

Rampton Parish Council

Minutes of the Parish Council Meeting, held in the Village Hall, Rampton at 7.30pm on Monday 9th September 2013.

Members Present: Cllr Rebecca Sheppard
Cllr Muriel Arden
Cllr Pam Hawkins
Cllr Edward Morris
Cllr Jeff Rickells
Cllr Serena Baines

Also Present Catherine Brines
4 Members of the Public
Clerk of the Council

Apologies: Cllr Martin Lazenby
PC Bailey

1. Members Present/Apologies

As above.

2. Declarations of Interest

Cllr M Arden – Village Hall
Cllr E Morris – Bowls Club
Cllr J Rickells – Bowls Club

3. Matters Arising

Item 13. Wren Application for funds for works to be done to Village Hall, Cllr Arden had some correspondence and suggestions on how best to obtain the funds/grant. The issue was around VAT, as the application stands WREN would pay the VAT but would not be able to reclaim it, whilst if WREN were able to go into contract with the Parish Council and pay them the grant then the Parish Council could reclaim the VAT. There would be no extra benefit to the Council but there would be a saving to WREN. There was a discussion about this then a vote was taken on the Parish Council applying for the Grant, this was carried unanimously.

Item 8a. Planning Correspondence: Following the last meeting in July, a letter had been sent to Mrs Van Nieuwenhuyzen, to say the Parish Council would support their appeal against the Planning decision. However some of the Councillors said they did not support this and as no vote had been taken they felt the letter should not have been sent or at least worded differently. The Clerk was asked to send a letter to Planning asking to be informed if and when an appeal had been lodged so they could make comments.

The Chair said that she felt that all Planning Applications should come to the Parish Council Meetings to be discussed, minuted and approved. Everyone agreed with this.

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3a Approval and signing of minutes of meeting held on 8th July 2013

Approved

4. Police Report

Crimes for the Parish since the last meeting were as follows:
July – Damage to a bin. (Cllr Rickells has had this replaced)
July – 2 House burglaries
Sep – attempted burglary

The Clerk was asked to write to Notts County Council about street lighting.

5. Highways

Received a reply from Laura Summers regarding the Stokeham Byway and Torksey Ferry Road to say they were looking in to the issues.

Received a quote of £2,224.14 for the dropped kerb to the entrance of the Sports Field, this letter was read out to the meeting. There was a brief discussion about alternatives and the offer the Charities had made however it was felt that the Charities shouldn't pay and that it was the responsibility of the Parish Council. It was proposed to go ahead with the quote from Highways and the Parish Council to pay for it, a vote was taken and carried unanimously.

6. Planning

a) Correspondence

None

b) Applications:

Not heard anything about the Variation to Condition the Parish Council had submitted, the Clerk would check the website.

Rampton hospital

The planning Application was passed round to the Members and a brief discussion took place there were no objections to the plans from the Parish Council.

7. Car park for Sports Field

A reply had been sent to Firth Moxon's letter from the last meeting but no response had been received.

Cllr Sheppard had contacted and spoken to John Lacy at Firbeck to keep him in the loop. The Parish Council felt that a letter should be sent to John Lacy as well to update him on progress.

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The Amendments to the Lease had been completed and handed to the Clerk to send off to the Solicitors.

8. Risk Assessment

Cllr Hawkins had looked at the Risk Assessment and there were a few issues that she had identified as follows:

a Business Continuity Plan if there was one could she have a copy, no one seemed to know where it was.

b. Loss of Clerk there needed to be an Action Plan for Temporary cover which needed to be agreed with everyone. This would reduce this risk

c. Asset Portfolio there needed to be a Register of Assets somewhere and this needed to be updated. There was the question of where the Deeds to the Village Hall and land owned by Rampton Parish Council were, it was believed that Deeds were held at the Solicitors Dean & Thomas. The Deeds needed to be located and checked to see if they had been registered with Land Registry.

The whereabouts of the Parish Ward Book and Vestry Book was brought up, the Clerk was asked to contact David Landon to see if he knew where they were, also the Chair was going to look through the "Safe" she had been given by David Landon when he resigned as Clerk

d. Should have a register of Members Declaration of Interest

On the whole the Risk Assessment wasn't too bad.

With regards to loss of Council's information Cllr Hawkin wanted to propose that the Parish Council purchase a laptop for the use of the Clerk but it would remain the property of the Council. There was a brief discussion about this but no decision taken.

The Chair explained that there was a generic e-mail account set up which the Clerk and herself had access to.

9. Emergency Plan

In Cllr Lazenby's absence this would be deferred to the next meeting.

10. Open Session

Manor Archway was still flooding when it rained as the drain had still not been looked at. The clerk was asked to write to Highways again.

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Rampton Clay Pigeon Shooting Club requested permission to use the sports field. They currently shoot in Cottam. There was a discussion about the issue of Insurance and children playing in the area. The Parish Council felt that it would not be safe for the Club to use a public area such as the Sports Field for this purpose.

11. Accounts

Cheques presented for signature

Cheque no. 1472	BDC Planning Dept (Fee)	£ 97.50
Cheque no. 1473	Frith Moxon fee for Planning Application	£ 72.00
Cheque no. 1474	Ulyett Grass Cutting (July)	£ 101.35
Cheque no. 1475	Ulyett Grass cutting (Aug)	£ 101.35
Cheque no. 1476	Broker Network RPC/VH Insurance	£ 988.26
Cheque no. 1477	T&C Eaglen (Boiler service V Hall	£ 120.00
Cheque no. 1478	RVHMC (RCD repair in Village Hall)	£ 66.20
Cheque no. 1479	Notts County Council Highways	£2,224.14

Notification of the renewal for the Insurance had been received this was briefly discussed and agreed to go ahead.

A cheque for £420 for the rent of the Rampton Post Office had been received which brings them up to date. Going forward a letter had been sent to Mr Raynor to advise him that invoices would be raised on a quarterly basis.

A letter has been sent to Ulyett to ask for someone to come back and complete the june/july job on the sports field. No response had been received

12. Any Other Business

People from North Leverton had put some notices up in Rampton about a function they were holding; however these notices had been taken down by someone before the event. Cllr Rickells had been asked to bring this up at the Parish Council meeting. No one knew why these had been taken down though, Cllr Sheppard said the same person had spoken to her about it, she had offered to put future notices up on the board outside the shop.

Rampton Hospital – are having CCTV fitted as you go into the entrance of the estate.

Handyman -Cllr Hawkins had written a job description for the handyman position which she read out. All agreed on this but It was noted that the previous Handyman was designated snow warden and that this should be added to the job description. Cllr Hawkins would make the make the amendment. Once that was done it was agreed that the advert would then be displayed on the Noticeboard and put in the Roundabout.

Cllr Sheppard told the meeting that Barrie had continued to do the job throughout the Summer and she felt that he should be paid for the work he has done. Everyone agreed, the Clerk was asked to contact him.

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Clerk' Overtime - because of the situation with getting the Accounts up to date for the audit the Clerk had worked 11 hours over the contracted 20 during the month of May 2013. Subsequent months she had worked some hours over the 20 but felt they would even out over the course of the year however the first month was extraordinary and she had asked if she could be paid for those. It was agreed at the meeting.

Wardell - the Clerk was asked to write to Wardell to explain that the Parish Council would like the land returned back to agricultural land.

Neighbourhood Watch – Cllr Sheppard said that 2 people had signed up to this but needed to get more people interested in the scheme..

Parish Forum – Cllr Sheppard reported back, this had replaced the Parish Council Liaison Group. The next meeting would be held on 6th January 2014 at Retford Town Hall.

Correspondence:

E-mail about NALC meeting on 13 November 2013

E-mail about Nottinghamshire Police and Crime

E-mail about Rural Conference on 2nd October 2013 at Harworth

Letter about Winter Service Assistance

13. Date of Next Meeting

Monday 14th October 2013 at 7.30pm

Meeting ended at 9.01pm