

Meeting of Beckingham-Cum-Saundby Parish Council

Minutes of the **Annual Meeting of Beckingham-Cum-Saundby Parish Council** held on the 10th May 2023 Sunrise Plants, Saundby, DN22 9ER, the meeting commenced at 6:30pm.

Council Members Present & Officer Present:	Cllr Debbie Morris	Chairman
	Cllr Tony Hailstone	Vice-Chair
	Cllr Rosie Levick	Cllr Emma Day (arrived during 45/23)
	Cllr Karl Phillips	Cllr Mick Dalton
	Ed Knox	Clerk/RFO
Also, Present	4	Members of the Public

37/23 To Elect a Chairman of the Council

Cllr Levick **Proposed**, Cllr Phillips **Seconded** and the Council **resolved** that Cllr Morris be elected Chairman of the Council. Cllr Morris together with the Proper Officer, signed the Declaration of Acceptance of Office of Chairman form.

38/23 To Elect a Vice-Chair of the Council

Cllr Morris **Proposed**, Cllr Levick **Seconded** and the Council **resolved** that Cllr Hailstone be elected Vice-Chair of the Council.

39/23 To Sign Declaration of Acceptance of Office Forms

Cllrs Morris, Hailstone, Levick, Phillips, Dalton & Day were elected at the 4th May elections. All new Cllrs signed the Declaration of Acceptance of Office forms together with the Proper Officer. All Cllrs have 28 days to log on to the District Council website to complete their Register of Members' Interests General Notice of Registerable Interests at <https://selfservice.bassetlaw.gov.uk/renderform.aspx?t=718&k=AD82EDB36916E03A0A9CE90ED5A1D3B6E569F926&refresh=1> to comply with the Localism Act 2011. **Action**, All Cllrs.

40/23 To Approve Apologies for Absence

After discussion, Cllr Morris **Proposed**, Cllr Levick **Seconded** and the council **resolved** to approve the absence of Cllr Coleman.

41/23 To Record Declarations of Interest in any items to be discussed

None.

42/23 To Approve the previous meetings Minutes

After discussion, Cllr Morris **Proposed**, Cllr Levick **Seconded** and the council **resolved** to accept the minutes. Cllr Morris signed the minutes of the previous meetings as a true and accurate record.

43/23 To Consider an offer from the Village Hall, to appoint a PC member as a committee member

The Village Hall Committee have written to the PC to ask if they would like to nominate someone to become a trustee and member of the Village Hall committee. After discussion, Cllr Morris **Proposed**, Cllr Levick **Seconded** and the council **resolved** to appoint Cllr Dalton to the Village Hall Committee. **Action**, Cllr Dalton to complete the V Hall Committee form and contact the Committee. Cllr Dalton advised he was also a committee member of the Beckingham Institute.

44/23 To Receive District & County Councillors Reports

Dist Cllr Sangar: Did not attend due to another meeting and provided a report for the Council which included:

- The Local District Council Elections were held last week. Bassetlaw District Council now has 38 Labour Councillors, 8 Conservative Councillors and 2 Independent Councillors. I retained my seat. More information following the AGM of the Council next Thursday 17 May in Retford Town Hall.
I would just like to say thank you to your Chairperson Cllr Debbie Morris, and Mrs Carol Merriman her helper, for organising the most successful Wednesday Coffee Stop each week. It is welcoming and lots of friendships have been made thanks to these two ladies and volunteer cake, soup and bread makers. A most enjoyable occasion.
- **County Cllr Taylor:** was unable to attend.

45/23 To discuss the Recreation Room Hire Fees for local users

The History Group had previously requested free hire all the time for their group meetings now the Willow Works have closed and also used to get up to 2 free hires a year. Cllr Morris explained that the Parish Council should be equal and fair to all local user groups. Therefore, there are three options, 1) the Rec Room is free to all local user groups, 2) All local user groups get 2 free hires per year and then pay for the rest of their hires. 3) All user groups, regardless of previous arrangements, all pay the local charity/user group hire rate of £7ph for a min hire of 2hrs per session.

It is worth noting that one-off hires, and commercial hires/polling day charges could still be charged as usual. For example, in 2023 the polling station day generated £400.

After discussion, Cllr Levick **Proposed**, Cllr Hailstone **Seconded** and the council **resolved** that there are to be no more free hires, and all local groups will be treated equally, all paying £7ph for a min hire of 2hrs per session. **Action**, Clerk to inform the history group.

➤ Adjournment – 10 Minute Public Forum

The members of the public thanked the parish council for all their efforts over the Coronation Event as a great time was had by all. They asked if the PC could do an annual summer party from next year onward. A member of the public mentioned that the V Hall committee are putting on an afternoon tea for the senior citizens and could the PC work with the Institute and the V Hall to create an information welcome leaflet for new home owners advising what is on when at the Rec Room, Institute and V Hall. A discussion was then had about potentially forming a Social Group made of local people and parish Cllrs who would discuss ideas for potential social events at the Rec Room and on the Green.

46/23 To Note a Planning Response 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:

- **23/00232/FUL - Erect Stables on Existing Grazing Land - Adjacent to A161 And Oil Wells Holes Beckingham Road**
– The Parish Council **resolved** to respond with *“The Council supports this application and has no objections”*.

47/23 To Approve Annual Governance Statement (Section 1 Annual Return) for Year Ending 2022/23

The Clerk reported the findings of the internal auditor, the Council members had already reviewed the documentation by email, Cllr Morris **Proposed**, Cllr Hailstone **Seconded** and the Council **approved** the Annual Governance Statement. The Clerk and the Chairman signed the Annual Governance Statement.

48/23 To Approve Accounting Statements (Section 2 Annual Return) for Year Ending 2022/23

The Clerk circulated by email prior to the meeting the Annual Return Section 2 Accounting Statements. Cllr Hailstone **Proposed**, Cllr Morris **Seconded** and the Council **approved** the Accounts and the Clerk and the Chairman signed the Accounting Statements. **Action**, the Clerk will submit the Annual Return to the External Auditor along with any required supporting documents and upload copies to the webpage.

49/23 Finance:

Monthly Bank Reconciliation/Income & Expenditure

After discussion of the Financial Information circulated by email before the meeting, Cllr Morris **Proposed**, Cllr Day **Seconded** and the council **resolved** to accept them as a true and accurate record. Cllrs Morris signed the bank statement and bank reconciliation.

1. To Approve Payments:

The Council **approved** the following: -

<u>Payee</u>	<u>Item</u>	<u>Amount</u>
TheSignShed Ltd	Cemetery Signage x 4	£55.87
S.Ashworth Diggers Ltd	CIL – Lighting Excavation works on the Green	£425
BlindsRus.co.uk	CIL – Remaining 50% Blind Costs Rec Room	£1,123
E-Bay Cllr Morris	CIL – Festoon Lights	£151.06
Amazon Cllr Morris	CIL – Light bulbs for lights	£51.96
Brabham Electrical	CIL – 7 Days Labour & Materials – Lighting Works	£1,750
ES Solutions Ltd	CIL - Replacement Cemetery Noticeboard	£3,007.70
S.Ashworth Diggers Ltd	CIL – Cemetery Noticeboard Installation	£475
ES Solutions Ltd	Replacement Saundby Village Sign	£1,440
Clerk	Wilko's Stationery	£2.25
M.Cree	Internal Audit 2022/23	£60.00
Rec Room Caretaker	Tesco – Rec Room Dishwasher Tablets	£10.00
ICCM	Cemetery Membership 2023	£95.00
Cllr Day	Coronation Event Items	£247.26
Five Villages 1 st Responders	Annual Maintenance of Defib and 1 st Responder Service	£250.00
BHIB	Insurance Renewal 2023	£824.77
Holmes Groundcare	Cemetery Grass Cutting Apr 2023	£155.00
Holmes Groundcare	Cemetery Grass Cutting May 2023	£155.00
Mudford & Sons Ltd	S137 Marquee & Associated Equip Hire – Coronation Event	£1,176.00
Total Payments		<u>£11,454.87</u>

2. Receipts:

<u>From</u>	<u>Item</u>	<u>Amount</u>
MCC Business Services Ltd	Monthly Shop Rent Apr, May	£400
Gainsborough Bowls League	Rec Room Hire	£18
Cliff Bradley & Sons Ltd	Interment Plot 222	£500
Cliff Bradley & Sons Ltd	Interment Plot 225	£500
Cliff Bradley & Sons Ltd	Plot Reservation Plot 226	£250.00
Friday Whist	Rec Room Hire Jan to Mar	£98
Creative Writing	Rec Room Hire Jan to Mar	£98
Gardening Club	Rec Room Hire Jan to Mar	£42
WI Cards	Rec Room Hire Jan to Mar	£28
Samuel Jacobs Ltd	Memorial Stone Installation Plot 61a	£120
Samuel Jacobs Ltd	Memorial Stone Installation Plot 237	£120
Unity Bank	Interest	£186.52
Bassetlaw District Council	1 st ½ Precept	£21,604.50
Bassetlaw District Council	1 st ½ Concurrent Grant	£29
Bassetlaw District Council	1 st ½ Street Cleaning Grant	£529.50
Bassetlaw District Council	1 st ½ Cemetery Grant	£66
Total Receipts		<u>£24,744.52</u>
Bank Balance		<u>£21,641.12#</u>

Direct Debits, and Standing Orders for staff salaries including PAYE and Pension, all **approved** unanimously. #£500
Bond Deposit is held until the end of the tenancy for the shop contents.

50/23 To discuss a request for onetime partial funding of a wildflower meadow - £400

When the Deerlands Estate was built, an area of land, about 2 acres, was left untouched due to the military pipeline & wet conditions. A member of the public has suggested this would make a very attractive wild flower meadow to enhance the area. The area is owned by ACIS who charge an annual service charge fee to the residents of Deerlands Way for its maintenance.

The member of the public has met with the ACIS estate manager, who is responsible for the environs of Deerlands and with 'Meadow Makers', of Dunham on Trent, who are a supplier and creators of wild flower meadows. This meeting was productive and ACIS were very happy for their land to be developed in this way and promise to continue to maintain it.

The cost of the programme is about £750. This allows for pre-ordered specialist plants to be delivered and planted in September. The member of the public has requested that a donation of £400 as a one-off payment to the project from the Parish Council.

The ongoing annual maintenance would be carried out by ACIS. The tenants/owners of Deerlands pay for the maintenance via a service charge within their rent already.

After discussion, Cllr Morris **Proposed**, Cllr Day **Seconded** and the council unanimously **resolved** to decline the £400 request. The Council felt that this is a worthy project but it is not Parish Council land, and ACIS as the landowner ought to be asked to either cover the £400, add a small onetime charge to the Deerlands Estate charge of £5.88 per home to raise the funds or through other fund raising. The Council will potentially use £400 on the Speed Watch programme to be discussed later on tonight's agenda. The Council also agreed that the Member of the Public is welcome to look at Parish Council land (potentially the former allotment which is a grassy verge on Vicarage Lane etc) as a potential small wildflower meadow.

51/23 To purchase the Police Speed-gun Equipment, undertake their training and form a Community Speed-watch Group

After discussion, Cllr Morris **Proposed**, Cllr Phillips **Seconded** and the council unanimously **resolved** to approve the purchase of the equipment recommended by the police (listed below) which is £563.71 including VAT the net cost is below £500 as the VAT will be reclaimed by the Parish Council, and Cllr Hailstone to contact PSCO Dale, arrange a date for training and advertise for local volunteers to take part in the training.

ITEM	QUANTITY	COST	SUPPLIER
SIGNS	2 (2x sign panels & 2 stands)	£161.02	Protect Signs
BUSHELL SPEED GUN	1	£196.50	Amazon
TUNING FORK	1	£35	Roadside Technologies
COUNTER	1	£6.19	Amazon
HI VIZ JACKETS	3 (Min 1 per team member) £13.67 each	£41.01	Safetec

52/23

GoPro Chest-mount	1	£44.99	Argos
WexPhotovideo	1 Camera	£79.00	wexphotovideo.com

To

progress potential film nights in the Rec Room & other Social Events

Following the success of the Soup/Café Wednesdays and the obtaining of the Premises Licence for the Rec Room the Council would like to expand on this. After discussion, Cllr Morris **Proposed**, Cllr Levick **Seconded** and the council **resolved** that the PC would commit up to £250net to replace the projector in the Rec Room, the Clerk will arrange for one to be sent to Cllr Day who will liaise with the member of the public installing it. Cllr Morris will put a post out on social media to set up a Rec Room Social Group with the aim to plan ideas for future events both at the Rec Room and the Green. Cllr Morris will report back to the Parish Council meetings from time to time whenever a decision is needed for a budget for an event.

There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 7:40pm.