**MINUTES OF THE MEETING OF BAWTRY TOWN COUNCIL HELD REMOTELY VIA ZOOM ON MONDAY 13th JULY 2020 at 7.00PM**

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

S. Young. D. Kirkham, I Greer, A Cropley, C. Lukey.

Mrs. A Harrison – Clerk to the Council

**In Attendance**: 1 member of the public, Ward Councillor Blake.

**20/21/016** Receive Apologies and Approve Reasons for Absence

J Linsley & P Muxlow (other commitments)

**Resolved**: That the reasons for absence be approved.

**20/21/017** Receive Declarations of Interest (other than standing interests)

D Cartwright Non-pecuniary interest 20/01157/FUL 6 Towngate – applicant known to Cllr Cartwright.

**20/21/018** Agree Confidential Items - Market Hill b) P&D contract (legal)

**20/21/019** Approval of the Minutes of the Town Council Meeting 8th June 2020

 **Resolved:** That the minutes of the meeting of 8th June 2020 be approved.

**20/21/020** Matters Arising from the Minutes

 20/21/219- Pubwatch grant. Noted vulnerable people did not appear to be connected to the grant. Cllr Blake confirmed that the Health & Wellbeing group was not connected to the grant application. Clerk to follow up with BRA to seek clarification with an item to be added to the next agenda (including update regarding the toilet sticker scheme etc.).

20/21/012 TRO Update. The Clerk advised that Bassetlaw had provided details of the car parking company who managed Nottinghamshire County Council (NCC) car parks, but they weren’t able to assist with the TRO. However, VIA (the highways arm of NCC) advised they were probably able to quote and this was currently being confirmed.

20/21/221 Noted the spikes had now been removed from the public seat site near the library. Item to be added to the next agenda to consider a new seat.

20/21/215 P&D contract. Update to be provided in confidential session. (Noted a couple of retailers had kindly advertised that the pay & display was now operational).

**20/21/021** 15 Minute Public Discussion Period

No matters raised

**20/21/022** Financial Matters

1. Approve Annual Accounts to 31st March 2020 inc note internal audit

Noted over £4500 paid to local organisations in grants (exc BARS). Income from the New hall was encouraging and enhancements of over £10,000 contributed to the image of Bawtry. Conversely car park income was £10,000 down on the previous year. Substantial investment in the Christmas event.

**Resolved:** That the Annual Accounts to 31st March 2020 be approved and the internal audit report received.

1. Approve Monthly Accounts

Members were provided with an update regarding the car park signage.

**Resolved:** That the monthly accounts be approved to July.

c) Approve Bank Reconciliations –31st May 2020

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

d) Budget Monitoring – 31st May 2020

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

**20/21/023** Approve Annual Return (AGAR) s1 Governance Statement

 **Resolved:** That the AGAR s1 Governance Statement be approved.

**20/21/024** Approve Annual Return (AGAR) s2 Accounting Statements

 **Resolved:** That the AGAR s2 Governance Statement be approved.

**20/21/025** Market Hill

1. Footpath contract – Update

Noted that GNE had agreed to the revised plans to only replace the footpath on the north side of Market Place. A site visit has been completed with a start date to be confirmed shortly.

1. P&D – Moved to confidential session.
2. Christmas illuminations- Approve electric supply agreement with

 Northern Powergrid.

 **Resolved**: That a supply agreement with Northern Powergrid be

 approved

**20/21/026** Recreation lssues

1. Environmental staff - Receive Covid-19 risk assessment

**Resolved**: That the risk assessment be received/approved.

1. Pinfold - Consider restoration or garden, gates, and addition to commemorative stones.

Noted VE day event had not been undertaken so a commemorative stone at the Pinfold was suggested.

**Resolved**: Prices to be obtained and the local gardening club contacted to restore the area.

1. Allotments - Consider hedge cutting requirements.

Noted significant growth over a number of years that needed addressing with annual maintenance added to the grass cutting contract in due course. Quotes to be obtained.

**20/21/027** New Hall

1. Receive/approve coronavirus risk assessment - hall/staff and note additional measures

**Resolved** That the risk assessment be received/approved.

The Clerk reported the additional measures in place at the hall (wall mounted sanitisers/cleaning products/tissues and social distancing protocols). Risk assessment version number to be added.

b) Health & safety update and approve new fire door.

Noted repairs undertaken to the emergency lighting and the

 installation of a heat sensor in accordance with the recent Fire Risk

 Assessment review. A kitchen fire door was also recommended.

 **Resolved:** That the purchase/installation of a kitchen fire door be

approved to meet the assessment requirements. (Clerk to arrange).

**20/21/028** Ward Member/DMBC Officer/Highway issues inc approve representative/clerk appointment for highway resurfacing meeting(s)

(Update requested regarding the Station Road speed signage and Streetscene operations).

* South Yorkshire Devolution deal now signed so the Doncaster Mayor had additional powers and funding.
* Noted significant DMBC efforts to assist and support residents during the pandemic. Recovery phase now being progressed on a local level.
* High Street resurfacing scheme reported but noted to be at an early stage. (Contract yet to go out to tender).

**Resolved**: That Cllr Claypole and the Clerk attend relevant meetings

* Peakes Croft /Station Road speed signage update. “Slow” sign had been installed but no further signage would be agreed from highways. (The highways report would be circulated). Community Speedwatch to be considered or volunteers available to assist residents. Costings for crossings would also to be provided by the Ward Councillor
* River Idle team now operating in light of anti-social behaviour. However, complaints did need to be reported for action to be taken by DMBC or the Police. Community coordinator attendances at periodic council meetings noted to be useful.
* Green bins now being collected, and local litter picks well attended.

**20/21/****029** Bawtry “Here to Help” – Update and consider recognition of volunteers

 Noted the number of volunteers (around 46) that assisted and supported vulnerable and shielded residents during the pandemic. Idea were sought to recognise the efforts of the volunteers and would be considered further at the September meeting.

**20/21/030** Town Centre Working Group- Update

 Noted that a meeting had not been called to date, but a remote (Zoom) meeting was to be scheduled shortly with the group to report at the next Council meeting.

**20/21/031** Events Working Group - Review annual events e.g. Halloween party car pageant and Senior Citizen events in light of the ongoing pandemic

Unlikely that any events would take place in 2020 but an events group meeting would be arranged to discuss and report to the September meeting.

 **Resolved:** That the Halloween Event be cancelled but a final decision on the Senior Citizen event be deferred until September.

Noted that the car pageant was agreed before the pandemic. Members agreed that it would not be appropriate for such an event in the current climate due to restrictions on public gatherings.

**20/21/032** Neighbourhood Plan- Agree date of annual review each year

It was agreed that a review would occur in November to consider whether any material changes were required. However, such changes would require public consultation. As this was a lengthy process it would need to be considered by December if required.

**20/21/033** Planning Issues.

a) Applications

**20/01362/FUL** 31 - 33 Church Street Bawtry

Conversion of office to 2 dwellings.

***No adverse comment but conservation comments noted***

**20/01586/FUL** 39 Church Street

Erection of single storey rear extension.

***No adverse comment***

**20/01557/FUL** 6 Towngate, Bawtry

Removal of existing boundary fence and erection of replacement brick boundary wall in new location within Bawtry Conservation Area

***No adverse comment***

b) Determinations

**20/00147/FUL** 12 Hermes Close Proposed three storey extension to side of dwelling and single storey extension at the rear- ***Granted***

**20/00882/TCON** 9 Church Street. Conservation area notification to remove one Birch tree from the rear garden of the property. The tree is within the Bawtry Conservation area - ***TCON not served***

**20/00954/TCON**19 Peakes Croft

Conservation area notification to fell to ground level one multi-stemmed Sycamore tree. The tree is in Bawtry Conservation Area - ***TCON not served***

**20/00357/FUL** Lynbar Martin Lane Erection of two storey extension to the side, single storey detached carport and erection of a new boundary wall and gate to create a new vehicular access- ***Granted***

**20/00552/FUL** 6 Ingham Road. Erection of extensions to rear and first & second floor level, alterations to roof in connection with formation of rooms in roof space &new pitched roof to existing ground floor rear extension**- Granted**

**20/00949/FUL** 17 Westwood Road. Erection of 2 storey rear extension and creation of dressing room in the loft space, and erection of detached garage/workshop following demolition of existing garage with laurel hedge around the boundary and gates to the front and the addition of a detached outbuilding to the rear.- ***Granted***

**19/01955/LBC** 32 High Street.

Listed building consent for proposed internal alterations and external decoration and fixing of air conditioning units ***- Granted***

**20/21/034** Report on Meetings & Representatives - No meetings attended

**20/21/035** To Receive Additional Correspondence - None

**20/21/036** Items for Future Agenda

ConsiderPublic seat – library

 Events/Town Centre Group updates

 New Hall – Review finances (I/E figures to be circulated)

 Remembrance poppies – Consider funding for netting etc.

 BRA – Grant application and local schemes review

 Bawtry Here to Help volunteers- Consider recognition

 Pinfold – Costs for restoration/commemorative stone

**20/21/037** Public Bodies (Admission to Meetings) Act 1960

That in light of the confidential nature of the business to be transacted the press and public was excluded.

**20/21/038** Market Hill -P& D Contract

Noted Irwin Mitchell unable to act due to a conflict of interest.

**Resolved:** That Shoosmiths be instructed to advise on

1. TUPE/Local Government Trade Agreements & Contract notice
2. Correspondence to be forwarded to Excel regarding the current lack of staffing and management with a formal request to remedy the breach and further advice regarding relevant contract terms to be sought. (Initial budget for advices -£10,000)

There being no further business the meeting ended at 9.02pm

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

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| **July** |  |  |  |
| The Pension People | Pension contributions -June | 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  | DD | 114.00 |
| Opus Energy | Hall- electricity - July | DD | 54.54 |
| A Harrison | Postages | 1850 | 16.92 |
| MKS Groundcare Ltd | Grass cutting /weeding - June | 1851 | 1134.00 |
| The Sign Workshop Ltd | Mkt hill car park signage | 1852 | 408.00 |
| Nolan Management Ltd | Quarterly Mkt Hill inspections | 1853 | 90.00 |
| A Richards | Website maintenance | 1854 | 15.00 |
| A Harrison | Zoom monthly fee | 1855 | 14.39 |
| Marshalls Garage | Handymen diesel | 1856 | 37.21 |
| J L Tomlinson ltd | Garage rent (Apr-Sept) | 1857 | 630.00 |
| DMBC | Quarterly waste contract- Hall | 1858 | 184.00 |
| A Harrison | Travel expenses | 1859 | 26.10 |
| The Sign Workshop Ltd | COVID signage- hall | 1860 | 60.00 |
| Plusnet | Broadband -hall | DD | 16.20 |