

Misson Parish Council

Minutes of meeting held virtually at 7.00pm on Wednesday 1st July 2020.

As a consequence of the Coronavirus pandemic the meeting was held virtually as a video conference. Members of the public were given the opportunity to join the meeting and/ or to raise questions in advance. Several questions were raised as detailed below:

Public Questions:

1. A member of the public asked for a Parish Council (PC) response to the recent number of burglaries and thefts within Misson and the surrounding area. The PC recognise that it is unsettling and frightening for local residents. The Chair has spoken to the local PCSO about the situation – the advice is to ring 999 as soon as you aware of any criminal activity. One issue was highlighted – when the police are contacted via 999 from a landline in the village it automatically is routed to a South Yorkshire call centre – there is then a time lag whilst the call is re-routed to a Notts call centre. **Action – Clerk to investigate this.**

The PC were asked if there was the potential for CCTV to be installed in the village – D Cllr M Watson explained that Bassetlaw District Council (BDC) run a scheme which villages can participate in. It is relatively expensive – **Action - D Cllr M Watson agreed to investigate the cost of it.**

The PC have asked the police to ensure the Automatic Number Plate Recognition (ANPR) camera is operating correctly.

2. Two members of the public independently raised questions about improving the condition of River Lane and access to the river. The Chair explained that the PC had been looking into this issue over the last few years to try and determine where responsibility lay for maintaining the riverbank. There are three main stakeholders involved with this – the Environment Agency (EA), Notts County Council Highways (NCC) and Anglian Water. It has been established through previous investigations that none of these stakeholders is the riparian owner of the riverbank. In the June 2019 minutes it is noted that the land is not registered with the Land Registry, further investigations have been unable to ascertain where ownership lies. It was noted by the PC that there is another access point to the river on Hagg Lane.

If a village group wishes to investigate this further with a view to undertaking maintenance work etc it will need to arrange a public meeting with an agenda and Chair at which all views of the village can be expressed. There should be representation from residents in the immediate area, local landowners, those wishing to access the river for leisure purposes and the Parish Council. Consideration needs to be given to establishing who the landowner is in order to obtain approval for any works, where liability would lay in the future for ongoing maintenance, insurance matters etc.

3. A member of the public also asked if the PC had any objection to the village looking into the potential for a playground/ park?

The PC is very supportive of the idea but there is currently no available land within the village that could accommodate it. A playground has been included in a future Misson Mill development which is part of the Misson Neighbourhood Plan. There have been discussions by two other groups - one to develop the school grounds for out of hours use and the other for the provision of a play area in the village.

Present: Cllrs. Jayne Watson (Chair) Julie Watkins, Andy Woolliams, Ken Shephard, Jamie Sutherland, Mark Watson (also attending as D Cllr), C Cllr Tracey Taylor and Clerk Mark Hooper.

1. **To receive apologies for absence:** PCSO David Airey.
2. **To receive any declarations of disclosable pecuniary and non-pecuniary interests:** none declared.

3. **To approve the minutes of the Council meeting of June 3rd 2020.** These were approved and signed by the Chair.
4. **To note matters arising from the minutes of the last meeting not on the agenda:**
 - Clerk has contacted Notts Highways to ascertain where the boundary for the Green and the Pinfold lies and also the status of the lane. **NCC Highways have confirmed that it does not form part of the adopted highway. Action – Clerk wrote to Land Registry on the 12th May – awaiting a response.**
 - **River Lane** – a sink hole was repaired earlier in the year by Anglian Water. This has subsequently cracked – Clerk contacted A Water 3rd June – they responded 12/6 – will look into the matter.
 - **Replacement Salt Bins** – ordered – waiting for them to come into stock. Emailed reminder 27th May. Reminder sent 22/6
 - **Slaynes Lane – electricity pole came down in the flooding.** 12/5 - W Power tel - confirmed matter in hand. Awaiting response from relevant land owners re burying the cable. Contacted W Power 4/6 for update
 - **Bungalows on High Street** - PC approved Donna to mow at April meeting - 26/5 - emailed Customer Services at BDC requesting that they stop mowing this. Reminder sent 22/6.
 - **Vicar Lane sign** - BDC contacted - 'Streetnaming' confirmed that they were to order a replacement
Reminder sent 5/5/20 - it has been ordered - but there will be a delay due to pandemic
 - **Flooding impact** - A member of the public raised an issue about the recent flooding of the River Idle and wished to know if any responsibility had been accepted for work to be carried out on the river or riverbank. **Clerk contacted the Environment Agency who responded 15/6 with a programme of works – forwarded to parishioner.**
 - **Church** – Clerk has requested details of the planned works to the Church. An offer has also been made to repair the lamp in the porch. Reminder sent 22/6
 - **River Lane** – there is misleading signage regarding the PRow as it only holds this status to the first style and not beyond. Action – this is to be carried forward as an on-going item.
 - **Irrigation Pump creating a lot of noise** – on riverbank near River Lane. Emailed Dairy Farm beginning of June.
 - **Dame Lane sign knocked over** – brought to the attention of the Clerk following June PC meeting. Emailed BDC who will look into it.
 - **Slaynes Lane maintenance query re potholes etc**– Clerk contacted Hanson's in May – response received in June. Once they are operational again, they will repair the potholes. Re the restoration – 'As regards the restoration we have still to carry out a full assessment of the extent of the damage and the timing of what we do will to a certain extent depend on any works the EA propose along the Idle to mitigate the risks of future extensive flooding.'

There has been a temporary closure on Slaynes Lane. **Action – Clerk to contact NCC Highways to remove the signage.**

5. To receive reports from District and County Councillors

• C Cllr T Taylor:

Notts County Council (NCC) have continued to issue updates re the support that is available during the pandemic. This has been included, where relevant, on the Parish Council website.

NCC are gradually getting back to normal – there is a full calendar of Council meetings scheduled – to be undertaken virtually.

Waste recycling centres in Retford and Worksop are now open – service is nearly back to normal.

Libraries will open in the next few weeks in three phases:

- Phase 1 – small staffed libraries;
- Phase 2 – larger staffed libraries such as Worksop;
- Phase 3 – community libraries staffed by volunteers.

Schools - 80% are now open in Notts with more than 15,000 pupils back in school.

• D Cllr. M. Watson:

Worksop and Retford markets – these are largely re-open now.

There are plans to trial a Footfall system whereby people can check to see how busy the town centres are.

Cycling – this has increased fivefold during the pandemic. There will be a report going to Cabinet in August looking at improvements for cyclists in Worksop and Retford. It was noted that in rural areas such as Misson it remains relatively dangerous for cyclists on the roads.

Green Agenda – this is now moving forward. Looking at reducing the CO2 produced – high scoring areas are leisure centres and vehicles employed by BDC.

Suggestion is to install solar panels in the leisure centres and replace vehicles, where appropriate and at the end of their economic life, with electric ones.

The intention is to review the BDC carbon footprint each year.

Kerbside glass collections – work is being undertaken on this initiative. There would be a cost to BDC c£250k per annum. It would contribute to BDCs recycling target.

Customer Services at BDC – during the height of the pandemic this was manned 24 hours a day seven days a week. Normal service is now being resumed.

Covid update – 2,211 households have received food and/or pharmacy deliveries.

Homeless people have been temporarily rehoused – plans are now underway to find them permanent accommodation.

6. **To receive a report on the policing of the Parish.** PCSO Dave Airey could not attend the meeting but had provided the update for June. There have been twelve crimes over the whole BEAT area for June. Within Misson there have been two burglaries and five thefts from motor vehicles. This situation was discussed during the period for public questions.

The full report includes security advice applicable to everybody and is available on the MPC website

Cllr K Shepard asked if anyone in the village had CCTV on their property which could be shared with the police if relevant. **Action – a member of the public is to provide the information to the Clerk who will pass it on to the police.**

A member of the public raised a question about CCTV – as the village is a Conservation Area could CCTV be installed at the front of properties. **Action – Clerk to confirm with Conservation Officer**

7. Parish Financial administration

To discuss the funding of the Town Estates Charities Clerk's salary – the Internal Auditor raised a question during last year's audit about the funding of this post. The reason why the MPC funds it is because originally the MPC Clerk undertook both sets of duties. It was agreed by the PC that the MPC should continue to fund it – proposed by Cllr J Watson and seconded by Cllr P Edwards.

To receive and approve:

- The Clerk presented the Financial statements to the 30th June 2020 and Council resolved to accept them

| | | |
|----------------------|------------|------------|
| NatWest Current Acc. | @ 30/06/20 | £8,799.19 |
| NatWest Reserve Acc. | @ 30/06/20 | £10,563.54 |

- Councillors resolved to approve the following payments:

| <u>Payt</u> | <u>Payee</u> | <u>Description</u> | <u>Amount</u> |
|--------------|--------------|--------------------------------------|------------------|
| BACS | EAGL-S | Newsletter Printing | £25.00 |
| BACS | J Watkins | Ramp re lawn mower | £166.87 |
| BACS | TEC Clerk | Salary – June | £110.00 |
| BACS | HMRC | PAYE – June | £84.60 |
| BACS | MPC Clerk | Salary – June | £368.20 |
| BACS | Lengthsman 1 | Maintenance in Churchyard & Cemetery | £188.99 |
| BACS | Lengthsman 2 | Maintenance in Churchyard & Cemetery | £137.47 |
| BACS | Torne Valley | Weed Killer | £26.00 |
| BACS | D Fox | Grass Cutting | £180.00 |
| BACS | M Hooper | Reimbursement for Zoom subscription | £14.39 |
| Total | | | £1,303.52 |

Accounts for the first quarter of the Financial Year – these have been approved by Cllr J Watson and Cllr P Edwards.

8. Update on the Coronavirus Pandemic

As with the country in general the village is moving gradually out of lockdown – but there is a feeling that it is still very real.

There are more children at school and the White Horse is re-opening on Saturday.

9. Planning

a. To note planning decisions – there are no planning decisions this month.

- 20/00084/FUL** - New dwelling and Attached Garage, Single Storey Garage for Dame Lane Farmhouse and Erection of Boundary Wall. Land At Dame Lane Misson. **Refused**
- 20/00555/CAT** - Removal of 19 Leylandii Trees Forming a Hedge Structure (Not On-Site Boundary). Riverside Cottage Church Street Misson. **Not to make a Tree Preservation Order**
- 20/00382/FUL** - Change of Use of Agricultural Field to Green Burial Ground. Land at Norwith Hill Bawtry Road Misson. **Refuse**
- 20/00255/LBA** - Remove Nine Foot (9 ft) Section of Front Boundary Wall to Enlarge Existing Access to Create Vehicular Access and Create Parking Space. Add One Course of Bricks to Front Wall and Replace Copings, Replace Single Pedestrian Gate with Double Wooden Gates. Wardens Cottage Slaynes Lane Misson. **Grant**

b. To consider planning applications:

- 20/00659/SCR** - Extraction of Sand and Gravel | Land To The West Of Springs Road Misson. **This and the following application (20/00679/CDM) relate to the**

same subject – the proposed extension to the Springs Road Quarry. The Parish Council has no comments to make at this stage – it will reserve the right to comment on the full planning application.

- **20/00679/CDM** - Scoping Request - Proposed Spring Road Quarry Extension. Spring Road Quarry Misson. **See above**
- **19/01635/FUL** | Proposed New Replacement Dwelling | Land At Prospect Farm Springs Road Misson. **This application was previously commented in January 2020. A new drawing of the front elevation has been submitted since the agenda was issued. The comments raised previously by the PC still stand - *The Council did not support this initial application as is recorded on the BDC website. The Parish Council view is that a development of this scale is out of character within the landscape and is considerably larger than the existing building. It would be an intrusion into the countryside and it is felt that it would have a negative impact on the character of the wider rural area. The PC therefore object.***

c. **Progress with Neighbourhood Plan**

A response has been received from the Neighbourhood Planner at BDC. Work now needs to be undertaken to amend the housing policy within the existing plan.

There may be a requirement to convene a small steering group before the revised plan is opened to public consultation and then referred back to BDC for formal review.

Work will continue on updating the plan over the next few weeks.

d. To consider any other planning matters – no further planning matters this month.

10. The Neighbourhood Improvement Programme

- **Lengthsmen** – have continued working – in particular removing a large amount of ivy from the Churchyard wall
- **Pinfold** – Cllr J Watkins has met with a professional hedge layer for advice re the Hawthorne hedge. It has been laid previously and can be done again which would be more authentic. The cost would be in the region of £500 which the PC agreed to proceed with – proposed by Cllr J Watkins and seconded by Cllr J Watson. **Action – Cllr J Watkins to arrange.**
- **Benches on the Green** – they require maintenance which can be carried out by the Lengthsmen. Proposed by Cllr J Watson and seconded by Cllr M Watson.
- **Grass Cutting** – the strimmer had broken – it has been repaired free of charge by Torne Valley. It was confirmed that the following areas are maintained by the PC:
 - Cemetery
 - Churchyard
 - The Green
 - The Pinfold
 - Top of Coronation Avenue
 - The Bungalows on the High Street
 - Top end of Vicar Lane
- **Misson Cemetery/ Churchyard** –The boundary wall of the Churchyard next to Vicar Lane has been inspected and requires some maintenance. **Action – Clerk has begun the process of applying for permission for the wall to be repaired – ongoing.**
In addition to this a problem has been identified with the walls bordering Delamere. The owners of the bungalow are in the process of removing the fencing which is attached to the Churchyard wall.

There was a large amount of ivy growing from the Churchyard over the original fencing which has been removed in the process. This has revealed damage caused by the ivy to the wall. It has been established that the entire Churchyard wall is Grade 1 listed and is the responsibility of the Parish Council.

The PC have requested a survey of the wall to establish what maintenance work is required.

Proposed by Cllr J Watkins and seconded by Cllr J Watson. **Action – Clerk to contact structural engineer and arrange survey.**

Action – Clerk to write to the owners of Delamere and explain the situation to them.

There has been a problem again with moles in the Cemetery – the Clerk has already arranged for appropriate action to be undertaken.

- **New notice board for the Churchyard** – Cllr J Watson has contacted the Church Warden to discuss the requirements who has responded confirming that this would be appreciated. **Action – this is on-going.** The PC would like to know the details of the planned improvements for the church. **Action - Clerk to contact Church Warden. This is on-going.**

11. Business Liaison

- **Odour emissions from Tunnel Tech (TTN).** The provisional June figures have been received from BDC – there are 33 complaints to date – these may rise as the stats are finalised.

At the June meeting the Clerk took an action to clarify with Environmental Health at BDC why TTN had their permit extended to the end of November 2020. A response has been received which is attached as an Annex to these minutes.

D Cllr M Watson has met with Environmental Health several times to discuss the issues with TTN. At no stage has he been consulted about the new permit.

Action – Clerk to obtain a copy of the permit and include on the PC website

- **Doncaster Airport Committee** – the airport has closed down and the meetings suspended. The airfield is being used to store planes which have been grounded due to the pandemic.
- **Misson School** – Cllr A Woolliams provided an update – Years 1 & 6 and Reception pupils are now back – about 40 in total. There are plans for just over a 100 to begin back in September.
- IGas site update – the planning permission for the site expires in November – following that the site should be restored to its original condition.
Action – Clerk to confirm with NCC re latest inspection of site.

12. To review the Standing orders and Risk Assessments for 2020.

The Clerk had circulated both sets of docs prior to the meeting. There are no significant changes from the previous year. The PC agreed to accept them – Proposed by Cllr K Shephard and seconded by Cllr A Woolliams.

13. To receive a report from Misson Community Association (MCA):

- The MCA wishes to look at the process for production of the newsletter and change the formatting
- A letter has been sent to TTN thanking them for their donation
- The defibrillator is currently sited outside the Angel – the brewery is to be contacted to see what the plans are for the pub in case it needs to be moved.
- The MCA have issued a letter to interested parties re plans for re-opening of the community Centre – this will be attached as an Annex to these minutes. Chair of MPC explained that a meeting of representatives of the MCA and MPC could be convened at short notice if any specific aspects of the re-opening needed to be discussed.

14. To discuss the next edition of the Parish Newsletter –

There is to be a specific issue to include updates on the Parish Council and Town Estates Charities activities during 2019/20 as the Annual Parish Meeting cannot be held this year. The draft has been circulated in advance of the meeting – it was proposed by Cllr M Watson and seconded by Cllr P Edwards.

The cost of this Newsletter is to split by the MPC and TEC.

There will be an August Parish Newsletter – Cllrs J Watkins, P Edwards and K Shephard volunteered to draft it. It will be circulated to the rest of the PC for comment and approval.

15. To discuss how business will be conducted during the summer break

The next PC meeting will be on the 2nd September – during the intervening period if there are any urgent issues which require a decision an extraordinary meeting of the PC will be held.

The Clerk will circulate any planning applications for comment – he has requested that PCs check their inboxes regularly.

A schedule of payments will be circulated at the beginning of August for approval.

16. To review highways and parish paths –

Norwith Hill – the kissing gate on the public footpath had had a cable tie closing it shut – this appears to have resolved itself.

Middle Street – the state of the road surface had been reported previously to Notts Highways. Repairs to the potholes have been undertaken – resulting in bumps in the road.

Brickyard Lane – gates across lane difficult to open – Dairy Farm has confirmed they will look at the maintenance of them. **Action – Clerk to contact them again**

17. To discuss the placement of the time capsule – Western Power have supplied maps showing where the power cables run under the Green. This item to be carried forward.

18. To receive feedback from meetings attended during June: nothing to report at this meeting

19. To receive correspondence –

The Clerk had received two letters from one resident during June – both have been comprehensively responded to.

A request has been made by the Thimbles group. They have raised a substantial amount of money by producing face masks during the pandemic. The group would like to provide a picnic bench to be sited on the Green.

The PC expressed their approval in principle for this – further work needs to be undertaken to confirm with the residents who live around the Green that they would be agreeable also and to determine whereabouts it would be sited – ongoing.

20. To confirm the date of the next meeting: Wednesday, September 2nd 2020 at 7.00pm.