



**DRAFT MINUTES OF THE TORWORTH PARISH COUNCIL MEETING HELD AT TORWORTH GRANGE
FARM SHOP AND CAFÉ, TORWORTH.
Tuesday April 2nd, 2019 at 7:00PM**

PRESENT

Chair: Councillor C. Willis (CW)

Vice-Chair: Councillor J. Helliwell (JH)

Councillors: H. Helliwell (HH), D. Lacey (DL), R. Willis (RW)

County Councillor: T. Taylor (TT)

District Councillor: M. Gray (MG)

Clerk: C. Challener (CC)

Apologies: Councillor: G. Hadley (GH), M. Lacey (ML)

Members of the public: 0

OPEN FOR MEMBERS OF THE PUBLIC

01/0419

WELCOME AND APOLOGIES FOR ABSENCE

The chair opens the meeting welcoming all attendees.

Councillor(s): G. Hadley (GH) and M. Lacey (ML) send apologies.

02/0419

DECLARATION OF INTERESTS

None declared

03/0419

CRIME REPORT

3 Crimes reported for January 2019 for Torworth as of April 2nd 2019

1x Anti-Social behaviour reported on or near Huntsman place, due to the nature of the crime no further details are provided.

2x Crimes on or near Graves Walk

1x Criminal damage or Arson

1x Other Crime which includes forgery, perjury and other miscellaneous crime.

No suspects have been identified and all cases have been closed until further evidence is available.

04/0419

COUNTY AND DISTRICT COUNCILLOR'S REPORT

County: The budget was discussed at the last full council meeting and amounts crudely agreed.

On the 7th March the committees meeting took place, no works are currently scheduled for Torworth within. But the Autumn 2018 bids will go to committee in May 2019 for review.

District: The Police now have a drone for use.

MG is looking to form Neighbourhood Watch Groups in the area.

The Integrated Transport Scheme - Torworth request that the area/footpath between Barnby Moor and Torworth is repaved due to the ascetics and health and safety associated with the area being in disrepair. This has now been submitted.

Action TT to provide update as advised.

05/0419

MINUTES OF THE LAST MEETING

The minutes of the previous meeting were signed as accurate and as a true record.

06/0419

NEW MATTERS ARISING & ONGOING MATTERS

GH and HH are both resigning from the Parish Council effective May 7th. The deadline for handing nominations to the elections office in April 3rd.

An increased amount of Dog waste has been noticed, with bags just being thrown into hedges. A request to go to BDC for a bin to be placed near the cemetery.

Action CC

The wooden Torworth sign: The sign is now ready for installation. The sign is to be placed where previously installed.

Action JH/RW

ID badges: CW has a quote for ID Cards and lanyards at £10 per person. Agreed all Parish Councillors to have one. CW has created a mock up and will progress after the close of nominations.

Action CW

Traffic: ML to complete the traffic report for the Baulk, adding in facts, figures, and photographs to enhance TPC's argument for weight restrictions. TT will now address the issue of weight limits on the road after JH found old archives relating to an agreement for the requirements.

Action: ML/TT

Torworth Welcome Pack: Information now being progressed.

Action: CC

Highways: The issue of past felling of a tree on the verge adjacent to High Gables, Gt Nth Rd, Torworth. No replanting is currently programmed for this site; The Parish Council would like this to be reconsidered.

Action TT

Provision of a street lamp/lighting column at the entrance to the playpark on Holds Lane:

TT has requested Via to assess the site and advise if any provision here is likely to be progressed.

Action TT

Damage caused by vehicles entering/exiting the junction of Baulk Lane and Gt Nth Rd.

TT has asked what measures might be possible (e.g. criteria for establishing weight restrictions on village roads like in Sutton), awaiting response.

Action TT

07/0419 FINANCE

Payments presented and approved for the month were:

Bank Transfer - Clerks Wages March	£	252.00
Bank Transfer - Clerk Microsoft Licence Renew	£	59.99
Bank Transfer - R Willis Norton Protection Renewal	£	49.99
001211 - Torworth Grange Café	£	15.00
001211 - Came and Co insurance	£	582.80

The clerk passes the Bank Reconciliation to all for review.

Bawtry Accountants to be engaged for audit purposes.

As of May, we will need a new bank signatory.

The (NALC) Standing Orders have been adopted and will be added to the Parish Council website.

A Gate on the Playing field is agreed to be purchased, agreed at £150 plus VAT off the shelf. Proposer: HH/ JH all in favour.

Action: CW/RW/JH

08/0419 IGAS UPDATE: to be updated as and when news becomes available and removed from the agenda as a regular item.

10/0419 AMENITIES AND FACILITIES:

The Village Wardens: perform a litter pick and playpark inspection as required. In addition to the normal warden duties, the Millennial walk sign to be cleaned. The playing field equipment requires cleaning when convenient. Pictures to be taken of daffodils to identify areas where further planting is required.

Action: CW

Clerk to email Blyth Parish Council to arrange the **cleaning of Graves Moor road** (where the road joins the Baulk). No response received, clerk to chase.

Action: CC

Picnic Bench: The Planks have been purchased, the repair to go ahead.

Action: RW

A sign is required for the park detailing the location of the Park and contact numbers. CW has mocked up a sign for review by everyone and will now pass to the sign company for creation. The estimated cost is £40 plus VAT (Proposed HH/Second JH, all in favour)

Action: CW

5 a Side Football Equipment: Equipment stored with JH – to be placed in situ to coincide with the football season and once installed a monthly H&S report is to be conducted. CW to add when necessary.

Action: RW/JH/CW

Defibrillator: TPC has received a grant from IGas for £1,500 for a defibrillator, housing case, and solar lighting. Monies to be claimed retrospectively.

BDC have now assessed the situation and agreed in principal that the unit can be housed. A formal email has been received.

It is also agreed that the IGas Grant should be (re)applied for to add to the fund, and if not alternative funding to be sought. TT has funded £500 from NCC towards the unit.

BT red telephone box: The Tesco's bag for life grant to be applied for. The defib to be housed in the box. Other means of granting to be looked at if not successful. Defib unit to be purchased as soon as possible.

CW to approach the owners of the cutting shed to see if that could be a viable option for the housing of the unit.

Action: CC/CW

Playground Boundary

RW and the wardens are now progressing with the works but have agreed to leave an area where its believed Hedgehogs are hibernating.

CIL monies earmarked for use of installation of permanent works – additional monies earmarked for posts as needed and ties (etc) of £200 to be reviewed as necessary.

Action CW/RW/HH

The Tree Survey – CW has created work orders in relation to the survey performed, targeting the immediate priority actions. RW is progressing with the wardens.

Replacement trees costed at £25 per tree from Green Mile, Woodland trust to be looked into. Fruit trees to be looked at. Trees to be discussed further in September when planting is ideal.

TT mentions also the Mayflower Pilgrim Trust possibly had some available.

Action CW/RW

Ride on Mower:

An application to the LIS fund committee has been submitted – this would be matched funding. To be progressed should the application for the grant be successful.

The Commemorative Event

A formal memorial plaque is discussed and agreed for progression (WW1).

A living memorial is discussed with stones/granite to commemorate the fallen. All agree that this is a great idea.

More discussion required September 19.

The repeat purchase of Lamp post Poppies is discussed and agreed that a further purchase as soon as possible is a good idea. It is agreed to purchase a further 30 at a cost/donation of circa £90. Clerk to purchase when available.
Action CW/CC

Bassetlaw Spring Clean: correspondence from BDC is discussed and it is agreed that the village will participate in the scheme. Bags received from BDC.

Email Addresses: are discussed and it agreed that each councillor will create their own email accounts using a naming convention agreed. Once set up all to communicate to clerk with details of account access in a sealed envelope.
Convention: firstname.surnameTPC@gmail.com

Action ALL

Village Hall: the need for a village hall is discussed, all agree there is a need for one and therefore further progression required. This is to be left with the neighbourhood plan to progress in terms of whether there is a requirement.

Preservation Orders: The process being; we request a tree preservation order, BDC review the trees and decide whether the criteria are met, a consultation is held and then the order passed.
The PC want to progress with this and require confirmation of costs and whether per tree or per application. BDC emailed but have yet to respond, clerk to re-email and copy MG in to aid progression.

Action CC

On behalf of the neighbourhood plan JH has questioned with Bassetlaw DC the boundaries versus the planning wards. There is some uncertainty between who, if any area would receive allocations where areas/properties fall outside one of the locations. CC to seek written confirmation from BDC to ensure clarity.

Action CC

11/0419 PLANNING ISSUES DECLARED BEFORE OR AT THE MEETING

Clerk to question BDC planning department in respect to the follow up on the Separatist building regulation non-conformances.

Action CC

12/0419 CORRESPONDENCE AND CORRESPONDENCE TO BE CIRCULATED:

ICO communication – requiring payment

BDC: Letter requesting Parish Councils to support VIA in asking local farmers and land owners to keep right of way and bridle paths clear for use.

Willkos Best Village competition: PC discuss and agree that the village isn't yet ready.

Sea Fearers UK: asking for support, and to fly their flag. PC discuss as a possibility, combining with the Commemorative Event. To be added to the STAR to see if any relevance prior to progressing.

13/0419 UPDATES FROM OTHER COMMITTEES AND GROUPS

Neighbourhood Planning Steering Group: The letter requesting boundary designation has been submitted to BDC, clerk to chase response. The committee has now agreed to meet regularly to progress. They have requested that the Clerk/RFO maintains all monies on their behalf.

Central Bassetlaw Forum – cancelled.

The Friends of Daneshill: it is agreed that the PC should join the committee (£5 joining fee) and have a representation at their meeting. Cheque to be sent off by clerk.

Action JH/CC

14/0419 INFORMATION TO BE FORWARDED TO THE NEXT MEETING & ANY OTHER BUSINESS:

Finance Regulations adoption

Allotment rules and constitution – clerk to distribution documents from the Allotment Club

Action CC

15/0419: DATE OF NEXT MEETING:

The Annual Parish Council meeting (AGM) is May 7th at 7pm at Torworth Grange Café.

The date of the next ordinary parish Council meeting is Tuesday, 7th May 2019 following the AGM at Torworth Grange Café.

The Annual Parish Meeting will be June 4th, at 7pm at Torworth Grange Café.

Signed as a true record: _____ Date _____

Print name _____ Position: _____

For more information, or queries please contact the clerk on the below or a Parish Councillor direct.

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