**MINUTES OF THE MEETING OF BAWTRY TOWN COUNCIL HELD REMOTELY VIA ZOOM ON MONDAY 8th JUNE 2020 at 7.00PM**

**Present:** Cllrs: A. Claypole, G Scott, G Budgen, J. Linsley, P. Holland. D. Cartwright,

P. Muxlow, D. Kirby, S. Young. D. Kirkham, I Greer

Mrs. A Harrison – Clerk to the Council

**In Attendance**: 2 members of the public including the chairman of BRA.

The Chairman noted this was the first meeting held since the pandemic lockdown in March. The Clerk had during this time provided information to members regarding decisions that had been taken under delegated powers and the impact of statutory regulations that had come into effect on Council business.

**20/21/001** Receive Apologies and Approve Reasons for Absence

No apologies received.

**20/21/002** Receive Declarations of Interest (other than standing interests)

Cllr Linsley- Non-pecuniary. Item 9 - Market Hill Footpath tender as previously worked with the potential preferred contractor at DMBC.

**20/21/003** Agree Confidential Items - Item Market Hill – a), b) & c) Crown Lease, Footpath and P&D Tenders (contractual)

**20/21/004** Approval of the Minutes of the Town Council Meeting 9th March 2020

 **Resolved:** That the minutes of the meeting of 9th March 2020 be approved.

**20/21/005** Approval of the Minutes of the Extraordinary Council Meeting 23rd March 2020

 **Resolved:** That the minutes of the meeting of the 23rd March 2020 be approved

**20/21/006** Matters Arising from the Minutes

 20/21/216 TRO Quotes. It was noted that it had been difficult to find 3 providers for quotes. A second quote had been obtained but this was notably more expensive that the initial quote obtained. Other local authorities to be approached.

 20/21/219 Pubwatch Grant. It was reported that no further clarification (about how the grant would assist vulnerable people) had been received from BRA. It was however reported that the money had not been spent to date and that the Health & Wellbeing Group had also not met due to the pandemic. Further clarification to be sought.

 20/21/220 Revised Terms of Reference. Noted this had been received from BARS and circulated to members.

 20/21/221 Public Seating. Tickhill Road. Update provided by the Clerk with licence sought and awaited from DMBC.

20/21/223 Update provided regarding highway resurfacing/repairs. Ward Councillor to be approached and clarification sought on the content of the current review to see district priorities.

 20/21/230 Neighbourhood Plan Review date. To be included on the July agenda.

 20/21/221 Public seating. Noted that exposed spikes (where the old seat was situated) near the library needed removal to avoid it being a hazard. Clerk to arrange removal.

 20/21/236 (e) Update provided by the Chairman regarding the “Bawtry Here to Help” initiative. Thanks was provided to all coordinators, volunteers and Councillors for their support with the scheme and for DMBC for funding. It was noted it had been one of the most successful across the district.

 (Members took the opportunity to offer their sincere condolences to Cllr Budgen who recently lost his wife).

**20/21/007** 15 Minute Public Discussion Period

Update from the chairman of BRA on retail developments in the town.

**20/21/008** Financial Matters

 a) Approve Monthly Accounts

**Resolved:** That the monthly accounts be received up until 31st May and were approved.

b) Approve Bank Reconciliations –30th April 2020

 **Resolved:** That the bank reconciliations be approved.

c) Budget monitoring – 30th April 2020

 **Resolved** That the budget monitoring schedule be approved.

Noted the budget would need to be reviewed in due course in light of the financial impact of Covid-19 on Council finances. September review suggested.

**20/21/009** Annual Meeting

**Resolved:** That the annual meeting normally held in May be deferred until May 2021 with Cllr Alan Claypole to remain as Mayor of the Council, Cllr D Cartwright as Deputy Mayor and current members to remain as representatives on committees, other organisations etc.

(Noted that the Annual Meeting of Electors was not called due to pandemic regulations prohibiting public gatherings and that this was also deferred).

**20/21/010** Market Hill

a), b) & c) Lease, Footpath the P&D Tenders

Moved to confidential session

**20/21/011** Ward Member Report including noting request for improved Station Road speed signage

* Noted that the recent pavement signage “splats”, installed in response to the pandemic were to be removed by DMBC and not replaced.
* Noted recent complaint regarding inadequate signage on Station Road making it difficult for elderly residents on Peakes Croft to safely cross the road and access the shops. Flashing elderly crossing sign and further red road markings requested from DMBC.

(*Arrival of R. Blake*)

* Green Bins update. Current tonnage of other waste (30% increase from normal Christmas levels) were being experienced causing problems with vehicle availability for the recommencement of other services.
* Station Road speed signage. An offer of additional road markings had been received from the highways department but Cllr Blake was still pressing for a flashing sign.
* Street scene start-up schedule was now available and would be provided to the Clerk but no date was yet available for recommencement of street scene services in Bawtry. Highway verges noted to need cutting.
* Clarification couldn’t be provided regarding a connection with vulnerable people and the recent Pubwatch grant.

**20/21/012** To Receive Additional Correspondence

* Noted request for the retention of the weekly fish seller on Market Hill. Trading from a vehicle could not be granted long term due to the restrictions in the Traffic Regulation Order (TRO) but this could be considered in due course if the TRO was revised from May 2021.
* Noted request for recent street signage (pavement stickers) to be removed as confusing and unnecessary.

**20/21/013** Items for Future Agenda and Next Meeting

- Neighbourhood Plan date of yearly reviews to be agreed.

 - Next meeting 13th July which was likely to be held remotely.

**20/21/014** Public Bodies (Admission to Meetings) Act 1960

That due to the confidential nature of the business to be transacted, the public and press was excluded.

**20/21/015** Market Hill

a) Crown Lease

**Resolved** That the lease be approved and executed subject to minor

Amendment to clauses 12.1.1 and 12.1 2 and the council address.

Clarification on termination to be sought.

b) Consider whether to progress the Market Hill footpath project

Members considered at length the current potential impact of the virus

pandemic, although it was too early to be confident of accurate figures. However significant losses were anticipated.

(Update provided regarding operation of the car park with a full resumption requested by mid-June. Noted this might be undertaken by a mobile unit as opposed to on-site staff depending on the risk assessment conclusions).

It was noted that due to the proposed Crown Hotel works the north part of the footpath project could not realistically be deferred long term. Previous discussions with the preferred contractor regarding approval of additions also noted.

**Resolved**: That members agreed that in light of the likely financial impact of the pandemic the footpath project be revised with only the north side of the footpath tender to be approved at this time. The preferred contractor, GNE to be instructed on this basis and subject to their agreement to a revised scheme the Clerk to have additional delegated powers to agree additions up to a total of 15% of the contract value. Any potential additions in excess of this to be brought before the full council.

c) P& D Tender consider re-tender and legal advice re: TUPE, termination of current contract and new contract terms.

**Resolved:** That Irwin Mitchell be instructed to provide legal advice regarding any application of TUPE (in light of current plans), notices for the termination of the current contract in May 2021 and drafting of a new contract with an initial limit on costs of £10,000.

There being no further business the meeting ended at 8.55pm

**Chair: ……………………………………………. Dated…………………………………………**

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| **Supplemental March**  |  |  |  |
| Bawtry Retailers Association | Grant re: Pubwatch | 1788 | 250.00 |
| HSBC  | Monthly bank charges | DD | 15.40 |
| Plusnet | New Hall- Broadband | DD | in credit |
| Gazprom | Gas- Hall | DD | 384.00 |
| Various  | Salaries - Mar | 1789/93 | 4359.00 |
| HMRC | Tax & NICs- Mar | 1794 | 576.11 |
| First Impressions | War memorial groundworks | 1795 | 828.00 |
| David Ogilvie Engineering | War memorial bench fixings | 1796 | 44.34 |
| G. L Beal | War memorial relocation including additions | 1797 | 3422.40 |
| Gillies Landscapes | Planting contract  | 1798 | 495.00 |
| A Harrison | Postages | 1799 | 18.42 |
| MKS Groundcare Ltd | Grass cutting and weeding - March | 1800 | 1080.00 |

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| **April** |  |  |  |
| The Pension People | Pension contributions -Mar | DD | 204.08 |
| DMBC | Mkt Hill rates- monthly | DD | 802.00 |
| EDF | Mkt Hill electricity | DD | 59.00 |
| EE | Mobile phones inc hall (monthly) | DD | 46.21 |
| Today Publications Ltd | Newsletter - Bawtry Today (suspended) | DD | 0.00 |
| Opus Energy | Hall- electricity April | DD | 151.99 |
| DMBC | Cemetery rates- annual  | 1801 | 467.88 |
| DMBC | New Hall rates- annual  | 1802 | 4590.80 |
| YLCA | Annual Subscription | 1803 | 766.00 |
| Torne Valley Ltd | Handymen equipment /PPE | 1804 | 62.65 |
| Irwin Mitchell | Legal fees – Footpath lease | 1805 | 1636.80 |
| Gazprom | Hall -gas | DD | 174.50 |
| Various | Salaries- April | 1806/10 | 4119.86 |
| HMRC | Tax & NICs April | 1811 | 946.60 |
| HMRC | Job retention scheme refund | 1812 | -1109.95 |

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| **May** |  |  |  |
| The Pension People | Pension contributions -Apr | DD | 212.92 |
| DMBC | Mkt Hill rates- monthly | DD | 798.00 |
| EDF | Mkt Hill electricity | DD | 59.00 |
| EE | Mobile phones inc hall (monthly) | DD | 47.21 |
| Today Publications Ltd | Newsletter - Bawtry Today (suspended) | DD | 0.00 |
| Opus Energy | Hall- electricity May | DD | In credit  |
| DMBC | Cemetery waste contract (annual) | 1813 | 736.00 |
| DMBC | New Hall waste contract (quarterly) | 1814 | 184.00 |
| Mks Groundcare | Grass cutting /weeding - April | 1815 | 1206.00 |
| Nisbets | Covid-19 cleaning products | 1816 | 67.72 |
| Rialtas Business Solutions | Annual closedown fees | 1817 | 672.00 |
| Came & Company | Annual insurance | 1818 | 2379.03 |
| Hoe & Moe | Grass cutting Hall April | 1819 | 123.63 |
| Gazprom | Hall -gas | DD | 22.39 |
| HSBC | Bank charges | DD | 10.50 |
| Various | Salaries- May | 1820/24 | 4119.46 |
| HMRC | Tax & NICs May | 1825 | 947.00 |
| HMRC | Job retention scheme refund | CR | --903.83 |
| AMCO | PPE Hall/Staff inc wall mounted dispensers | 1826 | 459.24 |
| Business stream | Water rates -hall | 1827 | 40.63 |
| Viking Direct | Stationery | 1828 | 133.70 |
| Gillies Landscapes | Annual planting contract/maintenance | 1829 | 3750.00 |
| Need a Hand Ltd | New hall dispenser fitting/notice board repair  | 1830 | 75.00 |
| Viking Direct | Office equipment (inc laminator) | 1831 | 70.74 |
| A Richards | Website - accessibility statement | 1832 | 250.00 |