

Misson Parish Council

Minutes of meeting held virtually at 7.00pm on Wednesday 8th April 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. No members of the public joined the meeting and no questions were raised.

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 March 4th 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 – the Parish Council confirmed that they would like the Clerk to look into the potential for apply to the Land Registry to register it in the name of the Parish Council. Proposed by Cllr M Watson, seconded by Cllr J Watkins. This will be progressed by the Clerk**
 - **River Lane** – a sink hole has appeared on River Lane near the water main which has been reported by the Clerk to Anglian Water. Anglian Water have confirmed that they are awaiting approval for a permit from the local Highways Authority as it requires a road closure. The road closure has been arranged for the 27th April to the 1st May. **Action – Clerk to follow up with Anglian Water ahead of May meeting**
 - **The Hagg Lane road sign is missing** – Clerk has reported this to BDC who have confirmed it will be dealt with in due course. **Update – confirmation received 25th February that a new sign had been ordered. Action – Clerk to check situation in advance of the May meeting.**
 - **Fly- Tipping** – two further incidents were reported at the meeting. Slaynes Lane (on the bend near the pylons) and on Bawtry Road near the entrance to one of the quarries. **Action – Clerk to report to BDC**
 - **An issue of three wheelie bins being permanently on the roadside outside a house on Coronation Avenue** – this had been raised at the March meeting. **Action – Clerk had contacted Bassetlaw District Council (BDC) and request action to inform residents to move the wheelie bins. Clerk to follow up with BDC.**

5. To receive reports from District and County Councillors

- **C Cllr T Taylor:**

The last formal meetings took place three weeks ago. The statutory functions of NCC are continuing such as Adult Social Care and Children's Social Care.

The Council is reliant upon the input of voluntary groups across the County to support those residents who are vulnerable and do not come under the Social Care umbrella.

NCC have launched a new £1m Community Fund to assist voluntary groups, charities and faith groups to continue to support residents. Applications can be made for grants up to £10,000. **NB – further details and a link to the fund can be found on the Misson Parish Website – there is a page for Coronavirus support.**

C Cllr Taylor also has Councillor Grant funding of £5,000 which is available to support community groups.

NCC will be reviewing the assistance it has made available as the pandemic progresses and consider a second allocation of funding in due course.

NCC have launched an app called **MyNotts** to enable residents to report any issues direct to the County Council. The app is available to download by visiting the app store on Android or Apple devices. **The App is also a useful source of support and advice available during the pandemic.**

- **D Cllr. M. Watson:**

All routine committee work has ceased for the time being with the exceptions of Planning and Licensing which continue on a limited basis.

BDC have made funding and resources available to rehouse the homeless during the pandemic.

There are estimated to be 4,000 vulnerable residents in the District and 12,000 over the age of 70.

The support that BDC are making available to individuals and businesses is also available on the Parish website

The message from the C Cllr and the D Cllr is to follow the instructions made by the Government and to stay at home and don't socialise in order to protect the NHS and the population.

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 March. There have only been two crimes over the whole BEAT area for March – none within Misson. Both were the theft of motor vehicles in Walkeringham.

There has been a reporting of instances of attempted scams associated with the pandemic. A reminder to remain vigilant and question something that happens out of the ordinary.

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

7. Update on the Coronavirus Pandemic

At a local, village level, there have been many instances of people providing support for others, demonstrating how kind and caring the community can be:

- A local support group has established to deliver food, prescriptions and make phone calls to those who are isolated.
- The White Horse has been providing meals for collection and also set up a food 'shop'
- Hugs from Misson – Dr Walker has provided small bags of treats as a thank you to the many key workers who are working diligently for the good of us all.

A Newsletter focusing on the support available (village, District and County wide) is to be issued in the next few days. The Newsletter was proposed by J Watson and seconded by A Woolliams.

There is also the impact on local businesses – including the farms. The public footpaths have been used more frequently due to the restrictions in movement – but not always sensibly. There have been instances of dogs being allowed to run loose amongst sheep about to lamb and also amongst cattle. **A reminder from the PC for the public to act responsibly and to control their dogs at all times.**

Time Capsule – this is an idea put forward by a resident in the village to capture this unique period in history. It is not being led by the PC – but a request has been made to consider where it can be placed – potentially on PC owned land.

8. Planning

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

b. To consider planning applications:

- **20/00275/HSE** - Erect Two Storey Side Extension and Detached Carport with Store. Loveday House Back Lane Misson. Due to the nature of the meeting it was not possible for the PCs to see the planning documents during the course of the meeting. **The PCs are to provide comments to the Clerk by cop Friday 10th April – the Clerk will then submit a combined response to BDC Planning.**
- **20/00382/FUL** - Change of Use of Agricultural Field to Green Burial Ground. Land At Norwith Hill Bawtry Road Misson. This planning application was received after the agenda for this meeting was issued. **The Clerk is to request a time extension in order for it to be considered at the May PC meeting**

c. To consider any other planning matters –.

Misson Neighbourhood Plan - The Parish Council were concerned at the March meeting that objections raised with reference to the Misson Neighbourhood Plan had not been taken into account by the Planning Officer at BDC to the above three planning applications. The reason given was that the N'hood Plan had not been formally reviewed within two years of its inception. Following the March meeting the Clerk contacted Planning at BDC. A useful conversation was held with Planning, the Chair and the Clerk. The outcome of which is that the Neighbourhood Plan is being reviewed by the PC and will then be re-submitted to Planning at BDC.

9. The Neighbourhood Improvement Programme

- **Lengthsmen** – a discussion was held re whether the Lengthsmen could continue working during the pandemic. C Cllr Taylor explained that NCC Highways are continuing to work whilst also ensuring that social distancing is adhered to. The welfare of the individuals and the public must be considered.
A consensus view was taken that as the Lengthsmen are local to the village no additional journeys will be undertaken. Their work is done individually and common sense can be applied. **Action – Clerk to confirm with the Lengthmen that their work can continue within the parameters set out re social distancing.**
- **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.**
- **New notice board for the Churchyard** – Cllr J Watson has contacted the Church Warden to discuss the requirements – awaiting a response.
- **Newington Sign** – the sign has now been installed – it is a welcome addition to Newington.
- **Best Kept Village Competition.** As a consequence of the pandemic the competition has been cancelled for this year. It is anticipated to run next year when the village will take part.

10. Business Liaison

- **Odour emissions from Tunnel Tech (TTN).** The March figures have yet to be received from BDC – Clerk to follow up. It is anticipated that there will have been a drop in the number of complaints in March.

D Cllr M Watson had received confirmation from Andrea Stewart (Environmental Health Manager) that monitoring equipment for Ammonia and Hydrogen Sulphate has been acquired by BDC. The plan was to install it in the village for a six-week testing period. The Government lock down came in two days later – therefore this is now on hold for the foreseeable future.

Tunnel Tech (North) have issued the contribution of £5,000 to the Town Estates Charity for supporting local community projects.

- **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 – the school has been closed down following Government instructions. At first ten children of key workers continued to attend – this has now dropped to two pupils as parents have gone into self-isolation.
The school has issued homework packs to the pupils

11. **To receive a report from Misson Community Association (MCA):** Cllr J Watson attended the last meeting in March – most activity concentrating on closure of the Community Centre and the suspending of the various groups and events that make use of the centre.

12. To discuss renewal of the Community Centre Lease. MPC have issued the renewal lease with the revisions to MCA (following the last joint MCA/ MPC renewal lease meeting in February) – who have forwarded it to their solicitor. Due to the uncertainty of the current situation it was decided to offer a two-month extension of the lease – to the end of May – proposed by Cllr J Watson and seconded by Cllr P Edwards. **Action – Clerk to confirm extension to MCA**

13. To review highways and parish paths – nothing to report at this meeting

14. To receive feedback from meetings attended during February: nothing to report at this meeting

15. To discuss the VE Celebrations for 2020 – these have now been cancelled. A suggestion has been made centrally that they may be held in May 2021.

16. To receive an update on the planned telecoms mast – no update has been received – **Action - Clerk to follow up ahead of May meeting.**

17. To receive correspondence – a communication has been received re an obstruction on River Lane – further investigation to be undertaken before any action progressed.

18. Parish Financial administration

To receive and approve:

- The Clerk presented the Financial statements to the 31st March 2020 and Council resolved to accept them

NatWest Current Acc. @ 31/2/20 £5,510.58

NatWest Reserve Acc. @ 31/2/20 £10,560.03

- Payments during the pandemic – it is necessary to avoid issuing cheques where possible. The Clerk now has the facility to make on-line payments from the MPC bank account. Two PCs will authorise invoices by signature, scan and return them to the Clerk who will then arrange the on-line payment. The Internal Auditor has approved the use of this method of authorisation. The schedule of payments will be issued to all the Ps ahead of each meeting for their overall approval at the meeting.
- The Clerk had finalised the accounts for the Financial Year which were approved by the PC. The timescale for conducting the audit has been extended by two months.
- Councillors resolved to approve the following payments:

Chq no	Payee	Description	Amount
BACS	Foys Solicitors	Balance of Lease Renewal commission	£510.00
BACS	Lengthsman 1	Mowing and Strimming in Churchyard & Cemetery	£93.50
BACS	TEC Clerk	Salary – March	£110.00
BACS	HMRC	PAYE – March	£84.60
BACS	MPC Clerk	Salary – March	£368.20
BACS	MPC Clerk	Stationery expenses	£28.13
		Total	£1,194.43

19. To confirm the date of the next meeting: Wednesday, May 6th 2020 at 7.00pm.