

# EVERTON PARISH COUNCIL

## **Minutes of the Annual Meeting of the Council held in the Metcalf Tea Rooms on Monday 14th May, 2007**

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

### **07/08/1 ELECTION OF CHAIRMAN**

Councillor Jefferies opened the meeting by asking for nominations for Chairman.

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

Before vacating the Chair, Councillor Jefferies expressed thanks to Members for their contribution over the last year, and Members reciprocated.

Councillor Bardsley assumed the chair at that point,

### **07/08/2 DECLARATION OF ACCEPTANCE OF OFFICE**

Councillor Bardsley signed his declaration of acceptance of office of Chairman.

### **07/08/3 APOLOGIES**

Apologies for absence were submitted by Councillors Ferrar (holiday) and Martin (holiday). District Councillor Simpson also submitted an apology (holiday).

### **07/08/4 DECLARATIONS OF INTEREST**

Councillor Jefferies declared a personal interest at agenda items 11 and 19 (NALC Northern Area Committee), being a member of the Committee.

Councillors Bardsley, de Bel and Jefferies each declared a personal interest at agenda items 12 and 20 (North East Bassetlaw Forum), being members of the Forum.

### **07/08/5 ELECTION OF VICE-CHAIRMAN**

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

**07/08/6 MINUTES OF AN EXTRAORDINARY MEETING OF THE COUNCIL**

The Minutes of an extraordinary meeting of the Council, held on 30th April, 2007, were approved as a correct record.

**07/08/7 MATTERS ARISING**

There were no matters arising from the Minutes.

**07/08/8 PUBLIC DISCUSSION**

There were no members of the public present

**07/08/9 PARISH PLAN WORKING PARTY**

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

**07/08/10 QUALITY WORKING PARTY**

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

**07/08/11 NALC NORTHERN AREA COMMITTEE**

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

**07/08/12 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.

**07/08/13 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.

**07/08/14 URGENT BUSINESS POWERS COMMITTEE**

Resolved: That an Urgent Business Powers Committee be established, with all the Parish Council's powers delegated to it, comprising the Chairman and Vice-Chairman, with the previous year's Chairman as substitute.

**07/08/15 ACCOUNTS**

Resolved: That the May Accounts be approved for payment.

07/08/16

## ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2007

The Clerk submitted the Accounts for the Year Ended 31st March, 2007, which included the following documents:

- Y Receipts & Payments Summary including year-end Bank Reconciliation
- Y Summary Receipts and Payments Account
- Y Supporting Notes to the Accounts
- Y Annual Return - Sections 1 (Statement of Accounts) with explanation of significant variations & Section 2 (Annual Governance Statement)
- Y Letter from the Parish Council's external auditors, UHY Hacker Young, (a) giving Notice of Audit to commence on 30<sup>th</sup> June, 2007, (b) asking whether the firm acted for any Member in a personal capacity, and (c) asking that all Members be provided with "2007 Annual Returns – Important Practical Points" (which they were).

The abovementioned letter from UHY Hacker Young drew attention to two new regulations under The Accounts and Audit (Amendment) (England) Regulations 2006, which came into effect on 1<sup>st</sup> April, 2006, but which had not previously been drawn to the attention of Nottinghamshire parish councils and joint burial committees:

- Regulation 4 required the annual findings of the review of the system of internal control to be considered by a committee of the relevant body, or by members of the body meeting as a whole.
- Regulation 6 required bodies to review the effectiveness of their system of internal audit once a year and for the findings of the review to be considered by a committee of the body, or by the body as a whole, as part of the consideration of the system of internal control referred to in Regulation 4.

Resolved:

- (a) That the Accounts be approved.
- (b) That all elements of the Annual Governance Statement be answered in the affirmative, other than Box 6 (we have maintained throughout the year an adequate and effective system of internal audit of the council's accounting records and control systems **and carried out a review of its effectiveness**).
- (c) That, pending further information, including advice/training from Nottinghamshire Association of Local Councils, in order to comply with Regulations 4 and 6 of The Accounts and Audit (Amendment) (England) Regulations 2006, an Audit Committee be established, to meet annually in February and to report to the Joint Burial Committee annually in March.

- (d) That the Audit Committee comprise Councillors Dunn, Maclagan and Woods.
- (e) That the first task of the Audit Committee be to document the Parish Council's existing audit procedures.
- (f) That the Clerk contact absent Members regarding any personal use of the services of UHY Hacker Young.

**07/08/17 BANK RECONCILIATION**

Members received the bank reconciliation statement to 31st March, 2007.

**07/08/18 BUDGET MONITORING**

The Clerk submitted the May budget monitoring statement.

**07/08/19 RISK REVIEW AND ASSET INSPECTION**

There were no matters to report.

**07/08/20 NALC NORTHERN AREA COMMITTEE**

The next meeting was at Retford on 21<sup>st</sup> May, 2007

**07/08/21 NORTH EAST BASSETLAW FORUM**

The next meeting was at Beckingham on 19<sup>th</sup> June, 2007.

**07/08/22 PARISH PATHS PARTNERSHIP**

- (a) Resolved: That the response prepared by Councillor Dunn to the Draft Rights of Way Improvement Plan 2007-2012 be submitted as the Parish Council's formal observations, and Councillor Dunn be thanked for his contribution.
- (b) The Clerk reported that Councillor Dunn had completed the annual rights of way survey. However, the Clerk expressed concerns over proceeding with a P3 annual maintenance grant application, with the current P3 balance standing at £1,806.25.

Resolved: That Councillor Dunn be thanked for carrying out the survey, and the grant be claimed in the usual way, but the County Council be asked (a) to utilise the accrued balance towards surface repairs, or, alternatively, (b) to consider permitting the accrued balance to be used towards provision of wayside seats.

- (c) Resolved: That the Clerk make enquires as to progress regarding the formalisation of the right of way at Old Mattersey Road.

- (d) A discussion took place about the desirability of establishing a formal right of way to link paths 7a, 4 (Green Lane) and 8 (Toft Hill Lane) along the bank of the River Idle. The Clerk would liaise with Councillor Dunn over the way forward.

**07/08/23 BEST KEPT VILLAGE COMPETITION**

Resolved: That the Clerk:

- (a) contact the County Council regarding a drains smell on Mattersey Road.
- (b) write an article for HEDS Together, drawing attention to the community effort required.
- (c) again contact A1 Housing Ltd. about the condition of the bungalows at Carr View/High Street.
- (d) request that two properties now indicated be submitted for exclusion from the judging for reasons given.

**07/08/24 TUNNEL TECH NORTH**

There was nothing to report.

**07/08/25 HIGHWAY MATTERS**

An email was submitted from the County Council regarding the kerbing recently installed on Pinfold Lane, outside Pinfold Cottage.

The Clerk had also referred the matter to Bassetlaw Planning Department, as the kerbing was considered by those who had attended a recent site meeting to be out of keeping with the character of the area. A reply was awaited.

Councillor Jefferies indicated that the kerbing might have been installed because of a surface water problem on Pinfold Lane. The Clerk was asked to discuss the matter with Councillor Ferrar before taking any appropriate action.

**07/08/26 HOUSING NEEDS SURVEY**

The Clerk reported receipt of an email that afternoon from Mrs. Carole Turner, which responded to the Parish Council's recent request for further information.

The Chairman agreed to peruse the email (which he had not yet seen) before indicating whether it would be appropriate for Ms. Turner to attend the June meeting of the Parish Council.

**07/08/27      SPEEDWATCH**

The Clerk reported that, after further publicising Speedwatch in May HEDS Together, only one more volunteer warden had come forward.

Resolved:      That, unless the situation changed significantly by the end of May, no further action be taken with regard to Speedwatch at the present time.

**07/08/28      THE MISTERTON CENTRE**

The Clerk submitted a comprehensive report on the operation of The Misterton Centre.

Resolved:      That Councillor Maclagan be authorised to attend the official opening on 11<sup>th</sup> June, 2007.

**07/08/29      VILLAGE CHARITIES**

(a)      Councillor de Bel had nothing to report on the proposed merger of Charities.

(b)      Resolved:      That Councillor Jefferies and Mr. B. Charles be reappointed trustees of United Charities for a term expiring in May, 2010.

**07/08/30      ROBIN HOOD AIRPORT**

Consideration would be deferred until the June meeting.

**07/08/31      MATTERS ARISING FROM THE ANNUAL PARISH MEETING**

(a)      In Mr. David O'Connor's report to the Annual Parish Meeting, delivered by Mr. Tony Connold, he asked the Parish Council to request parents to be considerate when parking near the school.

The Chairman undertook to discuss the matter with Mr. O'Connor.

(b)      A request was made by Mr. Richard Scott for the Parish Council to examine the possibility of having a parking advisory notice located on Chapel Lane at its junction with Ferry Lane, possibly affixed to the roadside wall of Gordon House.

Resolved:      That the County Council be approached about the matter, and Mrs. Moody, of Gordon House, be informed accordingly.

**07/08/32      NALC, ETC. ANNUAL COMPETITIONS**

Members noted a number of annual competitions.

**07/08/33 THE LOCAL AUTHORITIES (MODEL CODE OF CONDUCT)  
ORDER 2007**

Consideration of this item would be deferred until a future meeting in view of the fact that a model code of conduct produced for parish councils had only recently been published, and the Clerk had not yet had the opportunity to furnish Members with copies.

**07/08/34 NOTTINGHAMSHIRE COUNTY COUNCIL CIVIC SERVICE**

Resolved: That Councillor de Bel be authorised to attend the above, to be held at Southwell Minster on 15<sup>th</sup> July, 2007.

**07/08/35 LOTTERY FUNDING AND THE LONDON OLYMPICS**

Letters were submitted from the Department for Culture, Media and Sport, giving details of Lottery monies to be used to finance the London Olympics, but confirming that Big Lottery Fund resources for the voluntary and community sector would amount to 60-70% of the money expected before the transfer of funds was decided.

**07/08/36 NOTTINGHAMSHIRE RURAL COMMUNITY COUNCIL**

Notice was given of the Annual General Meeting of the above, to be held on 31<sup>st</sup> October, 2007 and hosted by Bassetlaw District Council.

**07/08/37 DRAFT EAST MIDLANDS REGIONAL PLAN – PARTICIPATION AT  
THE EXAMINATION IN PUBLIC**

Letter was submitted from the Panel Secretariat regarding the above. The Clerk was endeavouring to ascertain the position regarding participation by the District Council and other parish councils.

**07/08/38 CRIME STATISTICS**

The crime statistics for April were not available.

**07/08/39 DANESHILL HOUSEHOLD WASTE AND RECYCLING CENTRE**

Pursuant to Minute No. 06/07/415 of April, 2007, the Clerk would press the County Council for a reply to two outstanding letters.

Members noted that Ranskill Parish Council had indicated an interest in attending a public meeting, although nothing had been heard from Mattersey Parish Council.

**07/08/40 LAFARGE PLANNING APPLICATION FOR A QUARRY AT  
STURTON LE STEEPLE**

There was nothing to report.

**07/08/41 THE PIGEONCOTE, MANOR FARM, HARWELL**

Pursuant to Minute No. 06/07/412 of April, 2007, the Clerk would press English Heritage for an update.

**07/08/42 PLANNING APPLICATIONS**

**19/07/15**

Mr. & Mrs. S. Forbes

Demolish outbuildings and erect single and two-storey side and rear extensions at Mayfield, Bawtry Road, Everton

Resolved: That no adverse comment be made.

**19/07/17 & 19/07/18L**

Mr. S. Rodgers

Demolish existing lean-to, erect single-storey extension, garage utility and store at Mill Cottage, Mattersey Road, Everton

Resolved: That no adverse comment be made.

**07/08/43 PLANNING DETERMINATIONS**

**19/07/1R**

Teamport

Change of use of storage building to form general store/coffee shop and deli with associated alterations at Everton Nurseries, Old Gainsborough Road, Everton

Permission Refused

**19/07/3**

Riverside Design & Development Ltd.

Convert existing attached outbuildings to form two-storey living accommodation with two dormer windows, erect conservatory and alter/extend existing garage with pitched roof at Moores Cottage, Chapel Lane, Everton

Permission Granted

**19/07/8**

Mr. J. D. Graham

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

Permission Refused

**19/07/9**

Mr. & Mrs. M. Deakin

Erect single-storey extension at Drakeholes House, Old Gainsborough Road,  
Everton

Permission Granted

**07/08/44 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Resolved: That, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be excluded, and they are requested to withdraw.

**07/08/45 TENANCY OF PARISH LANDS**

Pursuant to Minute No. 06/07/416 of April, 2007, a letter was submitted from John H. Pickup & Co., confirming that, subject to the approval of the Parish Council, agreement had been reached to proceed on the basis of a 25 year Farm Business Tenancy, with a rent review clause based on the 1986 Agricultural Holdings Act provisions, i.e. reviewable every three years to Market Value.

Resolved: That it be agreed to proceed on the above basis.

