

# EVERTON PARISH COUNCIL

## **Minutes of the Annual Meeting of the Council held in the Metcalf Tea Rooms on Monday 12th May, 2008**

**Present:** Councillors Bacon, Bardsley, de Bel, Dunn, Ferrar, Jefferies, Maclagan and Martin

### **08/09/1 ELECTION OF CHAIRMAN**

Councillor Bardsley opened the meeting by asking for nominations for Chairman, and expressing appreciation to Members and the Clerk for their support over the last year.

Resolved: That Councillor Dunn be elected Chairman for the ensuing year.

Councillor Dunn assumed the chair at that point, and expressed appreciation to Councillor Bardsley in respect of his excellent year of office. Members endorsed Councillor Dunn's remarks.

### **08/09/2 DECLARATION OF ACCEPTANCE OF OFFICE**

Councillor Dunn made his declaration of acceptance of office of Chairman.

### **08/09/3 APOLOGIES**

An apology for absence was submitted by Councillor Woods (work).

### **08/09/4 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **08/09/5 ELECTION OF VICE-CHAIRMAN**

Councillor Maclagan indicated that he would be happy to step down as Vice-Chairman in favour of Councillor Bardsley, who, he observed, had introduced several ongoing initiatives in his year of office as Chairman.

Resolved: That Councillor Bardsley be elected Vice-Chairman for the ensuing year.

**08/09/6 MINUTES OF A MEETING OF THE COUNCIL**

The Minutes of a meeting of the Council, held on 7th April, 2008, were approved as a correct record.

**08/09/7 MATTERS ARISING**

There were no matters arising from the Minutes.

**08/09/8 PUBLIC DISCUSSION**

There were no members of the public present

**08/09/9 AUDIT COMMITTEE**

Resolved: That Councillors Dunn, Maclagan and Woods continue to serve on the Audit Sub-Committee (established at Minute No. 07/08/16(c) of May, 2007).

**08/09/10 URGENT BUSINESS POWERS COMMITTEE**

Resolved: That Councillors Dunn and Bardsley serve on the Urgent Business Powers Committee (established at Minute No. 07/08/14 of May, 2007), together with Councillor Maclagan, as substitute.

Note: Minute No. 07/08/14 required the previous year's Chairman to act as substitute, but, in the current circumstances, it was necessary for the previous year's Vice-Chairman to so act.

**08/09/11 PARISH PLAN WORKING PARTY**

Resolved: That Councillors Bardsley, Dunn and Jefferies continue to represent the Parish Council on the Parish Plan Working Party.

**08/09/12 QUALITY WORKING PARTY**

Resolved: That Councillors Bardsley, Dunn and Jefferies continue to represent the Parish Council on the Quality Working Party.

**08/09/13 NALC NORTHERN AREA COMMITTEE**

Resolved: That Councillor Jefferies continue to represent the Parish Council on the NALC Northern Area Committee.

**08/09/14 NORTH EAST BASSETLAW FORUM**

Resolved: That Councillors de Bel and Jefferies continue to represent the Parish Council, and Councillor Bardsley continue to represent the Parish Plan, on the North East Bassetlaw Forum.

**08/09/15 TUNNEL TECH NORTH LIAISON COMMITTEE**

Resolved: That Councillor Bardsley and Ms. J. Marsh continue to represent the Parish Council/Parish on the Tunnel Tech North Liaison Committee.

**08/09/16 SAFER NEIGHBOURHOOD GROUP**

Resolved: That Councillor Maclagan continue to represent the Parish Council on the Safer Neighbourhood Group.

**08/09/17 SCHOOL AND COMMUNITY WORKING GROUP**

Resolved: That Councillor Bardsley continue to represent the Parish Council on the School and Community Working Group.

**08/09/18 PAROCHIAL ENDOWMENT**

Resolved: That Councillor de Bel be reappointed as a trustee on the Parochial Endowment, for the period May, 2008 until May, 2011.

**08/09/19 WELLS CHARITY**

Resolved: That Councillor Jefferies be reappointed as a trustee on the Wells Charity, for the period May, 2008 until May, 2011.

**08/09/20 UNITED CHARITIES**

Resolved: That Councillor Martin and Mrs. Beryl Peck be nominated as trustees on United Charities, for the period May, 2008 until May, 2011.

**08/09/21 ACCOUNTS**

Resolved: That the May Accounts be approved for payment.

**08/09/22 ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2008**

The Clerk submitted the Accounts for the Year Ended 31st March, 2008, which included the following documents:

- Ÿ Receipts & Payments Summary including year-end Bank Reconciliation
- Ÿ Summary Receipts and Payments Account
- Ÿ Supporting Notes to the Accounts
- Ÿ Annual Return - Sections 1 (Statement of Accounts) with explanation of significant variations & Section 2 (Annual Governance Statement)
- Ÿ Letter from the Parish Council's external auditors, Clement Keys, (a) giving Notice of Audit to commence on 14<sup>th</sup> July, 2008, and (b) asking the Parish Council to ensure there was no conflict of interest between any Member and Clement Keys which prevented the firm being independent.

Resolved:

- (a) That the Accounts be approved.
- (b) That all elements of the Annual Governance Statement be answered in the affirmative.
- (c) That it be noted that the Parish Council was unaware of any conflict of interest between any Member and Clement Keys.

**08/09/23 BANK RECONCILIATION**

Members received the bank reconciliation statement to 31st March, 2008, 2008, which showed a balance of £7,832.15 (after deduction of unrepresented cheques of £323.50 and addition of unbanked income of £12.39).

**08/09/24 BUDGET MONITORING**

The Clerk submitted the May budget monitoring statement.

**08/09/25 RISK REVIEW AND ASSET INSPECTION**

There were no matters to report.

**08/09/26 SAFER NEIGHBOURHOOD GROUP AND POLICING GENERALLY**

Councillor Maclagan submitted a report on the meeting of Misterton Parish Council he had attended on 8<sup>th</sup> April, 2008, when firm protests had been made to Inspector Hinchliffe about the removal of PCSO Gareth Mitchell from Misterton and West Stockwith, and the fact that PCSO Stephanie Jones now had to cover those villages as well as her usual beat.

Inspector Hinchliffe first apologised for the fact that she had not informed Misterton Parish Council of her decision, but said that she had been taken ill immediately after reaching the decision and had been off work. She also said that there was no formal consultation procedure in place.

She denied that her decision was budget-related, and said that it was about addressing demand. By this she meant that recorded crime in Misterton was down by 22% over the last year. Within this figure, burglary and vehicle crime had increased by 150%, whilst criminal damage had reduced by 38%. In response to this, Members expressed the view that it was irrational to reduce policing in the Misterton area just because it had been successful.

Councillor Maclagan said he made the point that Everton Parish Council was seriously concerned over this matter, especially as crime – particularly property crime – was on the increase in the Everton area.

During a lengthy discussion, various other points were made by Members, and Inspector Hinchliffe, at the end of which she confirmed that her decision was irrevocable.

Councillor Maclagan was unimpressed by Inspector Hinchliffe's response to the concerns expressed.

The Clerk reported receipt of a letter from Inspector P. Wilson, Staff Officer to the Chief Constable, acknowledging the Parish Council's letter of protest on the matter, and stating that a response would be received either by letter or direct communication.

**08/09/27      AFFORDABLE HOUSING IN EVERTON**

Councillor Bardsley submitted a report on the recent meeting he and the Clerk attended at Misterton with Mr. Neil Thornton, of Acis Group Ltd. He had since prepared a Draft Project Initiation Document, which he now submitted for approval.

He also submitted details of subsequent communications with Acis Group Ltd.

Resolved:

- (a) That the Draft Project Initiation Document be approved, subject to a minor clerical amendment.
- (b) That the proposal of Acis Group Ltd. to use the services of Building Link Design for architectural purposes be approved.
- (c) That Councillor Bardsley's first monthly progress report be received.

**08/09/28      PARISH PATHS PARTNERSHIP**

Councillor Dunn was in the processing of carrying out the annual rights of way survey, prior to the Clerk completing the annual P3 grant claim form.

The Clerk reported that Ms. Laura Summers, Rights of Way Officer at the County Council, was to visit Everton in order to assess whether her Section might be able to assist with funding towards the Bridleway 4 repairs.

**08/09/29      HIGHWAY MATTERS**

An email was submitted from the County Council, explaining highway maintenance working practices.

**08/09/30      COUNTY COUNCIL CIVIC SERVICE**

Members noted a letter from the County Council, inviting the Parish Council to be represented at the annual Civic Service, to be held at Southwell Minster on Sunday 13<sup>th</sup> July, 2008.

**08/09/31 SCHOOL AND COMMUNITY SHARED VISION**

The minutes of a meeting of the School and Community Working Group, held on 15<sup>th</sup> April, 2008 were submitted as follows.

***EVERTON PARISH PLAN  
SCHOOL AND COMMUNITY WORKING GROUP***

***TUESDAY 15<sup>TH</sup> APRIL, 2008***

***EVERTON VILLAGE HALL***

**1. ATTENDANCE**

*Councillor David Bardsley, Chairman of Everton Parish Council  
Councillor John Dunn, Metcalfe Charitable Trust  
District Councillor Annette Simpson, Ward Member for Everton  
Miss Jenny Lane, Head Teacher, Everton Primary School  
Mrs. Sue Hughes, Blue Skies  
Mr. Nip Martin, Metcalfe Recreation Committee  
Mr. John Townsend (representing Mrs. Julie Townsend), Parish Representative/Parent  
Mr. David Wright, Clerk to Everton Parish Council*

**2. APOLOGIES**

*An apology for absence was submitted by Mrs. Julie Townsend.*

**3. INTRODUCTION**

*Councillor Bardsley welcomed everyone to the meeting, and explained that the School/Community Shared Vision was linked to a current review of the Parish Plan, which was a living document published in 2004.*

*An open meeting took place on 28<sup>th</sup> February, 2008, when it was considered that a mechanism needed to be found to develop the Vision. It was agreed that an initial meeting of stakeholders be called, with that aim in mind. Initial representation was invited from the following:*

*Blue Skies  
Everton Church  
Everton Parish Council  
Everton Primary School  
Golden Age  
Metcalfe Charitable Trust  
Metcalfe Recreation Committee  
Everton Ward District Councillor Simpson  
Parish/Parent Representatives: Marilyn Batty and Julie Townsend.*

#### **4. CHAIRMAN**

*It was unanimously agreed that Councillor Bardsley should chair meetings of the Group.*

#### **5. THE VISION**

*A constructive debate took place, when the following potential opportunities were identified, to be explored by the group with input from the general public welcomed:*

##### ***Community use of new school facilities***

*The school was building a new study room, which may be suitable for community use. Possibilities discussed were as an “overflow” meeting room when the Village Hall was booked up and as a centre for visiting healthcare services. District Councillor Simpson agreed to explore the latter possibility with the Primary Care Trust.*

##### ***Future development of new play/sports facilities on the recreation ground***

*The future plans of the Metcalfe Trustees/ Recreation Committee included the re-development of the Tea Rooms/Changing Rooms area. There was synergy, and maybe scope, to more easily attract funding, by looking at this together with needs to extend the children’s playground to cater for older children and the school’s need for additional sports facilities - possibly met by a “sports barn”. Councillor Dunn and Nip Martin agreed to have the matter discussed at meetings of the Metcalfe Charitable Trust and Metcalfe Recreation Committee.*

##### ***Improved Web Site for the Village***

*Merging the present School, Blue Skies and Everton Community web sites into a single site using more up to date technology. Councillor Bardsley agreed to explore the practicalities.*

##### ***Producing a consolidated Village Emergency Plan***

*The school already had an “emergency plan” and, as the Parish Council intended to produce one, it was felt there should be a single plan. Jenny Lane would forward a copy of the school emergency plan to David Wright.*

##### ***Transport***

*Lack of public transport was a longstanding problem in Everton. Sue Hughes agreed to explore the possibility of better use of the Mathersey school mini bus, which was available to Everton.*

#### **6. NEXT STEPS**

- 1. A report of this meeting would be submitted to the Annual Meeting of the Parish Council on 12<sup>th</sup> May, 2008.*
- 2. A further meeting of the Group take place on a date to be arranged in June.*
- 3. Councillor Bardsley would write a report of the meeting in HEDS Together.*

Resolved: That the above minutes be received.

**08/09/32 TUNNEL TECH NORTH**

Councillor Bardsley reported that Mr. Simon Middlebrook, Managing Director of Tunnel Tech North Ltd., was unable to attend either the June or July meetings of the Parish Council in order to explain his company's plans. In the circumstances, Members agreed that Councillor Bardsley should enquire as to whether another company representative was able to attend either meeting.

**08/09/33 BEST KEPT VILLAGE COMPETITION**

A brief report was given on the recent village litter-pick. The Clerk stressed in particular the need for Members to carry out some weeding in the Cemetery.

The Clerk would liaise with Paul Hinds and the District Council over certain maintenance issues. He would also contact A1 Housing Ltd. over the need for urgent maintenance work to be carried out to the bungalows on High Street.

Agreement was reached on three properties that the judges should be requested to exclude from the judging.

A discussion took place about the newly established flowerbed at Carr View, which had been planted by the Guides, using a generous collection of plants provided by Everton Nurseries.

Resolved: That the Clerk have a suitable plaque made, bearing the wording now agreed.

**08/09/34 VILLAGE HALL REFURBISHMENT AND EMERGENCY EVACUATION PROCEDURES**

Letter was submitted from the Metcalfe Recreation Committee, drawing attention to the non-availability of the Village Hall later in the year owing to major refurbishment works. The Clerk reported that Parish Council meetings would probably take place in the Metcalfe Tea Rooms during the refurbishment.

The letter also drew attention to the need for the Parish Council to undertake an evacuation drill at the Village Hall, and the Clerk agreed to make the necessary arrangements.

**08/09/35 NOTTINGHAMSHIRE MINERALS LOCAL PLAN – NEW SAVED POLICIES PROCEDURE**

A letter from the County Council regarding the above was received.

**08/09/36 VILLAGE SHOP**

Councillor Bardsley submitted a brief report on two village shops established by parish councils in Nottinghamshire. Members observed that the biggest obstacle in the way of a community village shop related to the commitment of volunteers, which was necessary in order to ensure sustainability.

**08/09/37 PARISH FLOOD RESILIENCE PACKAGE**

Letter was submitted from Councillor Hugh Burton, Chairman of the NALC Northern Area Committee, requesting the Parish Council to nominate a building in the village where equipment and materials could be kept.

Resolved: That Councillor Burton be informed that, unfortunately, there was no suitable building in the village.

**08/09/38 COUNTY COUNCIL FLOODING (DRAINAGE & WATERCOURSES) SELECT COMMITTEE**

Letter was submitted from the County Council stating that the above Select Committee wished to learn of the experiences of parishes following the 2007 floods.

Councillor Bardsley kindly agreed to submit a response on behalf of the Parish Council.

**08/09/39 LOCAL COMMUNITY EMPOWERMENT AWARDS**

The Clerk reported that he expected Miss J. Lane, Head Teacher at Everton Primary School, to complete the grant application form shortly.

**08/09/40 COMMUNITY SPEEDWATCH**

The Clerk reported that he was still waiting for a firm decision from the Police.

**08/09/41 MATTERS ARISING FROM THE ANNUAL PARISH MEETING**

The only item related to parishioners' concerns about continuing noise nuisance from training flights.

Resolved: That the Clerk take the matter up with Mr. Julian Proudman, of the District Council Environmental Health Department.

**08/09/42 BUILDING BETTER COMMUNITIES**

Letter was submitted from the County Council, giving preliminary notice that the Parish Council's bid for funding for three benches had been approved.

**08/09/43      **EVERTON CONSERVATION AREA****

The Clerk would enquire whether the District Council had in its records a statement produced in support of the need for the Everton conservation area.

**08/09/44      **DOG WASTE BIN****

The Clerk reported that he had received an email from a Mattersey resident, enquiring whether the Parish Council would provide a dog waste bin at the junction of Old Mattersey Road and Eel Pool Road.

Resolved:      That a bin be provided if the District Council would empty it.

**08/09/45      **PLANNING APPLICATION****

**19/08/7T**

Mr. W. McDonald

Fell willow tree at Willow Cottage, 8 The Willows, Everton

Resolved:      That no adverse comment be made, subject to the tree being replaced, within one metre of the existing tree, by another suitable tree, such as a weeping or pendulous ash or beech.

**08/09/46      **PLANNING DETERMINATIONS****

**19/07/32**

R. Troop & Son

Erection of 7 new dwellings, garages and associated driveways along with alterations and extensions to the two dwellinghouses arising from the approved consent of the former farmhouse, at Corner Farm, High Street, Everton

Permission Granted

**19/07/35 & 19/07/36L**

Mr. & Mrs. M. Anderson

Conversion of barn into B & B holiday letting units at Pear Tree Farm (barn), Gainsborough Road, Everton

Permission Granted

**08/09/47      **PLANNING APPEAL****

**APP/A3010/A/07/2058031/WF**

**10/07/8**

Mr. J. D. Graham

Single-storey dwelling on land next to Drakeholes Farm, Gainsborough Road, Everton

Appeal Dismissed

