land tenanted to a local farmer for crop growing. Beyond the edge of Pinder Park is an area on unused land, known locally as 'no-mans land' the area is heavy thick clay, where nothing grows, the farmer cannot at present farm it in its current condition and it gets very wet in the rainy months of the year. This land is approximately 40mtrs wide by 280 mtrs. The Consultants suggest that this could be a potential area for a district heating system to be housed because it would only take up a portion of this land, it would cost £440,000 less to the potential investors to build a district heating system at this location, compared to Torksey Ferry Road.

Cllr Kyle asked if a potential system on the unused land would also supply Woodbeck? The Consultants explained that Woodbeck is too far from the Parish Land to make one renewable energy plant viable to potentially reach the homes in both Rampton and Woodbeck, however, if a small piece of land could be made available at Woodbeck, then a system could be looked into, independently of the parish council, for Woodbeck. The Clerk pointed out that we have had land owners in and around Woodbeck put land forward for consideration as potential development within the parish neighbourhood plan, that whilst GDPR prevents us from passing on their contact details to the consultants, we could contact the landowners, and ask if they would like their details passing over, a potential system at Woodbeck could lower energy (heating and water) bills of the homes and businesses there and also it would bring in a rent to the land owner putting their land forward for a biomass boiler. However, hypothetically speaking, if Rampton had a biomass boiler first that was on a piece of parish land, Woodbeck would still benefit because the rental income to the parish council would benefit the whole parish.

Cllr Arden reiterated that we have gone from an initial investigation into the quarry land to looking at all the parish land. The Consultants advised that this was correct because the grant from WRAP was for to look into all possible forms of renewable energy for the benefit of the parish by utilising potential parish land. The Consultants explained that the Parish Council land on Torksey Ferry Road, that was formally occupied by the quarry, could potentially be utilised, along with the other land owners down there, for renting to a grower of 'willow' which is a fast-growing biomass renewable energy fuel.

Cllr Lewin expressed trepidation at the 64-boiler processing plant that has recently gone in at Headon Camp and explained the alleged issues and concerns around pollution, noise and traffic this has recently caused. The Consultants explained that whilst a district heating system has a biomass boiler, this is a totally different system to that at Headon, it is 1 boiler not 64, they advised that there is no noise produced by this type of system, fuel in the form of wood pellets would only need to be delivered once a month, there being no other traffic to site apart from any routine maintenance visits. The Headon system is a form of waste recycling that processes wood and we are allegedly lead to believe by the opposition group at Headon that this system may have been burning all sorts of non-virgin wood that contains toxins, chemicals, paints etc. Whereas a district heating biomass system is to produce a hot water system to the parish using a renewable fuel source in the form of the wooden willow pellets. The consultants pointed out that there is already two biomass boilers in operation at Woodbeck, adjacent Rampton Hospital, the NHS installed these several years ago next to where the old pig farm was located and no one notices the delivery lorry, or any noise or pollution from these. The Consultants provided the council by email a summary of their report, and a 'Frequently Asked Question' document that would help answer many potential questions around a biomass district heating system.

The Consultants advised that for the district heating system to be a possibility, 85% of the homes and businesses would need to sign up to the scheme. Cllr Arden mentioned that when South Inge Yard, which includes the unused piece of land, was sold to the parish council in 2002, it came with a covenant on the deeds from the previous owner which said that the land is to be solely used for the purposes of sports facilities, recreation, agriculture, car-parking for sports or recreation and erection of building for the use as a pavilion. That when the Mast came it required consent from the descendent of the previous owner, who was consulted and agreed to an amendment of the covenant to allow for the mast. If it was felt by the public and by the parish council that a piece of unused land on South Inge Yard is to house a community district heating boiler then consent would be required once more.

The consultants advised that a potential boiler house would be screened by hawthorn hedging, and trees. The building itself would potentially be designed to be aesthetically pleasing, not just a grey metal box, it would be a wooden framed building to blend into the surroundings. The boiler plant, compound and the network of pipes, of the potential system would be laid at the expense of the investment company operator, there would be zero expense to the tax payer, parish council or residents of Rampton. The way the potential system would be funded is an investment company provides the capital up front, then it sells discounted heating and hot water to the homes and business on the system, and that over a period of around 20 years it earns back the capital from the bill payers and makes a profit, the people save via their bills, the parish makes an income and the investor makes a profit.

As part of the RCEF WRAP grant for the feasibility study, WRAP want to know if the people who could be supplied by the potential system would be interested in signing up to the system. The energy consultants would need to interact with the public to ascertain whether 85%+ of homes and businesses would sign up. The first stage of this would be a public consultation event.

The Consultants explained that the system works by supplementing existing fuel sources, therefore if you are a home owner on LPG, Oil, Wood/coke then the district heating system supplements your existing boiler and makes you use less of your original fuel, so that overall, each year you're 20%-25% better off.

Cllr Lewin asked what if less than 85% of the homes and businesses don't sign up? The consultants said that there are 3 potential investors who would back this potential renewable energy system. The 2nd and 3rd investor would be approached to see if they would accept a system with a lower level of sign up. Cllr Lewin asked how many similar district heating systems have the consultants overseen elsewhere in the UK. The consultants advised that there are between 35 and 40 similar schemes in operation, and that it is increasing all the time.

Cllr Arden asked for clarification on how the system operates, how does the heat enter the home? The Consultants advised that it is transferred around a district of insulated heating pipes located underground along with the other utility supplies, water, sewers, electric, etc and each home or business on the system has a heat-exchanger and a sub-meter. The heat transfers at the exchanger to the property.

Cllr Lewin gave an example of a company which had contacted him, under the false impression of a scheme where they would receive free heating, but when the company came to visit him, there was clauses where money had to be paid up front and it would be 9 years before they made a saving. Cllr Lewin reconfirmed with the consultants that there are no costs whatsoever to the home owners and businesses in the parish. The Consultants confirmed that this is correct, *"there is no cost to homes, businesses or the parish council, all the risk is on the investment company, the future maintenance of the heating network of pipes and the boiler plant is all on the investment company"*. Cllr Copeland asked, hypothetically speaking, if this system was wanted by the people of the parish, how soon would it all take to come into force? The consultants explained that if the people want it, if the parish council agrees to it, if planning permission is obtained and following this, if the required number of homes and businesses, the 'take up', is achieved then it would take around 9 months, so it could possibly be operational by the winter of 2019/20.

Cllr Arden advised that we must take the matter very seriously and take a balanced view of the people, the Council **agreed** that with the lessons learned over the phone mast in Rampton, everything must be open, transparent and dealt with step by step in the correct manner. Tonight's meeting was simply to allow the Council to hear the facts, figures and data that the consultants have come up with as part of the grant funded study and to provide a chance for the council to ask their questions, raise any concerns that they may have. Cllr Copeland **Proposed**, Cllr Kyle Seconded and the Council unanimously **resolved** that the Clerk contacts the previous owner of the land regards their views on the covenant and that the clerk arranges for the Council a public open day, at Rampton Village Hall, in October in which the facts, drawings, photos and potential plans will be presented to the parish.

➤ Adjournment – 15 Minute Public Forum

Cllr Arden adjourned the meeting to allow members of the public to speak. A member of the public asked the energy consultant if the potential system would operate with a ring-main for Rampton, the energy consultant advised that it would and a plan showing its location would be provided to the Parish Council and the public at the consultation day. A member of the public asked if the boiler plant would be remotely operated and to confirm the type of fuel. The Energy Consultant advised that it would be remotely monitored and that the fuel is wood pellets. The member of the public asked what the water temperature delivered to each heat-exchanger on each property would be. The Energy consultant explained that this detail is too soon to accurately say, however, it would be sufficient to supplement the existing heating systems. A member of the public asked what the size and appearance of the heat-exchangers would be? The energy consultant explained that they would look like a mini air-conditioning unit and that photos of examples of these, plus the approximate temperature of delivery would be provided at the consultation event.

A member of the public asked for clarification that there is no cost to the public as the end user of the potential system. The Energy Consultant confirmed that this is the case, there is no charge or cost to the user for operating, accessing or maintaining the system. A member of the public asked what would happen if, theoretically, a home owner wanted to build an extension on the side of the house where their hypothetical heat-exchanger and pipework was located? The Energy Consultant advised that this would be reviewed on a case by case basis, for example, it is the same as building over a sewer where the sewer network operator would require contacting for a quote to move the infrastructure to a new location. Cllr Arden thanked the public for their participation and reconvened the meeting.

240 To consider to include parish council land within the Neighbourhood Plan, designating council land for agricultural, recreational or community energy use.

Following the recent Call for Sites advertisement by the Neighbourhood Plan Steering Group, the steering group consultant has advised that it may be beneficial to incorporate parish land in the neighbourhood plan, designating land for use for agriculture, recreation or community energy projects. However, this is a decision that the Parish Council would have to make to allow the land to be designated for these purposes. Cllr Copeland **proposed** that the Clerk

contacts the Neighbourhood Plan Consultant for advice to find out if this is necessary or beneficial to the Neighbourhood Plan, Community and the Council. **Action**, The Clerk to contact LAB Planning.

241 Date/Time/Location of Next Parish Council Meeting
Monday 10th Sep 2018 – Rampton Village Hall 7:00pm

In accordance with the Public Bodies (Admission to Meetings) Act 1960 the following agenda item shall be closed to members of the public due to the confidential nature of staffing matters.

242 Staff Members Contracted Hours Review

Apart from additional work of the Neighbourhood Plan, the Village Hall Warden (VHW) is happy with the current 12hr per week contract feeling that this is sufficient for his current workload and the Council unanimously **resolved** to pay grant funded overtime for hours worked on the Neighbourhood Plan at the end of the project. However, the Council asked that the VHW notes the amount of time it takes to undertake all aspects of the role, so that should he ever leave, an accurate record of the number of hours the role takes will be on file. **Action**, the Clerk to arrange with VHW to log hours.

The Village Warden's current contract is 17hrs per week. The Council felt this is sufficient to cover the current amount of work required in 2018. However, the Council unanimously **resolved** to add an extra half an hour per week into the 2019-20 budget to allow extra time for the manual hand mowing around the zipwire area once this has been installed. The Clerk reported that the neighbourhood plan is causing additional work, also since the village hall came under council control and the new website has gone live, the work load has increased. Cllr Arden Proposed, Cllr Copeland Seconded and the Council unanimously **resolved** that (1) the clerk must be correctly paid for all hours needed to undertake the role, therefore the Clerk's hours were increased by three hours per week to reflect this. (2) The Neighbourhood Plan is causing additional medium-term additional workload to the Clerk; the Council will pay grant funded overtime for hours worked on the Neighbourhood Plan at the end of the project.

243 Closure of Meeting

There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 9:05PM.

Signed _____ Date _____