

MATTERSEY PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held on 4th May 2022 at 7.00pm in Mattersey Church Hall

Present:- Cllrs. Walker (Chairman), E. Keeling Heane, E. Skelton, J.Keeling-Heane, E.Strafford, D.Elcoate, A. Haddon (clerk), Cty Cllr Taylor, 6 members of the public,

5/22/001 To elect a Chair and Vice Chair for the forthcoming year
Cllr Walker was elected as Chair and Cllr E.Keeling-Heane as Vice Chair.

5/22/002 To accept signed declaration of office from elected Chair
The signed declaration of office was accepted.

5/22/003 To receive and accept apologies for absence
Apologies were received from Dist Cllr Bowers.

5/22/004 To receive any declarations of interest or dispensation requests
No declarations were made.

5/22/005 Public Forum

- Manhole cover at Mattersey Thorpe still not repaired despite being reported. Cty Cllr Taylor offered to pursue the matter.
- Dog fouling continuing, culprit is known. It was suggested that this be reported to BDC.
- The condition of Broomfield Lane bridleway was again brought forward. Cty Cllr Taylor explained the legal position and it was suggested that the Parish Council write to the Water Company requesting their co-operation in repairing some of the damage. Dist Cllr Bowers was assisting with a petition.
- The defibrillator re-siting had not yet been confirmed.

5/22/006 To appoint Parish Council representatives for organisations
Priority Setting Group – Cllr Walker, Cemetery Warden – Cllr J.Keeling-Heane, Parish Council Liaison Group – the clerk. No nominations were made for North East Bassetlaw Forum or River Idle Management Partnership.

5/22/007 To approve a review of Standing Orders, Financial Regulations, Complaints Procedure, Code of Conduct and Participation documents
Resolved: To adopt all the above Governance documents.

5/22/008 To establish a calendar of meetings for the forthcoming year
It was agreed that the first Wednesday in each month (except August) would be the date for forthcoming meetings unless circumstances dictated an amended date.

5/22/009 To approve the minutes of the meeting held on 1st April 2022
Resolved: that the minutes be accepted.

5/22/010 Planning - to consider a response to the following application(s):

a. Planning applications

1. 22/00427/FUL Request to change use of a portion of land adjacent to garden from sports field to domestic garden at Hall Lodge, Retford Road, Mattersey.
Resolved: That no objections be raised.

The following application was received after publication of the agenda:

2. 22/00526/FUL Erect 4 detached dwellings and garages and construct new acceses, land North of 4 Thorpe Road, Mattersey.

Resolved: To approve a development of the site in accordance with the NP but to object to the housing type and the second access driveway and to request a planning condition that all existing hedges be retained.

b. Correspondence & decisions

1. Street naming – land rear of Springfields, Thorpe Road (Gilberts Croft) to be named as Idle Court – no objections were raised.

5/22/011

Millennium Green

The monthly inspection report had raised no health and safety issues. The new entrance was partially completed and awaiting the sculptures. Since the trees had reached a certain girth a safety inspection had been requested. The annual accounts had been audited and found to be sound. Resolved: To approve the annual accounts.

5/22/012

Platinum Jubilee event update

All the activities had been put into place. Volunteers for stewarding had come forward but more would be welcome. The fire brigade had been notified and consulted regarding the lighting of the beacon and had given safety advice. Safety briefings and notes were to be issued at the next working party meeting on 25th May. The risk assessment document was approved. Cllr Taylor offered a donation of £400. The event remained within budget at this time due to sponsorship and donations

5/22/013

Cemetery Report

An official tree survey had identified 3 trees which required removal of dead branches within the next 3 months and 3 others requiring attention within one year but none had been marked as dangerous. The removal of epicormic growth was advised to enable future surveys to be carried out more easily. A consecration date of 14th June had been offered by Southwell Diocese but an alternative date was to be requested. There had been no burials or memorial applications since the last meeting.

5/22/014

To consider project at Mattersey Thorpe

Dist Cllr Bowers had put forward a suggestion that Bassetlaw District Council hand over responsibility of the old play area site at Mattersey Thorpe to the Parish Council. Members felt that the area should be developed and renovated but at the expense of the District Council before any decision on its future could be made. Any plans for the area should be made in consultation with the local residents.

5/22/015

Finance

- a. To receive a report on the current financial status and reconciliation of accounts.
Approved
- b. To authorise the following expenditure:

| | | | |
|--------------------|----------|----------------|---------|
| Salary & Admin | £289.71 | HMRC | £67.20 |
| Sculptures for MMG | £1750.00 | Cemetery water | £10.27 |
| MMG water | £11.74 | Tree survey | £300.00 |
| Audit fee | £75.00 | | |

Resolved: authorised.
- c. To receive internal audit and approve year end accounts for 2021-22
Resolved: Approved
- d. To approve the Annual Governance and Accounting Statements for AGAR
The individual Governance Statements were read to Members and it was resolved to approve the document. The Accounting Statement was approved and both documents signed by the Chairman.
- e. It was resolved to accept the insurance cover by BHIB and approve the premium of £247.32.

5/22/016

Correspondence

- a. Invitation to River Idle Management Partnership 18th May 3-5pm at Idle Valley
- b. Hedgehog Highway project
- c. Notts County Council invitation to development plan meeting 5th May 7-9pm – clerk to attend

5/22/017

Correspondence received after publication of agenda

- a. In Touch newsletter

- b. Police Stakeholder News
- c. Training seminar on Planning £40 – Cllr Walker to attend

5/22/018 **Members & clerk’s reports and exchange of information on matters of concern**
No issues were raised

- 5/22/019** **Topics for social media publication**
- Year end accounts
 - Request for tombola prizes for Jubilee event to go on Facebook
 - New entrance to Millennium Green
 - Hedgehog project
 - Brief report on Annual Village Meeting

5/22/020 **To confirm the next meeting**
Resolved: That, in view of the Jubilee Event, the next meeting would be held on Wednesday 8th June and not the scheduled 1st June.

Signed Date(Chairman)