

Minutes of the Annual Meeting of **Holme Pierrepont & Gamston Parish Council**  
Tuesday 14<sup>th</sup> May 2024 at 6.30pm in **Gamston Village Hall, Old Tollerton Road**

**Members Present:** Cynthia Stacey (Acting Chair), Melvyn Tisbury, John Mason, Janet Hackett, Geoff Prett, Alun Owen, Richard Fairgrieve & Maria Ubhi

**In attendance:** Julia Barnes (Parish Clerk)

#### **6025. ELECTION OF CHAIR 2024 - 25**

Cllr Stacey welcomed everyone to the Annual Meeting of the Parish Council. Cllr Stacey asked Councillors if anyone would like to take on the role of Parish Council Chair.

Councillors agreed unanimously, by a show of hands, that the Parish Council Chair position rotate by Cllr on a monthly basis and the selection of choosing the meeting chair to follow the Attendance Signature Form list, as last year. Cllr Stacey to chair the May '24 meetings, Cllr Tisbury next on the list but not at the June '24 meeting, so Cllr Mason next on the list and assigned to chair June '24 meeting.

**Cllr Mason to chair the June '24 Parish Council Meeting taking place on Monday 10<sup>th</sup> June '24.**

#### **6026. ELECTION OF VICE-CHAIR 2024-25**

Cllrs agreed unanimously, by a show of hands, that Cllr Stacey become the Parish Council Vice Chair for 2024 – 25.

**Cllr Stacey and Clerk signed the Declaration of Acceptance of Office of Vice Chair.**

#### **6027. APOLOGIES FOR ABSENCE**

County Cllr Upton & Borough Cllr Viridi sent their apologies due to a significantly longer RBC Cabinet meeting prior to the HP&G PC meeting and other commitments immediately afterwards.

Borough Cllr Wheeler sent his apologies for a possible late arrival due to the prior RBC Cabinet meeting.

#### **6028. DECLARATIONS OF INTEREST**

Cllr Stacey passed on Borough Cllr Wheeler's declaration of interest in Planning Application 24/00762/FUL as he is friends with the applicant's son.

#### **6029. ORDER OF BUSINESS**

Proposed deferment of agenda items pertaining to County and Borough Cllrs until Borough Cllr Wheeler's arrival at the meeting.

### **6030. PUBLIC PARTICIPATION**

No members of the public present at the meeting.

### **6031. MINUTES**

#### **TO APPROVE MINUTES FOR THE MEETING of the PARISH COUNCIL HELD ON 8<sup>th</sup> APRIL 2024**

Clerk explained that County Cllr Upton had emailed to ask that Minute 6018. penultimate paragraph be corrected to state ‘months to resolve’ rather than years.

Subject to the above correction, Cllr Fairgrieve proposed, and Cllr Hackett seconded the motion that the Minutes be approved. Vote was taken, unanimously in favour. Cllr Tisbury abstained as he was not present at the April '24 Parish Council Meeting. Motion carried and Minutes were adopted.

**Cllr Fairgrieve to upload April '24 Parish Council Meeting Minutes to the HP&G PC website.**

### **6032. VILLAGE HALL**

*Monthly Update*

Cllr Stacey read out the Bookings Clerk monthly Village Hall update.

*'All is well at the hall.*

*As some of you may be aware, over the last few weeks we have had someone using (and filling) our black bins with heavy garden waste. With the help of Alun he very kindly emptied them for us as I think they would have been too heavy for the bin workers to take. They were then filled again with green bin bags! Julia and I are keeping a close on this and if anyone sees or hears anything please let us know. Somone had also dumped some bin bags and rubbish by the back gate too. Hopefully, this is just a one off. But again something we are keeping an eye on.*

*I'm getting more enquiries coming in now for the summer months, which is great.*

*Events this month are:*

*Saturday 18<sup>th</sup> May*

*Wednesday 29<sup>th</sup> and Friday 31<sup>st</sup> May – Clay Creators Half Term Club*

*Saturday 1<sup>st</sup> June – Geoff – WeBCan First Aid*

*I have also just moved house, so life is slightly chaotic and filled with boxes! Julia has my new address to be put on the booking forms.'*

No Cllrs present were aware of the source of the mystery rubbish that was being fly tipped at the Village Hall. Meeting agreed to monitor the situation.

Discussion took place regarding Main Street parking. Clerk spoke about the email from Carolyn Kearton regarding the fact that the 'No Parking' signs affixed to her wall have come off, and that parking from the hedge side of Main Street has now been displaced to the wall side of the road.

Discussion took place regarding precedent set by providing signage to a resident that has a perceived issue with parking. Meeting also discussed Parish Council liability for any accidental damage whilst fixing signage to a resident's wall. Possibility of purchasing signs and giving to Carolyn to affix was discussed. Cllr Tisbury confirmed that the original signage had been purchased and fixed by the Parish Council many years ago, so we would be replacing those signs.

As a result of this discussion Cllr Hackett proposed that a keypad be installed to allow hall hirers to access the large gate and park at the side of the Village Hall alleviating the parking problem on the surrounding roads. Cllr Tisbury noted that this would be reliant on people driving very slowly and also there being a second person to see cars in and out of the grounds. Cllr Hackett explained that this was the case on any small village road. Cllr Mason considered opening the large gate for frequent parking would expose parents and children passing the Village Hall to increased levels of danger. Cllr Tisbury asked who would be responsible if an accident occurred whilst a vehicle was accessing the Village Hall grounds via that gate. Cllr Hackett asked why we had purchased grass matting if that area is not going to be used for parking. Clerk explained that it is used on occasion on Play Days and events but not regularly. Cllr Tisbury noted that he would welcome it being opened if it were used safely and properly but feared this would not be the case and the associated risk was too high.

After further discussion Cllr Tisbury proposed the motion that the Parish Council purchase and replace the parking signs on Carolyn Kearton's wall. Vote was taken, 4 Cllrs in favour, 3 Cllrs abstained 1 Cllr objected. Acting Chairs casting vote in favour. Motion carried.

**Clerk to liaise with Carolyn Kearton regarding parking signage on her outer wall.**

**Clerk to purchase no parking signage.**

**Cllr Tisbury to affix no parking signage on behalf of the Parish Council.**

**Clerk to check insurance policy regarding liability for accidents if the large Village Hall gates are accessible to hall hirers via a key stored in an outdoor keypad.**

Cllr Stacey spoke about the commemoration of 80 years since the D-Day Landings and explained that the Clerk had ordered an official commemorative Flag of Peace to be flown from the Village Hall flagpole, for one week, from Thursday 6<sup>th</sup> June '24.

Cllr Fairgrieve offered to assist on the evening of 5<sup>th</sup> June '24 but was on holiday on 6<sup>th</sup> June. Cllr Mason offered his assistance, and it was confirmed that Cllr Mason had the key for the flagpole. Cllr Stacey thanked Cllrs for their volunteering offers.

**Cllr Stacey to arrange flying of D-Day 80 Flag of Peace at the Village Hall and arrange for it to be taken down after a week.**

**Cllr Mason to assist with the flagpole key.**

**Cllr Stacey to ensure a photograph is taken for inclusion in the Summer Parish News.**

Cllr Fairgrieve explained that he had been ensuring the new spiky plants he had planted at the Village Hall and Play Park were thriving by regularly watering them. Clerk noted that along with kind assistance from the Brownies, she had been watering the Golden Orchard when required.

**Clerk to collate article and photographs of the Golden Orchard planting for the Summer Parish News.**

**Clerk to send necessary information to The Tree Council following the planting of the Golden Orchard.**

Clerk explained that she had arranged for one of the original installers of the projection equipment at the Village Hall to make a site visit the following week to address the issues raised by the U3A groups that use this technology. Cllr Tisbury asked who would be paying for this call out. Clerk explained that the Parish Council would.

**Clerk to meet with U3A group and Nottingham Hi-Fi representative on Monday 20<sup>th</sup> May '24 to resolve issues with projection equipment.**

Clerk explained that Cllr Prett had kindly procured the mobile number for the handy person used by the Gamston Medical Centre Practice, as a possible replacement for David Litchfield.

**Clerk to telephone Gamston Medical Centre Practice handy person to discuss possibility of working on an ad hoc basis for the Parish Council.**

**Clerk and Bookings Clerk still to arrange washing of the curtains at a launderette at a convenient time.**

**Clerk to update Bookings Form to reflect Bookings Clerk new address.**

**Cllr Fairgrieve to upload updated Bookings Form to web.**

### **6033. PLAY PARK**

Cllr Mason explained to the meeting that he visited the Play Park on a daily basis, and it was all looking in good condition and was very well used.

#### *Nottinghamshire County Council Local Communities Fund Application*

Clerk explained that over the next week or so Cllr Prett, Susan Toon and she would be working on a Capital Funding Application to the Nottinghamshire County Council Local Communities Fund (NCC LCF) to attempt to secure funding for Phase 2 of the Inclusive Play Park Equipment project.

Clerk explained that a meeting was scheduled for Tuesday 21<sup>st</sup> May '24 with Cllr Prett and Susan Toon. Clerk was chasing a new quotation for Phase 2 equipment from Proludic to include in the application. Clerk to also ask County Cllr Upton to write in support of our application.

Clerk noted that there was a short deadline for this application of Friday 24<sup>th</sup> May '24.

**Clerk to ensure necessary steps were taken to submit a NCC LCF application before the deadline date, with invaluable assistance from Cllr Prett and Susan Toon.**

Cllr Fairgrieve spoke about moving one of the Play Park benches outside the perimeter fencing to provide a seat for dog owners with children to rest outside the Play Park area. Clerk confirmed that this enhancement would form part of the Phase 2 works.

Cllr Tisbury asked whether signage was required on any new equipment installed to stress that it was for children aged under 11 years only. Discussion took place suggesting that this would possibly be ignored or even a temptation to use it. Play Park signage to be revisited during the final phase of the project.

#### *Jet Washing*

Clerk explained that she had received notification that the jet washing of the Millennium Garden area at Holme Pierrepont and the wet pour, tarmac and paths at the Play Park would be taking place on Wednesday 29<sup>th</sup> May '24 possibly extending into Thursday 30<sup>th</sup> May '24.

**Cllr Fairgrieve to create Facebook message to inform local residents of the works when finer details were known.**

**Clerk to liaise with Streetwise for details of Jet Washing, create and affix signage for the Play Park and open and close large Play Park gates to enable access for equipment.**

Clerk reminded the meeting that she had arranged for the annual Play Park Safety Inspection to take place in June '24.

**Clerk still to arrange for Bingham Ground Services Ltd to assess the damaged area of MUGA at some point and annual maintenance of MUGA before the summer holidays.**

**Clerk & Cllrs still to look out for alternative solutions for Parish Council maintenance person work, also to help with Play Day set up and dismantling and Play Park leaf removal in the autumn.**

#### **6034. FINANCE**

##### *Financial Statements & Payments for Approval*

Clerk issued copies of the month's financial transactions and details of payments and presented a summary of the finances.

**Cllrs Stacey & Prett kindly agreed to sign off and authorise month's payments online.**

**Clerk to provide Cllrs Stacey & Prett with copies of all invoices in order for them to sign off and authorise the month's payments online.**

##### *Approval of Annual Governance Statement*

Clerk explained that she had previously circulated the Annual Governance Statement, via email, for review by all Councillors.

Cllr Owen proposed, and Cllr Prett seconded the motion that the Annual Governance Statement 2023/2024 be approved. Vote was taken, unanimously in favour. Motion carried.

**Chair and Clerk to sign Annual Governance Statement 2023/2024.**

**Clerk to produce draft year end accounts.**

**Clerk to ensure 2023/2024 accounts internally audited by Brian Hardy before June '24 Parish Council meeting.**

**Clerk still to submit paperwork to add Cllr Owen as Unity Trust Bank signatory.**

**Clerk still to generate documentation to add Cllrs Fairgrieve and Ubhi as Unity Trust Bank Account signatories.**

Clerk noted the significant increase in cost of replacement defibrillator battery and pads for the Gamston Village Hall defibrillator. Meeting agreed that it would probably be more cost effective to source a new defibrillator in 18 months' time when this battery expires. Cllr Ubhi noted that the existing cabinet could still be utilised.

Cllr Mason commented on the fact that the Councillor Allowance had been set at £60 for many years and thought it should now be increased. Clerk explained that this amount was set during the budgeting process for the precept and would next be discussed in January 2025.

## 6035. PLANNING

- ii) 24/00279/VAR                      *Bassingfield REP Ltd*                      *Variation of Condition 8 (Approved plans) for application 22/01511/FUL (solar photovoltaic farm) to amend 884-P.02.1 operational layout and 884-P.02-2 Construction layout with 3851-PL 003B Proposed Site Plan.*                      *Land South of Radcliffe Road, Holme Pierrepont, Nottinghamshire.*

Parish Council Response :                      NO REASON TO COMMENT

Cllr Tisbury explained that he had looked at the variation and noted that the layout had changed but the area was now smaller than previously. Cllr Tisbury explained that we hadn't seen reason to object to this application previously and considered there was no reason to comment on this variation.

Cllr Stacey noted that this development had taken a long time to get to the implementation stage.

- ii) 24/00762/FUL                      *Mr Dan Rogers*                      *Single storey rear flat roof extension with roof lantern. Alteration to existing rear window.*                      *1 Keswick Close, Gamston, Nottinghamshire, NG2 6PF.*

Parish Council Response :                      DO NOT OBJECT

Cllr Fairgrieve explained that he had taken a brief look at this application and recommended that there were no reasons to object.

The application is for a single storey kitchen extension of approx. 3 x 5 metres to the rear of the property using brick material to match the existing. There remains in excess of 10 metres to the rear and right-side property border and a 1.6m gap to the left property border which is the same gap as the existing two storey building.

## 6036. CLERKS REPORT

Clerk explained to the meeting that she had taken delivery of the UK Government official portrait of His Majesty King Charles III that is issued free of charge to display in public buildings. Discussion took place as to where it could be positioned.

Clerk noted that the Outlaw Half Triathlon was taking place on Sunday 19<sup>th</sup> May '24.

**Clerk still to update bookings form and any associated documentation to reflect the revised booking hours.**

**Clerk still to ascertain the process should a Parish defibrillator be used without the Parish Council knowing.**

**Clerk still to speak with Morrisons supermarket to ascertain what happened to the defibrillator that was used before Christmas.**

**Clerk still to invite Gary Dykes, Grantham Canal Society Ranger for the Gamston section of the canal to a future Parish Council meeting in 2024.**

**Bookings Clerk to arrange for Village Hall windows to be cleaned inside and out.**

## **6037. EXCHANGE OF INFORMATION**

### *Holme Lane*

Cllr Owen explained that the second consultation letter had been distributed to residents and interested parties with deadline for responses of 22<sup>nd</sup> May 2024.

### *HP Flood Process*

Cllr Owen explained that he had met with the Radcliffe-on-Trent Parish Clerk, and it was agreed that assigned Radcliffe-on-Trent Parish Councillors would become responsible for signage at their end of Holme Lane during a flood event.

### *HP Millennium Garden Wall*

Cllr Owen explained that he had repaired the Millennium Garden wall, but feared damage to it will occur again in the future.

Cllr Prett spoke about events to combat loneliness taking place in Gamston Community Hall. Cllr Owen noted that loneliness was a cross generational issue and intended to include signposting information in the Parish News to social prescribing services.

### *Management Plan Review*

Cllr Owen noted that updated information from the 2021 Census was now available for inclusion in the revised Parish Council Management Plan and that subject to minor changes it was almost ready to reissue.

**Cllr Owen to review and update the Parish Council Management Plan document, including 2021 Census data.**



*Metal Bench Enhancements*

**Cllr Fairgrieve to report back to the Parish Council at some point regarding possible enhancements to the metal benches.**

**6038. DATE OF NEXT MEETING**

The next meeting of the Parish Council was confirmed as **Monday 10<sup>th</sup> June 2024 at 7.15pm in Gamston Village Hall, Old Tollerton Road.**

Cllr Mason is due to Chair this meeting.

**The meeting ended at approximately 8pm.**