

Annual Meeting of Gamston with West Drayton & Eaton Parish Council

Minutes of the **Annual Meeting of Gamston with West Drayton & Eaton Parish Council Meeting** held on the 9th May 2024 at Gamston School, the meeting commenced at 6:30pm. **Council Members & Officer Present:**

Julie Tisi	Clerk/RFO
Cllr Simon Chandler	Chairman
Cllr Donna Ramsden	Cllr Tom Adam
Cllr Sarah Argent-Cook	Cllr Vince Mee
Cllr Maria Moakes	Cllr Richard Vernon

Also Present: Cllr Gary Dinsdale (in part) Cllr John Ogle (in part), Heather Salmon, to observe with view to applying for vacant seat, 2 members of the public.

Cllr Chandler opened the meeting.

Adjournment – 10 Minute Public Forum

No members of the public made comment.

1/05/24 To elect Chairman of the Council

Cllr Ramsden proposed, Cllr Argent-Cook seconded that Cllr Chandler remain as Chair, all members in agreement. Cllr Chandler accepted the proposal.

2/05/24 To Approve Apologies for Absence

After discussion, the council **resolved** to accept the apologies of Cllrs Worthington, Harding and Davies.

3/05/24 To Record Declarations of Interest in any items to be discussed.

No declarations made.

4/05/24 Appointments of Representatives of other bodies

- a. School Management Committee **Cllrs Moakes and Adam**
- b. Parish Website **Cllr Ramsden**
- c. Bassetlaw Council - Notts Police Rural priority setting group **Cllr Worthington**
- d. South East Parish Forum **Cllr Chandler**
- e. Noticeboards **Cllr Harding**
- f. Finance **Cllrs Argent-Cook and Vernon**

5/05/24 To Approve the previous meeting Minutes held on the 11th April 2024.

The council **resolved** to accept the minutes as a true and accurate record. The chairman duly signed the minutes.

6/06/24 Matters arising from minutes.

a. Action plan update and approval amendments

The PC resolved to remove completed items as discussed during the meeting, completed actions will be listed at the end of the action plan.

b. Council Vacancy

Heather Salmon attending the meeting to observe with a view to applying for the vacant seat.

c. Fly tipping

To be discussed in section 07/05/24

d. Eaton Action Group Reply

The Council discussed reply received and noted that in future they should be referred to as Eaton Residents Group. The PC have been actively trying to move this item forwards and have corresponded with BDC and the Police. It is

felt that until a suitable location to site a camera is identified there is no action that can be taken. The item will be discussed further in section 07/05/24.

e. Community Playing Field Reply from School

The PC asked the Clerk to liaise with the school to ascertain what dates the field will be available for community use during the May and Summer holidays, these dates will then be shared with residents.

7/05/24 To receive Reports from the District Councillor, any updates on District Council matters raised with Bassetlaw and to escalate outstanding items with the Local Authority via the District Cllr, where necessary

Cllr Dinsdale advised the PC that the Boundary commission draft plan has now closed for consultation. He expects that the southeast of Bassetlaw will be affected by proposed changes and advised the PC to subject comments once the proposals are made public. Items raised to Cllr Dinsdale:

Eaton Anti-Social Behaviour

Cllr Dinsdale has been speaking with Stephen Brown (BDC), he has been informed that Bassetlaw DC, as yet have been unable to appoint a Neighbourhood Warden. He is currently investigating the viability of CCTV in the area and well as familiarising himself with issues to date. He advised that Richard Blagg is awaiting a proposed site for the CCTV so an inspection can be made. He advised all residents inform the Police of issues as and when they occur. He will also liaise with the Eaton Residents Group.

Mosquitos Environmental Health

Cllr Dinsdale received a response from Julian Proudman stating that the situation is being monitored and treatment will be carried out at the appropriate time. Cllr Worthington is also continuing to liaise with Environmental Health.

Fly Tipping

Cllr Dinsdale has requested information from Environmental Health and is awaiting a response. He has also asked what can and will be done with regards to the situation. Further information to follow.

8/05/24 Highways and Footpaths

The following outstanding Notts County Council items have been chased by the Clerk in between meetings, and Cllr Ogle copied in to escalate issues where necessary:

County Council Item	Issue/Detail	Potential Solution	Progress Made
A) Footpath Safety	Footpath Rockley to Markham Moor	Path to be widened	01/02/24 The scheduled works to widened the footpath have not been completed yet. Clerk will contact VIA and ask for a timescale for this work to be carried out. 15/03/24 No updates received, Clerk will ask lengthsman to carry out some work on the footpath and to identify any Health and Safety issues found whilst scraping vegetation back. 11/04/24 Work has not been carried out yet, Clerk will contact Aidan O'Connor directly to ask for a timescale for works to be completed. 09/05/24 Email from Aidan O'Connor stating that he would contact us when work was scheduled. In the meantime, we will ask lengthsman to continue work to clear the path
B) Church Lane, Eaton	Eaton	Request for road naming by resident	11/04/24 Clerk has been in contact with resident as well as Lesley Bianco, all information has now been passed to Rachel Hallam. Clerk to arrange a phone call next week to discuss progressing forwards.

			10/05/24 Resident who requested the road be named has been put in contact with Rachel Hallam at BDC who is dealing with the request. Item to be removed from agenda as no further information required from the PC
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New Items to escalate:

Please note in the 1st instance, Cllrs and members of the public should report all new highways matters (street lights, overgrown hedges/trees, pavement/road problems/drainage etc) via the on-line Notts County Council website <http://forms.nottinghamshire.gov.uk> , should no action have been taken by NCC, bring it to the Parish Council meeting for escalation.

9/05/24 To receive Reports from the County Councillor, any updates on Highways matters raised with Notts County Council and to escalate outstanding items with the Local Authority via the County Cllr, where necessary

- a. Awaiting confirmation of start dates for both projects at Muttonshire Hill Gamston and Eaton entrance on Main Street ***Cllr Ogle advised that no date is available as yet.***
- b. Road Safety within the Parish (Interactive Speed Sign) ***Cllr Ogle advised the PC that they need to identify further sites and justification to add other villages to the current rota. The PC will put forwards Holme Lane, Rockley and Old London Road, West Drayton. No date available for the return of the interactive sign to Eaton. Clerk to write to Aidan O'Connor and cc Cllr Ogle.***
- c. Flooding on B6387 after Dover Lodge ***Cllr Chandler once again expressed huge concern as to the Flooding issues on the B6387 and stated that this is a very serious issue that needs urgent action. Cllr Ogle advised the Matt Duckworth from VIA is currently awaiting the landowners permission so that pipe work can be laid that will alleviate the problem. The further concern regarding the delay in getting temporary traffic lights installed when the roads flood was also raised. Cllr Ogle requested that the Clerk write to him and ask that this is addressed.***
- d. Footpath Rockley to West Drayton (closed for bridge repairs) updates ***Clerk has been advised by Kirsty Curd and Cllr Ogle that no updates are available. Cllr Adam shared communication received by resident regarding assisting with inspections by the closing of sluice gates. Clerk will forward this information onto both Cllr Ogle and Kirsty Curd. The PC share residents' frustrations at getting this issue resolved and would like to reassure everyone affected that they are actively doing what they are able to get the bridge repaired and the footpath re-opened.***
- e. Church Lane, West Drayton Road repairs ***No date available***
- f. River Dredging, response from Environment Agency ***Prior to the meeting Cllr Ogle shared communication between himself and the Environment Agency, further questions have been raised, of which he is currently awaiting a response.***

10/05/24 Flooding

- a. Community Flood Signage Scheme ***Dr Wells asked Cllrs to advise of different trigger point sites across the Parishes. The CFSS volunteers have been discussing and Cllr Vernon will feedback directly to Dr Wells. A training course was available but due to short timescale no volunteers were available to attend. Awaiting new dates.***
- b. Environment Agency Update (Storm Babet) ***Response received which answered all questions raised, the letter was shared with resident who initially raised the query. Item can now be removed from future agenda and action plan.***
- c. Sandbags/pumps/flood defences ***Cllr Argent-Cook has written to 5 businesses in the area and is awaiting a response. We are also still awaiting response from requests to use sites as a resilience store.***

11/05/24 Finance:

a - Payments for Approval

Schedule of Payments - April 2024							
Date	Payment Number	Payment Type	Supplier	Gross	VAT	Cost to PC	Credit
01/04/2024			Balance Brought Forward				
12/04/2024			BDG Precept + Grants	0.00	0.00	0.00	7,538.50
15/04/2024	24/001		Lengthsman G Rutherford	352.50	0.00	352.50	0.00
22/04/2024	24/002		Hugofox website hosting	11.99	0.00	11.99	0.00
28/04/2024	24/003		J Tisi Salary and Expense April	448.35	0.00	448.35	0.00
29/04/2024	24/004		Npower	137.80	0.00	137.80	0.00
				950.64	0.00	950.64	7,538.50

After discussion of the Financial Information circulated by email before the meeting, the council unanimously **resolved** to accept them as a true and accurate record. Cllr Chandler signed the bank statement and bank reconciliation.

b - Income Receipts and Bank Account Balance:

Payment of £7358.50 received from BDC for Precept and Grants

Bank Balance as of the 30th April 2024 £24,047.63

#£10,000 ringfenced as the Council's reserve fund and £100 ringfenced for West Drayton Defibrillator.

c- To Approve Annual Governance Statements Section 2 Exemption Certificate for Year Ending 2023/2024

The PC resolved to approve the Exemption Certificate which was duly signed by the Chair.

d - Internal Audit Report

Internal Audit completed by Glenda James, forms signed and will be sent to PFK Littlejohn

12/05/24 To discuss any new planning applications received and note any responded to via the scheme of delegation.

Electrical Works at Retford Gamston Airport to Facilitate a Power Upgrade at the Site. Including the Installation of a New Metering Room, Trenching and Ducting Works and Associated Reinstatement to Allow for new Cabling, Installation of New EV Chargers (7 in Total) and Associated Road Markings. Gamston Airfield Ollerton Road Gamston Nottinghamshire DN22 0QL Ref. No: 24/00424/FUL | Received: Tue 16 Apr 2024 | Validated: Fri 19 Apr 2024 | **Status: Awaiting decision, no comments from PC**

13/05/24 Correspondence Received

Bus shelter southbound Markham Moore – Update received from VIA that an order has been placed for a new shelter and will be reinstated ASAP.

The Parish Council acknowledge reply received from Mr Hardy regarding issues raised.

14/05/24 Lengthsman

Awaiting timesheets for April, Clerk to follow up.

16/05/24 Website Stats Update

Cllr Ramsden shared website stats, no comments raised. Cllr Ramsden also informed the PC that the hosting company will soon be able to provide free gov.uk domains. After discussion it was agreed that unless regulations changed, the PC would remain with the current domain name.

17/05/24 Five Villages Trust

Cllr Chandler informed the PC that there are now sufficient funds in the account to be able to fund some projects within the Parishes. At the next meeting he will share some further information with the Cllrs with regards to the aims of the charity and the remits with which funds can be spent. A working group will be established to manage the distribution of funds once it has been decided on the appropriate ideas.

18/05/24 To Discuss matters of concern (for discussion only, no decisions to be made)

None

Meeting Closed: 8.24pm

Next meeting date (Gamston School): 13th June 2024 at 6.30pm

GAMSTON WITH WEST DRAYTON AND EATON ACTION PLAN APRIL 2024					
Date Raised	ITEM	ACTION TO TAKE	LEAD	Status	Outcome
Items escalated to Cllr John Ogle County Council					
February 2024	PROW Bridge closed	Establish timescale for repair works and re-opening of footpath	Cllr Ogle	March email to Kirsty Curd, response to say no updates and they will contact us when available, further email from KC received by Chair to state that no updates yet available. April 2024 Footpath closure sign changed from April 2024/2025 major effects on residents. 14/04/24 Clerk escalated item to Cllr Ogle and forwarded correspondence to date 17/0/24 email from Kirsty Curd stating she was aware of the situation and is doing everything possible to resolve 19/04/24 response from Kirsty Curd stating that the extension to closure time had been added as they were unable to examine the bridge at present the 12 months had been applied from a costing point of view and would be changed if able to repair sooner 10/05/24 email from Kirsty Curd via John Ogle stating that she would push for inspection to be carried out this week	Ongoing
March 2024	Urgent Road Safety Issues Dover Bottom	Establish Timescale for repair	Cllr Ogle	14/04/24 Cllr Ogle aware of the situation, Clerk escalated to Cllr Ogle at his request 14/05/24 Email from Clerk to Cllr Ogle stating the importance of having this repaired as soon as possible, also highlighting delay in getting traffic signs erected when road floods	Ongoing
February 24	Road Safety	Contact Cllr Ogle	Cllr Ogle	February - mobile Interactive Speed sign requested to be returned to village and other	Ongoing

				<p>/sites across the Parishes identified and added to rota</p> <p>13/04/24 Clerk wrote to Aidan O Connor/Cllr Ogle asking if this is possible</p> <p>18/04/24 Cllr Ogle asked the PC to identify and justify other sites for inclusion in the rota</p> <p>14/05/24 Clerk emailed Aidan O'Connor at Cllr Ogles request asking for 2 other locations to be added to the rota and providing reasoning for this (Holme Lane, Rockley and Old London Road, West Drayton)</p> <p>14/05/24 Email from Aidan O'Connor stating that 2 slots are available and inspection can take place if exact locations are provided</p> <p>15/05/24 Locations confirmed and email from Aidan O'Connor confirming they will be included in next round of movements.</p>	
Items escalated to Cllr Gary Dinsdale District Council					
March 2024	Mosquitos	Cllr Dinsdale to contact Environmental Health	Clerk/ Cllr Dinsdale	<p>22/03/24 email to Julian Proudman E</p> <p>14/04/24 – Clerk escalated issue to Cllr Dinsdale forwarding previous email trail</p> <p>02/05/24 email received from Env Health stating the situation is being monitored and action will be taken when appropriate.</p>	Ongoing
April 2024	Eaton Anti Social	Assistance requested by EAG	Cllr Dinsdale	<p>15/04/24 On request of the EAG email to Cllr Dinsdale asking him if he can meet with the group to discuss next steps and provide assistance.</p> <p>09/04/24 Cllr Dinsdale liaising with Stephen Brown at BDC and will investigate plausibility</p>	Ongoing

				of having CCTV installed, he will now work alongside Eaton residents Group 13/05/24 reply sent to Eaton Residents Group 13/05/24 email to Cllr Dinsdale forwarding on latest correspondence and contact details for ERG	
April 2024	Fly Tipping	Cllr Dinsdale to liaise with Environmental Health		11/04/24 Cllr Dinsdale agreed to liaise with Julian Proudman and feedback to the council regarding persistent issues 09/05/24 Cllr Dinsdale has requested information from Environmental Health and asked what can be done	Ongoing
Items being dealt with by Parish Council/Clerk					
March 24	Council Vacancy	Advertise	Clerk/Cllrs	April – no application received, continue to advertise vacancy 09/05/24 Heather Salmon attended meeting with view to apply for vacant seat	Ongoing
March 24	Footpath Safety West Drayton to Rockley	Work with Cllr Ogle and Via	Clerk	April – Clerk contacted Cllr Ogle/ Aidan O Connor to ask for a timescale for work to be carried out. 15/04/24 Email from Aidan stating he will try and find a date and get back to me 09/05/24 No dates made available, lengthsman to continue work in meantime	Monitor
March 24	Footpath Safety Markham Moor to West Drayton	Contact Lengthsman	Clerk	March 24 - message to Glen who confirmed he would look at the footpaths and begin work if possible	Monitor

				19/04/24 Email from resident to say that the wrong footpath outside of Ballards is being cleared, clerk to contact Lengthsman	
October 2024	Church Lane W Drayton	Contact Cllr Ogle	Clerk	March email received from Aidan O'Connor via Cllr Ogle Church Lane added to Roadmaster service, no date given for timescale 09/05/24 No date available, will remain on agenda	Monitor
January 2024	Flood Signage Scheme	Contact Dr Wells	Clerk/ Cllr Vernon/ CFSS Volunteers	19/03/24 email from Dr Wells, expecting to work on plan over next 2 weeks 24/03/24 Draft Plan received and sent to Volunteers for review Information shared between Gregg and Dr Wells, site visit due on the 11 th April to assess the area and trigger points 30/04/24 Email from Dr Wells requesting other sites be identified 09/05/24 CFSS volunteers have been discussing, sites identified, Cllr Vernon will liaise directly with Dr Wells, awaiting training dated	Ongoing
March 2024	Sandbags	Contact Notts CC	Clerk & Cllrs	Awaiting update Email received that we need to sign up to resilience store – Clerk awaiting confirmation if this is possible without Council owned building to store April 2024 – Clerk awaiting sites for possible resilience stores 09/05/24 Cllrs trying to identify sites, awaiting responses from residents	Ongoing
March 2024	Pumps	Liaise with local businesses	Cllr AC	April 2024 Cllr AC to write to identified businesses to seek sponsorship. Article to be placed in the Idle Time	Ongoing

				09/05/24 Cllr Argent-Cook has written to 5 local businesses and is awaiting a response	
March 2024	Poppies	Purchase when available	Clerk	14/05/24 20 lamppost signs ordered, awaiting delivery	Ongoing
April 2024	Community Playing Field	Closed during holidays	Clerk	14/04/24 email from clerk to school asking for reason for closure 18/04/24 email received from School stating reasons for closure, shared with Cllrs 13/05/24 email from Clerk to school asking if they can provide dates for when the field will be available during May and Summer holidays	Ongoing
January 2024	Bus Shelter Markham Moor Southbound	Replace shelter	Clerk	Reported to Notts via App, email received to say inspected and repaired. No repair of replacement 14/04/24 further report made to Notts Via App 19/04/24 email stating that replacement shelter was on order but no timescale for replacement available at present	Monitor
May 2024	Flooding Maintenance of Dykes and Ditches	All	Clerk	14/05/2024 Item to be placed on September agenda to remind residents of riparian responsibilities	Add to September agenda
May 2024	Boundary Plan Notts CC	All	Clerk	09/05/24 Monitor and submit comments once draft plan is established, Cllr Ogle believes the area maybe under supported as his area may change significantly	Monitor
May 2024	Five Villages Trust	All	Clerk	09/05/24 discussed and agreed that a working party would be established to look at ways to spend some of the available funds. Will discuss in more detail at next meeting	Add to June Agenda

May 2024	Post Box	Rockley	Cllr Ramsden	09/05/24 Cllr Ramsden advised she is working with the Royal Mail and Notts CC to get phone box reinstated	Ongoing
May 2024	Five Villages Trust		Clerk	School to be invoiced	June 2024
Actions Completed 2024/2025					
February 2024	Urgent Road Safety Issues Missing Chevron/Brickyard Lane	Arrange for replacement Chevron	Cllr Ogle	24/04/24 – Chevrons replaced	Removed 14/05/2024
April 2024	Eaton Church grass cutting	Lengthsman	Clerk	18/04/24 Lengthsman aware and agreed	Removed 14/05/2024
March 2024	D-D 80	Order portrait	Clerk	19/04/24 Item received Clerk to deliver to school at next meeting	Removed 14/05/2024
January 2024	Lengthsman	Noticeboard	Clerk	Authorised for repair	Removed 14/05/2024
March 2024	Armed forces covenant	Sent to Cllrs, add to April agenda		15/14/24 Covenant signed/returned and copy provided for the PC website	Removed 14/05/2024
February 2024	Church Farmhouse	Request from resident to have road named	Clerk	09/05/2024 Resident now in direct contact with Rachel Hallam from BDC	Removed 14/05/24
Important Dates					
June	Invoice School				
June	Insurance Renewal				
Oct	Budget				