

# GRINGLEY ON THE HILL PARISH COUNCIL

## **Minutes of a Meeting of the Council held in the Village Hall on Wednesday 27th April, 2005**

**Present:-** Councillor G. Shepherd, Chairman. Councillors Dunkley, Foreman, Hargrave, Hargreaves, Hilton, Taylor, Tremelling (arrived during agenda item 3 - Approval of Minutes) and Way

### **04/05/320 APOLOGIES**

An apology for absence was submitted from District Councillor Martin.

### **04/05/321 DECLARATIONS OF INTEREST**

Councillors Foreman, Hargreaves and Shepherd each declared a personal interest at agenda item 12 (North East Bassetlaw Forum Reports), being members of the North East Bassetlaw Forum.

Councillor Shepherd declared a personal interest at agenda item 13 (NALC Northern Area Committee Reports), being a member of the Northern Area Committee.

Councillor Hargreaves declared a personal interest at agenda item 27 (Fires at Elm Ridge), being a neighbour.

Councillor Tremelling later in the meeting declared a prejudicial interest at agenda item 34 (Planning Applications - Erect single storey extension and detached garage at Green Gables, High Street), being a neighbour, and left the meeting during consideration of that planning application.

### **04/05/322 MINUTES**

Resolved:- That the Minutes of the last meeting, held on 30th March, 2005, be approved as a correct record.

### **04/05/323 MATTERS ARISING**

Pursuant to Minute No. 04/05/310 (Building Better Communities Programme) the Clerk reported that he understood that the information

given to the Parish Council was incorrect, and that the Parish Council's application for funding to develop a picnic area at Gringley Wharf had in fact been successful. Details were scanty, but the Clerk and Councillor Foreman were to meet County Council Officers on site on 4th May, 2005.

Members expressed satisfaction with this excellent news.

#### **04/05/324 PUBLIC DISCUSSION**

Mr. Martin Monk requested an update on the position regarding fires and access over the "Green" at Elm Ridge, High Street. Before an answer could be given, Mrs. Smith, of Elm Ridge, interrupted proceedings and refused to desist when asked by the Chairman, who eventually had to suspend the meeting.

The Police were called, but, before they began their journey, Mrs. Smith left the meeting. The Police were, therefore, asked not to proceed.

Public discussion was unable to resume, as Mr. Monk had left the meeting prior to Mrs. Smith.

#### **04/05/325 ACCOUNTS**

Resolved:- That the April Accounts be approved for payment

#### **04/05/326 BANK RECONCILIATION**

Members received the bank reconciliation statement to 31st March, 2005.

#### **04/05/327 BUDGET MONITORING**

The Clerk submitted the April budget monitoring statement, which showed an estimated year-end balance of £10,096.

#### **04/05/328 ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2005**

The Clerk submitted the Accounts for the Year Ended 31st March, 2005, which included the following documents:-

- ÿ Receipts & Payment Summary including year-end Bank Reconciliation
- ÿ Summary Receipts and Payments Account
- ÿ Supporting Notes to the Accounts

The Clerk reported that he had not yet received the Annual Return, and understood that the delay was due to the fact that the Parish Council had been randomly selected for an Intermediate (detailed) Audit. The

Annual Return would be completed and submitted for approval on receipt from the external auditors.

Resolved:-

- (a) That the Accounts be approved.
- (b) That the Chairman be authorised to sign the various documents.

**04/05/329 RISK**

The Clerk submitted a draft inspection schedule relating to the Parish Council's street furniture, etc. and land owned/maintained by the Parish Council, allocating responsibility for periodic inspection and reporting to individual Members. The schedule was approved, subject to amendments.

**04/05/330 NORTH EAST BASSETLAW FORUM**

There had been no further meetings of the Forum since the meeting on 29th March, 2005, reported to the March meeting of the Parish Council.

**04/05/331 NALC NORTHERN AREA COMMITTEE**

Letter was submitted from District Councillor Hugh Burton, reporting on issues raised at the meeting of the Committee held on 6th April, 2005. Of particular interest was a paper on "Community Speed Watch". This project was being piloted in Newark and Sherwood.

**04/05/332 ANNUAL PARISH MEETING**

- (a) The Clerk reported that he had recently circulated a draft set of minutes of the Annual Parish Meeting to all Members by E-mail. On Tuesday 26th April, 2005 he received a telephone call from District Councillor Martin, informing him that he had that morning received a telephone call from Mr. Simon Taylor, representing his wife, Mrs. Tracey Taylor, who had attended the Annual Parish Meeting. Mr. Taylor informed District Councillor Martin that the draft minutes did not accurately reflect Mrs. Taylor's contribution to the meeting. He asked District Councillor Martin to act on the matter, but was informed that District Councillor Martin had no jurisdiction in the matter. District Councillor Martin advised that the matter be taken up with the Chairman of the Parish Council or the Clerk. However, Mr. Taylor wished to take the matter further, and so it was suggested to him that he take the matter up with the Monitoring Officer at Bassetlaw District Council.

The Clerk had heard nothing further, but was now in a difficult position, as the minutes could not be finalised and published

with this matter unresolved. The Clerk also advised that, having studied Schedule 12 of the Local Government Act 1972, the correct position was that the minutes should be approved and signed at the 2006 Annual Parish Meeting. However, the Clerk appreciated the fact (as did Members) that it would be unsatisfactory to leave the minutes unpublished for a year.

The Clerk then informed Members that he had written the Minutes very carefully and that he had submitted the draft to Members in order to avoid anything like this happening. He asked Members for their views on the draft minutes, and was informed that no-one could find fault with them and that they were uncontroversial. The view was expressed, however, that, if Mr. Taylor submitted valid alterations, then the minutes could be amended and finalised without having to wait a year.

Councillor Foreman, who had chaired the Annual Parish Meeting, then expressed his anger that a Member of the Parish Council must have put the draft minutes into the public domain. Both he and Councillor Hargrave expressed the view that this was a serious breach of confidence and a resigning matter.

At that point, Councillor Tremelling admitted that it was he who was responsible, although he had not realised that he was doing anything wrong as he had not appreciated the fact that the draft minutes were confidential. He said that, in a telephone conversation with the Clerk the previous evening (some hours after the telephone call from District Councillor Martin), the Clerk had told him that the draft minutes were already on the village web site. The Clerk replied that Councillor Tremelling's assertion was untrue and that the draft minutes were not on the web site. Councillor Tremelling had telephoned to ask what he was being asked to do with the draft minutes, and the Clerk had told him of the leak and that the matter was to be discussed at tonight's meeting.

Councillor Tremelling also, in response to a question from the Chairman, assured Members that he had never done anything like this before, and that he did it because he was asked for a copy.

The Chairman then informed Councillor Tremelling that he felt badly let down and that he considered Councillor Tremelling to be unfit for public office. In view of the seriousness of the matter he proposed that consideration be deferred until the end of the meeting, to be dealt with in private. Members indicated their satisfaction with this course of action.

- (b) The following matters were raised at the Annual Parish Meeting:

#### Notice Board at the Chapel of Rest

Mrs. E. Hunter suggested that there should be a proper notice board in the foyer of the Chapel of Rest.

The Clerk was asked to enquire as to whether Mr. & Mrs. Jenkinson would donate the notice board outside their home (the former post office).

#### Redecoration of the Exterior of the Chapel of Rest

The Clerk informed Members that, since the decision made on budgetary grounds not to proceed with this work in 2003/04, the window frames had deteriorated further. Mr. Campion had submitted an updated quotation for the work, but he wasn't able to carry it out until September at the earliest. Mr. Campion had also advised that the frames were in such poor condition that they would need substantial repair/replacement in a couple of years or so.

In the circumstances, the Clerk had discussed the matter with the Chairman and Vice-Chairman. The Vice-Chairman had suggested that Mr. J. C. Wilkinson might be able to carry out the work in the near future, and had visited the Cemetery with him. Mr. Wilkinson had agreed with Mr. Campion's findings, and had submitted a quotation of £500 to carry out the work necessary to stave off full repairs for possibly three years.

Resolved:- That, subject to Mr. Wilkinson being able to complete the work by mid-June, he be awarded the contract.

#### Repairs, Etc. at the Chapel of Rest

Councillor Foreman undertook to remove a broken piece of concrete edging.

#### Public Seat near the Notice Board on High Street

Mrs. Hunter said that the Women's Institute might replace their seat at the above location. However, she had since reported back that this would not be possible owing to the fact that the seat was heavily used and to some extent vandalised.

In the circumstances, the Clerk had asked the Handyman to improve the existing seat as best he could.

### Litter

Concern was expressed over parents and children dropping litter on their way to and from school.

Councillor Hargreaves suggested that consideration be deferred, as he was to report later in the meeting on his findings regarding litter bin provision.

### Councillors' Surgeries

Mrs. T. Taylor suggested that the days and times of Councillors' surgeries be varied, in order to give more people the opportunity to attend.

The Chairman expressed a concern that uncertainty would be created if there was too much variation in timetabling.

Resolved:- That the Clerk write a note in Beacon about this, asking the public what times on Saturday mornings were most popular.

### The Horsewells

A suggestion was made that a grid be placed over the Horsewells, but Members agreed that, because of the area to be covered, this was not a practical proposition.

## **04/05/333 VILLAGE WEB SITE**

Pursuant to Minute No. 04/05/300 of March, 2005, the Clerk informed Members that the content of the web site was still out-of-date, and he had heard nothing further from Mr. Ben Dunkley.

Resolved:- That, unless Mr. Dunkley was able to bring matters up-to-date within the next four weeks, the Clerk approach BCVS to ascertain whether they might be willing to manage the web site.

## **04/05/334 QUALITY PARISH COUNCILS**

The Clerk reported that he intended to submit a draft of the annual report to the May meeting, with a view to having copies of the annual report published and distributed to every household before the end of June.

Members agreed to personally distribute the annual report.

#### **04/05/335 PROVISION OF A PUBLIC SEAT**

Pursuant to Minute No. 04/05/302 of March, 2005, Members who had visited the area agreed that a suitable location for the new seat would be at the south-eastern corner of the junction of Leys Lane and West Wells Lane.

Resolved:-

- (a) That a seat be positioned at the abovementioned location.
- (b) That Members give consideration to different types and styles of seat before making a final decision on the seat to be provided.

#### **04/05/336 PARISH PLAN IMPLEMENTATION**

Pursuant to Minute No. 04/05/303 of March, 2005, further consideration was given to implementation of the Parish Plan as follows:

- (a) A list of the Handyman's duties was submitted.

Resolved:- That the Handyman's duties be reviewed at a future meeting.

- (b) Letter was submitted from Bassetlaw District Council, confirming that it would empty bins stickered for dog waste without any reduction in street cleaning grant payable to the Parish Council.

Councillor Hargreaves submitted a list of litter bins in the village, as follows:

Bassetlaw District Council bin at the bus shelter near the school  
Bassetlaw District Council bin at the bus shelter on High Street  
Bassetlaw District Council bin on the playing field by the play area

Women's Institute bin at the top of Crosshills

Women's Institute bin on the wall east of White Hart House, High Street

Women's Institute bin on the old library site

Women's Institute bin on the playing field by the shelter at the far side

Councillor Hargreaves also proposed that bins suitable for dog waste be provided outside the Village Hall, at the Beacon by the two seats and at the junction of Leys Lane (east side) and West Wells Lane (south side).

Letter was submitted from British Waterways, stating that it would provide dog waste bins alongside the Chesterfield Canal if a partner organisation would agree to empty them. The three

agreed locations were on the village side of Shaw Lock, on the Misterton side of Gringley Lock and at a suitable location on Middlebridge Lane.

Resolved:-

- (i) That Bassetlaw District Council be requested to designate the bins by the bus shelter near the school and by the bus shelter on High Street as suitable for dog waste.
  - (ii) That Bassetlaw District Council be requested to provide bins suitable for dog waste outside the Village Hall, at the Beacon by the two seats and at the junction of Leys Lane (east side) and West Wells Lane (south side).
  - (iii) That an enquiry be made as to whether Bassetlaw District Council would be prepared to empty the proposed dog waste bins offered by British Waterways.
- (c) Letter was submitted from Bassetlaw District Council, stating that it was not envisaged that glass would be taken in the blue bins in the near future. The Disposal Authority, Nottinghamshire County Council, was currently in the process of awarding a new waste contract and, until the process was complete, Bassetlaw District Council was unable to say what would be collected in the blue bins.
- (d) Further consideration was given to the letter from Nottinghamshire County Council (reported at the last meeting), which stated that, as a general guide, damaged concrete street lighting columns were replaced by steel columns, and the opportunity was usually taken to replace the lanterns and change the 'yellow' lights to ones that provided 'white' light. The new lanterns were more efficient and shone the light downwards, so as not to cause pollution of the night sky. Gringley on the Hill currently had a mixture of steel and concrete columns, the majority of which were steel. There were no plans at the moment to undertake major changes in the village.

Resolved:- That the letter be noted.

#### **04/05/337 PARISH PATHS PARTNERSHIP**

Pursuant to Minute No. 04/05/307 of March, 2005, reports were submitted as follows:

- (a) Councillor Hilton informed Members that she was meeting Mr. Robert Dunkerley on 30th April, 2005, to agree the siting of the remaining P3 furniture.

- (b) The Clerk reported that Middlebridge Construction had submitted a revised estimate of £200 to extend the handrail on Sam's Yard near its junction with Little Lane. Nottinghamshire County Council had agreed to meet the cost from the unspent 2004/05 P3 maintenance allocation.

Resolved:- That the quotation be accepted.

- (c) Councillor Taylor enquired as to progress regarding the proposed resurfacing of Sam's Yard, and the Clerk undertook to contact the County Council

**04/05/338 STANDARDS BOARD FOR ENGLAND GUIDANCE: LOBBY GROUPS, DUAL-HATTED MEMBERS AND THE CODE OF CONDUCT**

Letter was submitted from Bassetlaw District Council, explaining the above Guidance, copies of which had already been circulated to Members.

**04/05/339 COMMUNITY SUPPORT OFFICERS**

Letter was submitted from Chief Superintendent Richard Johnson, giving an overview of crime and policing in his Division, and explaining how Police Community Support Officers (PCSO's) could be funded by parish councils, jointly where appropriate.

Resolved:- That the Clerk arrange for this matter to be discussed by North East Bassetlaw Forum.

**04/05/340 FORMER DETENTION CENTRE**

Pursuant to Minute No. 04/05/309 of March, 2005, Councillor Hargreaves reported that the specification provided by Mr. Chris Downton was admirable, but of a general nature. Councillor Hilton suggested that the school would need to be consulted at the appropriate time in order to ensure that a new community building made adequate provision for the school's requirements.

Resolved:- That Mr. Downton be informed that any help he could give in persuading the Home Office to build a community building, as opposed to providing an element of funding, would be greatly appreciated, as it was the original intention that this should happen.

**04/05/341 NOTTINGHAMSHIRE ASSOCIATION OF LOCAL COUNCILS TRAINING COURSE - 'COUNCILLORS BEHAVING BADLY' - EVERTON - TUESDAY 24TH MAY, 2005**

Resolved:- That Councillors Hargrave, Foreman and Shepherd be authorised to attend the above training course, together with the Clerk.

## 04/05/342 CPRE BEST KEPT VILLAGE COMPETITION

- (a) Pursuant to Minute No. 04/05/312 of March, 2005, Members expressed appreciation to Wilkinsons for providing wood stain with which to treat the two bus shelters (work carried out by Councillor Hargreaves). A little more wood stain would be required to complete the job, and Councillor Tremelling offered to see if he could get some more.
- (b) Councillor Hargreaves and Councillor Taylor both offered to refurbish/paint certain public seats.
- (c) The Clerk reported that Nottinghamshire County Council had offered to carry out limited improvements in view of the Parish Council's entry in the competition. The County Council had already agreed to refurbish the directional finger post at the junction of Beacon Hill Road and Halls Road, and to clean road signs.

Resolved:- That the County Council also be requested to attend to the following:

- (i) Take action regarding a road sign at Beacon Hill Road that was lying in the grass.
  - (ii) Tidy the grit/salt piles on roadside verges that had been scattered by grass cutting operations.
  - (iii) Improve highway verge grass cutting in view of the fact that the first cut of the season had been badly carried out.
- (d) The Clerk agreed to ensure that a certain highway verge was cut in June and July, even though it was not the Parish Council's responsibility.
  - (e) The Chairman offered to remove badly-damaged seats in the Cemetery and at the former reading room site.
  - (f) Resolved:- That the competition organisers be requested to exclude from the Parish Council's entry the former Detention Centre site and also the site of a derelict building on Finkell Street, both sites being outside the control of the Parish Council.
  - (g) Councillor Dunkley agreed to furnish the Clerk with details of the wildlife area in the Churchyard, such information to be passed on to the competition organisers.
  - (h) The Chairman reported that he, together with Councillors Dunkley and Foreman, had conducted the litter pick on 24th

April, 2005. He was encouraged by the finding that the village was more litter-free than in 2004, when it had been more litter-free than in 2003.

**04/05/343 TREES AT THE OLD CROSS KEYS SITE**

Pursuant to Minute No. 04/05/313 of March, 2006, the Clerk reported that he was still waiting to hear from Mr. David Elliott.

**04/05/344 ALLOTMENT PROVISION**

Pursuant to Minute No. 04/05/309(b) of March, 2005, a letter was submitted from Bassetlaw District Council, stating that the piece of land on Laycock Avenue was in use and, therefore, not available as an allotment site at the present time.

Whilst discussing this matter, Members were informed that an allotment was available for letting on Clayworth Road.

**04/05/345 A631 SPEED CAMERA ENFORCEMENT**

The Clerk confirmed that all Members had been forwarded an E-mail from the Police regarding enforcement work.

**04/05/346 FIRES AT ELM RIDGE**

Pursuant to Minute No. 04/05/292 of March, 2005, and to public discussion earlier in the meeting, the Clerk reported that the Authorities were now monitoring the situation at Elm Ridge.

**04/05/347 SECOND ROUND OF LOCAL TRANSPORT PLANS**

The Chairman kindly undertook to study the above Nottinghamshire County Council consultation document, with a view to a possible response.

**04/05/348 THE EAST MIDLANDS REGIONAL PLAN - REVIEW**

A consultation document by the East Midlands Regional Assembly would be circulated amongst Members, with a view to a possible response.

**04/05/349 CEMETERY**

Resolved:- That the damaged seat in the Cemetery, referred to earlier in the meeting, be replaced by a new seat, the type and style to be agreed by Members at a future meeting.

## **04/05/350 PLAYING FIELD**

- (a) Pursuant to Minute No. 04/05/315(a) of March, 2005, the Clerk informed Members that, following completion of various jobs by Councillor Foreman, he now intended to have a water engineer inspect the changing rooms.

Nothing had been heard from Severn Trent Water relating to the water supply in the changing rooms at the Playing Field and, in particular, the legal duty imposed on parish councils under the Water Supply (Water Fittings) Regulations 1999 and the Health and Safety Commission's Approved Code of Practice and Guidance (L8), to ensure maintenance of water networks to standards which minimised the risk of Legionella bacteria developing.

- (b) Letter was submitted from Ordsall Rangers FC, requesting permission to use the football pitch in 2005/06.

Resolved:- That approval be given to use of the pitch, subject to payment of a fee of £250.

- (c) Letter was submitted from Mrs. Clare Jenkinson, Chairman of St. Peter's PTFA, seeking approval to the use of the playing field for the village sports day on 9th July, 2005.

Resolved:- That approval be given.

- (d) Councillor Foreman confirmed that he had removed the pedestrian gate to the former tennis court (now car park) in response to a suggestion by the Clerk. The gate was in a poor, and dangerous, condition. Councillor Foreman was thanked for carrying out this work.

- (e) Some Members had visited the multi court in response to a request from the Clerk, to view skateboard equipment that tended to be left on the multi court after use, and which was a problem to other users.

The Chairman had discussed the matter with Mr. Arthur Staves, who was investigating the possibility of the equipment being stored in the shed next to the changing rooms.

Resolved:- That approval be given to the use of the shed for such purpose, on a two month trial basis, on the understanding that the young people accepted responsibility as key holders.

## **04/05/351 PLANNING APPLICATIONS**

**23/05/11R**

Miss J. E. Towler

Erect two storey extension and porch at Honeysuckle Cottage, Hunters Drive, Gringley on the Hill

Resolved:- That no adverse comment be made.

**23/05/12**

Mr. J. Mee

Erect conservatory at The Green, Lancaster Road, Gringley on the Hill

Resolved:- That no adverse comment be made.

**23/05/13L**

Mr. J. Mee

Demolish existing UPVC conservatory and erect timber-framed, double-glazed conservatory at The Green, Lancaster Road, Gringley on the Hill

Resolved:- That no adverse comment be made.

**23/05/14**

Mr. & Mrs. M. Freeman

Erect single storey extension and detached garage at Green Gables, High Street, Gringley on the Hill

Resolved:- That no adverse comment be made.

**04/05/352 PREVIOUSLY CONSIDERED PLANNING APPLICATION**

**23/04/35**

The Diocese of Southwell

Erect dwelling and construct new access on land off High Street, Gringley on the Hill

The Clerk agreed to ascertain the current position regarding this application which, according to the Parish Council's records, had not yet been determined.

**04/05/353 PLANNING DETERMINATIONS**

**23/05/1**

Nottinghamshire County Council

Demolition of existing flat-roofed extension and replace with two storey extension at St. Peter's C of E School, Mill Road, Gringley on the Hill

Permission Granted

**04/05/354 PLANNING APPEAL**

**23/04/31**

Mr. J. Craven  
Breakfast/kitchen and bedroom extension at Hollydene,  
Horsewells Street, Gringley on the Hill

Appeal Allowed

**04/05/355 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Resolved:- That, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be excluded and they are instructed to withdraw.

**04/05/356 ANNUAL PARISH MEETING**

Councillor Tremelling left the meeting during consideration of this item.

Pursuant to the discussion earlier in the evening, consideration was given to whether Councillor Tremelling's conduct in making public copies of draft minutes breached the Code of Conduct. The following paragraphs of the Code of Conduct were relevant to such consideration:

Paragraph 3(a): *"A member must not disclose information given to him in confidence by anyone, or information acquired which he believes is of a confidential nature, without the consent of a person authorised to give it, unless he is required by law to do so."*

Paragraph 4: *"A member must not in his official capacity, or any other circumstance, conduct himself in a manner which could reasonably be regarded as bringing his office or Authority into disrepute."*

Paragraph 6: *"A member must, if he becomes aware of any conduct by another member which he reasonably believes involves a failure to comply with the Authority's code of conduct, make a written allegation to that effect to the Standards Board for England as soon as it is practicable for him to do so."*

Members were of the opinion that the Clerk to the Council clearly believed he was giving the minutes to Councillor Tremelling in confidence because he explicitly stated that they were not the final version and would require editing. However, they accepted Councillor Tremelling's assurance that he didn't realise that the draft minutes were confidential.

Resolved:- That the Chairman write to Councillor Tremelling, informing him that, in view of the fact that he assured the Parish Council that he didn't appreciate the confidentiality of the draft minutes, Members were satisfied that, on this occasion, he had not breached the Code of Conduct, but that he came very near. Members were extremely disappointed at his conduct and trusted that, if at any time in the future he considered it necessary to share Parish Council communications with anyone outside the Parish Council, he must first discuss the matter with the Chairman or Clerk.