

## Meeting of Clayworth Parish Council

Minutes of **Clayworth Parish Council Meeting** held on the 11<sup>th</sup> Jan 2024 at Clayworth Memorial Hall, the meeting commenced at 6:30pm.

<b>Council Members &amp; Officer Present:</b>	Cllr Edwin Rose Cllr Eve Moralee Cllr Sarah Brack Cllr Peter Wilkinson Ed Knox 4 County Cllr	Chairman Vice-Chair  Clerk/Responsible Financial Officer Members of the Public Tracey Taylor
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**Also, Present**

01/24 To Approve Apologies for Absence  
None.

02/24 To Record Declarations of Interest in any items to be discussed  
None.

03/24 To Approve the previous meeting Minutes  
After discussion, Cllr Rose **Proposed**, Cllr Moralee **Seconded** and the council **resolved** to accept the minutes. The chairman signed the minutes of the previous meeting.

04/24 To Receive District & County Councillors Reports  
**Dist Cllr McFarland:** Dist Cllr McFarland did not attend.  
**County Cllr Taylor:** Cllr Taylor provided an update on County Council matters to the Council which included:

- The D2N2 mayoral election are in May.
- County Council budget setting taking place in February.

Cllr Taylor discussed the issues raised under public forum regards water pooling in The Beck and the road at Canal Bridge near the boat club end of the parish for the Highways Dept to look into and advise.

05/24 To discuss Lengthsman Activities  
Cllr Rose discussed the recent report and activities of the Lengthsman.

➤ Adjournment – (10 Minute max) Public Forum  
 A member of the public advised the Parish Council that the Road Sweeper hasn't been down The Beck in 16 years. The member of the public also advised that since the road was resurfaced a few years ago on The Beck, rainwater pools outside Meadow View because there's no gully drains on that side of the road, the camber of the road means the water doesn't go down the gully drains on the opposite side of the road.  
 The member of the public also advised that the canal bridge near the boat club on the Retford end of the village, the road looks to be breaking away/separating from the bridge and looks to be of concern. The matters of the Beck and the bridge were then discussed with County Cllr Taylor to investigate with the Notts County Council Highways Dept. The member of the public ended by saying there's lots of leaves/moss/twigs etc, Cllr Taylor advised that the County Council doesn't have a programme of works for clearing pavements. The Parish Council advised they will ask the Lengthsman to clear it.

05/24 Finance:  
Monthly Income & Expenditure  
 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.

1. To Approve Payments:

The Council **approved** the following: -

<u>Payee</u>	<u>Item</u>	<u>Amount</u>
RBLI	Poppy Wreath	£20.00
North Notts Landscapes Ltd	1 Grass Cut November	£187.20
<b>Total Payments</b>		<b><u>£207.20</u></b>

2. Receipts:

<u>From</u>	<u>Item</u>	<u>Amount</u>
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None	£0
<b>Total Receipts</b>	<b>£0</b>
<u>Bank Balances</u>	
The Current Account Balance	<b>£13,285.62#</b>
Direct Debits and Standing Orders for staff salaries including PAYE and Pension, all <b>approved</b> unanimously.	
<b>#£10,000 ring-fenced as reserves.</b>	

3. To Approve 2024/25 Budget & Set a Precept:

After discussion of the budget and options Prior to the meeting, the Clerk had circulated the draft budget, statement, precept requirement for 2024/25 and the facts surrounding the precept to allow each member time to prepare for making a decision.

Bassetlaw District Council Concurrent Grant has reduced year on year to just £10. Explaining the reduction of the Concurrent Grant, Bassetlaw District Council wrote to each Parish Council to state that: *“we continue to reduce the concurrent grant; therefore, you need to factor in these reductions, you will see that Harworth & Bircotes Parish Council decided some years ago to substantially increase their precept and invest in their infrastructure for their local people.”*

NALC (National Association of Local Councils) and the SLCC (Society of Local Council Clerks) advise that Parish Councils should not set any arbitrary, random figure for their precepts, the law requires parish councils to set a precept that is a ‘balancing figure’ known in legislation as the ‘council tax requirement’. The precept should be set to be the amount of money required to ‘balance’ the accounts after deducting all ‘other expected regular annual income’ in our case this is all rental income from Parish Land and Property:

Other Income	Income Amount	Precept Saving per home @ Band D	Precept Saving per home @ Band A
Bassetlaw Concurrent Grant	£11	£0.08	£0.05
Bassetlaw Street Cleaning Grant	£327	£2.30	£1.53
Notts County Council Lengthsman Grant	£960	£6.74	£4.50
<b>Total</b>	<b>£1,298</b>	<b>£9.12</b>	<b>£6.08</b>

The Clerk emailed guidance from NALC this year’s precept and budget settings, which included the following advice: *“In recent national and regional County Officer meetings there has been discussion about setting precepts; several County Officers have been alarmed to hear comments from Members such as ‘we can’t increase the precept because of the ‘cost of living crisis’. If your council has an “average” council tax rate then a 10% inflationary increase in your council’s precept would only cost a Band D household 50p a month more. This is regardless of the size of your parish, i.e., such an increase doesn’t impact smaller parishes more, contrary to popular opinion. The same applies if your council chooses NOT to apply an inflationary increase to your precept, i.e., reducing your council’s spending power to “save parishioners money” will not have a meaningful effect on the costs facing households but will limit your abilities as a local council.*

*It is worth remembering that the average total Band D bill only accounts for just under 4% of that overall bill, compared to the County Council for example, which accounts for 74% of the same bill. we hope these few words will help councils to justify any increases and to remove any guilt councillors may feel about those increases.”*

Inflation CPI for the previous 12 months approximately 7%. In addition to the usual running costs, after taking into consideration the self-generated income, a precept rise is required to cover the balance of regular recurring expenditure, including inflation, there is also the need to counteract the reduction last year that the interim temporary Bassetlaw DC appointed council made to the precept, looking at the precept for the past 20 years, had it increased with just inflation alone, it would have reached £76.13 at Band D a year by 2023/24, whereas it was actually set at £63.10. The Council has already taken steps to increase grounds maintenance across the parish with North Notts Landscapes and has employed the Lengthsman, both these costs require the precept to increase. The total cost of all of this comes to the need for a precept of £14,906, meaning Band D homes rise by £41.48 a year and £27.65 at Band A. However, to build upon all the flooding defence and maintenance works completed recently, the Council wishes to raise £5000 via the precept to allow for a qualified engineer to assess and produce a report on potential ways forward for further flood prevention.

After discussion of the budget options, Cllr Rose **Proposed** a vote, all members in favour for Option **A, resolved to 1)** approve the budget option **A, 2)** to set precept of **£14,906** = to Band D at **£104.69** per year (**£8.72** per month). **Action**, the RFO to submit the completed Precept paperwork to Bassetlaw District Council.

It is also worth noting that homes in bands A to C, will pay less than the Band D figure. Homes with only 1 adult occupant, are entitled to receive a further 25% reduction on the above figures, with additional reductions for residents in receipt of certain benefits. Details are found by contacting Bassetlaw Council regards Council Tax reduction.

In comparison with other parishes in Bassetlaw, this is still a modest precept for a parish electorate of 269, for example, at Band D, **last year**, West Stockwith electorate 265, precept was £131.55 a year, Torworth electorate 208, was £168.75. Misterton which has an electorate of 1770 was £134.89.

06/24 To Note any Planning Responses by the Scheme of Delegation

Since the previous meeting the parish council responded via the scheme of delegation as follows and also discussed the following at today's meeting:

- **None.**

07/24 To Accept an offer from Bassetlaw Council to arrange a 'Know Your Place' Neighbourhood Priorities Statement & Parish Designation

Following the presentation at the previous meeting in Public Forum by the Bassetlaw Neighbourhood Planners, Cllr **Moralee Proposed**, Cllr **Wilkinson Seconded** and the Council **resolved** to accept the offer from Bassetlaw Council to arrange a 'Know Your Place' Neighbourhood Priorities Statement & Parish Designation. This will be arranged at the expense of the District Council, via the Neighbourhood Planners who will manage, coordinate and advertise the process locally.

Whilst this isn't a Neighbourhood Plan, it can potentially assist the development of one, eventually in the future. The Neighbourhood profile & Neighbourhood priorities statement doesn't require a steering group, Bassetlaw DC will set up an online digital platform (which they own and manage) and would be used to store all data relating to the Neighbourhood profile & Neighbourhood priorities statement, it would be publicly accessible so that anyone can access the information directly. They would also appoint a consultant to manage/run the creation of the Neighbourhood profile & priorities statement alongside the Planners at BDC.

The consultant and Planners would be the day-to-day point of contact for anyone, rather than the Parish Council, the consultant could (with the Neighbourhood Planning teams support where necessary) undertake all liaison/interaction/questions from the public. The Consultant would be paid for, together with all associated costs of the Neighbourhood profile & Neighbourhood priorities statement, by Bassetlaw Council directly (who have secured their own central Govt funding), there wouldn't be need for a 'call for sites' for land allocation for housing as the housing requirements for the parish has reduced and is of a low amount.

The planners would then arrange to book the Memorial Hall and hold any open event(s) as necessary, where anyone can attend and give their views, and the consultant would ask those attending their views and priorities for the future of the parish. Then the Planners will liaise with local people directly, by either further open events as necessary at the hall, email, letters in the post or phone calls to either a designated phone number/address/email address and/or via the online digital platform.

The consultant & planners would work with the data gathered from local people and Bassetlaw Neighbourhood Planning team to deliver the Neighbourhood profile & Neighbourhood priorities statement. Once completed, the people and parish council, can then be approached by the consultant and the Neighbourhood Plan team to ask, do you want stop there? or do you want to progress this further to proceed to make a full Neighbourhood Plan.

The BDLNP will now progress to set up the online portal, and appoint their consultant to begin the process.

If the public have any questions about how this process will work, or would like a copy of the briefing note about the scheme, they should contact Bassetlaw Council directly and rather than the Parish Council:

Bassetlaw DC Lead Neighbourhood Planner  
Neighbourhood Planning  
Bassetlaw District Council  
Queen's Buildings  
Potter Street  
Worksop  
Nottinghamshire  
S80 2AH  
E: neighbourhoodplanning@bassetlaw.gov.uk  
T: 01909 533 495

08/24 To Consider obtaining a Parish Council defibrillator for the Church end of the village

Cllr Wilkinson advised that a village defib Whats App group has been formed. Cllr Wilkinson is currently in talks with a charity provider of Defibrillators and will approach the Parochial Church Council for permission to install the unit at the Church porch. Cllr Wilkinson is looking to fund raise locally towards a donation to the charity in lieu of the defib. After discussion, the council clarified that the unit would not be a parish council asset.

09/24 To Discuss the Emergency Plan

After discussion, Cllr Wilkinson **Proposed** and Cllr Rose called a vote, all members in favour for permission to be granted for the following work to undertaken over the next 12 months by the two members of the public who are part of the Emergency Plan Team:

1. Through an introduction via BDC Head of Corporate Services, be allowed to identify and meet with the two BDC Councillors who sit on the Isle of Axholme Drainage Board. They can then advise them of Clayworth Parish Council's objectives and subject to their agreement, they can then point the two members in the direction of responsible officers at the IODB to request the hydrology information or facilitate them attending a future Board Meeting to outline our requirements and seek their support.
2. To also investigate over the next 12 months any potential possibilities of grant funding for flooding/drainage related investigative work and capital works.
3. To contact Anglian Water Lincoln Supply Support Manager to confirm what mitigation process AW has now put in place to prevent flooding when cleaning the tanks at Gringley.
4. To obtain advice (and costs), as to the viability of considering the removal of the walls surrounding the dyke and replacement with railings to allow flow of flood water across Town Street on severe occasions of rainfall.

Lastly, the parish Council resolved not to proceed with the £5,000 feasibility study this year, but revisit this idea in 12 months' time when the Parish Council is deciding the council 2025/26 budget, to allow for the time to research the feasibility of embarking on the scoping of Toft Dyke, check for any other funding and potentially undergo a democratic village leaflet survey, so that the Council may then proceed with the informed backing of the village residents depending on the results of the survey.

Cllr Brack mentioned that the Emergency Plan document will soon be on the new website which is almost finished. There's a few more documents to upload and then the new website can go live and replace the old one.

There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 8:35pm.