

BARNBY IN THE WILLOWS PARISH COUNCIL

MINUTES FROM THE PARISH COUNCIL MEETING ON 14th SEPTEMBER 2023 at 7.00pm.

Attendees: Cllr Graham Bett, Cllr Jackie Parker, Cllr Keith Stanton, Cllr Carina Jukes, Cllr Derick Parker, Cllr Ben Powell, Cllr Neil Gribby, Cllr Emma Oldham, Cllr Johnno Lee, Helen Cowlan (Clerk)

Public: 7 members of the public were present.

1. Apologies for Absence

Apologies were received from County Cllr Debbie Darby due to prior commitments.

2. Declarations of interest

None.

3. Contributions from the public, District and County Councillors

Cllr Bett – formal thanks were given to everyone in the village for coming together in support against Chestnut Lodge proposals - whether attending meetings or submitting views; formal thanks were also given to Cllrs Lee and Oldham for their support, and to Cllr Sue Saddington who gave support at the recent meeting.

Cllr Lee – advised that a message has been sent to the Clerk to forward however as an overview:

- an overview of the consultation in relation to NSDC's production of the DPD Framework was given.
- it is hoped that bins for recycling glass will be in place in the autumn.
- a 'walkabout' has been done in the local areas when delivering thank you leaflets, which was a good opportunity to speak to people about local issues, and there will be a drop-in session at the local pub next week (hopefully to become more regular).

Cllr Oldham – provided an overview of work they have been involved in and gave updates:

- will be 'calling in' the Church's planning application to be reviewed by Planning Committee.
- chasing the placing of 'tubes' at entrances to the village to monitor traffic speeds.
- air pollution – work is being done to exceed standards - aiming to reduce illness and deaths; Barnby's pollution levels are double that of World Health Organisation (WHO) limits for some molecular levels / issues; air quality if impacted by vehicle use so reducing speed and journeys could make a real difference, along with planting 'absorbers'; more information will be shared as progress is made.
- continues to support the Village in relation to Planning matters and Chestnut Lodge.

Chestnut Lodge – there was an open discussion about the current position and that due to a second stage complaint having been submitted, the Cabinet and Full Council should be contacted to request that a decision about inclusion in allocated is not finalised until the complaint has been reviewed and a decision made on it. **ACTION – it was unanimously agreed to write to the NSDC to submit views, and to support those made by a resident; it was agreed to write to Cabinet members to request Parish Council's submission was given due consideration; it was agreed that Democratic Services be contacted to register Cllr Stanton to speak at the meeting if permitted.**

4. Approval of minutes

The minutes of previous meeting(s) held on 20th July 2023 were approved as being a true record - prop Cllr D Parker, sec Cllr Jukes (unanimously agreed).

5. Matters arising from the minutes

Parking – the owners of The Willow Tree are encouraging people to use the car park, and park sensibly, so views are not obstructed (especially at the junction).

Banking – Clerk is chasing for updates on closure of Village Hall account.

PAT / electricals – **ACTION – Clerk to research possibility of tying in all electricals / PAT tests to be done by one company next year for ease. Quotes could be gained by Cllrs in future.**

6. Planning Matters

a) 23/01490/FUL – Manor Farm, Long Lane - Change of use of two agricultural buildings to storage and distribution. **Decision needed – deadline 15th September.**

Discussion points included a lack of information about traffic movements and vehicle sizes, that the site will now be distribution rather than just storage, the weight limit still being important and

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concerns about traffic coming into the village, safety concerns for the A17 junction (cars and horses in area), possibility of site growing / should remain as agricultural use. **ACTION – Clerk to submit decision of ‘objection’** (6 against, 1 abstained).

- b) **Chestnut Lodge – (also see item 3) ACTION – Clerk to write to resident to confirm PC support of view, and to NSDC with concerns; indicate the site should not be included due to open complaint under investigation; register Cllr Stanton to speak if permitted.**

7. Finance

Balances – Reserves account £7228.90, PC account £3524.66, Hall account £3772.14

- a) Payments made since last meeting (July):

Parish Council -

ICO £35.00

Mowing £26.00

Internal Auditor £60.00

Village Hall –

BBQ Expenses (total) £998.32 – receipts provided – **Cllr Stanton to check as didn’t balance by £15**

Water Plus £22.93

SSE £0.02

Wave (Waste Water) £61.28

- b) Servicing of electrics – electrics of Hall will need checking in 2024, potential to tie in with fire alarm and PAT testing at that point (also see item 5).

Payments were unanimously approved.

Income received – income received from VAT reclaim £104.49, Village BBQ £800.00, Village Lunch £375 from tickets and approx. £130 from bar – breakdown to be provided / confirm final figure allowing for expenses (Clerk received £375+£110).

Newsletter – a discussion was held to agree how the invoicing for the newsletters should work as the Parish Council contributes £210 p.a. and will gain income back from other sources. **Action – Cllr Stanton to invoice for printing up to amount agreed; Parish Council to invoice the pub for £40 for the year, and Cllr Lee for £10 per edition.**

8. Village Committee Report

Most recent events were summer lunch (£304.26 tbc) and Horticultural Show (£269.10). **ACTION – TEN to be included in breakdown.**

Cllr Parker congratulated everyone for doing an excellent job for the Horticultural Show.

The next events will be an ‘escape room’ on 20th Oct and Ladies Lunch on 31st Oct. The pub is not hosting an effort so support will not be needed as initially thought.

Future events include Festive Creations (Dec), and in the New Year, Burns Night, a Valentine’s/party night, 1940s afternoon tea (March) and possibly a Food and Drink Festival in the Spring.

It has been identified that some wooden tables and chairs will need attention for woodworm.

An inventory check has been done and sheets will be added to cupboards to show what should be in each. Research is being done for induction pans – a full ‘top end’ set could cost up to £300 which could be too expensive considering their occasional use so further information will be brought to a future PC meeting.

Overall, approx. £2800 has been raised and everyone is doing a great job.

9. Website

The current provider is moving to charging for services – the basic package would be suitable and will now cost £9.99+VAT p/mth which appears to be in line with similar providers. The cancellation period would only be 1-2 weeks giving flexibility, given that there may be upcoming proposals for moving to .gov addresses and emails. **ACTION – Cllr Stanton to research options.**

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10. Church bookings

It was unanimously agreed that the Church's hire of the Hall, for mince pies and mulled wine, after the Carol Service be free of charge.

11. Village Green

After a request to hire the Village Green, it was unanimously agreed that hire of the green and/or playing field would not be possible. **ACTION** – Clerk to respond to enquiry accordingly.

12. Food Safety and Hygiene

Cllr D Parker confirmed that insurance requires a Risk Assessment to be in place for every event, including where food is provided for public consumption. Three PC/Committee members have L2 food hygiene certification which may need to be renewed every three years, and reviewed if legislation changes. Risk Assessments will be amended to enable those with food preparation experience to be involved, and will be regularly reviewed to ensure they are relevant and up to date. As long as steps are taken to supervise and mitigate risk, the PC and Committee will fulfil responsibilities.

Cllr Stanton confirmed agreement to adhere to Risk Assessments and certification requirements, The adoption of the Risk Assessment template was unanimously agreed (prop Cllr Stanton, seconded Cllr D Parker).

Cllr Stanton proposed that the name of the Food Business Registration be changed over to the Parish Council, rather than the Committee, as the Parish Council would lead on ensuring everyone involved adhered to protocols. There was unanimous agreement to the change of name. **ACTION** – **Cllr Stanton to review process for change.**

13. Licensing

The only objection related to the car park being included in the licensed area. It was felt that not including it was a reasonable compromise and that a TEN could be used if the car park was needed. It was confirmed that the whole building is licensed from 0900-0000 – but this will be used sensibly as for previous events – with allowances for clearing up, and for special occasions only (included in license terms).

As a result of the consultation, the Fire Brigade sent a letter to outline responsibilities. **ACTION** – **Cllr D Parker to review and take action as needed – including possibility of 'mock' inspection to ensure requirements would be met.**

14. Councillor Responsibilities

Cllr J Parker circulated a revised list of responsibilities agreed so far, and made some amendments which will be circulated. Those who have responsibilities are responsible for overseeing that actions are completed (as opposed to doing them all directly) and will help to ensure that areas are reviewed regularly.

15. Village Hall Gates

It has been established that the resident who very kindly donated funds would like the funds to be used for something that is visible within the village, and replacing the fencing and gate at the front of the Village Hall could be considered for this. **Action** – **Cllrs D Parker and Bett to get quotes.**

Item 19 was discussed at this point – see below for minutes.

16. Legacy – see item 15.

17. Dog Fouling Signs

Signage on the playing field appears to have gone missing and will need to be replaced – approx. cost £15 (specific wording needed). **ACTION** – **Cllrs Gribby and Powell to review for quotes; Clerk to establish what options NSDC have.**

18. Mower

The Parish Council continues to appreciate the loan of a mower so although it was felt a new one wasn't needed at this time it could be revisited next year.

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19. First Aid/Health sessions

Resident (Harriet) is a paramedic with EMAS and offered to organise some free First Aid training sessions that may spread knowledge and confidence, especially as ambulance wait times for those in rural areas can be long. Equipment will be provided and the aim of the sessions will be to inform and empower. It was felt that sessions could be monthly, but could be adapted to suit needs, and that there could be specific topics, question and answer sessions, signposting to services etc. It was estimated that sessions could be a couple of hours, once per month. Harriet was thanked for her kind offer – proposed Cllr Gribby, seconded Cllr Jukes (unanimous). Initial update and date to be agreed and circulated in newsletter and WhatsApp group. **ACTION – Cllr Gribby to liaise / organise.**

20. Newark Hospital Proposals

There is a consultation about Urgent Care Treatment services provided at Newark Hospital which currently doesn't have services available overnight. A discussion highlighted concerns about the size of area and population served, how this will be rapidly growing, and distance / limited access to alternative hospitals from rural areas (especially given ambulance wait times). **ACTION – Clerk to submit views.**

21. Correspondence

a) Nottinghamshire Waste Plan Consultation – to be circulated by email for comment.

22. Date of the next Parish Council Meeting – 9th November 2023 at 7pm.

Additionally, there is a Village Litter Pick on 24th Sept 12-2pm, meeting at the pub corner and finishing in the Hall.

Meeting ended at 21.25

.....Chair

.....Date

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