



Rampton & Woodbeck Parish Council Meeting

Minutes of **Rampton & Woodbeck Parish Council** held on the 9th Dec 2019 at Rampton Village Hall, Manor Drive, Rampton, Retford, DN22 0JU. The meeting commenced at 7:00pm.

Members Present

Cllr Sue Kyle	Chairman
Cllr Muriel Arden	Vice-Chair
Cllr Felicity Ferriter	Cllr Barry Bullimore
Cllr Libby Hutton	Cllr Gary Dinsdale (co-opted in item 437)

Also, Present

Ed Knox Clerk/Responsible Financial Officer
Dist Cllr Ant Coultate
4 Members of the Public (reduced to 3 during item 437)

432 To Advise Site Health & Safety

No members of the public present to advise the location of the fire exit assembly point, fire exits & toilet facilities.

433 To Approve Apologies for Absence

The council **resolved** to accept the apologies of Cllr Lewin due to Ill health.

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

Cllrs Ferriter & Kyle declared Non-Pecuniary interests as members of the Neighbourhood Plan Steering Group. Cllr Ferriter also declared a Non-Pecuniary interest in the Poppy Sculpture as the Royal British Legion area padre.

435 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.

436 To Note 125th Anniversary of the Parish Council

Cllr Kyle advised that tonight marked the 125th Anniversary of the Parish Council which was founded on 17th December 1894 by the Local Govt Act. The first Chairman was Mark White (who resigned after just one meeting).

The first Council was made up of the following members:

1. Mark George White
2. George Wright Harrison, a 44-year-old Agricultural Labourer, who lived at Chapel Yard.
3. George Cary, a 39-year-old farmer who lived at Woodbeck Farm, which was sold to the Govt in 1912 for the building of Rampton Hospital.
4. Samuel Ledger Wiswould, a 40-year-old farmer who lived on Torksey Street, who took over as Chairman at the 2nd meeting in Jan 1895.
5. John Henry Olivent, a 36-year-old butcher, shopkeeper and farmer, who lived on Laneham Street.
6. John Baker, a 60-year-old Farm Labourer of Laneham Street.
7. Robert William Mellors, a 31-year-old, Farmer of Laneham Street

The First Council Staff members were:

- Robert William Mellors, as Clerk (both Clerk and Cllr before it was made illegal to be paid employee and cllr)
- William Cobb, a 71-year-old Farm Labourer, as Pinder (a parish employee who captured stray animals and impounded them in the Pinfold),
- Alfred Simpson a 63-year-old Farmer, as Surveyor of Highways, Roads & Drains (a Parish Employee who looked after the repair of the roads. The role was abolished in 1952 when County Councils took over the maintenance of the highways)
- Robert Mellors and William Dawson, a 53-year-old Farmer of Treswell Road, as 'Overseers of the Precept' whose role was to collect the precept monies to run the Council (before District Councils took over the Precept Collection in 1927).

Since 1894 we have had 25 Chairmen and 19 Clerks, with William Smart a Saddler & Harness maker of Laneham Street being the longest serving Chairman, 24 years between 1910 and 1936, and William Henry Wheat, a Market Gardener of Treswell Road, the longest serving Clerk, 25 years between 1909 and 1933.

20th Jun 1952 saw our first female Councillors, 57-year-old Florence Minnitt wife of Rampton Grocer & Sub-Postmaster, who lived to be 96, & Hilda Louisa Longden a 51-year-old wife of Rampton Hospital Fire instructor, who lived at 89 Woodbeck Estate. The longest serving Cllr was Jeff Rickells who joined the Council in May 1955 and retired in May 2015 after 60 years. The 1970's our first female clerk, Mrs Everett.

The 1950's saw the installation of the Parish Seats around the Parish to commemorate the Coronation of Queen Elizabeth II, the building of the brick bus shelter in Rampton by the Parish Council (which was adopted by the County

Council in 1991). 1980 saw the first playpark opening followed by the purchase of South Inge Yard as the land for what would become Pinder Park, the replacement of the original playground. 1995 saw the purchase of the Village Hall, 2002 the building and opening of the Parish Post Office, and most recently the purchase and installation of the Parish Defibrillators and flower tubs.

In accordance with the Public Bodies (Admission to Meetings) Act 1960 part of the following agenda item shall be closed to members of the public due so that the Council can discuss the merits of the applicant and their personal attributes.

437 To receive a written application for the office of Parish councillor and to potentially Co-opt a candidate to fill the existing vacancy

CLlr Kyle adjourned the meeting to welcome and allow the candidate to speak. The candidate was given up to 5 minutes to address the Council explaining their background, experience and why they wish to become a member of the parish council.

CLlr Kyle reconvened the meeting and the Council **resolved** to exclude the members of the public and press to leave the room so that the Council could discuss the merits of the applicant and their personal attributes. After discussion, CLlr Kyle **Proposed** a vote on the acceptability of the candidate per the 'person specification' criteria set out in Appendix C of the Co-option Policy as a guide, together with the personal statement of the candidate. All members of the Council voted in favour and it was **resolved** that Gary Dinsdale be co-opted. CLlr Kyle allowed Mr Dinsdale to re-enter the room to offer to co-opt the candidate to the Council. Mr Dinsdale accepted and CLlr Kyle allowed the public to re-enter the room, declaring that Mr Dinsdale was duly elected. The Clerk arranged for Mr Dinsdale to sign the Declaration of Acceptance of Office form and the Clerk Countersigned the form as the 'Proper Officer' of the Council. The Clerk then asked CLlr Dinsdale to complete the 'registration of interests' form. **Action**, the Clerk to inform Bassetlaw District Council.

438 To Progress the Neighbourhood Plan

CLlrs Kyle and Ferriter provided an update. The Strategic Environmental Assessment and Habitats Regulations Assessment Screening (SEAHR) Report was received from Bassetlaw District Council on 2nd December. The SEAHR Screening is a process of checking the Neighbourhood Plan against environmental and sustainability regulations, and needs to be completed before the Neighbourhood Plan can be formally submitted to Bassetlaw District Council. However, the SEAHR Report also needs to be consulted upon (Bassetlaw District Council do this on our behalf, seeking views from statutory Historic England, Natural England, and the Environment Agency). Consultation began on 2nd Dec 2019 and will end on 6th January 2020.

As long as no 'issues' are raised during the SEAHR Consultation period. The Parish Council will then submit the Draft Neighbourhood Plan to Bassetlaw District Council for the Independent Neighbourhood Plan Examiner to review it. If it then passes the examiner stage with no 'issues', Bassetlaw District Council will organise a grant funded referendum in the Parish. To pass, the Neighbourhood Plan into law, a majority of 50%+1 'yes' votes needs to be obtained. It is expected that Parish Council will instruct Bassetlaw District Council to commence the submission consultation (regulation 16) process after the January meeting.

439 Finance:

1. To Approve Payments:

The Council **approved** the following: -

<u>Payee</u>	<u>Item</u>	<u>Amount</u>
Scottish Power Ltd	Village Hall Electric Bill 16.09.19 – 16.10.19	£25.21
Village Hall Warden	Village Hall Floor Mop & Leaflet Holder	£18.19
CLlr Hauton	Village Hall Mobile Phone 14.10.19 – 13.11.19	£9.02
CLlr Bullimore	Village Hall Kitchen Tap & Toilet Cistern Replacements	£147.00
CLlr Bullimore	Woodbeck Flower Planter Compost	£39.16
CLlr Ferriter	Village Planter Bulbs	£88.33
Retford Waste Ltd	Mini Skip Hire for Parish Waste 2019/20	£145.00
Laneham Garden Centre	Winter Plants, Shrubs & Compost for Parish Planters	£203.76
Toparia Summits Ltd	Pinder Park Tree Maintenance	£1380.00
LAB Planning Ltd	Final Neighbourhood Plan Consultancy Invoice	£350.00
HC Grimes & Son Ltd	Christmas Tree Supply & Install 2019	£150.00
Total Payments		<u>£2,555.67</u>

2. Receipts:

<u>From</u>	<u>Item</u>	<u>Amount</u>
Chair & Hatha Yoga	Village Hall Hire	£64.00

Pilates	Village Hall Hire	£40.00
Bingo Mania!	Village Hall Hire	£20.00
Christmas Crafting	Village Hall Hire	£20.00
Retford District Pipes & Drums	Village Hall Hire	£48.00
	<i>Village Hall Sub-Total</i>	<i>(£192.00)</i>
Aquatic Control Engineering	Parish Flower Planter Donation	£100.00
Members of Public	Parish Flower Planter Donation	£210.00
	<i>Flower Planter Sub-Total</i>	<i>(£210.00)</i>
Bodywork Garage Ltd	Parish Christmas Tree Donation	£60.00
Members of Public	Parish Christmas Tree Donation	£70.00
	<i>Christmas Tree Sub-Total</i>	<i>(£130.00)</i>
Notts CPRE	Best Kept Village Competition Section B 2 nd Prize	£50.00
Total Receipts		<u>£582.00</u>
<u>Bank Balances</u>		
The Current Account Balance		<u>£17,549.10*</u>
The Deposit Account Balance		<u>£5,465.31</u>
*£385.57 ring-fenced for Flowers for Planters. All these items are grant funded. *£1,698 VAT refund ring-fenced for Landswap Legal Fees. Total Funds Ring-Fenced £2,083.57		

440 To Adopt the Updated Disciplinary and Grievance Policy

After discussion, the council **resolved** to adopt the updated policy documentation from NALC with immediate effect. **Action**, Clerk to update the documentation on the website.

441 To Discuss VE Day Celebrations 2020

All Parish Councils have been asked to consider participation in celebrations on Bank Holiday Friday 8th May 2020, as follows:

"From a location of their choice, Chairman of parish councils (or a Councillor representing the Chairman of the Council) are being encouraged to lead them in the 'Nation's Toast to the Heroes of WW2', paying 'tribute' to those from their local communities that gave so much to ensure we all enjoy the freedom we have today by undertaking the following ceremony at 3pm on Friday 8th May next year:

- **2.55pm:** Source and arrange for a local Bugler, Trumpeter or Cornet player to play the Last Post followed by Reveille. (These can be obtained from local cadet forces, school, brass and silver bands and other organisations such as the Salvation Army etc).
- **3pm:** Source and arrange for a local Piper to play Battle's O'er and VE 75 Years, the new tune especially written for this occasion. (This music can be obtained from the DOWNLOAD page of the VE day website – www.veday75.org).
- **3pm:** To coincide with the Piper playing Battle's O'er, Chairman of council, accompanied by invited guests, along with the members of the general public, raise a glass of refreshment of their choice and undertake the attached 'Nation's Toast to the Heroes of WW2.' (The refreshment does NOT need to be alcoholic as we want the event to be inclusive and not exclusive involving people of all ages, races, creeds, colour and religion in the VE Day 75 celebrations next year, The wording of the 'Toast' can also be obtained from the DOWNLOAD page of the VE day 75 website).
- **7pm:** Encourage your local church to ring their bells as part of the nationwide 'Ringling out for Peace' that evening too.

After discussion, the council **resolved 1)** write to the area vicar to ask if any celebrations are being organised by the Church and to request that they ring the bells. **2)** The clerk to draft a leaflet and Facebook post to ask local residents if they would be interested in activities for Saturday or Sunday of the Bank Holiday weekend, e.g. a party in the park, village hall or a street party, 1940's themes, and to ask for volunteers, thoughts and ideas. **Action**, Clerk to write to church and to draft leaflet and FB Post.

442 To Discuss a Poppy Sculpture

Cllr Hauton discussed an idea to seek donations for a permanent memorial in the village rather than plastic poppies, with a view of approaching Retford designer Kenny Roach Ltd for something more formal if the people of the Parish Support the idea. After discussion, the council **resolved** that the Clerk should include in the leaflet and Facebook post for item 441, the idea of a permanent memorial, asking members of the public for their views and ideas for potential locations and would they be willing to donate for the funding of the memorial. **Action**, Clerk to write to church and to draft leaflet and FB Post.

443 To Arrange a Community Emergency Planning meeting

Cllr Kyle provided information on the history of the Emergency Plan for the benefit of Cllr Dinsdale. Cllr Ferriter advised that it was time to seek a new Emergency Planning Coordinator and hold a public Emergency Planning Steering Group

meeting, together with any members of the Parish Council wishing to be involved. The Emergency Plan requires review, simplification and updating.

After discussion, the Council **resolved** that **1)** Cllr Ferriter and Mr Ferriter will work together at reviewing and editing the document. **2)** Following review, the Cllr Ferriter will call an Emergency Plan Steering Group meeting in either February, March or April to ask former members of the Emergency Planning team, together with any resident of the Parish who wishes to be involved and any members of the Parish Council who wish to be join in. The Emergency Planning Group could then look at further reviews of the Emergency Plan and potential ideas to inform local residents of 'emergency self-help' handy hints and tips, perhaps a booklet for each household.

444 To Receive information from meetings attended by Parish Councillors

- **NALC AGM 21st November at Epperstone Village Hall 6:30 -8:00pm:** Cllr Ferriter attended, together with the Village Warden; and gave a summary of the meeting, which included:
 - Excellent refreshments were served before the meeting and there was an opportunity to network with other councillors and visit the stands of a number of different companies who do business with local Councils.
 - This was particularly useful as there was a firm who plant and maintain planters like Rampton & Woodbeck Council's Planters, and I do suggest getting a free quote as it will allow us to see who expensive a commercial service is compared to a DIY operation.
 - There were also other companies who supply equipment for play parks and interactive family games on panels for MUGAS.
 - The Meeting started with a review of the previous AGM and approval of minutes, plus election of Officers. There are still vacancies on the NALC Council if Councillors are interested.
 - The main talk was given by a Senior Executive from Veolia, who handle recycling for Bassetlaw District Council and Notts Council Council. This was very informative and ended with a free ranging Q & A session from Councillors. He covered the important role Parish Councils can play in informing and reminding parishioners about recycling and promoting it in their areas. One of the most common and serious causes of condemning Blue Bin collections is the presence of dirty nappies, because the packs say there are recyclable. The outer packaging is, not the contents! Bottles should have the tops removed, as the insides of the tops are plastic and cannot be recycled. We all should be alert to what can and can't be recycled, and what can be is largely dependent on the buyers' market for item, rather than whether they can be technically recycled.
 - Comments were made to Veolia about the fact that Village Halls, Churches etc cannot have brown bins and Bassetlaw are too strict with only purely domestic properties being allowed to purchase a brown bin. Veolia suggested that Parish Councils ask their District Councillor to put pressure on Bassetlaw to allow them to have brown bins at village halls.
 - The meeting then proceeded to the presentation of Award for the Best Kept and Runner Up Best Kept Villages in their various categories. Rampton and Woodbeck was Category B, Medium Villages. Sam received the certificate and a cheque for the council for £50.00.
 - It is worth noting that one of the categories for extra awards is community enterprise and communities coming together. It might well be worth considering this when we apply for the competition next time.
 - Sam and I thoroughly enjoyed the evening. He would like a copy of the Certificate to put on his wall at home, and I said we would be very pleased to supply that.

Cllr Kyle gave thanks to Cllr Ferriter for her detailed report.

445 To Receive Reports from District and County Councillors

Dist Cllr Coultate: sent apologies and Cllr Kyle read an update from a member of the public regards the Collapsed culvert, "Via Ltd are attending on 16th December to dig a trial hole. On 17th December they are jetting out the pipework and sending a camera up the drain to establish the extent of the problem. The course of action to follow will depend on these findings. Dis Cllr Coultate also asked that as part of any Emergency Planning review, the parish council should identify potential vulnerable people so that they can be advised/assisted in an emergency."

County Cllr John Ogle: did not attend, no apology received.

➤ Adjournment – 15 Minute Public Forum

Cllr Kyle then adjourned the meeting to allow members of the public to speak. A member of the member of the public commented on the result of the Best Kept Village Competition. Another member of the public volunteered to act as a flood warden and to be involved with the Emergency Planning Steering Group and also asked about Police Drones and the cost of their operation. Cllr Kyle thanked the member of the public for their offer of help with the Emergency Plan and asked the member of the public to speak with County Cllr Ogle the next time he is at a Council meeting about the

drones, Cllr Ferriter advised she would also ask about the cost and operation of drones and whether or not they can prevent crime at the next Police Setting meeting.

Another member of the public demanded all meetings be held in Rampton only and never at Woodbeck. Cllrs Kyle, Ferriter and Bullimore explained the reasons behind why meetings alternate between the two villages of the parish and the Council stated that they will continue to alternate.

A member of the public stated they own a section of the hedge, along the access lane to Coles' field and asked the trustees of Coles', Moorpool & The Eyre St Thomas Day Charity not to cut the outer portion of the hedge facing the lane on this section of the hedge facing the lane, the member of the public stated they prefer to cut it once a year themselves. Cllr Ferriter reiterated that the trustees will not cut the proportion of the hedge owned by the member of the public, on the lane side of the hedge, as long as the member of the public understands that they must annually cut the hedge themselves.

A member of the public expressed their opinion about the Parish Council land which is registered in its own name at the Land Registry, incorrectly stating that the parish council does not own the small piece of land where the former Pinfold enclosure once stood. The Clerk corrected the member of the public stating that the Inclosure Award Act and its associated book clearly states that the land for the Pinfold was allocated to the Parish in the 1840's which transferred to the Parish Council at its inception in 1894 by the Local Govt Act. All parish council land was registered with the Land Registry, whose legal team, together with the Parish Council solicitor, examined and scrutinised the Inclosure Award, Vestry Book, Minute Books of the Parish Council, maps and other associated documentation at length, so that there was no shadow of a doubt about what land the Parish Council owns.

A member of the public asked for clarification on when the Council meets in Jan or Feb, Cllr Kyle clarified that the Council has no meeting in Feb & August each year.

Cllr Kyle reconvened the meeting.

446 Date/Time/Location of Next Parish Council Meeting
Monday 13th Jan 2020 – Woodbeck Community Centre – 7:00pm

447 Closure of Meeting
There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 8:50pm.

Signed _____ Date _____