**MINUTES OF THE MEETING OF BAWTRY TOWN COUNCIL HELD REMOTELY VIA ZOOM ON MONDAY 9th NOVEMBER 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, J. Linsley. P. Muxlow

Mrs. A Harrison – Clerk to the Council

**In Attendance**: Ward Councillor Blake. 5 members of the public.

**20/21/088** Receive Apologies and Approve Reasons for Absence

 No absences.

**20/21/089** Receive Declarations of Interest (other than standing interests)

Item 16 Planning 20/02761/FUL Non pecuniary -Cllr Cartwright as neighbour.

 Item 10 Memorial Sports Ground items b) & c) Non pecuniary - Cllr Young, as Chairman of BARS.

**20/21/090** Agree Confidential Items

Item 9 Mkt Hill b) P&D Quotes. (Contractual)

Item 10 Recreational issues c) MSF Notice re: Waterway (Legal)

Item 11 New Hall (Staffing)

**20/21/091** Approval of the Minutes of the Town Council Meeting 12th October 2020

 **Resolved:** That the minutes of the meeting of 12th October 2020 be approved.

**20/21/092** Matters Arising from the Minutes

 20/21/072 Matters arising -Thankyou letter had been forwarded to J Tomlinson

 20/21/076 Recreational Issues - Gateway sign now repaired and installed

 20/21/077 New Hall- Thanks given to Cllrs Kirkham, Cartwright and Greer for recent caretaker cover at the hall to cover staff holidays

 20/21/078 Ward Councillor asked to cover some of these items in her report 20/21/080 Town Centre Group a) Noted letters forwarded to landowners without a reply to date & c) Group asked to action preparation works noted.

 20/21/081 War Memorial - Noted all Remembrance plans had been cancelled.

**20/21/093** 15 Minute Public Discussion Period

Recent planning application on South Avenue It was raised by residents that the Highways Agency had stated that the road was wide enough for two vehicles but this was not the case. Noted comments could be submitted by residents and a site visit requested. The Ward Councillor had also asked for this application be dealt with by committee. Clerk to submit further comments under delegated powers.

**20/21/074** Financial Matters

1. Approve Monthly Accounts

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

b) Approve Bank Reconciliations –30th September 2020

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

c) Budget Monitoring – 30th September 2020

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

**20/21/075** Notice of Conclusion of Audit – Receive External Audit Report (S3 AGAR)

Members received the external audit report and noted there were no matters that needed to be brought to the attention of members. The Clerk advised that the notice of conclusion of audit had now been published as required.

**20/21/076** Market Hill

1. Traffic Regulation Order (TRO) - Update

Noted additional information submitted to DMBC to prepare the Order.

1. P&D contract – Update, consider P&D machine quotes and approve purchase – Moved to confidential session
2. Approve new no entry signs/linings (North & South side entrances)

 Members considered cost of new signs/posts and linings

**Resolved:** That new no entry signs/linings be installed at both entrances with the Clerk to arrange.

1. Consider revised parking bays outside The Crown

Noted 3 bays currently and these could probably be retained but would be subject to review. Noted layout plans/bollard but concerns were expressed regarding safety for those accessing the revised entrance and those trying to park.

(Completion of the footpath expected this week with snagging to be agreed).

**20/21/077** Recreation lssues

1. Pinfold – Update including note grant for commemorative works

Members advised of a recent grant from Bawtry SP with thanks to be provided to the charity.

**Resolved**: Quote for the commemorative stone agreed.

Clerk to check schedule for removal of the tree.

1. MSF – Consider BARS annual grant (£8k) and user group fee increase.

**Resolved:** That an increase in group fees be agreed up to 5%

(Noted no user group fee increases had been implemented for the last 3 years by BARS)

Particular thanks offered to Richard & Sue McHale for their efforts in running theday to dayfacilities this year. However, it was also noted from the report to the Council in January 2020 that BARS panned to become an incorporated charity and develop their social media/website. Cllr Young (as BARS Chairman) reported that the trustees had not met this year due to the pandemic. A report was therefore requested to follow up on the issues noted in the said report, prior to the grant being approved at the December meeting.

1. MSF – Receive Notice re: waterway and consider further steps

 Moved to confidential session

**20/21/078** New Hall – Note lockdown closure/staff furlough

Moved to confidential session.

**20/21/079** Coronavirus – Consider implications of second national lockdown

Noted that the ‘Bawtry Here to Help’ group had been reconvened with Cllrs Claypole, Greer and Cartwright to liaise as required. The Clerk to utilise delegated powers (previously granted) for any urgent matters where a meeting/EGM could not be called.

**20/21/080** Ward Member/DMBC Officer (inc update re highways works/Sainsbury’s)

Matters raised including

* DMBC website provided details of services that were still open including employment advice.
* Noted recent repairs to Thorne Road streetlights.
* Thorne Road embankment- work to be undertaken imminently.
* Tickhill Rd layby had been cut back.
* Doncaster Road speed limit consultation now closed.
* Highway resurfacing in the town delayed due to utility works in June 2021
* Highways issues outside Sainsbury’s still ongoing with further action now to be escalated.

Thanks was given to Cllr Blake for her consistent efforts in successfully pursuing speed reductions in the town over the last 6 years.

(Tickhill Road speeds were noted as a continuing issue)

**20/21/081** Town Centre Strategy Working Group- Update

* Noted additional interim payment now approved.
* Resurfacing of the North side required in the long term. Some surfacing works for around £1600 could neaten the area in the interim.
* Additional preparation works (tactile paving on the South side) noted to be £1200 if undertaken by the existing contractor.

Above costs to be considered at the December meeting.

* Linings to be undertaken including no entry areas as noted above (£550 for half a day)

**20/21/082** War Memorial- Update

 Update provided regarding the impact of recent restrictions on the planned Remembrance Service. Cllr Claypole had laid a wreath for the Town Council.

 Noted poppy display (installation funded by the Town Council) had been installed with thanks to all the ladies/residents who kindly made the poppies.

 Members noted that one of the commemorative plaque had now been installed with the library plaque to be fitted shortly to bring the project to a completion.

**20/21/083** Planning Issues.

1. Applications

 **20/02622/LBC** & **20/02621/FUL** 14 Swan Street, Bawtry

Change of use from nursery and 3-bedroom apartment to five 1-bedroom apartments.

***Resolved****: Issues with parking to be raised.*

Comments noted from the conservation officer to deal with the listed building itself. (Noted works already commenced despite not approved to date).

**20/02761/FUL** 17 Westwood Road, Bawtry

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. (Without compliance of condition 2 of Application Reference Number: 20/00949/FUL granted on 01/07/2020) RETROSPECTIVE

Noted retrospective with original plans for single storey. It was reported that the planning officer would not currently support with further plans being sought..

***Resolved:*** *Members to support concerns raised by neighbours and the officers current position.*

**20/00088/FUL** & **20/00089/LBC** Crown Hotel 33 - 41 Market Place

Installation of railings to front of the Crown Hotel as well as to the front of adjoining shops to include a raised plinth along the frontage (to be used for an outdoor seating area) as well as new awnings to the front elevations of the adjoining shops. (New location plan received)

***No adverse comment***

**20/02676/FUL** 15 Lime Tree Crescent

Conversion of loft and raising of roof to create a small front dormer above the garage plus 4 roof lights, and 3 small, pitched dormers to the rear plus 3 roof lights

 ***No adverse comment***

b) Determinations

West Burton C Power Station Project - ***Granted***

**20/02355/FUL** 14 Highfield Road, Bawtry. Erection of single storey rear extension, replacement of existing dormer window, removal of internal dividing wall and removal of chimney stack through the property – ***Granted***

**20/21/084** Report on Meetings & Representatives

1. iGas remote meeting – Extension requested for Springs Road (Misson) due to delays caused by the pandemic.
2. Post Office meeting – Update

The Post Office had withdrawn all funding for counters due to the pandemic. This had resulted in the local shop having withdrawn their application. Reestablishment of funding was envisaged in due course so the application could be resurrected at a later date. In the meantime, the temporary service at the library would be extended. Any further meetings would be attended by Cllr Claypole.

**20/21/085** To Receive Additional Correspondence

1. Mosaic Trust - Update and confirm amount of grant funding

Members noted contribution from Austerfield PC and agreed funding of £200.

Request for letter in support of third-party grant funding for paths also agreed.

1. Committee on Standards in Public Life Consultation

Members had been provided with details of the consultation but no particular comments raised.

Noted recent request for trading on the car park during lockdown with the Clerk to deal with under delegated powers (Consent to be given).

**20/21/086** Items for Future Agenda

* BARS Grant/Update
* Market Hill preparation works.
* Review Market Hill kiosk expansion

**20/21/087** 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.

**20/21/088** Market Hill

1. Consider quotes for P&D machines and approve purchase of 3 machines

Noted complexity regarding the quotes. Some clarification required regarding card costs/fees. Matter deferred until the December meeting to try to establish more comparative costs.

**20/21/089** Recreational Issues

1. MSF – Receive Notice re: waterway and consider further steps

Noted notice received and estimate of costs provided by the River Stewardship Company (RSC). The company had subsequently been instructed by DMBC to undertake works on behalf of the other landowners responsible for the waterway as required. The waterway was 500m, with the Town Council responsible (as riparian owners) for 175m, which lay adjacent to the MSF. Members agreed the works needed to be undertaken forthwith to comply with the enforcement notice and would be cost effective if all landowners used the same contractor.

**Resolved:** That the works be undertaken by the RSC. Works to be undertaken prior to 12th December to comply with the enforcement order other than if consent could be obtained from DMBC to defer the work to allow other landowners to agree their works with them but strictly on the basis that the Town Council would not incur any additional enforcement costs or fines The Town Council would pay the RSC direct in any event..

**Resolved:** BARS to be informed of the steps being undertaken and to remind them of their obligations to indemnify the Council, for all MSF maintenance, but on this occasion the Council would not seek reimbursement from the charity.

**20/21/090** New Hall – Note lockdown closure/staff furlough

Hall reported to be closed from 5th November until 2nd December due to the government lockdown with relevant staff to be flexibly furloughed as required.

There being no further business the meeting ended at 9.40pm

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

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| **October**  |  |  |  |
| Gillies Landscapes | Annual Contract - spring bedding | 1919 | 1665.00 |
| D Cartwright | Reimburse cable ties re poppies | 1920 | 17.55 |
| Various | Salaries- October  | 1921/25 | 4251.54 |
| HMRC | Tax & NICs October | 1926 | 971.37 |
| Esso | Handymen petrol (Reimburse P Vallow) | 1927 | 27.37 |
| **November** |  |  |  |
| The Pension People | Pension contributions -October | DD | 218.71 |
| DMBC | Mkt Hill rates- monthly | DD | 798.00 |
| EDF | Mkt Hill electricity | DD | 41.00 |
| EE | Mobile phones inc hall (monthly) | DD | 54.49 |
| Today Publications Ltd | Newsletter - Bawtry Today  | DD | 114.00 |
| Opus Energy | Hall- electricity  | DD | 101.66 |
| Plusnet | Broadband -hall | DD | 27.00 |
| A Harrison  | Reimburse replacement hall keys | 1928 | 7.00 |
| Shoosmiths | Legal fees- balance re employment advice | 1929 | 837.60 |
| MKS Groundcare Ltd | Grass cutting/weeding/hedges - October | 1930 | 2154.00 |
| A Harrison | Zoom monthly fee | 1931 | 14.39 |
| Torne Valley | Handyman PPE | 1932 | 17.50 |
| Sign of the Times | Gateway sign post and finial | 1933 | 186.00 |
| Christmas Plus Ltd | Christmas installations (70%) | 1934 | 1882.44 |
| GNE Contracting Ltd | Interim payment 2  | 1935 | 5944.62 |
| A Cropley | Poppy display expenses | 1936 | 77.48 |
| Need a Hand ltd | Wharf St litter bin installation | 1937 | 125.00 |
| Need a Hand Ltd | Repair and installation gateway sign | 1938 | 345.00 |
| Business Stream | Water rates- allotments  | DD | 228.71 |
| Business stream  | Water rates- cemetery | DD | 10.30 |
| Gazprom | Hall -gas | DD | 171.18 |
| HSBC | Bank charges | DD | 16.50 |