

**Bilsthorpe Parish Council**  
**Annual Parish Meeting 2024**  
**Minutes of the Meeting held on Monday 13<sup>th</sup> May 2024**

**Present;**

*Cllr R Stoneman Chair), Cllr T Holloway, Cllr R Holloway (parish and NSDC). Cllr F Mitchell, Cllr P Pestell, Cllr S Kemp, Cllr H Iwanejko, Cllr Cris Cooper, Cllr A Pinnick, Cllr Brian Jackson and S Stack (Clerk).  
Cllr Bruce Laughton from Nottinghamshire County Council  
13 members of the public*

**APM 001 Introductions**

*The Chairman welcomed everyone and explained the meeting and how it works encouraging everyone to take part. The Councillors were introduced to the audience and it was explained that there are 11 Councillors for Bilsthorpe with a quorum needed to make decisions.*

*The Parish Council run the assets of the village, the Village hall site, Crompton Road park and Main Marion park. Throughout the year grounds maintenance are managed alongside NSDC and other contractors.*

*We are a consultee on planning applications in and around Bilsthorpe and we look after an amount of street furniture such as bins, grit bins, noticeboards etc.*

*We meet at Burton Court every second Monday of each month throughout the year and the public are welcome to attend.*

**Apologies:** Cllr Alan Ward

**APM 002 Reports from District and County Councillors**

**Cllr Rhona Holloway - NSDC**

*NSDC is now led by a coalition of labour, independents for newark and liberal democrats. The Conservatives are still the largest group but do not have the numbers to lead.*

*NSDC have launched their glass recycling scheme that has rolled out across the district but where ROB operate you have to opt in to the scheme, NSDC have paid ROB a sum of money to buy further supplies of the ROB boxes due to an increased demand for their service.*

*During storm henk and babet NSDC staff were out all day and night across the district helping those worst affected by the floods, delivering aquasacs, food, medicines and rescuing stranded residents .*

*They distributed flood funds as quickly as possible. Bilsthorpe did receive several deliveries of aquasacs which went out across the village to those needing them and they did provide some funding to residents that applied for it.*

*NSDC support the Food Club in Bilsthorpe and were instrumental in setting it up in its current format, not only do NSDC provide funds and distribute the heating vouchers from NCC but they also provide staff to help at the food club. the recent addition to the funding included hygiene packs to alleviate some of the cost of living increases.*

*We are lucky to have two NSDC Community buildings in Bilsthorpe, fully heated and with good kitchen facilities that are available to use by residents without charge.*

*We have been very fortunate to have been provided with NSDC staff help and advice with our current project for the new community building and so I wanted to take this opportunity of thanking NSDC and in particular Chris Morten who is providing invaluable support and help with this.*

*In order for us to progress with this project I applied for funding through the UK Government shared prosperity fund and was successful in obtaining funds to pay for the professional fees associated with the architects design and associated reports required to submit a planning application.*

*NSDC have been very pro active in supporting requests for fly tipping collections, street and pavement sweeps and litter picking and again our thanks for that.*

*Personally I have once again been voted in as Leader of the main Opposition group at NSDC, part of my ongoing work as District Councillor is to continue to promote Bilsthorpe to NSDC to ensure we are at the forefront of discussions over available funding and resources.*

*The current leadership have increased council tax by the maximum allowed by government despite stating last year, when in opposition that we should not increase council tax at all*

*They have also increased council house rents by the highest amount in over 20 years*

*As leader of the opposition I put forward alternatives to both of these that would have seen lower increases without any reduction in service levels, these were voted down at Full Council.*

**Bruce Laughton – Nottinghamshire County Council**

*Thanks were given to the Parish Council Chairman, Clerk and Cllr R Holloway for help in the year.*

*The recycling centre has been rejected by the County Council and whilst there will be changes there will still be access to residents to the Bilsthorpe site. Potentially with a trade waste shared access system.*

*Going back many years the level of traffic has been a concern in the recycling area and he is hopeful that something can be worked out to minimise this as much as possible. Suggested that the situation is monitored with an open mind and reviewed if necessary.*

*Incinerator – no update but officers remain on alert. A moratorium is in force at the moment.*

*Food Bank – BL has contributed to a project with some of his fund.*

*He has attended the meeting about the Heritage and is aware of the aspirations for the site and looking at how we can navigate around it. He has asked officers if they could look into some Charity funding that could be sought.*

*Flooding – there has been significant impact with Bilsthorpe being one of the worst with 36 homes having internal flooding.*

*Highways maintenance – this years pot holes were 6 times higher than the previous year and having recognised it then options are being looked into. Bruce will look into the quality of repairs being undertaken.*

*Part of the problem is that the best solution cannot be operated in cold weather conditions.*

*A614 changes are moving ahead on schedule*

*Cllr Laughton then took questions from the floor.*

APM 003 Minutes of previous meeting

*Having been signed at the June 2023 meeting these were noted*

APM 004 Annual Report of the Parish Council by the Chair, Bilsthorpe Parish Council

*Councillor Ross Stoneman reported on the following;*

*It has been a busy year with some excellent achievements and work undertaken including;*

- *The Brazier installed and base completed*
- *Additional Christmas lights*
- *Crompton Park fence replaced*
- *Village hall project ongoing for which thanks should go to Andy Hardy and Chris Morton at NSDC as well as the Village Hall team*
- *The Tour of Britain bike race and the decorations that were made for the event*
- *Remembrance day service and the playing of Crocodile Shoes!*
- *Floodwatch team and the work that has been done for the future and is ongoing*
- *Planters at the entrances to the village*
- *Grant applications and the work done to achieve them*
- *Support given to the Miners Welfare and facilitating a lawnmower for them*
- *Trees planted on Crompton Road park (sadly some vandalised)*
- *New benches on Crompton road park*

APM 005 Questions from the public or to raise any matter of interest

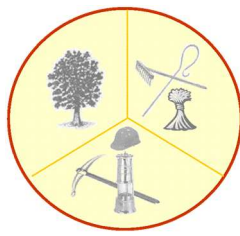
*Clarification was sought regarding the Village Hall site and its current status within the planning process. It was disappointing that the hall is not fit to be used.*

*Quality of pot hole repairs were causing concern*

*General clarification as to the Council's interest in community buildings was sought and given*

APM 006 Date of next annual parish meeting – **Monday 12<sup>th</sup> May 2025 6pm**

**Meeting concluded at approx. 6.40PM**



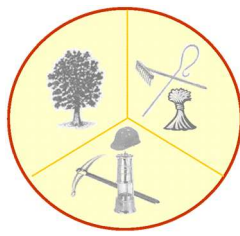
## BILSTHORPE PARISH COUNCIL

### **Bilsthorne PC ANNUAL GENERAL MEETING Minutes of Meeting held on Monday the 13<sup>th</sup> May 2024**

**Present:** Cllrs; Ross Stoneman (Chairman), Tim Holloway (Vice Chairman), R Holloway, Arthur Pinnick, Steve Kemp, Flo Mitchell, Hannah Iwanejko, Brian Jackson, Paula Pestell  
12 members of the public  
Clerk Susan Stack, RFO Kate Bell

### **MINUTES**

- AGM 001 Introductions  
***The purpose of the meeting was explained***
- AGM 002 Apologies for absence  
***Cllr Alan Ward***
- AGM 003 To elect a Chair of the Council  
***Cllr R Stoneman was nominated by RH/PP. There being no further nominations Cllr Stoneman was elected***
- AGM 004 To received the Chair's Declaration of Acceptance  
***The acceptance of office was signed***
- AGM 005 To elect a Vice Chair of the Council  
***Cllr T Holloway was nominated by RS/SK. There being no further nominations Cllr Holloway was elected***
- AGM 006 To appoint representatives of outside bodies  
***None***
- AGM 007 To review committees and sub committees; \*Cllr Ward was not present so appointment subject to acceptance  
***HR – RS PP TH***  
***Finance – RS TH SK CC***  
***Parks – PP HI AW\* FM BJ***  
***Planning – SK BJ CC***  
***CCTV – SK***  
***Debfib – \*AW SK***  
***Remembrance – HI AP TH RS***  
***Village Hall – RH TH SK HI RS***
- AGM 008 Date of next AGM – ***Monday 12<sup>th</sup> May 2025***



## BILSTHORPE PARISH COUNCIL

### Bilsthorpe Parish Council Minutes of Meeting held on Monday the 13<sup>th</sup> May 2024

**Present:** Cllrs; Ross Stoneman (Chairman), Tim Holloway (Vice Chairman), R Holloway, Arthur Pinnick, Steve Kemp, Flo Mitchell, Hannah Iwanejko, Brian Jackson, Paula Pestell.

12 members of the public

Clerk Susan Stack, RFO Kate Bell

### MINUTES

019/24 Welcome & opening comments

***The Chairman outlined to the public how the meeting works and the background to the items in the agenda regarding investigations and research behind the scenes.***

020/24 Apologies for absence

***Alan Ward***

021/24 Declarations of pecuniary and/or personal interest

***C Cooper and Brian Jackson as regards the Heritage Centre  
S Kemp in relation to a quote from a company he works for  
H Iwanejko in Manor exteriors***

022/24 Chairmans Report

***No questions on report given to APM***

023/24 To approve the minutes of the meeting held on the 8<sup>th</sup> April 2024

***It was resolved to receive and approve the minutes (RS/SK)***

024/24 Reports from District and County Councillors

***Cllr R Holloway – as part of her role Rhona has been busy reporting fly tipping, pot holes, litter, helping residents with various issues, working with RAGE over the incinerator and continues to monitor. In addition she has worked with Flood forum team and did a walk around the area around the flood sites to better understand the issues that caused the problems. A commitment was received from Notts CC to do work to clear some fallen trees/clear blockage. The Kirklington Rd end of the village is next and Strawsons have been most helpful. She is part of the Council housing team undertaking checks and reporting issues. Regular litter picks being done too.***

***RH has been involved in procedures with NSDC regarding housing allocations not being carried out as agreed – now being sorted.***

***Eastwell court flats – research done into the owner to find out what is happening***

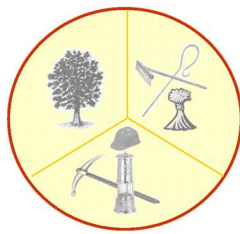
***Working with MP over post office – now relocated***

***NSDC promoting for new resources to come into the village at every opportunity.***

***Cllr Holloway took questions from the floor regarding flood prevention actions and fly tipping. Strawsons have been asked for information over any potential allotment land but nothing more at the moment to report.***

***Thanks were given to Cllr R Holloway (along with Steve Kemp) for ongoing support with regard to the Flood team.***

025/24 Questions from the public



## BILSTHORPE PARISH COUNCIL

**The Village Hall focus group have been looking into some of the issues raised at the public meeting held at the Welfare and this work is ongoing. Old paperwork is being sought.**

**A Banking Hub (similar to Ollerton) would be an asset to Bilsthorne residents. Cllr H Iwanejko reported that they have been looking at libraries and community spaces but Bilsthorne may not qualify. The MP and County Councillor are the people who may have the power to progress it.**

**Cllr Stoneman is talking to others with a view to arranging a community meeting to follow up on the Heritage meeting held on the welfare.**

**Question regarding the loan from 2019 to refurbish the hall – it didn't go ahead. After looking forward to what was needed, 3 contractors considered, one appointed and work started. The work showed substantial structural issues and a report was produced that resulted in a large sum to put it right and it could not be funded. Therefore the process was paused and other options looked into. The loan amount is ringfenced. Two income streams from the windfarms service the debt.**

**A resident reported that the Bilsthorne Community Facebook page has got out of control recently and it would be better to work together rather than inflame the issue. The Chairman clarified that was not under control of the Council and that the parish Council page is the place to look for factual information.**

026/24 Correspondence; for actions or to note

a. Various on Heritage museum

**A number of correspondence items have been received (e-mails, letters etc). All circulated to Councillors**

b. Ref Policy for Speedwatch

**RS is having a meeting tomorrow 6.30pm at Burton Court for anyone interested in the Speedwatch group. It is NOT a parish council run group but we are happy to support**

c. Invoice for fire extinguishers

**Rectified**

d. Information from Cllr Laughton on Waste Management

**Updated at previous meeting**

e. Feedback from The Green centre ref refuse, hiring and contact details

**All items resolved**

f. Complaint ref parking (e-mail)

**Copper Beech PH area. Police and Highways are saying it's each others problem to resolve which is frustrating. It is now getting dangerous. Cars are forcing pedestrians onto a narrow road. We have done everything we can as a Parish Council and residents are encouraged to report it as much as possible to 101 to get action.**

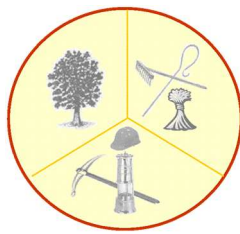
027/24 To consider financial matters

a. To review and approve:

- Bank Reconciliation 30<sup>th</sup> April 2024

**This was approved and signed (RS/TH)**

- Summary of Receipts and payments



## BILSTHORPE PARISH COUNCIL

***This was approved and signed (TH/SK)***

- Invoices to be approved

***The list as presented was approved with the addition of Invoice from M Purdy for Mel's tree and Maid Marion work up to £200. (RS/SK)***

***Authorisation of "Regular" payments as presented was approved (RS/TH)***

- Payroll summary

***Agreed as correct (TH/RH)***

- VAT reports

***Agreed as correct (TH/SK)***

- b. To consider any quotations not included elsewhere on the agenda

***None***

028/24 To review (and amend if necessary) the Council's

- Financial and Management Risk assessment

***No changes required (RS/TH)***

- Standing Orders

- ***No changes required (RS/TH)***

- Financial Regulations (new ones issued by NALC May 24 need tailoring)

***Tailoring required – Agreed we will remain with existing until Vikki returns (PP/RS)***

- Fixed Asset Register

***Agreed (RS/PP)***

- Insurance renewal and confirm adequate cover in place

***Cover was reviewed and a new quote will be sought***

029/24 To consider – Items relating to the Financial Year end and AGAR submission;

- To receive the management accounts for the year
- To receive and accept the report of the Internal Auditor
- To consider the Council's responses to the Annual Governance report, complete and sign
- To consider the Accounting Statements, approve and sign
- To agree the period for Public Rights

***Deferred to June meeting***

030/24 To receive an update on:

- a. Feature to replace Christmas tree

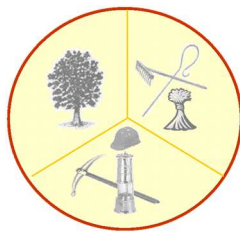
***There is a shortage of steel and prices have increased – awaiting new quotations***

- b. Community speed watch – meeting arranged, equipment returned.

***Meeting planned for tomorrow***

- c. The Flood wardens

***Flood signage PPE etc all gone out Marie, Andy and Rhona had a meeting as per report previously given. Budget of up to £20k set for work involved.***



## BILSTHORPE PARISH COUNCIL

- d. Project to renew the gravel and slabs in front of the seats at the war memorial – additional quotations  
***Quotation of £3,400 has been received and is the cheapest quote (added to another three quotations). Clerk to collate, send to Councillors and review at next meeting.***

031/24 To discuss and comment on – Planning Matters

Proposal: Removal of existing conservatory. New single storey rear and side extension and detached garage. Site Address: 33 The Green Bilsthorpe NG22 8QQ  
Ref: 24/00535/HOUSE

***No objections (RS/TH)***

Change of use of land to a secure dog walking field with associated car parking and access. Site Address; Land Off Kirklington Road Bilsthorpe NG22 8TZ  
Ref. No: 24/00571/FUL

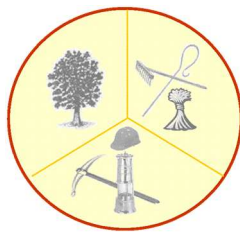
***No objections (RS/RH)***

Change of use from agricultural land to sui generis dog field with secure fencing. Site Address; Land At Deerdale Lane Bilsthorpe  
Ref. No: 24/00502/FU

***Has been refused by NSDC***

032/24 To draft – Biodiversity Policy (RH)  
***Remove from agenda***

- 033/24 Village Hall working group
- To agree Terms of reference for the group  
***Awaiting final copy RH to chase***
  - RH meeting with ARK to project manage  
***Quotation received after scoring and was late so not considered.***
  - Funding application made update  
***No further report – awaiting second window to open to apply***
  - Discuss and agree the appointment of an Architects practice to deliver Architectural services for the provision of a new Village hall/community building  
***Proposal from R Holloway considered and information shared. It was resolved to appoint LK2 Architects. (RH/RS)***  
***Business Case – two quotes have been received and information shared. It was resolved to appoint the quote from Mulhall Leisure. (RH/RS)***
  - Bat roost survey  
***Remove from agenda***
  - To consider application by the Heritage museum for an Asset of Community Value order to be put on the Squash Courts and respond to NSDC



## BILSTHORPE PARISH COUNCIL

***It was resolved to support the application and Clerk will respond accordingly (RS/SK)***

- g. To consider issuing notice to the Heritage museum as per lease agreement

***It was resolved that the Council will NOT be issuing notice (RS/SK)***

- h. Any other matters (to report only)

***No other matters***

034/24 To discuss – Play equipment repairs. Action needed  
***Clerk to ask NSDC for a meeting on site to explain the works needed and prioritise. Advice needed on any high risk items that need immediate action. Delegated to Clerk to undertake any urgent repairs.***

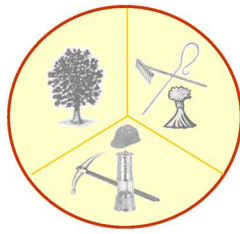
035/24 To discuss – Potential Asset protection applications on – Sports Field, Welfare site, Church, Scout Hut, Youth Centre (ongoing with Clerk and PP)  
***The Scout hut will progress with the support of the Scout leader. The Sports Field and Welfare site will not (as per their request). St Margaret's Church is ongoing (awaiting return of the Clergy), ditto youth centre.***

036/24 Councillor reports  
***HI – Speedwatch in TH garage***  
***PP – Green centre information is being monitored***  
***PP - Parking around the pub – we e-mail all parties involved asking for a solution***  
***PP – Ongoing with Asset protection.***  
***PP – Bowls are being given to the Welfare (Resolved PP/RS)***  
***PP – New graffiti – Clerk to ask NSDC to remove***  
***TH – Letter to the Police as there is no presence in the village***  
***TH – Pushbike destroyed and CCTV identified and sent to Police on behalf of owner***  
***TH – Slimming World at Green Centre – allowed to charge as a donation is being made***  
***TH – Asking heritage to publicise the status of the lease on facebook – Agreed***  
***SK - Flower baskets at the bandstand***

037/24 Date of next meetings  
June 10<sup>th</sup>, July 8<sup>th</sup>, August 12<sup>th</sup>, September 9<sup>th</sup>, October 14<sup>th</sup>, November 11<sup>th</sup>, December 9<sup>th</sup>  
2025 - January 13<sup>th</sup>, February 10<sup>th</sup>, March 10<sup>th</sup>, April 14<sup>th</sup>, May 12<sup>th</sup> (APM)

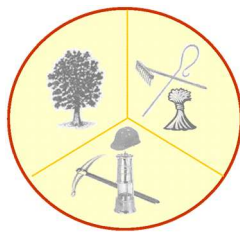
***RESOLVED TO EXCLUDE PUBLIC AND PRESS DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED***

038/24 Confidential matters  
Staffing report  
***Contract not found for litterpicker. Clerk to ask if he has one or not.***  
Date for HR meeting  
Note future agenda item, Dec 24 – Financial regulations



BILSTHORPE PARISH COUNCIL

No meeting in  
June 2024



## BILSTHORPE PARISH COUNCIL

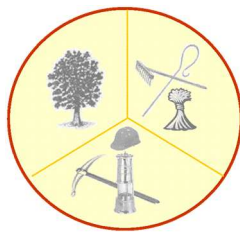
### Minutes of meeting of held on 8<sup>th</sup> July 2024 at Burton Court, Bilsthorpe

**Present:** Cllrs; Ross Stoneman (Chairman), Tim Holloway, Rhona Holloway, Steve Kemp, Alan Ward, Brian Jackson, Arthur Pinnick, Cris Cooper, Flo Mitchell.

1 member of the public

Clerk Susan Stack

- 066/24 Welcome & opening comments  
***The Chairman welcomed everyone and apologised for missing the previous meeting***
- 067/24 Apologies for absence  
***Paula Pestell, Hannah Iwanejko, RFO K Bell***
- 068/24 Declarations of pecuniary and/or personal interest  
***War memorial – Family member, R&T Holloway***
- 069/24 Chairmans Report  
***No report***
- 070/24 To approve the minutes of the meetings held on the 10<sup>th</sup> June and 28<sup>th</sup> June 2024  
***The minutes were approved (TH/CC)***
- 071/24 Reports from District and County Councillors  
***No new business was undertaken last month NSDC and Police reference parking on election day. Copper Beech put on a marshall. The Police had not responded after which a response was received apologising and explaining they drove by and no issues. Wycar Lees building - security fencing is still not fixed – NSDC also involved Local casework and planning including Ivy Gardens and the ex. St John's hall. She is awaiting answers to some discrepancies and will call in applications.***
- 072/24 Questions from the public  
***None***
- 073/24 Correspondence; for actions or to note  
PWLB Query – Clerk obtaining figures and will publish on website  
***Published.***  
EXERCISE EQUIPT – Facebook post via Rhona  
***Clerk to get a service quote from Proludic. – (both parks)***  
Speeding on Eakring Road – Interactive speed camera request near Ivy Gardens – ***Clerk to contact Cllr Laughton.***
- 074/24 To consider financial matters
- To review and approve:
    - Bank Reconciliation 30<sup>th</sup> June 2024  
***RFO not present;***
    - Summary of Receipts and payments  
***RFO not present;***
    - Invoices to be approved  
***Invoices for Black Bags (£75.57 & £35.70) and Bin liner (£55.56) all payable to Susan Stack were approved.***
    - Payroll summary  
***It was resolved to pay salary. (RS/TH)***
  - Other Financial items:  
To agree interim invoice reference Village Hall



## BILSTHORPE PARISH COUNCIL

### **Mulhall £1000 +VAT agreed (RS/TH)**

To agree the Insurance renewal proposal from Zurich (1 or 3 year deal).

**1 Year: £3,064.99 (including IPT) 3 Year (LTA): £2,782.56 (including IPT)**

**It was resolved to accept the 3 year deal (TH/SK)**

To agree payment for additional cuts to verges by NSDC

**£386.00 plus VAT for a one off cut OR 10 cuts for £2250.00 plus VAT. –**

### **CLARIFICATION required of areas included in cut - DEFERRED**

075/24 To agree the Insurance renewal proposal from Zurich (1 or 3 year deal).

**See other financial items**

076/24 To agree payment for additional cuts to verges by NSDC

£386.00 plus VAT for a one off cut OR 10 cuts for £2250.00 plus VAT (note that 4 cuts have been done so far) **See other financial items**

077/24 To consider – Incidents/actions relating to Bike Night at Copper Beech PH

**It was felt that the pub were doing their best along with other agencies and there was nothing else we as a PC could do. The only other option was yellow lines which would be a County Council matter. Clerk to contact Bruce for feasibility study or similar.**

078/24 To receive an update on:

- Project work at war memorial

**Cllr T Holloway presented a formal proposal/design and explained the proposal to the Council. Tree roots are currently going over gravel and would involve extra work and so gravel will remain. One bench will need slightly re-locating and slabs to be fitted. Flowers at the side of the path (Marie has been asked to give us some ideas). Cleaning needs specialist attention as the monument is registered and will require hand cleaning with soapy water. Volunteers from the breakfast club will assist. A local building consultant has offered mortar to repoint in places. Some trimming of trees may be needed to overhanging branches as a separate issue. Commencement date could be in 3-4 weeks subject to initial payment needed. It was resolved to appoint REC Services Limited at a cost £4895 plus VAT (AP/RS). T and R Hollway abstained from the vote. 40% deposit agreed (AP/RS)**

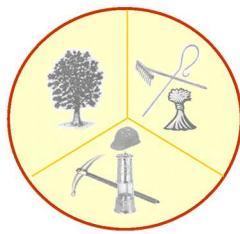
- Village Hall working group

**Inception meeting has taken place with the architects and Mulhall Leisure and supplied information requested. Details of a project management company obtained and costs/services have been requested for consideration. The possibility of incorporating a play zone (with grant funding up to 70% of £250k) is being looked into. Risk register is being updated regularly. Draft template contract from NSDC has been received that we ought to have drawn up by our solicitor to protect ourselves during the project. Clerk to have draft agreement drawn up. Tallents of Newark. Councillors views have been sought and passed on to the architects. Meetings are being held every two weeks between various parties.**

- Feature to replace Christmas tree

**County Council are happy for removal of old tree. The recommendation of the smaller tree based on a plinth was preferred by Councillors involved. Designs for plinth were invited.**

- Blocked drain near Heritage Centre



## BILSTHORPE PARISH COUNCIL

**Clerk trying to get in touch with Ravenshead exterior but not had an answer. Suggested to try Rob Carr Reneshaw? Agreed that the Clerk can spend up to £500 plus VAT (RS/SK)**

- Installation of replacement bench

**NSDC have been asked to replace the bench and are awaiting it being undertaken for £150.00. Clerk has passed numbers of key holders onto village hall.**

079/24 To discuss and comment on – Planning Matters

**Application for variation of conditions to substitute approved plans with revised drawings for garage height and fenestration attached to planning permission 19/02056/FUL.** Ref. No: 24/01104/S73 | Received: Mon 17 Jun 2024 | Validated: Mon 17 Jun 2024 | Status: Registered

23 Oaktree Drive Bilthorpe NG22 8SL

**Approved (RH/RS)**

**Single storey extension.** 1 Woodruff Lane Bilthorpe NG22 8UF

Ref. No: 24/01037/HOUSE | Received: Mon 10 Jun 2024 | Validated: Mon 10 Jun 2024 | Status: Registered

**Approved (RS/SK)**

**Clerk to ask for extension on planning for the St John's site.**

080/24 Councillor reports

**TH – One way signage issue demonstrated to NSDC. Discussions as to location and agreed that sign should be on Gleasons land and they should pay for it. Officer taking it forward. Village sign on Kirklington Road will be relocated when the new village signs arrive. Village signs due August.**

**CC – Bricks and glass in Village Hall car park have been removed.**

**RH – Coronavirus information on website to be removed. Planning applications used to be on the website – need re-instating for just Bilthorpe applications with decision. Document backup/old records on next agenda**

**AB – 2 hedges overgrown on Mickledale Lane overhanging footpath linked with parking on footpaths. – Report on Notts CC website to contact home owner asking for it to be cut back. Mel's football net and a clock have been recovered to Alan/Tim.**

**AP – Chopped trees near memorial have been moved but there are more further down in the hedge. There is a wanderer demanding money near the fishing lakes. Suggested to draw up a map of responsibilities who is responsible for what in the area and publicise. Clerk indicated she was not confident doing this, possible NSDC help required.**

**SK – Shopkeeper spotted filling resident's wheelie bins – reported. Will get more information.**

**RS - Mickledale lane resident backing onto Village Hall, fence is needing repair and resident wants to adopt the boundary. Formal request not received.**

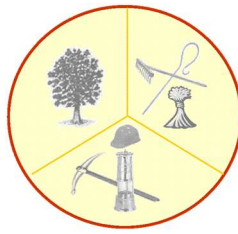
081/24 Date of next meetings

August 12<sup>th</sup>, September 9<sup>th</sup>, October 14<sup>th</sup>, November 11<sup>th</sup>, December 9<sup>th</sup>  
2025 - January 13<sup>th</sup>, February 10<sup>th</sup>, March 10<sup>th</sup>, April 14<sup>th</sup>, May 12<sup>th</sup> (APM)

**Noted**

**TO RESOLVE TO EXCLUDE PUBLIC AND PRESS DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED**

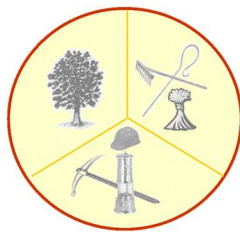
**Resolved**



## BILSTHORPE PARISH COUNCIL

082/24 Confidential matters  
Staffing matters

***Clerk to write asking for written confirmation as to litter picker's employment (RS/TH) and await clarification before any processing. Ask NALC as to how to progress.***



## BILSTHORPE PARISH COUNCIL

### Minutes of meeting held 12<sup>th</sup> August 2024 at Burton Court Bilsthorpe

**Present:** Cllrs; Ross Stoneman (Chairman), Steve Kemp, Alan Ward, Brian Jackson, Arthur Pinnick, Cris Cooper, Flo Mitchell.

District Councillor – R Holloway

County Councillor – B Laughton

11 members of the public

RFO - Kate Bell

Clerk - Susan Stack

083/24 Welcome & opening comments

***The Chairman welcomed those present and explained the procedure for the meeting and question time. Housekeeping was explained***

084/24 Apologies for absence

***None***

085/24 Declarations of pecuniary and/or personal interest

***None***

086/24 To elect Vice Chairman

***It was resolved to defer until additional Councillors are co-opted (RS/BJ)***

087/24 Chairmans Report

***Four Councillors have resigned and the Chairman wanted to thank them for their time and effort they have put into their duties during their time. Disappointing to read the on-line media comments. Personal comments and written/verbal comments directed at Councillors.***

***Chairman has had various talks/meetings with Clerks, RFO, NSDC and potential new Councillors. He offered to answer any questions to him as Chairman – none forthcoming.***

088/24 To note that four vacancies have been registered with NDSC following the resignations of Cllrs T Holloway, R Holloway, H Iwanejko and P Pestell.

To formally declare four vacancies for office of Councillor for the Bilsthorpe Parish  
***Included in Chairman's report above.***

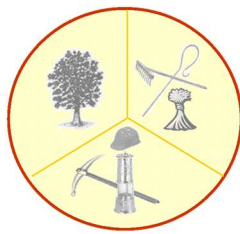
089/24 To approve the minutes of the meeting held on the 8<sup>th</sup> July 2024

***It was resolved to approve the minutes (RS/SK)***

090/24 Reports from District and County Councillors

***Cllr R Hollway (NSDC) - Wycar Lees fencing has been re-installed. Overgrown hedges in the village have been reported and they will be cut back when possible. Two grant applications she supported have secured NSDC funding. Request for street cleaning has been actioned and some litter picking has taken place as part of an ongoing programme.***

***There has been an increase issued to NSDC housebuilding targets and so more land will need allocating. There is a government led change to the policy for housing migrants***



## BILSTHORPE PARISH COUNCIL

*from hotels to various housing sources. Finally the Solar Farm planning application has been approved.*

*Cllr B Laughton – No more news on the incinerator. Concern over the A614 junctions which were a week away from approval as in spite of two letters to the Dept. of Transport nothing has been forthcoming. They will continue to push.*

*The Great North Solar Farm – indications are that, based on similar applications it will get approval. Although not directly affecting Bilsthorpe we are on the edge of the development. Concern that any public sector rises have not been budgeted for and will have to be found from other sources within the County budget.*

*Two drainage machines have been taken on to start on the gullies ahead of the winter.*

*Questions were raised with Cllr Laughton and Holloway as follows;*

*Thanks were given to Rhona for the hard work she has done.*

*A resident reported that they have been told there is a new flood elevation grant scheme being introduced. Cllr Hollway confirmed that the Parish Council will get sent information – a request was made that the PC apply for funding when applications launch.*

*Cllr Laughton will chase up progress on stopping lorries going the wrong way down the road near the Crescent. Incidents and abuse of pedestrians is continuing. The A614 scheme may have impacts on the Mickledale affordability. Cllr Laughton confirmed that the household waste site will not be closing to residents.*

091/24 Questions from the public

*A resident indicated that they felt the negativity from the public towards the Council recently is inappropriate.*

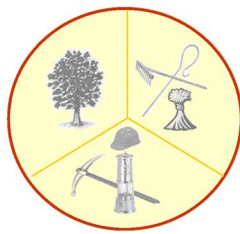
*The questions section of the agenda were requested to be transferred to the end of the meeting. The Chairman explained the rationale for having the questions towards to front of the agenda. It was suggested to have a question session at each end of the meeting. Cllr Holloway made a statement from herself and husband on their time on the Council and the item from July on the War Memorial project with inappropriate comments that followed. The Chairman outlined for all concerned the process regarding project planning and reporting to the Council for discussion as follows - If any potential project is brought to the Council and there is an interest in taking it further then the Councillor along potentially with others would source quotations and specifications for the project to be brought back to the Council for a final decision. The decision making process is made in accordance with the Council's financial regulations and other regulatory processes.*

*Residents present thanked Cllr Holloway for her professionalism in her work within the village.*

*Cemetery – Nov 2020 a question was raised as to if the Cemetery was to close and why surplus land had been sold off by the parish council in 2014/15 period. The Chairman understood that the land was offered to the Diocese but it had been declined. The parish council chairman confirmed there are no current plans to supply land for burials at this time and he understands that the same applies to the Church.*

*No advance on the allotments as the land to be donated as part of an application was not approved at planning and the appeal failed.*

*Zebra crossing on Eakring Road (Co-Op) has not been installed and residents queried why not as there are a large number of HGV's using that route.*



## BILSTHORPE PARISH COUNCIL

- 092/24 Correspondence; for actions or to note as circulated with agenda  
Communications previously forwarded (as attached) in relation to:
- a) Exercise equipment stiff – **Clerk has been in touch with three potential repairers and awaits quotations**
  - b) Cemetery plans for the future  
**The Council will reply to the resident explaining there are no current plans.**
  - c) Request for speed camera on Farnsfield Rd at the edge of Bilsthorne  
**The Clerk was asked to pass on the information to the County Councillor.**
  - d) Letter reference Heritage Museum  
**Noted**
  - e) Communications ref overflowing bin near Tesco  
**Confirmed that it is emptied by NSDC.**
  - f) Useful updates from Vikki on watering, bins and verge cutting  
**Noted**

Communications previously forwarded on date noted (not attached) as follows:

- a) RCAN cluster meeting 17<sup>th</sup> July
- b) RCAN general e-mail 22<sup>nd</sup> July
- c) Wifinity Perks ref veterans 24<sup>th</sup> July
- d) Planning consultation affordable housing 15<sup>th</sup> August
- e) RCAN newsletter 5<sup>th</sup> August
- f) Notts ALC newsletter 5<sup>th</sup> August  
**All noted**

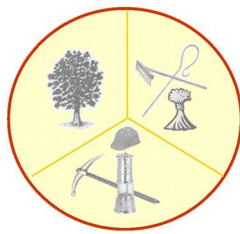
- 093/24 To consider financial matters  
**Cllrs Kemp and Cooper went through the finance items (RS/SK)**

To review and approve:

- a. Bank Reconciliation  
**Agreed as correct (SK/CC)**
- b. Summary of Receipts and payments  
**Agreed as correct (SK/CC)**
- c. Invoices to be approved  
**None**
- d. Payroll summary  
**Agreed as correct (SK/CC)**
- e. Any other reports from RFO  
**Windfarm invoice raised**  
**£600 invoice to NSDC raised**  
**Solar Farm contribution due later in the year**

Other Financial items:

- a. To agree payment for additional cuts to areas by NSDC – Please refer to e-mails distributed for exact areas. £386.00 plus VAT for a one off cut OR 10 cuts for £2250.00 plus VAT (see notes from Vikki in correspondence).



## BILSTHORPE PARISH COUNCIL

***It was resolved to accept the quotation of 10 cuts (RS/BJ)***

- b. To approve/note - Internal Audit fee for 24/25 Quotation received from East Midlands Audit Services Limited £190 plus travelling (one visit). Two independent auditors have been contacted, one did not reply, S Docherty quotation £200 plus travelling (incl interim audit)

***It was resolved to appoint S Docherty at £200 plus travel. (RS/SK)***

- 094/24 a) To consider amending the Terms of Reference for the Village Hall Committee to allow election of District and County Councillors to the committee with/without voting rights.  
***It was resolved to allow District and County Councillors to be members of the committee without voting rights. (RS/FM)***

And;

- b) To consider amending the Terms of Reference for the Village Hall Committee to allow election of District and County Council employees to the committee without voting rights.

***It was resolved to allow District and County employees to be members of the committee without voting rights. (RS/FM)***

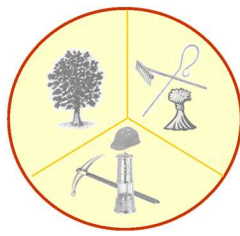
- 095/24 To elect (following recent elections)

- a) Replacement members (3) to the Village Hall group (or suspend group)
- b) Replacement member (1) to the Finance group (or suspend group)
- c) Replacement members (2) to the HR group (or suspend group)
- d) Replacement members (2) to the Parks group (or suspend group)
- e) Replacement members (2) to the Remembrance group (or suspend group)

***It was resolved to suspend members joining the above until new Councillors are in place.***

- 096/24 To discuss other Councillor responsibilities (as volunteers) that were covered by Councillors that have resigned including (but not exclusive to);

- a) Monitoring the park equipment and reporting faults/concerns (was PP)  
***Cllr Brian Jackson will take on Crompton Rd park***
- b) Graffiti cleaning project (was HI)  
***Cllrs B Jackson and C Cooper volunteered***
- c) Watering the Village planter at Mickledale lane (was TH/RH)  
***Cllr Stoneman volunteered***
- d) Overseeing the work on the War memorial project install by REM (to replace TH)  
***Cllr Kemp volunteered***
- e) Continuing research/design/quotation work on replacing the Christmas tree (to replace TH)  
***Cllr Kemp volunteered***
- f) Contact(s)/key holder to replace TH for the Village hall  
***Keys will be held until needed.***
- g) Emptying BPC bins until other arrangements are put in place (litterpicker)  
***To be monitored – Heritage have keys if needed***
- h) Storage of Council property (to replace TH)  
***All items now in Village Hall***



## BILSTHORPE PARISH COUNCIL

- i) Village signs (to replace TH)

***Cllr Kemp volunteered***

097/24 To agree – Changes required to Cheque signatories:

- Currently Cambridge account requires one signatory to transfer to Co-Operative. Council to resolve to replace TH as signatory on this account potentially with RS and SK

***Defer until new Councillors in place***

- The Co-Op account requires two signatories out of currently VA, TH, PP, KB, RS. The Council needs to resolve to remove TH and PP immediately, appointing two alternatives

***Defer until new Councillors in place***

098/24 To discuss – Arrangements following resignation of Litterpicker for:

Putting out the bin at Village Hall

***Cllr Cooper reported that bags are being left outside of the gates. Cllr Cooper will look after the bin***

General litterpicking until new arrangement in place

Emptying the bins (if overflowing only) at:

- a) Crompton Rd park
- b) On the mound
- c) At the steps on Eakring Road near the bridge
- d) Near Tesco's.

***Monitor and respond if necessary.***

099/24 To discuss the service of litterpicking around the village going (Employee/Volunteers/Outsource)

***Defer until new Councillors in place***

100/24 To discuss any other roles that may wish to be considered for example a handyman/playground monitor or similar.

***Defer until new Councillors in place***

101/24 To discuss ways to improve access to internet/documents for all present at Council meetings;

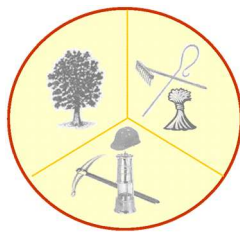
- a) Purchasing a portable internet device with suitable data contract that can be used from mains to enable Clerk and Councillors to access their devices at a meeting. Proposal to purchase TP Link device at £39.99 and arrange suitable PAYG simcard

***Resolved to purchase with EE PAYG on trial (RS/SK)***

- b) To review current devices in use by Councillors and ascertain/consider if any additional support is needed to ensure they have access to Council information and communications on a day to day basis.

***Cllr Mitchell asked for assistance. Cllr Stoneman will help***

- c) To purchase a portable/small printer along with an ink contract for use at Burton Court to print council papers for meetings/visitors as required. Proposal to purchase HP laserjet or similar at £39.98 and review ink contract option in two months.



## BILSTHORPE PARISH COUNCIL

### ***Resolved to purchase and review contract (RS/SK)***

- 102/24 Documents stored at Village hall:- This is not a safe place to keep to examine documents therefore Council needs to consider to:
- a) Set a date and delegate Councillor(s) to remove all documentation from hall to safe location for sorting.
  - b) Dispose of non essential documents securely
  - c) Log and put an expiry date on other items that need to be retained creating a document retention policy.
  - d) Try and recover any “missing” documents from old devices, e-mails etc
  - e) Appoint a contractor to scan in essential documents (such as minutes, leases, land ownership, insurance cover) and store originals in suitable storage location (dry, locked, accessible) and hold electronic copy in at least two separate places (for example Website and OneDrive)

### ***Defer until new Cllrs are in place (RS/SK)***

- 103/24 To discuss – use of notice boards;  
There are three notice boards in the village at Village Hall (Cross St), Maid Marion park and the Duckpond. Maid Marion Park is not an official Council noticeboard) Of these three Cross St is clear and easy access, the duckpond is now not transparent at all and Maid Marion is between the two. Some remedial work is required.

The proposal is to post agenda and official documents on the Cross St notice board and put a notice in the other two referring people to the Cross St one or website for full agenda and official notices. There is already a notice of all meeting dates in situ. on all three boards.

To consider as part of the 2025/26 budget reviewing notice boards in general.

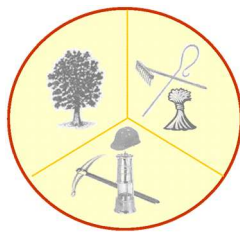
***Resolved to use Maid Marion rather than the Duck pond board. New board options, prices and locations will be researched in the interim ahead of the budget setting.***

- 104/24 To discuss suggestion to put planning applications on website  
Currently the Parish Council agenda as loaded onto the website contains “click links” for each planning application that takes the user directly to that application within the NSDC portal.  
Option 1 – Link to NSDC webpage  
Option 2 – Physically load applications in which case policy needed on:
- a) What type of planning application will be loaded
  - b) Which details for each one will be loaded (e.g. just the plan, or full details with applicants name etc) or direct link to each application on the NSDC website
  - c) How long they will be left of the website for (set expiry date eg 1 year from being loaded or indefinitely)
  - d) Will they be updated as their status changes or not?

Option 3 – Pay an additional fee (£5 per month) to the website provider to establish a link with the NSDC website that will update automatically.

***It was agreed that Option 3 would be preferable. Clerk to ask Hugo Fox for more details.***

- 105/24 To receive an update (if available) on:
- Project work at war memorial



## BILSTHORPE PARISH COUNCIL

**Start date 27<sup>th</sup> August finish Friday 30<sup>th</sup>. Request for skip to be sited off road, fencing off area, and use the Scout hut for digger storage. Cllr Stoneman will contact the contractor to discuss.**

- Village Hall working group  
**Update on four meetings that have taken place by Cllr Holloway were read out by the Chairman. (Appendix to the minutes)**
- Feature to replace Christmas tree  
**No update**
- Blocked drain near Heritage Centre  
**Three drains were cleared and working well**
- Installation of replacement bench  
**Ongoing – next two weeks by NSDC**
- Village signs  
**SK – Reported imminent**

106/24 To discuss and comment on – Planning Matters

- [The re-positioning of the DIA transmission dish.](#)

Adjacent To Pony Trek Centre Blooms Gorse Farm Deerdale Lane Bilsthorpe NG22 8TA  
Ref. No: 24/01320/TELNOT | Received: Mon 22 Jul 2024 | Validated: Mon 22 Jul 2024 | Status: Registered

**Noted – not our area**

- [Application for removal of condition 04 for the time period for which a person can occupy the pitches for holiday use attached to planning permission 17/00147/FUL; Works to facilitate the siting of up to 15 additional caravans for holiday use \(retrospective\)](#)

Robin Hood Retreat Caravan Park Belle Eau Park Bilsthorpe Newark On Trent NG22 8TY  
Ref. No: 24/01146/S73 | Received: Thu 27 Jun 2024 | Validated: Fri 28 Jun 2024 | Status: Registered

**Noted – not our area**

- [Application for variation of conditions to substitute approved plans with revised drawings for garage height and fenestration attached to planning permission 19/02056/FUL Householder application for raising of roof, installation of 3 no. rear dormer windows and front extensions and erection of a new garage](#)

23 Oaktree Drive Bilsthorpe NG22 8SL

Ref. No: 24/01104/S73 | Received: Mon 17 Jun 2024 | Validated: Mon 17 Jun 2024 | Status: Registered

**Noted as granted**

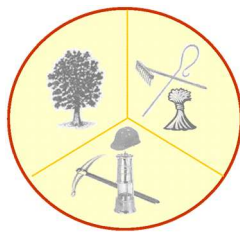
- [Demolition of the existing single storey building and creation of 4 new dwellings with associated gardens and parking.](#)

St John Ambulance Eakring Road Bilsthorpe NG22 8PY

Ref. No: 24/00741/FUL | Received: Wed 24 Apr 2024 | Validated: Tue 18 Jun 2024 | Status: Registered

**Defer to September meeting. Cllr Stoneman to speak to District Cllr**

107/24 Councillor reports



## BILSTHORPE PARISH COUNCIL

**CC – Big bin emptied**

**SK – CCTV – no request received**

- 108/24 Date of next meetings  
September 9<sup>th</sup>, October 14<sup>th</sup>, November 11<sup>th</sup>, December 9<sup>th</sup>  
2025 - January 13<sup>th</sup>, February 10<sup>th</sup>, March 10<sup>th</sup>, April 14<sup>th</sup>, May 12<sup>th</sup> (APM)

**Noted**

- 109/24 TO RESOLVE TO EXCLUDE PUBLIC AND PRESS DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED

**It was resolved to exclude public and press**

Confidential matters

Staffing matters

Proposal for the phased return to work of the V Arkell from maternity leave

**Cllr Stoneman outlined the proposal for a staged return to work by Vikki Arkell in agreement with Kate to take over the RFO role from November.**

**It was resolved to accept the proposal (RS/SK)**

VH 105/24

Village hall update for Bilsthorne Parish Council  
August 2024

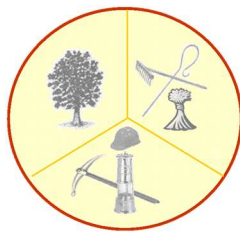
Following discussions and agreements with Bilsthorne Parish Council and Newark and Sherwood District Council I attended 4 meetings relating to the Village Hall project in my capacity as District Councillor as an interim measure whilst the Chairman of the PC was away.

**Meeting 1** was on 15th July with myself, Chris Morton and Officers at NSDC to discuss the progress of the project. We outlined the current position of the project and answered questions on various aspects, the funding, the progress of the design, the play zone etc. the meeting was very positive and everyone felt comfortable that the time line and the funding was in line with expectations.

**Meeting 2** was with Chris Morton on Tuesday 16th July to discuss the surveys needed, what has been done with regard to a project manager, whether the site visit has taken place etc.

**Meeting 3.** was with the Architects and the Business planners myself and Chris Morton on Thursday 18th July, LK2 Architects confirmed that they are close to the end of RIBA stage 1 which relates to the preparation and design brief. The site visit would take place on Wednesday 24th July. The Architects explained that a topographical survey is needed and they would give us some companies to seek quotes from. This has been received and Mapomatic have been chosen as the most cost effective choice to provide what is needed. The cost will be met as part of the UK shared prosperity funding. Discussions took place with the Chairman of the PC before the decision was made to appoint Mapomatic to ensure we do this within the terms of reference and approvals already gained from the PC.

**Meeting 4** took place with Natalie Battye at LK2 Architects on Wednesday 24th July, the site visit on Crompton road Park. This was a productive meeting and enabled LK2 to have a clearer understanding of how the building could sit within the site.



## BILSTHORPE PARISH COUNCIL

### Minutes of meeting held 9<sup>th</sup> September 2024 at Burton Court Bilsthorpe

**Present:** Cllrs; Ross Stoneman (Chairman), Steve Kemp, Alan Ward, Brian Jackson, Arthur Pinnick, F Mitchell  
County Councillor – B Laughton  
21 members of the public  
Clerk - Susan Stack

**Ahead of the meeting Chris Morton NSDC gave a presentation on the progress on the new Village hall with key points as follows:**

**Using RIBA work stages with 7 stages from start to completion.**

**Stage 0 - ideas**

**Stage 1 – define the project brief and budget \* where we are now**

**Stage 2 – designs and plans start site investigations and business plan**

**Stage 3 – pre planning where everything collated**

**Stage 4-7 next stages**

**Outlined funding secured towards the project costs £1.2million estimated project costs.**

**Funding support £55k up to planning stage secured from government. PWLB loan £147k in place, £5k match funding from PC, potential £110-450K sale of Cross St site. In addition activity led funding (such as sports funding for pitches) may be available depending on design and timing.**

**Spending total RIBA 1-4 = £36k, Site £9,964, Planning fee £8,376 other £8,350.**

**Appointments so far - LK2 for business case Mulhall Leisure to be architect**

**3 sites considered, investigations took place and Crompton Park selected and validated**

**The future consultation stages were outlined – it is a tight timescale due to the government funding having to be spent by mid March 2025.**

**Imminent actions - Site investigations ahead of planning application. (potential) community engagement, project management appointments, technical design management company appointment.**

**Project risks – Funding deadlines; Resources/expertise, Funding overall, site constraints and risks**

**Updates – Monthly to Parish Council meetings, presentation early Autumn on concept designs, Public consultation circa Jan 2024**

**The chairman thanked Chris for his presentation and general questions were invited.**

110/24 Welcome & opening comments

**Cllr Stoneman welcomed everyone to the meeting**

111/24 Apologies for absence

**Cllr. Cris Cooper**

**NSDC Cllr. R Holloway**

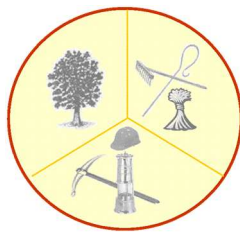
**RFO Kate Bell**

112/24 Declarations of pecuniary and/or personal interest

**None**

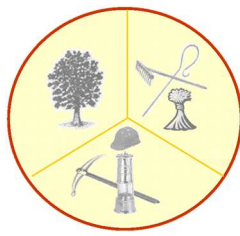
113/24 Chairmans Report

**Cllr Stoneman has been working with NDSC officers and Cllr reference the Village Hall and contractors involved. Responding to e-mails received.**



## BILSTHORPE PARISH COUNCIL

- 114/24 Report and update from Chris Morton of Newark and Sherwood DC relating to progress on the new Village Hall Focus Group workings. To agree any matters arising from the report.  
**Key points noted above. It was resolved to appoint ENS to undertake the Noise Survey (RS/SK) and NSDC Cllr Holloway to progress**
- 115/24 To approve the minutes of the meeting held on the 12<sup>th</sup> August 2024  
**It was resolved to receive and approve the minutes (RS/AW)**
- 116/24 Reports from District and County Councillors  
**NSDC Councillor R Holloway submitted a written report:**  
*I have reported the overgrown hedge leading from the harron homes estate down to Wycar Leys to Notts County Council, they have confirmed that they have inspected this and have now sent a letter to the land owner requesting they cut it back as it is obstructing the pavement.*  
*Planters on Kirklington road and Farnsfield road have been watered every week, the Scouts have kindly said they will water the one on Eakring road by their hut. But I don't know who is watering the Mickledale lane planter ?*  
*Kirklington road from meadow grove to Brackner lane has been litter picked by Tim and Stuart*  
*Farnsfield road has been litter picked every Sunday by Tim Holloway*  
*I have litter picked the old village and Maid Marian park twice this month*  
*The residents consultation on the 'Kiddey Stones ' where NSDC are looking to spend £81,000 on siting some decorative stone plaques outside Castle House is now open, please do complete the survey as this is residents money being used. The survey can be found on the NSDC website and on social media.*  
*I have been keeping an eye on the planning application at the St Johns site as the final design for the 4 semi detached properties is not yet finalised. However planning have advised that the planning application will be for 4 semi detached and will not include a phase two element.*  
*I will be attending a briefing with NSDC Planning department and senior Officers who will be outlining how the new housing targets and planning changes will impact our district.*  
*As mentioned last month, labour have an imposed a new target of 730 houses per year across the district, a 67% increase on previous levels.*  
*I am still fully involved with the new Village hall/community building and am liaising with NSDC, LK2 Architects and the Business planners on a regular basis with formal updates every two weeks*  
*Cllr B Laughton – No update on incinerator. A614 improvements, still awaiting a reply from the secretary of state. Bruce to look into disabled parking markings near the entrance to Burton Court to assist disabled resident.*
- 117/24 To discuss – The positioning within the agenda of the Public Questions item in the running order of Council meetings going forward.  
**Discussion was held on the pro's and con's of various options. It was agreed by the majority of public present to keep the question time at the start of the meeting. It was resolved that, for a trial period of 6 months a "meeting summary" will be added subject to time constraints ahead of Date of Next Meeting item. (RS/SK)**  
**Public Questions:**



## BILSTHORPE PARISH COUNCIL

***Nitrous oxide consumption needs to be reported to 101 and NSDC Community protection team.***

***Congratulations were expressed to Arthur on his recent award.***

***Winter Service – area around welfare and shops are prone to icing over with lots of older people needing to get to the shops. Suggestion that the gritting lorries do the Crescent – the Council think that only major routes are undertaken by Notts CC. Option is to employ a contractor to undertake the work. Clerk to ask for gritting route from VIA and is there an option to add additional routes if BPC agree to associated costs.***

***Bike Night parking issues on Thornton on the agenda elaborated on – an update from the Council was given on previous options and actions along with other agencies and the advice is to ring/lobby the police and NDSC/NottsCC councillors.***

***Land (verge) in front of St John's to in front of BT is severely overgrown and is it the responsibility of the developers. Clerk to ask NSDC.***

### 118/24 Correspondence

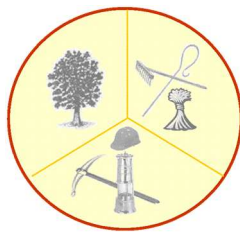
Communications previously forwarded on date noted (not attached) as follows:

- a) ComCast.net ref Elk's planting sent 21/8
- b) Speedwatch co-ordinator reference Bike night sent 21/8 & 22/8 & 29/8
- c) RCAN appeal for photo's sent 21/8
- d) Lengthsman scheme update sent 21/8
- e) RCAN LNER grants sent 21/8
- f) RCAN Severn Trent water community fund sent 21/8
- g) RCAN Volunteering opportunities sent 21/8
- h) Various on Grass cutting sent 21<sup>st</sup> August
- i) Various on St John's site planning
- j) Process for invoice payments in relation to UKSPF fund and outline of funding obtained/what for/BPC contribution required. **Approved**
- k) Beaumont house Dragon boat race sent 13/8
- l) RCAN Neighbourhood scheme sent 22/8
- m) Notts CC Winter Service 2024/25 sent 22/8 – on agenda below
- n) Reply from Church regarding closure of graveyard sent 23/8
- o) Bike Night complaint sent 23/8, further comments sent 23/8
- p) Response from Cllr Holloway reference Zebra Crossing at Co-op sent 23/8 – on agenda below
- q) Notts ALC – NPPF consultation sent 25/8
- r) RCAN – membership fee date changes sent 28/8
- s) RCAN funding opportunities sent 28/8
- t) Nottinghamshire & Nottingham Local Nature Recovery Strategy - ONLINE engagement workshop sent 29/8
- u) Civic office - Flag Raising for Merchant Navy Day sent 29/8

### 119/24 To consider financial matters

To review and approve:

- a. Bank Reconciliation
- b. Summary of Receipts and payments
- c. Invoices to be approved



## BILSTHORPE PARISH COUNCIL

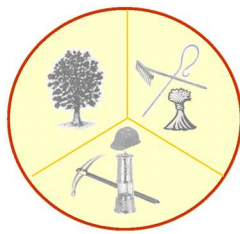
- d. Payroll summary
- e. Any other reports from RFO

**Financial reports were scrutinised and approved (SK/AP)**

Other Financial items for discussion and approval

- a. Winter service from Notts CC – Supplies to be ordered and agree cost – **Order 5 free bags to deliver to Village Hall.**
- b. **Clerk to ask NSDC for locations of existing Notts CC locations of bins and can any BPC owned bins be maintained at a cost?**
- c. Payment to LK2 Architects for services £3960 -**Approved**

- 120/24 To consider and adopt – a policy for Co-opting Councillors sent 27/8  
**It was resolved to adopt the policy with an amendment that voting will take place by written ballot not show of hands. (RS/SK)**
- 121/24 Village hall terms of reference – extract showing revised wording for approval  
Any other decisions required as a result of the public meeting held 5.30pm this evening  
**It was resolved that the changes are accepted (RS/SK)**
- 122/24 To discuss action regarding footpaths on Gleeson estate (Cris)  
**Deferred (Cllr not present)**
- 123/24 To discuss action regarding sign with no planning permission at Co Op (Cris)  
**Planning is in place – remove**
- 124/24 To consider additional planting at Maid Marion Park as per e-mail from M Purdy up to £100  
**It was resolved to authorise work as above (RS/AW)**
- 125/24 To note:
  - a) Purchase of printer with ink contract for 3 months -**installed and working**
  - b) Purchase of wireless modem -**installed and working**
  - c) The Church intends to close the graveyard and has no future plans for future provision (e-mail 23.8) - **noted**
  - d) Sabrina Docherty has accepted appointment as internal auditor for 2024/25 year -**noted**
- 126/24 To consider adding planning applications link to website by upgrading to Silver package with Hugo Fox at £19.99 per month (currently on Bronze at £9.99 per month) = £10 pm increase  
**It was resolved to upgrade and review (RS/BJ)**
- 127/24 To discuss the approval in principle to apply for NSDC funding for flood alleviation if it comes available and nominate person to act as co-ordinator.  
**It was agreed that the Council will take advantage of any funding and resident Mr Andy Magyer agreed to be link between BPC and Floodwatch on the matter. (RS/AW)**



## BILSTHORPE PARISH COUNCIL

128/24 To receive an update (if available) on:

- Project work at war memorial  
**Currently behind due to weather and should start mid/end Sept**
- Village Hall working group  
**As presentation**
- Feature to replace Christmas tree  
**Larger tree preferred by family of existing tree. Suggested that we approach local businesses and the local community for additional funding. SK and RS to take forward along with resident Marie.**
- Graffiti cleaning  
**Hannah will continue with this project – RS to chase**
- Any litterpicking/refuse/watering issues  
**RS to water Mickledale lane. No litterpicking issues**
- Bench at Maid Marian  
**Ross and Brian have keys for bench to be collected.**
- Blocked drain near Heritage Centre  
**Working fine – remove from agenda**
- Village signs  
**Morris cast signs, a week of design then going to the foundry to be done, so another couple of months before they will be ready.**
- Notice board sites  
**Morris cast do noticeboards so will ask for prices, same size, magnetic back, open doors**
- Zebra Crossing near Co Op  
**Nothing we can do – revised plans were accepted by the NSDC without it on.**
- Reply re Speed Camera from B Laughton – sent 27/8  
**Passed on to officers**

129/24 To discuss and comment on – Planning Matters

- [T1 Oak - crown thin 20%; remove all epicormic/new growth to 7m above ground level; deadwood >40mm diameter. G1 Yew and Holly - crown thin 20%; remove all epicormic/new growth to 7m above ground level; deadwood >40mm diameter. S1 Holly Stump - Stump grind to approx. 8" below ground level G2 Holly - Reduce to end height of 4m above ground level; trim sides back as far as reasonably practicable; remove stem trespassing onto neighbouring property T2 Sycamore - Crown thin 20%; reduce from property to give 2m clearance; deadwood >40mm diameter T3 Sycamore - Height reduction of 3m; lateral reduction of 2m; deadwood >25mm diameter](#)

**Noted**

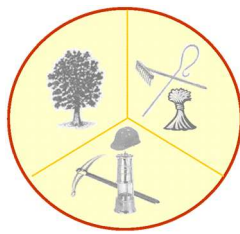
**The Old Rectory** Church Hill Bilthorpe NG22 8RU

Ref. No: 24/01465/TWCA | Received: Mon 19 Aug 2024 | Validated: Tue 20 Aug 2024 | Status: Registered

- [Glass canopy to rear elevation. Erection of outbuilding.](#) 

The Old Police House 66 Mickledale Lane Bilthorpe NG22 8RB

**Approved (RS/SK)**



## BILSTHORPE PARISH COUNCIL

Ref. No: 24/01442/HOUSE | Received: Tue 13 Aug 2024 | Validated: Wed 28 Aug 2024 | Status: Registered

- [Request for confirmation to discharge conditions 3 \(Arboricultural method statement\), 4 \(Details\), 5 \(Protected Species report\), 6 \(materials\), 7 \(Obscure glass\), 8 \(External Lighting\), 9 \(Boundary Treatments\), 10 \(Parking and turning space\), 11 \(Hard and Soft Landscaping\) and 12 \(Planting\) attached to planning permission 23/01186/FUL Demolition of existing detached garage and outbuildings. Erection of single storey dwelling.](#)

The Coach House Church Hill Bilsthorpe NG22 8RU

Ref. No: 24/01384/DISCON | Received: Mon 05 Aug 2024 | Validated: Mon 05 Aug 2024 | Status: Registered

**Noted**

130/24 Councillor reports

***Flood signage scheme – 10 new barriers expected in the next 10 days and need to go in the Village Hall***

***Brian – Crompton Park seat wood needs some TLC and he can do it over winter for cost of materials up to £200 – agreed (RS/SK)***

***Alan – pads for welfare defib Zoll AED+ Adult. We have been asked to take over the Defib inside the pharmacy – new owner is happy for it to go outside on the wall. More details will be sought for next meeting.***

***Remembrance Sunday service was agreed to take place again. Road closure needed. Clerk to contact the contractor up to a max. spend of £1000. (RS/AW)***

***As agreed earlier on the agenda - Summary of tonight's meeting took place with informal discussion with residents present.***

131/24 Date of next meetings

October 14<sup>th</sup>, November 11<sup>th</sup>, December 9<sup>th</sup>

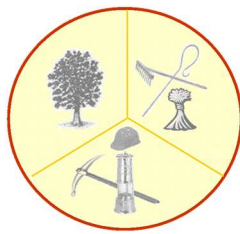
2025 - January 13<sup>th</sup>, February 10<sup>th</sup>, March 10<sup>th</sup>, April 14<sup>th</sup>, May 12<sup>th</sup> (APM)

**Noted**

For  
note

Items deferred for future agenda;

- *Election of Vice Chairman*
- *Election of additional members to committees and working groups when new the co-option procedure is completed*
- *Key holder for Village hall (new Vice chairman)*
- *Cheque signatories to Cambridge and Co Op bank accounts*
- *Litterpicking/Handyman services*
- *Documentation in Village Hall, compilation of records held and backup procedures.*
- *Financial regulations (tailoring)*



## BILSTHORPE PARISH COUNCIL

### Minutes of meeting held 14<sup>th</sup> October 2024 at Burton Court Bilsthorpe

**Present:** Cllrs; Ross Stoneman (Chairman), Steve Kemp, Alan Ward, Brian Jackson, F Mitchell, C Cooper

*Joined by new Councillors after item 152/24*

NSDC Councillor R Hollway

County Councillor – B Laughton

12 members of the public

Clerk - Susan Stack

132/24 Welcome & opening comments

***It was resolved to re-order agenda items - Items 151 and 152 were brought forward to be ahead of 139 (RS/SK)***

***The Chairman explained that this may be a longer than normal meeting due to the new Councillors joining us***

133/24 Apologies for absence

***None***

134/24 Declarations of pecuniary and/or personal interest

***None***

135/24 Chairmans Report

***Work at the War memorial will be starting this week and will be complete before Remembrance Sunday.***

***The service will be held on 10<sup>th</sup> at the memorial with no parade (same as 2023). This will be publicised soon.***

***Meetings with community groups and paperwork is being undertaken.***

***S106 balances – we are still awaiting a response from NSDC in getting the information and will report back next month***

***Invitations have gone to MP for attendance at one of our meetings or an alternative date for residents to meet with her – any date will be communicated out.***

136/24 To note the resignation of Cllr Arthur Pinnock

***Noted – Thanks were given for all his hard work for the Council. No election has been called and so we are free to co-opt***

137/24 To approve the minutes of the meeting held on the 9<sup>th</sup> September 2024

***It was resolved to receive and approve the minutes (RS/BJ)***

138/24 Reports from District and County Councillors

***Cllr R Holloway is keeping an eye on the St Johns site and any ongoing changes.***

***Village planters continue to be watered and they have been beautiful – thanks to Marie.***

***Wrote to the MP to ask for her NOT to support the Winter Fuel allowance being abolished and will bring up at NSDC meeting.***

***Cookery lessons are taking place for young people at the Green Centre.***

***During heavy rain a number of aqua sacks were supplied and put in place but not needed and Cllr Holloway encouraged the Council to apply for up to £2,500. Pavement sweeps have been asked for after the storm.***

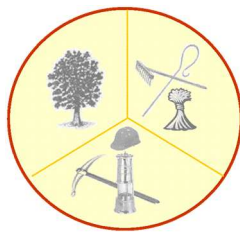
***Usual litterpicking has been happening.***

***Cllr B Laughton – Traffic survey has been done for Farnsfield Road and it is below the threshold for an interactive speed sign both on numbers and speed.***

***Transport A614 response – holding letter received***

***The Mayor is looking to appoint a CEO.***

***Drainage budget has increased significantly and the vehicles are out doing gulleys. The garage ones are urgent and have been prioritised by Cllr Laughton on our behalf.***



## BILSTHORPE PARISH COUNCIL

***He has put in a bid for the parking markings requested at the last meeting  
Cllr Kemp asked if we could apply for funding towards the Christmas Tree – It was confirmed that there was some and that we should write formally.***

151/24 To receive presentations from prospective Councillors

***A number of applicants gave presentations***

152/24 To Co-opt up to five Councillors onto the Bilsthorne Parish Council

***A written ballot took place and the following Councillors were co-opted:***

***Bryan Stanley***

***Keith McAdam***

***Brian Costello***

***Dawn Spence***

***The fifth vacancy will be deferred to the next meeting to allow time for the vacancy arising from Arthur Pinnick to be advertised formally.***

***The above Councillors signed their Declaration of Acceptance of Office and joined the meeting.***

139/24 Report from Flood resilience team and other community groups

***There has been a meeting with Michelle and awaiting feedback. Various e-mails from NSDC regarding the funding stream available and Rufford PC have been approached for their funding to be applied for to make it a whole area operation.***

***Examples of expenditure - 12 foot canes to go in drains to highlight their locations Aqua sacks. A list has been/will be compiled and sent to BPC for the funding application.***

***An issue is going to arise with storage, amount of and location for. Alternatively some of the funding could be used to purchase a store. Private storage is not appropriate. Practical hand tools to do basic actions (such as sweeping and raking). The area at the side of the Village Hall could be used as an interim measure.***

***Peter Cross from Lowdham has been a good source of advice and information and has offered us use of emergency pumps if we need them. Peter is also in trialling software that will predict the brook height based on actual rainfall further up the chain and it was suggested that a number of areas could club together for the subscription. (Approx £200 each).***

***Strawsons have got a lot of weather stations on their systems and we may be able to pool the data for the flood team to act as prior warning on rainfall amounts.***

***An emergency plan (not just for flooding) has been shared with the group and the flood team are going to adapt their section for flooding. The Council may put something similar in place based on GDPR agreements etc.***

***Property Flood Resilience up to £5000 per house flooded has been applied for by Mickledale to be pooled to carry out shuttering works.***

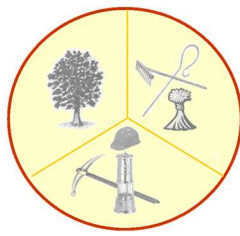
***A meeting to be arranged by Chairman/Marie and anyone who wishes to attend from groups etc.***

140/24 Public Questions – (max 10 minutes)

***Repair/renew benches – Next agenda item. Cllr Stoneman to meet with Cllr Spence  
Ex Councillor Paula welcomed new Councillors***

141/24 Correspondence

Communications previously forwarded on date noted (not attached) as follows:



## BILSTHORPE PARISH COUNCIL

- a) Notts CC £5,000 National Garden Scheme sent 3/9
- b) NALC Newsletter -sent 4/9
- c) Resident e-mail ref excessively loud noise coming from the builders radios on the Bilsthorne Chase sent 9/9
- d) S106 meeting sent 9/9
- e) NALC ref AGM sent 11/9
- f) Ashley ref Windfarm grant sent 11/9
- g) NSDC Teens cookery sent 11/9
- h) Additional info ref bike night – resident sent 16/9
- i) RCAN - N&S VH Group Meeting – sent 16/9
- j) Nottinghamshire & Nottingham Local Nature Recovery Strategy sent 16/9
- k) British National Ploughing Championships – sent 16/9
- l) Flytipping at Heritage car park and jitty sent 19/9
- m) Public Consultation on the Nottinghamshire County Council Draft Biodiversity Net Gain – sent 30/9
- n) RE: Memorial Bench – resident sent 30/9
- o) NSDC 24/00309/ENFB zebra crossing at Co-Op sent 30/9
- p) RCAN - N&S Cluster Group mtg - follow up notes sent 30/9
- q) Notts cc - School admissions consultation 2026-2027 sent 4/10

### **Noted**

142/24 To consider financial matters

To review and approve:

- a. Bank Reconciliation
- b. Summary of Receipts and payments
- c. Invoices to be approved (PKF Littlejohn, Mapmatic, Total resources)
- d. Payroll summary
- e. Any other reports from RFO

### **Resolved as correct and approved (RS/SK)**

**Council is due 30% income from Inkersall site so must remember to claim that when due.**

### **Saving account statement to be presented to next meeting**

To receive and accept the External Auditors report for 2023/24 and note that the Notice on Conclusion of audit was published on 30<sup>th</sup> September 2024

### **The report was accepted and publication noted.**

Other Financial items for discussion and approval

- a. Quotation from Baker Baird for consultation services on new Village Hall at £4,999 ex vat agreed by Village Hall group

### **Resolved to accept (RS/SK)**

- b. Quotation from Keystone Project Solutions for project management £1,650 ex vat

### **Resolved to accept (RS/SK)**

143/24 Remembrance Sunday –.

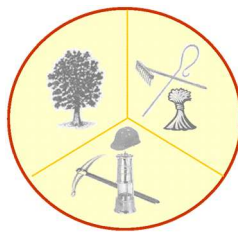
- To approve and formally appoint Total Resources to do traffic management at £445

### **Resolved (RS/AB)**

- To note application for road closure has been submitted to VIA by the TM.

### **Noted**

- To confirm details of event for communication to the police



## BILSTHORPE PARISH COUNCIL

***The Chairman was contacted by the local PC asking for various info which he has undertaken on the Council's behalf. It will be forwarded for approval.  
Sunday 10<sup>th</sup>, 10.30 meet, 10.45 start, finish approx. 11.15. All arrangements are in hand.***

- 144/24 To discuss action regarding footpaths on Gleeson estate (Cris)  
***There should be a gate into the school which has not been put in. The site manager has been asked. Maintenance of the back field is paid for by the residents but has not been done – needs to approach the Management company. Cllr Holloway may be able to help.***
- 145/24 To consider application for funding from NSDC reference Flood alleviation  
***Discussed earlier under community group reports***
- 146/24 To consider existing and future provision of Grit bins in the parish and agree any new sites/refills needed.

Colour type	Reported by	Location	Status
Yellow	Cris	Near Gibson's	Full
Yellow	Cris	Bottom of Maid Marian	Nearly Full
Yellow	Cris	Sparrow Park	Full

***? The Green centre***

***? Mickledale lane near bend***

***Valley Road, Alan to check***

***? Highfields***

***Councillors were asked to investigate above and other sites - Revisit next meeting***

- 147/24 To consider responses to planning applications below:
- [Application for a non-material amendment to allow for the installation of a filter trench attached to planning permission 12/01594/FULM.](#)

Bilthorpe Disused Colliery Eakring Road Bilthorpe

Ref. No: 24/01684/NMA | Received: Mon 23 Sep 2024 | Validated: Mon 23 Sep 2024 | Status: Registered

***No objections (RS/SK)***

- [Householder prior approval for single storey rear extension The length that the extension extends beyond the rear wall of the original house: 5.5 metres Eaves height of the extension: 2.20 metres Maximum height of the extension: 3.50 metres](#) 

20 Scarborough Road Bilthorpe NG22 8QU

Ref. No: 24/01466/HPRIOR | Received: Mon 19 Aug 2024 | Validated: Tue 10 Sep 2024 | Status: Registered

***No objections (RS/AB)***

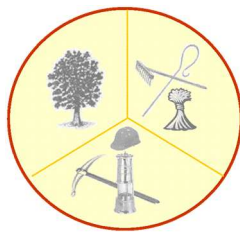
- [The installation and operation of a mini battery storage unit and ancillary infrastructure.](#) 

Land Adjacent Bilthorpe Energy Centre Eakring Road Bilthorpe

Ref. No: 24/01445/FUL | Received: Wed 14 Aug 2024 | Validated: Mon 16 Sep 2024 | Status: Registered

***No objections (RS/CC)***

- 148/24 To receive an update (if available) on:
- Project work at war memorial



## BILSTHORPE PARISH COUNCIL

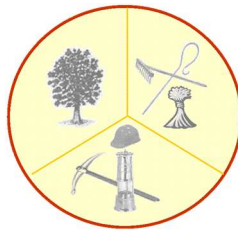
### ***To be completed in next week/10 days***

- Village Hall working group  
***Meetings are ongoing with plans being developed. Funding has been obtained for the professional fees up to planning stage***
- Feature to replace Christmas tree and funding  
***Letter to be sent to local companies asking for contributions to the new (larger) tree sculpture. Clerk to finalise the letter and send to Chairman and Cllr Kemp for distribution.***  
***A go-funding page will be set up***
- Graffiti cleaning  
***Hannah has the materials and it will be undertaken. Revisit next meeting***
- Any litterpicking/refuse/watering issues  
***Nitrous Oxide canisters mentioned. Behind Miners Welfare, Field opposite football ground and Crompton Skatepark are hot-spots. Nothing on CCTV.***  
***Village planters – replanting for winter – quote being worked on by Marie. Budget of up to £350 resolved (RS/CC). Proposed that quotation acceptance be deferred to SK/RS and Clerk.***
- Bench at Maid Marian (near bus stop)  
***New manager at NSDC has just taken over and has been alerted to it needing doing.***
- Village signs  
***Gone to the foundry then need painting – ETA January 2025***
- Notice board sites  
***Awaiting quotes***
- Reply re Speed Camera from B Laughton – sent 27/8  
***Updated in Councillor reports***
- Gritting routes and adding additional roads  
***Only the main road is gritted according to the map***  
***Clerk to re-send e-mail for Councillors to respond with additional roads to be requested.***
- Re-siting of Defib at pharmacy  
***Box received and given to Cllr Stoneman for installation***

149/24

### Councillor reports

***Railway cottages, tarmac has been dug up and it has been planted. Cllr Mitchell to send more details to Clerk to pass on to Rhona and Bruce for who is responsible.***  
***Block paving at Fish Bar reported and it is currently being repaired.***  
***Green Centre disco equipment and broken chairs left outside disable toilet. Food left outside overnight – reported to NSDC***  
***Heras fencing across Wycar is down again. Cllr Kemp to advise Rhona***  
***Football net is held at Alans for the football goal but the fixings are broken and need repair. Old net is at side of Village hall. Chairman will speak to Tim, put on next agenda.***  
***Crescent one way still not being adhered to.***  
***Flytipping in museum car park coincided with charity collection - NSDC cleared it up.***  
***Co Op are doing well being walks from museum last Friday of every month – Cllr Cooper to get a flyer to the Clerk.***



## BILSTHORPE PARISH COUNCIL

***2-3 teenagers on bikes no lights wrong way around the Crescent again.***

150/24 Summary of the meeting (only if time allows) max 10 mins.

***Concerns about rubbish being left on St Johns site.***

151/24 To receive presentations from prospective Councillors

***See above (re-ordered)***

152/24 To Co-opt up to five Councillors onto the Bilsthorne Parish Council

***See above (re-ordered)***

153/24 Date of next meetings

November 11<sup>th</sup>, December 9<sup>th</sup>

2025 - January 13<sup>th</sup>, February 10<sup>th</sup>, March 10<sup>th</sup>, April 14<sup>th</sup>, May 12<sup>th</sup> (APM)

***Noted***

Items deferred for future agenda;

- *Election of Vice Chairman*
- *Election of additional members to committees and working groups when new the co-option procedure is completed*
- *Key holder for Village hall (new Vice chairman)*
- *Cheque signatories to Cambridge and Co Op bank accounts*
- *Litterpicking/Handyman services*
- *Documentation in Village Hall, compilation of records held and backup procedures.*
- *Financial regulations (tailoring)*



## BILSTHORPE PARISH COUNCIL

### Minutes of meeting held 11<sup>th</sup> November 2024 at Burton Court Bilsthorpe

**Present:** Cllrs; Ross Stoneman (Chairman), Steve Kemp, Brian Jackson, Flo Mitchell, Cris Cooper, Bryan Stanley, Keith McAdam, Brian Costello, Dawn Spence  
County Councillor Bruce Laughton, 4 members of the public, Clerk - Susan Stack & RFO Vikki Arkell.

- 154/24 Welcome & opening comments  
***The chairman welcomed everyone to the meeting***
- 155/24 Apologies for absence  
***NSDC Cllr R Holloway***
- 156/24 Declarations of pecuniary and/or personal interest  
***None***
- 183/24 To receive presentations from prospective Councillors  
***One applicant gave a presentation***
- 184/24 To Co-opt one Councillor onto the Bilsthorpe Parish Council  
***Mr Doug Mincher was elected to the office of Councillor, signed his declaration of acceptance of office and joined the meeting***
- 157/24 Election of a Vice Chairman  
***It was resolved that Cllr Steve Kemp be appointed (RS/FM)***
- 158/24 Chairmans Report  
***Cllr R Stoneman reported that it was nice to have new Councillors and to meet them after their appointment. Some meetings were held before the Remembrance day and the Scouts had a huge turnout on the day along with the local school in attendance. He welcomed back Vikki as RFO on a phased return ahead of her full return in January.***
- 159/24 To approve the minutes of the meeting held on the 14<sup>th</sup> October 2024  
***It was resolved to receive and approve the minutes (RS/BJ)***
- 160/24 Reports from District and County Councillors including:
- Update on A614 – ***No update, no response.***
  - Update on parking markings on Scarborough Rd – ***Bid ongoing***
  - Update on Libraries – ***There was some concern as to the situation as information available was contradictory. Cllr Laughton assured the meeting that no libraries are closing. Volunteers are being sought in numerous areas to extend services. Cllr Laughton will look into the possibility of having a music licence in the library.***
  - Update on One Way system on The Crescent - ***The Clerk asked for any final comments this evening.***
  - Interactive Speed Camera request on Farnsfield Road – ***Not possible as not fitting criterion***
  - Waste plan (Bilsthorpe recycling centre) – ***No changes***
  - Donation towards community Tree memorial (old Xmas tree) – ***Clerk has e-mailed Bruce - RFO to e-mail Clare Rankin.***

#### ***General report:***

***The balanced budget is now in deficit as a result of the increase in NI announced by the government. The sum involved is circa £30m. Ben Bradley has resigned as leader of Notts CC. An update on gully cleaning was requested. Clerk to ask for approx. date for action and add to agenda for regular update***  
**Report (written) from Cllr R Holloway**

***I have requested some street cleaning and pavement sweeps in Bilsthorpe this month, this is done through the 'report it' online portal at NSDC, anyone can request/report through this portal and I would recommend having a look as it shows all of the 'report it' services.***

***I received a question from Councillor Stanley with regards to some specific ASB/littering issue and referred that to NSDC, I have received and passed on to Councillor Stanley a full and detailed response***

***I am dealing with some specific residents concerns regarding ASB within their area and am liaising with NSDC to try and resolve these.***

***There have been some queries over how to book the two NSDC Community Centres, the terms of use etc. these queries have been fed back to NSDC and are being responded too. All bookings need to be done directly with NSDC through the 'getinvolved@newark-sherwooddc.gov.uk***

***Nottinghamshire County Council are in the process of carrying out a survey into the Library service currently available across the County. County Councillor Scott Carlton is the lead on that and I have been in communication with him with various questions put to me from residents. I have had confirmation that Cllr. Carlton has written to those residents to explain the nature of the survey and that the Library in Bilsthorpe is not closing.***

***I was proud to attend the remembrance service in Bilsthorpe on Sunday to lay my wreath on behalf of Newark and Sherwood District Council and in commemoration of our fallen in times of conflict. I would like to send my own thanks to Arthur and Glenys Pinnock for the wonderful display of poppies and Soldiers around the Memorial it was a very fitting tribute. The paving looked great and has smartened up the whole Memorial site.***

***I note that there is some activity on the field at the top of Wycar Road and there is some speculation over the purpose of the activity, I will seek further information through NSDC to see if there is anything in the pipeline we need to know about and report back I submitted a motion at Full Council calling for the Leader of the Council at NSDC Councillor Paul Peacock to write to the Chancellor of the Exchequer seeking a review of the decision to means test the winter fuel payment. I am pleased to say that through discussion and agreement with Councillor Peacock and myself as Leader of the Opposition this has now been done.***

161/24 Report from Flood resilience team and other community groups

***A list of items for the grant funding was presented to the Council by the group and this will be submitted to NSDC in support of the grant acceptance form sent after the last meeting. VIA have said that 4 gullies are to be cleaned near the garage, pictures were sent but 4.5 weeks have passed. Flood team will send details to the Clerk who will chase it up with Louise. Correspondence reference PFR funding has been received and action is ongoing. The group may be submitting a grant application to the Parish Council for £100 towards an electronic alert system. The flood group thanked the Parish Council for their ongoing support.***

162/24 Public Questions – (max 10 minutes)

***Heron Homes site – Orpington way is inadequate for the current housing and concern that another 150 homes may be built. Council have not had any plans through. Noted. Cllr Laughton has asked to be alerted in the event that an application is made so that he can see it through the system.***

163/24 Correspondence

- a. Communications previously forwarded on date noted (not attached) as follows:
- b. Nottinghamshire County Council's Local Communities Fund sent 8/10
- c. Advertising from Newark TC sent 17/10
- d. Upcoming Training Events NALC sent 17/10
- e. RCAN - Newark Halls - Community Chest open for applications sent 17/10
- f. Review of Statement of Gambling Principles for the Gambling Act 2005 NSDC sent 21/10
- g. RCAN - Newark and Sherwood Community Grant scheme – sent 22/10
- h. Nottinghamshire & Nottingham Local Nature Recovery Strategy – Notts CC sent 22/10
- i. RCAN's centenary year celebration event – sent 24/10

j. November newsletter – NALC sent 1/1

**Noted**

164/24 To consider financial matters

To review and approve:

- a. To accept the pre-authorised payments list

**Accepted (RS/SK)**

- b. Bank Reconciliation

**Checked agreed and signed RS**

- c. Summary of Receipts and payments

**Received and queries invited**

- d. To review Budget status

**The RFO explained the report and how to best scrutinise and use it. Reviewed.**

- e. Invoices to be approved

**Invoice for village hall highway survey Bryan G Hall £600 total (RS/BJ)**

- f. Payroll summary and working from home allowance

**RFO presented the summary (RS/BJ) It was resolved to re-instate a set £15 per month to help towards printing/ internet costs etc. (RS/SK)**

- g. Any other reports from RFO

**The RFO reported that a payroll analysis sent by e-mail to Councillors had identified an overpayment element. It was accepted that members of staff had not received payslips and the Councillors had not been getting the full reports. It was resolved to write to all employees affected asking for return of overpayments (RS/SK)**

**A Financial meeting was proposed for 25<sup>th</sup> November at Burton Court 6pm and Councillors were asked to confirm their availability.**

Other Financial items for discussion and approval

- a. To authorise £250 spend on winter planting by Marie Purdy (e-mail 17/10)

**Resolved (RS/CC)**

- b. To approve quote via LK2 architects for planning energy statement at £750 (sent 25/10)

**Resolved (RS/SK)**

- c. To note the revised NJC pay scales as distributed by NALC (sent 25/10)

**Noted**

165/24 To discuss – Councillors project proposals with approx. costings for 2025/26 to be included in budget that will be presented in December for approval

**Cllr Spence suggested benches will submit a costing to the Clerk/RFO within 14 days.**

**Recycle scheme for blister packs – minimal cost**

**Noticeboards - £700 plus £800 installation – need 2 new and one refurb.**

**Re-wilding of Stoneyfield Lane**

**The RFO reported that there is about £6,000 available to break even based on current estimates.**

**It was agreed to advertise the remaining Grant fund on the Facebook to encourage applications ahead of the year end.**

**It was noted that £2000+ is in the budget for hanging baskets at the brazier that have not materialised. RFO and Cllr Spence to look into and report to next meeting.**

166/24 To elect (following recent co-options)

- a) Replacement members (3) to the Village Hall group

**Cllrs McAdam, Jackson and Mincher were appointed**

- b) Replacement member (1) to the Finance group

**Cllrs Costello and Spence Mincher were appointed**

- c) Replacement members (2) to the HR group

**Cllr Mincher and Kemp were appointed**

- d) Replacement members (2) to the Parks group


**Cllrs McAdam and Stanley were appointed**

- e) Replacement members (2) to the Remembrance group  
**Cllrs Cooper, Costello, Stanley were appointed, Cllr Stoneman stepped down.**
- 167/24 To discuss Councillor responsibilities (as volunteers) that are vacant:
- Monitoring the park equipment and reporting faults/concerns (was PP)  
**Members of the Parks Group will undertake**
  - Graffiti cleaning project  
**Cleaning equipment to be returned and Cllrs Kemp and Stanley will undertake the work**
  - Watering the Village planter at Mickledale Lane (was TH/RH)  
**Cllr McAdam will undertake over the winter**
  - Contact/key holder to replace TH for the Village hall  
**Cllr Kemp as vice chair was appointed**
  - Emptying BPC bins until other arrangements are put in place (currently Heritage)  
**The 1100 bin is only being used by the Heritage, Cllr Stanley will use for surplus litterpicking bags if needed, The gate access code and bin collection dates will be e-mailed out to all Councillors – Cllr McAdam will put bin out on Tuesday evenings.**
- 168/24 To consider appointing an IT company to repair/maintain/advise on issues on Council hardware (laptop/tablets) and software (E-mail and user related issues) and if agreed to identify potential suppliers. (RS)  
**RFO estimates £140 per month – not progressing**
- 169/24 To consider provision of mobile phone/modem contract arrangements as currently the council mobile is not on a data contract, and the modem is on 30 day expiry PAYG at £10p/mth (SS/VA)  
**It was resolved to have a data contract on the mobile and put the SIM in the modem at meetings. RFO to arrange up to £10 per month on Giff Gaff. (RS/KM)**
- 170/24 To consider setting up a group to create and subsequently review an Emergency Plan document for the Village (BS)  
**Flood Warden Marie Purdy has a number of plans to look at and adapt. The Flood team, Cllrs Kemp, Costello, McAdam, and Stanley were appointed. Cllr Kemp to set up WhatsApp group.**
- 171/24 To consider purchase of additional tablet devices for Councillors use (if required)  
**Not needed at present**
- 172/24 To consider the extension of the ink contract on portable printer (SS/VA)  
**It was resolved to cancel the contract when the free period expires. New inks to be purchased as the contract ones will cease to work when the contract is cancelled.**
- 173/24 To consider existing and future provision of Grit bins in the parish and agree any new sites/refills needed.

Colour type	Reported by	Location	Status
Yellow	Cris	Near Gibson's	Full
Yellow	Cris	Bottom of Maid Marian	Nearly full
Yellow	Cris	Sparrow Park	Full
Yellow	Cris	Benet Drive	Full
Blue	Cris	Archers Drive	Nearly empty*
Yellow	Alan	Oak Rise – needs new lid	Half full
Yellow	Alan	Lansbury Road	Half full
Yellow	Alan	The Green	Full
Blue	Alan	The Crescent	Half full*
Yellow	Cris	Kirklington Rd/ Bilsthorpe Chase	Full
<ul style="list-style-type: none"> <li>Notts CC advise that they will not fill blue bins but we have 5 (free) salt bags on order that could be used if required. Would need transporting from Village Hall. <b>Cllr Stoneman to fill blue bins with existing/new stock</b></li> </ul>			

- 174/24 To discuss the staffing requirements of the Council going forward in relation to Litterpicking, handyman services, routine inspections and decide on the method of appointment eg Self Employed/Contractor/Lengthsman scheme, paid staff or Volunteer activity.  
***A discussion took place as to the requirements needed within the village and potential combinations of service levels. It was agreed to delegate to Cllrs Stanley, Stoneman and Costello to draw up a proposal for the next meeting.***
- 175/24 Cheque signatories to Cambridge and Co Op bank accounts – To agree replacement signatories/removals where required.  
***It was resolved that the members of the Finance Committee will be signatories. (RS/CC) RFO to progress***
- 176/24 To form a task and finish group to sort through documentation in Village Hall, compile a list of records held, agree how they will be retained, and consider backup options.  
***Cllrs Cooper Stanley and Kemp were appointed to undertake over the winter and that the task will be risk assessed.***
- 177/24 To consider – Training for Councillors (BS)  
***The Clerk was given delegated powers to allocate training as required for relevant roles up to £300. Councillors who do not attend will be expected to pay their cost (RS/SK), Clerk to re-send NALC latest courses available.***

178/24 To consider responses to planning applications below:

- [Change of use of building from place of worship to 7 residential flats with first floor rear extension.](#) 

Bilthorpe Methodist Church Valley Road Bilthorpe NG22 8QH

Ref. No: 24/01302/FUL | Received: Mon 22 Jul 2024 | Validated: Thu 17 Oct 2024 | Status: Registered

***It was resolved to Object on the basis of inadequate parking resulting from the number of residential units involved and also request that NSDC delay giving permission until after a full BAT survey has been completed. Furthermore requested that Highways undertake a full survey (not desktop) ahead of any decision being made.***

***Resolved to continue the meeting past 9pm (RS/SK)***

- 179/24 To receive an update (if available) on:
- Project work at war memorial  
***Completed***
  - Village Hall working group  
***From RH written report:***  
***Meeting 17th October with LK2 Architects, Mulhall Leisure,(Business planners) Baker Baird (Communications) and NSDC. Date set for the presentation to the Parish Council of 2nd December***  
***Date set for the residents consultation of 15th 16th January***  
***E-mail sent to the Clerk and Chairman with info around that meeting***  
***29th October meeting with the Regeneration team at NSDC to discuss the Communications and to get some feedback and help from them.***  
***6th November meeting with Chris Morton to do a catch up on progress and to add to my 'To do' list***  
***14th November we have a meeting with the project team as above.***  
***18th November there will be an update to NSDC senior leadership team of progress to date from Contractors.***  
***I have sent reminder e-mails to all contractors reminding of the deadline and asking for copies of all reports/surveys to be sent across to forward on to the PC***
  - Feature to replace Christmas tree, to approve fundraising letter and consider additional funding by the Council  
***Letter with small amendments was approved and it was agreed to send out. Cllr Kemp to send a list of people to be contacted to the Clerk and any others suggested***

**by Councillors. Go Funding page will be set up. Decision on any order will be revisited in January 2025 (RS/SK)**

- Graffiti cleaning **Ongoing**
- Any litterpicking/refuse/watering issues **None**
- Winter planting **Completed**
- Bench at Maid Marian **Ongoing**
- Village signs **In foundry**
- Notice board sites/designs/suppliers **Ongoing**
- Gritting routes and adding additional roads **Only main roads as per Notts CC website - noted**
- Re-siting of Defib at pharmacy **Ongoing**
- Flood alleviation grant application **Details being sent to NSDC**

180/24 To discuss Bench provision in the village, existing and new (DS) **Discussed earlier**

181/24 Councillor reports

**The Green Centre had issues with groups taking over and they will be asked to remove some items**

**Creating list of Street lights needing attention is being undertaken**

**Damage to goal posts (side arm missing).**

182/24 Summary of the meeting (only if time allows) max 10 mins.

**No people present**

185/24 Date of next meetings

December 9<sup>th</sup>

2025 - January 13<sup>th</sup>, February 10<sup>th</sup>, March 10<sup>th</sup>, April 14<sup>th</sup>, May 12<sup>th</sup> (APM)

**Noted**

Items deferred for future agenda;

- *Financial regulations (tailoring)*
- *HR policies, Grievance, Disciplinary, Sexual and general Harassment.*



## BILSTHORPE PARISH COUNCIL

### Minutes of meeting held on the 9<sup>th</sup> December 2024 at Burton Court Bilsthorpe

**Present:** Cllrs; Steve Kemp (Vice Chairman), Brian Jackson, Cris Cooper, Bryan Stanley, Keith McAdam, Dawn Spence, Doug Mincher and District Councillor Rhona Holloway  
RFO- Vikki Arkell

- 186/24 Welcome & opening comments  
**Cllr Kemp welcomed the room and explained that Cllr Stoneman had sent his apologies**
- 187/24 Apologies for absence  
**Apologies were received by Cllrs, Costello, Ward, and Stoneman**
- 188/24 Declarations of pecuniary and/or personal interest  
**None**
- 189/24 Chairmans Report  
**None**
- 190/24 To approve the minutes of the meeting held on the 11<sup>th</sup> November 2024  
**The Council resolved to accept the minutes as accurate (SK/BJ)**
- 191/24 Reports from District and County Councillors including:
- Update on A614 - **No update**
  - Update on parking markings on Scarborough Rd - **No update**
  - Update on Libraries - **Cllr Holloway explained that she has met with the portfolio holder for the library and was assured that there were no plans to close the library. She continued to explain that the current investigations are a consultation process on a new tiered library model.**
  - Update on One Way system on The Crescent (sent to Cllrs 18/11) - **No Update**

#### District Councillor Holloway reported the following:

- **Pavement sweeps had been requested**
- **Fly Tip was reported and removed**
- **Notified of activity on the field of Wycar Road and that there are rumours of it being prepared for a planning application. Cllr Holloway advised the Council that this was not allocated land, it is open countryside and outside the village envelope. Cllr Holloway will keep an eye on this and report back if there are any changes.**
- **Has completed a litter pick on Farnsfield Road along with other volunteers.**
- **A query was raised about the new picnic bench on Maid Marion. This had been passed to the Clerk to organise assembly and fitting.**
- **Cllr Holloway reported that she had been consulting with the housing team on behalf of the flood resilience group to be able to use the community centres as dry hubs. She is awaiting to hear a decision regarding this.**
- **Cllr Holloway informed the Council that there had been a change in the way planning decisions are made. These would no longer be going to the planning committee and**

**will be officer allocated instead. She continued to inform the Council that there had been a call to landowners for sights as NSDC need to build more houses.**

192/24 Report from flood resilience team and other community groups  
**Marie Purdy from the flood resilience team reported that Newark Rugby Club had purchased the software to predict water levels and have said that they were happy to share the data for Bilsthorpe with the FRT.**

193/24 Public Questions – (max 10 minutes)  
**None**

194/24 Correspondence  
Communications previously forwarded on date noted (not attached) as follows:  
a) London Hearts Defibrillator scheme offer – sent 11/11  
b) Halam Church of England Primary School admissions – sent 11/11/2024  
c) Consultation on pharmacy services – sent 14/11  
d) Criminal Damage 24\*580305 PC Best – sent 22/11  
e) E-mails ref Drains clearance from Flood watch – sent 24/1

**The Council noted that these had been received.**

**In relation to the email from PC Best, Cllr Stanley reported that there had been an increase in anti-social behaviour and vandalism in the village which he had reported. He also emphasised the importance of reporting these instances to the police. The Clerk to publish a social media post about the importance of reporting and the different ways of reporting issues to the police**

195/24 To consider financial matters  
To review and approve:  
a. Bank Reconciliation  
**Cllr Kemp checked the bank reconciliation and signed it as accurate**  
b. Monthly Invoices to Bank Statement Reconciliation (completed by two Councillors)  
**Cllr Kemp and Cllr Spence checked the invoices and signed them as accurate**  
c. Summary of Receipts and payments  
**The Council noted the summary of receipts and payments**  
d. To review Budget status  
**The Clerk explained that most projects had now been executed and that she would produce a spend projection for the final quarter for the January meeting. This would allow the Council to be able to consider the allocation of remaining funds.**  
e. Invoices to be approved  
**The Council resolved to approve the invoices for payment to the total of £9183.43 (SK/KM)**  
f. Payroll summary  
**The payroll summary was noted and approved (SK/KM)**  
g. Any other reports from RFO  
**The Clerk reported that she had been requested to sign a second copy of the UKSPF Grant agreement as Clerk to the Council. The Council agreed that this should be signed by the Clerk as requested. (SK/KM)**

196/24 To discuss and agree the Budget for 2025/26 year  
**The Council discussed the draft budget. Cllr McAdam suggested that a budget line for village hall maintenance should be added to ensure its safety and upkeep. The Clerk to add £2000 into the final budget. The Council did not request any other changes, and the Clerk will present the final draft in January.**

- 197/24 To consider and set the Precept for 2025/26 year  
**The Clerk explained the predicted precept based on the draft budget. The Clerk to send out the final calculations via email when the tax base has been received.**
- 198/24 Policies: To review/adopt the following policies  
**Cllr Stanley queried if each policy would have an issue number or date of acceptance. The Clerk confirmed that they would all have an adoption date and a review date, along with the minute number of which they were accepted by resolution.**  
a) Financial Regulations - **The Council resolved to accept the policy as drafted (SK/ KM)**  
b) SH Policy - **The Council resolved to accept the policy as drafted (SK/ KM)**  
c) Grievance Policy - **The Council resolved to accept the policy as drafted (SK/ KM)**  
d) Grant Policy - **The Council resolved to accept the policy as drafted (SK/ KM).**  
e) Disciplinary Policy - **The Council resolved to accept the policy as drafted (SK/ KM).**  
To consider the introduction of a social media policy to govern the use of the Council's Facebook and other written/electronic communications on behalf of the Council (SK)  
**The Council discussed posting on social media and felt it was best that the Clerk post on social media with routine items and items requested by the Council during a meeting. It was decided that there was no requirement for a policy at this time.**
- 199/24 To discuss – Request to borrow bowls by Bowls Club (E-mail sent 11/11)  
**The Council resolved that the Bowls Club could borrow the equipment on a long-term loan. The Clerk to obtain a contact number so collection can be arranged (SK/KM).**
- 200/24 To discuss – Any applications for grant funding received  
**None received. The Clerk to advertise the remaining grant funds on social media now that the grant application has been updated.**
- 201/24 To discuss the staffing requirements of the Council going forward in relation to Litter picking, handyman services, routine inspections and decide on the method of appointment e.g. Self Employed/Contractor/Lengthsman scheme, paid staff, or Volunteer activity.  
**The working party had held a meeting where the requirements were outlined. In summary they recommended that the person is self-employed and provides their own equipment. The Council were supportive of the recommendations and the working party will present a job advert at the January meeting.**
- 202/24 To consider responses to planning applications below:  
• T1 - Oak - Fell tree (5-day exemption)  
Rectory Farm Kirklington Road Bilsthorpe NG22 8RT  
Ref. No: 24/01790/TWCA | Received: Thu 10 Oct 2024 | Validated: Thu 10 Oct 2024 | Status: Decided  
**The Council noted the felling of the Oak.**  
• Proposed single storey rear extension and additional room in roof space including new dormer windows  
12 Chappel Gardens Bilsthorpe NG22 8RZ  
Ref. No: 24/01613/HOUSE | Received: Thu 12 Sep 2024 | Validated: Fri 01 Nov 2024 | Status: Registered  
**The Council resolved to submit “no objection” (SK/CC).**
- 203/24 To receive an update (if available) on:

Village Hall working group; To agree costs and an ad hoc budget for the village hall consultation days- **The Council resolved a maximum budget of £710 for the two-day consultation (SK/KM).**

**The Clerk summarised that the Council had attended a presentation on Monday 2<sup>nd</sup> December outlining the draft designs, the status of the project so far and the next steps. The Council resolved that the project should continue to be worked towards as presented and move forward with exhibiting the draft designs at the community consultation in January (SK/KM).**

Graffiti cleaning - **To be completed in the next few weeks, weather permitting.**

Any litter picking/refuse/watering/planting issues - **None**

Bench at Maid Marian - **NSDC have assured the Council it will be fitted before Christmas**

Village signs - **First stage is complete, and the artwork has been started.**

Notice board sites/designs/suppliers – **Cllr Kemp and the Clerk have received several quotes, and these have used to estimate a cost within the 25/26 budget.**

Re-siting of Defib at pharmacy – **No update received, Clerk to chase**

Gully/Drain cleaning – to consider latest response and next actions (SK) – **The Council shared their frustration that Bilsthorpe has less regular maintenance than other areas which in turn results in flooded areas. The Council felt that the requests for drain cleaning by the flood resilience team were not being treated as urgent as it had been completed “recently”. The Council requested for the Clerk to contact ViaEm and Cllr Laughton to try to find a solution.**

204/24 Councillor reports

**Cllr Cooper – Reported that there is a fence down at the end of Wycar Road and on a wellbeing walk she noticed the bike gate was down. This has been reported for repair. Brian Jackson – Requested confirmation that the fence around Crompton Park belonged to the Parish Council. On confirmation he requested permission to remove signage that was present on the fence. The Council agreed signage that had been put up without permission should be removed.**

**Cllr Spence – Suggest that the option of an access gate or opening through Crompton Park was looked at. The Clerk advised Cllr Spence to submit this as an agenda item with location options and cost.**

205/24 Summary of the meeting (only if time allows) max 10 mins.

**None**

206/24 Date of next meetings

2025 - January 13<sup>th</sup>, February 10<sup>th</sup>, March 10<sup>th</sup>, April 14<sup>th</sup>, May 12<sup>th</sup> (APM)

**The Council noted these dates.**

207/24 To resolve to exclude public and press from the meeting due to the confidential nature of the business to be transacted

**The Council resolved to exclude the public and press from the meeting (SK/BJ). Cllr Kemp asked the public present to leave for the next agenda item.**

208/24 Items relating to staff

December Staff Update

**The Council reviewed the December staffing report circulated in advance by V Arkell. The Council resolved to agree to the terms within the report including paying backdated holiday owed from 23/24 and the temporary Clerks finish date of the 20<sup>th</sup> December. The Council also requested that V Arkell arrange a thank you gift for both members of staff who were employed as maternity cover.**



## BILSTHORPE PARISH COUNCIL

### **Minutes of meeting held on the 13<sup>th</sup> January 2025 at Burton Court Bilsthorpe**

**Present:** Cllrs; Ross Stoneman (Chairman), Steve Kemp (Vice Chairman), Brian Jackson, Cris Cooper, Bryan Stanley, Keith McAdam, Dawn Spence, Doug Mincher, Alan Ward, Brian Costello, District Councillor Rhona Holloway and County Councillor Bruce Laughton.  
Clerk & RFO- Vikki Arkell

Cllr Stoneman opened the meeting and wished everyone a happy new year

24/208 Apologies for absence

**No apologies received.**

24/209 Declarations of pecuniary and/or personal interest

**None.**

24/210 Chairmans report

**The Chairman had no parish information to report.**

24/211 To approve the minutes of the meeting held on the 9<sup>th</sup> December 2024

**The Council resolved to accept the minutes as accurate. (RS/SK)**

24/212 Reports from District and County Councillors

**Cllr Holloway:**

- Explained that NSDC have a new information hub that will collate reports on fly tipping, anti social behaviour etc within the wards which will allow better reporting of data and figures.
- Explained that the devolution paper has been published and that she was investigating what would happen with funds that NSDC have within their reserves.

**Cllr Laughton**

- Cllr Laughton explained the devolution process in more detail and explained that NCC had met with the Districts, Borough, and City Councils to discuss the devolution proposal. All Councils will need to work together to put forward the proposal which has to be submitted by the 31<sup>st</sup> March 2025. If there are no boundary changes then the process will move forward in 2027, if boundary changes are required it will likely be 2028.

24/213 Report from the flood resilience team and authorisation to purchase the items listed within the awarded grant.

**Marie Purdy reported that the aquasacs had been delivered which were stored in various locations and were ready to protect the properties when required**

**The Council resolved for the Clerk to purchase the items requested by the flood resilience team and claim the funding back from the awarded grant of £2500. (RS/SK)**

24/214 Public Questions – (max 10 minutes).

**There were no public questions.**

**All correspondence had been previously circulated. An email had been received by a member of the public. The Council discussed the contents and requested the Clerk to respond with the Councils feedback.**

24/216 To receive an update on outstanding items (if available) on:

Graffiti Cleaning - **The cleaning has been attempted but the equipment/solution isn't strong enough.**

Re-siting of defibrillator at pharmacy – **Cllr Stoneman stated he will get this arranged asap.**

Village Signs – **In the paint shop and will be ready for February. The sign to be sited on Sparrow Park will require planning permission. The Council requested for the Clerk to submit the planning application. (RS/SK)**

Gully/Drain Cleaning – **The Clerk had been in touch with Via directly who stated that the gullies and drains had been cleaned and emptied in November and that the system is running as intended. The Clerk explained that Mickledale Lane (opposite Keys garage and petrol station) was once again an issue with water covering more than half the road. Via said that the area has been logged for a further inspection to assess any works required however stated that the profile of the carriageway is such that water pools in this location and was not caused by the running of the gullies.**

Christmas Illumination Licencing - **the Clerk explained that a formal complaint had been made to Via regarding the decision to not permit the installation of several previously authorised Christmas Illuminations for Christmas 2024. Cllr Laughton said that he had spoken to the licencing team who had passed it on to the street lighting manager.**

Bilsthorpe Emergency Plan – **The working party were unable to schedule a meeting during the Christmas period. The working party said they would schedule a meeting to finalise the plan before the next meeting.**

24/217 To consider routine financial matters; to review and approve:

a. Bank Reconciliation – to be reviewed by one Councillor and signed as accurate.

**Cllr Stoneman reviewed the bank reconciliation against the bank statements and signed as accurate.**

b. Previous months invoices - to be reviewed by two Councillors and signed as accurate.

**Cllrs Kemp and Spence reviewed the invoices and signed as accurate.**

c. To review budget, financial status and end of year projection.

**Received and queries invited. The Clerk urged the Council to consider any projects that were outstanding and to have them ready to be presented and actioned at the February meeting. The Clerk suggested that the 10k raised for the Village Hall project be moved to a reserve as the UKSPF funding had been used first to meet the funding spend deadline. The Council resolved to move this to a reserve. (RS/SK)**

d. Invoices to be paid and Payroll summary.

**The Council discussed the invoice for the Christmas Illuminations. After discussion, the Council resolved to pay LITE for the illuminations that were installed and to hold back the remainder until more information had been received on the licencing issue. All other invoices were resolved to be paid as presented. (RS/CC)**

e. To note the change in property insurance cover.

**The Clerk informed the Council that some of the items listed on the insurance within the "play equipment" value were not classified as play equipment by the insurance company, this includes items such as the gazebo, benches and wooden statues on Maid Marian Park. The Clerk requested for the insurance company to list these as separate items within the insurance schedule to make certain they were covered. This had been completed and there were no additional premiums to be paid.**

f. To approve the reviewed Financial and Management Risk Assessment.

**The Council approved the documents as drafted. (RS/SK)**

g. Any other financial reports.

**None**

24/218 To consider and set the budget and precept for 2025/26 year

**The Council reviewed the final draft budget that had previously circulated. The Council resolved to approve the budget with no further changes required and request a precept of £96,070.66, which would have a predicted increase of £0.02% from the previous year. (RS/KM)**

24/219 To consider the advertisement and remuneration for litter picking and handyman services.

February meeting

**The working party were unable to schedule a meeting during the Christmas period. The working party said they would schedule a meeting to draft an advertisement for the next meeting.**

24/220 To confirm the arrangements for the Village Hub consultation days on the 15<sup>th</sup> & 16<sup>th</sup> of January.

**The Clerk confirmed the arrangements, and a rota was created of Councillors who could attend.**

24/221 To review quotes for the replacement and installation of benches in Maid Marion Park, report on the fire, and to consider the quotes received for the installation of CCTV.

**The Clerk reported that the fire damaged bench had been removed by NSDC and the Police had been in contact. The Police said they were investigating by collating witness reports and looking at local CCTV. The Clerk contacted the insurance provider to make a claim, however the excess for damage caused by deliberate fire would be almost the same as to cost of the new bench and could increase premiums. A quote had been received for £256 and the Clerk was waiting for a quote for installation. The Council resolved to allocate a budget of £750 for the purchase of a replacement bench and installation of both this bench and the picnic bench awaiting installation on Maid Marian Park. (DM/RS)**

**The Clerk explained that CCTV was being considered for Maid Marian Park over 12 months ago. The Council had been previous informed that the County Council couldn't allow permanent CCTV to be attached to light columns and therefore a pole would have to be installed next to it to allow for the CCTV to be installed. Considering the recent fire at Maid Marian the Clerk consulted the company that installed the CCTV on Crompton Park who had said that the solar options are now considerably better than they used to be, and this would be a better solution than sourcing power. A quote for a mast and solar CCTV had been received. The Council resolved to accept the quote for £2700. The Clerk to organise the permission required and consult with the supplier on the best location within the park. (SK/RS)**

**The Council requested for the Clerk to investigate what signage would be required and make sure this is ready for when the CCTV is installed.**

24/222 To note the donations and quotes received for Christmas tree memorial structure.

**The Council had received 2 donations from local business and a donation from Cllr Laughton. The Council discussed the options and felt that the medium size tree was the best value for money. The Council resolved a final budget of £7600 for the tree, delivery, plinth and installation of the memorial tree. The Clerk requested for the Clerk to order the tree. (RS/SK)**

24/223 To consider the quote for hanging basket plants and brackets for the brazier.

**A quote had been received for the plants and brackets. The Council resolved to allocate a budget of £200 for the Clerk to organise. (RS/AW)**

24/224 To consider the following planning applications:

[24/02241/HOUSE: Removal of the existing PVCU conservatory and erection of a single storey rear extension. 63 Crompton Road Bilsthorpe NG22 8PS. Date for Submission: 22 January 2025.](#)

**The Council resolved to support the planning application. (RS/KM)**

24/225 Councillor reports.

**Cllr Kemp – The Bowls equipment had been collected from the Village Hall. Cllr Kemp wanted to take the opportunity to thank Cllr Cooper for responding to two different urgent call outs especially as she hasn't been well. The Council thanked Cllr Cooper.**

**Cllr Copper – Reported that the last two wellbeing walks had been well attended**

**Cllr Jackson – Requested to be authorised to purchase some additional graffiti cleaner and items to carry out repairs on the goals. The Council resolved a £50 budget in total to be claimed through expenses. (RS/SK)**

**Cllr McAdam – Requested permission to apply for funding to organise a “big clean up” in March/April. The Council was supportive.**

**Cllr Stanley – Reported that there is now a bucket for vapes and they will be properly disposed of. The Council noted that Cllr Stanley had received permission over email to use the Council owned litter picking trolley and it was being stored at his property.**

24/226 To resolve to exclude public and press from the meeting due to the confidential nature of the business to be transacted.

**The Council resolved to exclude the public for item 24/226.**

*The Chairman thanked the members of public for attending and then they left the room.*

24/227 Items relating to staff

**The Clerk gave a short report on her phased to return to work and informed the Council of the repayments made by the staff who were overpaid. The Council had not been able to recover funds from staff that were no longer employed by the Council. The Council resolved not to pursue the recovery of the outstanding funds as the cost would be more than what was owed. (RS/CC)**



## BILSTHORPE PARISH COUNCIL

### Minutes of meeting held on the 10<sup>th</sup> February 2025 at Burton Court Bilsthorpe

**Present:** Cllrs; Steve Kemp (Vice Chairman), Brian Jackson, Cris Cooper, Bryan Stanley, Keith McAdam, Dawn Spence, Doug Mincher, Alan Ward and Brian Costello  
Clerk & RFO- Vikki Arkell

24/228 Apologies for absence

**Apologies were received from Cllr Stoneman, Cllr Mincher, District Councillor Rhona Holloway and County Councillor Loughton.**

24/229 Declarations of pecuniary and/or personal interest

**Cllr Stanley declared an interest as a volunteer litter picker.**

**Cllr Cooper declared an interest as a volunteer at the heritage museum.**

24/230 Chairmans report

**The Vice Chairman had no parish information to report.**

24/231 To approve the minutes of the meeting held on the 13<sup>th</sup> January 2025

**The Council resolved to accept the minutes as accurate.**

24/232 To receive an update on outstanding items (if available) on:

**Village Signs – The Clerk reported that planning permission has been submitted for the signage on sparrow park and that the section 115 agreement is in place for the entrance signage. Cllr Kemp informed the Council that the signage was not yet ready, but he would request an estimated completion date.**

**Memorial Tree – The Clerk reported that the “medium tree” had been ordered with a 50% deposit. A Section 115 agreement is being processed however the Council will need to remove the current deceased tree before the memorial tree statue can be sited. The Council requested the Clerk to organise the quotes for the removal and organise for it to completed.**

**Christmas Illuminations - The Clerk reported that ViaEM has reviewed the complaint and although they are confident that correct policies were followed, they are going to replace the five metre columns for six metre LED columns before next Christmas, they are also going to relocate any signage or bins that are causing an issue. This will allow the Council to go ahead with the full illuminations as normal over the next two years and therefore maintaining the contract that was previously agreed with LITE Ltd. In terms of the outstanding rental charges from LITE, LITE have agreed that this should be written off and a credit note has been received. The Council were happy that this had been resolved with a satisfactory outcome. The Council requested for the Clerk to obtain an estimated date for the works to ensure that they were completed in plenty of time before Christmas.**

**Maid Marian CCTV - The Clerk reported that planning permission had been applied for with an estimated decision date of the 27<sup>th</sup> of March.**

**Reciting of the defibrillator at the pharmacy – This is booked to be completed on Friday the 14<sup>th</sup> February.**

**Maid Marian Bench Installation – The Clerk reported that the new bench has been delivered. Cllr Spence reported that the assembly of the picnic bench was in progress. The Clerk to notify NSDC when both benches are ready to be installed.**

24/233 Reports from District and County Councillors

**Cllr Holloway sent her report which was circulated in her absence – Appendix 1**

**The Council requested the Clerk send a thank you letter to the staff at Lineage for their quick action in reporting the oil spill.**

24/234 Reports from community groups and working parties

**Speed Watch - The Clerk had been informed that the lead of the SW group had made the decision to step down due to not having enough time to commit to the role. No other members wanted to take on the role of lead and therefore no further sessions would be held until a replacement could be found. Cllr Kemp and Costello offered to look into this further.**

**Village Hall Working Party – There was no formal update. The Clerk explained that various consultants were completing items that would be required for the planning application. The Council resolved to rename the working party to the “Community Hub Working Party”. The Council discussed the feedback received about the restoration of the old village hall and resolved to form a “new” Village Hall working party to investigate the site further and its restoration options. Cllrs McAdam, Copper and Spence were voted onto the working party.**

**Flood Resilience Team – Marie Purdy reported that most of the flood resilience items had arrived except for a few out of stock items. She also reported that she had had a good meeting with ViaEm discussing the problem flooding areas. The Council requested that the Clerk contact Cllr Laughton to see if the follow up investigations had been conducted as agreed, and the results of these.**

24/235 Public Questions – (max 10 minutes)

**None**

24/236 Correspondence

**Councillors had been forwarded all emails for general circulation; no further correspondence had been received.**

24/237 To consider routine financial matters; to review and approve:

a. Bank Reconciliation – to be reviewed by one Councillor and signed as accurate

**Cllr Kemp reviewed the bank reconciliation against the bank statements and signed as accurate.**

b. Previous months invoices - to be reviewed by two Councillors and signed as accurate

**Cllr Spence highlighted that one of the invoices was missing, the Clerk to follow up and arrange for it to be checked at the next meeting. Cllrs Kemp and Spence reviewed all other invoices and signed as accurate.**

c. Budget and financial status

**The Council noted the ear marked funds and reviewed the budget status. No actions were requested.**

d. Invoices to be paid

Description	Supplier	Net	VAT	Total
Interim Internal Audit	SD Audit and Consulting	£125.00	£0.00	£125.00
Architect Fees	LK2 Architects	£6,600.00	£1,320.00	£7,920.00
Flood Resilience Grant Items	NSDC	£1,134.00	£226.80	£1,360.80
Consultation Support	Mullhall Leisure	£500.00	£100.00	£600.00
		£8,359.00	£1,646.80	£10,005.80

**The Council reviewed the 4 invoices and resolved for them to be paid.**

e. The quote received for VAT advice

**The Council resolved to accept the quote provided.**

f. The interim audit report

**The Council noted the report, the main highlighted item was that an investment policy/strategy was required as the Council is holding more than 100k. The Council requested for the Clerk to draft one ready for the March meeting.**

g. To consider banking option

**The Clerk explained that Hinckley and Rugby Building Society now have a Council account that would be suitable for holding the Councils reserves. The Council resolved to open a 90 day access savings account with Hinckley and Rugby Building Society and to transfer £85k. The Council resolved to add the Clerk, Cllr Mincher, Spence, Kemp, Stoneman and Costello as signatories of the account.**

h. Any other financial reports

**The Clerk gave an update on the banking signatory changes.**

24/238 To consider the grounds maintenance contract renewal quote

**The Council requested that the Clerk seek quotes ready for the March meeting.**

24/239 To consider the plinth quotes for the memorial tree

**Two quotes were presented from a company who had installed the same tree at another location and had come highly recommended. The Council resolved to accept the quote for a topsoil plinth and installation of the tree at a cost of £2,520.00.**

24/240 To consider the quote received for waste collection

**Two quotes were considered. The Council resolved to accept the quote received from Enva at £11.50 per lift plus a £55 yearly fee. The Council resolved to have weekly lifts as the current bin is consistently full with bags also left to the side. The Clerk to organise the new contract and the termination of the old contracted.**

24/241 To consider the quote received for street lighting repair at the Village Hall Car Park

**The Council resolved to accept the quote for £140 plus parts. The Clerk to investigate the responsibility of the lights attached to the building as these are also not working.**

24/242 To consider the proposal for a graffiti mural to be sited on the Village Hall frontage – Cllr McAdam

**Cllr McAdam gave an overview of the proposal. The Council were keen to find out more about the idea. Some Councillors raised concerns regarding the safety and condition of the frontage. Cllr McAdam was requested to investigate the option and cost for an assessment of the frontage and obtain two further quotes for the mural.**

24/243 To discuss the proposal for the “Big Clean Up 2025” – Cllr McAdam

**The Council were supportive of the proposal. Cllr McAdam was requested to suggest a date and investigate health and safety needs for the event. The Council requested the Clerk investigate skip hire.**

24/244 To consider the proposal to purchase a refuse trolley for the litter picking volunteers – Cllr Kemp

**Cllr Kemp reported that the litter picking volunteers were collecting high volumes of litter and this required a trolley to safely transport the bags to the bin at the Village Hall. The Council resolved to purchase a refuse trolley with a maximum budget of £300. The Clerk to organise.**

24/245 To consider the following planning applications:

[25/00104/FUL To site a decorative village sign, Land At Sparrow Park Kirklington Road Bilsthorpe. Date for submission 18<sup>th</sup> February 2025](#)

**The Council resolved to support the application**

24/246 Councillor reports

**Cllr Ward – All defibs are ok. Requested permission for 8 extra-long goal net pegs to be fabricated to ensure the nets stay in place and the pegs can't be easily removed by children. The Council resolved a £80 budget in total to be invoiced to the Council or claimed through expenses.**

**Cllr Jackson – Cllr Jackson had carried out more fencing repairs on Crompton Park**

**Cllr Spence – Reported that there is talk of a footpath at the back of Highfields Drive connecting to the Southwell Trail. The Clerk to see if a footpath map can be found and pass it on.**

24/247 Summary of the meeting (only if time allows, max 10 mins)

**None required**

## **Appendix 1:**

### **District Councillors report February 2025**

I attended an incident at Lineage in January after receiving a report from the Mansfield wildlife rescue centre. There had been an oil spillage from premises on Belle -Eau Park that had leaked into the pond on the Lineage site, had covered the ducks and was in danger of leaking out into the brook and onwards into the water course.

District Councillor Penny Rainbow and I attended the scene straight away and there was a co-ordinated effort from different agencies to a) Catch the ducks and take them for cleaning off and b) to stem the flow of the water into the brook and into the water course and to trap it in the pond so it could be cleaned from there.

I notified NSDC to make them aware so the oil leak itself could be investigated.

Environmentally this has caused a lot of damage, and it was only through the quick action of a member of the staff at Lineage reporting it to the RSPCA and Mansfield wildlife rescue centre and the swift action of all agencies that it was not much more serious.

I have just received further information with regards the Government white paper, the detail has been long awaited and does mean that the deadline for putting forward interim plans to Government by the Councils is 21<sup>st</sup> March with a full and final proposal by 28<sup>th</sup> November 2025. This is a very short time scale. I will be attending a briefing by NSDC on 12<sup>th</sup> February, and I will send further details when I have them.

The key thing is that we do not have a choice in this, either the District, Borough and County Councils work together to make this work, or the Government will impose an option on the Councils.

At Full Council on Tuesday evening 11<sup>th</sup> February Councillors will vote on the proposed increase to Council House rents which is set to be a 2.7% increase.

I am pleased to say that after many discussions with the Council and my lobbying for a reduction, the cost of the 'Intensive housing management service' for the extra care bungalows in Bilsthorpe has been reduced from £120.89 per week to £70.49 a week. I highlighted this last year as Bilsthorpe costs were higher than some other areas. This has now been rectified and I am hoping that it will be supported at Full Council.

Rhona Holloway



## BILSTHORPE PARISH COUNCIL

### Minutes of meeting held on the 10<sup>th</sup> March 2025 at Burton Court Bilsthorpe

**Present:** Cllrs; Steve Kemp (Vice Chairman), Brian Jackson, Cris Cooper, Bryan Stanley, Keith McAdam, Doug Mincher, Alan Ward and Brian Costello  
Clerk & RFO- Vikki Arkell

24/248 Apologies for absence

**District Councillor Holloway, County Councillor Laughton, Parish Councillors; Spence and Stoneman**

24/249 Declarations of pecuniary and/or personal interest

**Cllrs; Cooper, Jackson and Ward declared an interest as volunteers at the heritage museum**

24/250 Chairmans report

**The Chairman had no parish items to report**

24/251 To approve the minutes of the meeting held on the 10<sup>th</sup> February 2025

**The Council resolved to accept the minutes as accurate**

24/252 To receive an update on outstanding items (if available) on:

Village Signs – **Cllr Kemp reported that the signs are at the last stages of completion. The Clerk reported that she had been notified that the planning application had been changed to an advertising application, and this would incur an additional fee of £142.20. The Clerk resubmitted the application on the 10/03/2025**

Maid Marian CCTV - **Awaiting the planning application decision**

RE-sitting of the defibrillator at the Pharmacy – **Completed on the 14<sup>th</sup> February. The defibrillator has been checked and registered on Circuit**

Maid Marian Bench Installations – **Cllr Kemp reported that the picnic bench should be completed by the end of the week and both benches will be ready to install at Maid Marian Park**

Memorial Tree – **The Clerk reported that the diseased tree has been removed, and the memorial statue tree is ready. The Clerk had requested an installation date for the base and will organise delivery and installation on the same day.**

**The Council discussed a formal opening ceremony. The Council agreed that a social media post should be created in the first instance to thank all the people who made the donations, and a formal opening would be most suitable around Christmas.**

24/253 Reports from District and County Councillors

**A report from District Councillor Holloway was read in her absence, attached as Appendix 1.**

24/254 Reports from community groups and working parties

Speed Watch - **Cllr Kemp reported that he had reached out to the speed watch group and is waiting for a response.**

Community Hub Working Party – **The Clerk read a report on behalf of the working party. It was reported that following on from the residents Consultation LK2 have compiled the Design and Access statement. The planning application has been submitted for consideration which will initially go through a process to ensure all the required reports have been included and then when it is validated it will appear on the Planning portal at NSDC. At that point residents will have an opportunity to submit their comments.**

**The Clerk noted that new terms of reference would be required due to the name change and completion of original goals. The Clerk suggested that these be written when the outcome of the planning application was known to allow the Council to give suitable responsibilities to the working party.**

Flood Resilience Team - **No report**

Village Hall Working Party – **Cllr Cooper and Cllr McAdam reported that the working party had two meetings planned for heritage funding and quotes being sourced to consider a further structural survey.**

24/255 Public Questions – (max 10 minutes)  
**No public were present.**

24/256 Correspondence  
**Correspondence was circulated previously. No further action required.**

24/257 To consider financial matters; to review and approve:

- a. Bank Reconciliation – to be reviewed by one Councillor and signed as accurate  
**Cllr Kemp reviewed the bank reconciliation against the bank statements and signed as accurate.**
- b. Previous months invoices - to be reviewed by two Councillors and signed as accurate  
**Cllrs Kemp and Mincher reviewed February's invoices and signed as accurate. Cllr Kemp reviewed the missing invoice from January and signed as accurate.**
- c. Budget and financial status  
**The Council noted the ear marked funds and reviewed the budget status. No actions were requested.**
- d. The movement of funds to ear marked reserves  
**The Clerk reported that £10,000 had already been moved into the Village Hall project reserve as agreed in February. The Council resolved that any outstanding project funds should be moved to an appropriate EMR and any further remaining funds left at the end of the financial year, should be moved to general reserves.**
- e. Invoices to be paid  
**The Council reviewed the 7 invoices and resolved for them to be paid. The Council resolved for the Clerk to pay any outstanding invoices that will be claimed through the UKSPF in order to meet the claim deadline of the 31<sup>st</sup> March.**

Description	Supplier	Net	VAT	Total
Street Lighting Repair	Midland Sign and Lighting Limited	175.00	35.00	210.00
Room Hire	Bilsthorpe Miners Welfare Ltd	140.00	23.00	140.00
Consultation Support - VH Development	Bakerbaird Communications	2,522.00	504.40	3,026.40
RIBA Stage 3 - VH Development	LK2 Architects	6,600.00	1,320.00	7,920.00
Surveys - VH Development	Paul Hicking Associates	1,378.70	0.00	1,378.70
Transport Scoping Note	Iceni	3,000.00	600.00	3,600.00
Sparrow Park Tree Removal	Maplebeck Tree Care	135.00	27.00	162.00

f. The drafted Treasury, Investments and Reserves Policy  
**The Council reviewed the policy and resolved to accept it as drafted**

g. The transfer of funds to the Hinckley and Rugby Building Society  
**The Council resolved for the Clerk to transfer the £85000 from the Co-Op savings account to the Hinckley and Rugby Building Society**

h. To note the updates to the asset register  
**The Clerk highlighted the changed and the Council noted the updates as accurate**

i. Any other financial reports: To receive an update on the banking applications and signatory changes  
**The Clerk reported that the Hinckley and Rugby Building Society had been opened however as it only allowed 4 signatories Cllr Mincher is unable to be added to this account.**  
**The Clerk explained that the Cambridge Building Society require all new signatories to provide ID, which is in progress, as well as confirmation of the Councillors to be added in full within the minutes. The Council confirmed that the persons to be added to the Cambridge Building Society Bank Account are Cllrs; Dawn Spence, Doug Mincher, Brian Costello and Steve Kemp.**  
**The Co-Op has all new members added as well as Tim Holloway and Kate Bell removed. KB's card and online banking access has also been revoked.**

24/258 To consider the grant applications received  
**The Council considered the grant application received from Bilsthorpe Scouts to install sockets and lighting in their outdoor area. The Council resolved to award the Scouts the £1137.21 as requested.**

24/259 To approve and sign the section 115 agreement for the memorial tree  
**The Council resolved to approve the section 115 agreement as drafted and was signed by Cllrs; Kemp and McAdam.**

24/260 To approve the costs for planter maintenance for 25/26  
**The Council approved the planter maintenance for the year at a total cost of £2880.**

24/261 To consider the grounds maintenance contract renewal quotes  
**The Clerk had sought quotes as requested by the Council and 3 had been received. The Council considered all three quotes and resolved to accept the one-year contract extension offered by Newark and Sherwood Council. This offering was the most cost effective and the Council have been happy with the standard of work from NSDC for the last three years. The contract and cost are to be reviewed again in January 2026.**

24/262 To consider the advertisement and remuneration for litter picking and handyman services  
**The Council discussed the option of employing a person or obtaining quotes from businesses. The Council resolved that obtaining quotes would be the better option for the role. The Council requested that the Clerk put together a quote specification to be agreed at the next meeting.**

24/263 To discuss the removal of the BT telephone box  
**The Council discussed the removal of the BT telephone box. The Council resolved not to adopt the telephone box. The Clerk to notify NSDC.**

24/264 To consider the quote provided add a slow closing function to the gates at Maid Marian Park  
**The Council resolved to accept the quote for soft closers to be added to each gate to make the gates safer for users and quieter for nearby residents.**

24/265 To consider the following planning applications:  
25/00087/HOUSE Installation of stairway window. Replacement of external front door. Demolish section of wooden garage extension, 24 Cheyne Drive Bilsthorpe NG22 8SB. Response date 10<sup>th</sup> March 2025  
**The Council noted the application, had no objections and resolved to make no comment.**  
25/00235/HOUSE Proposed development of a detached garage to the rear, 34 The Crescent Bilsthorpe NG22 8QX. Response date 12<sup>th</sup> March 2025  
**The Council noted the application, had no objections and resolved to make no comment.**

24/266 To consider the proposal to purchase the artwork prepared for the village signs to adopt as the new parish council logo – Cllr McAdam and Cllr Kemp  
**The Council resolved to purchase the artwork at a cost of £75 and for it to be adopted as the new Parish Council logo. The Clerk to organise.**

24/267 To consider the proposal for the “Big Clean Up 2025” – Cllr McAdam  
**Cllr McAdam explained that he had support from other groups such as NSDC who will be assisting in a two-week project to get the community involved in keeping their village clean. A risk assessment will be completed by Cllr McAdam and filed with the Clerk. The Council resolved to support the initiative and requested that the Clerk add a poster with a blurb to social media.**

24/268 To consider the proposal to install a gate/opening at the rear of Crompton Park – Cllr Kemp  
**The Council discussed the option of creating an entrance at the rear of Crompton Park as the fence panels are often being removed so people can gain access. The Clerk to obtain quoted for the work and a motorcycle barrier to be installed.**

24/269 To consider the proposal to install a waste bin on sparrow park in place of the small dog bin – Cllr Spence  
**The Council deferred this item to the next meeting**

24/270 Councillor reports

**Cllr Cooper – The fence at Wycar Lane is down again and has been reported a number of times. Cllr Cooper also reported that she had found broken glass on the car park which she had cleared and that wellbeing walks are so popular that they will be expanded to twice per month.**

**Cllr Jackson – Reported that the repair of the goalpost completed and two of the benches have been cleaned and will be spruced up asap.**

**Cllr Ward – Advised that the goal posts may need concreting in as there is some movement and that the one-way system was still causing issues and needed to be addressed.**

24/271 Summary of the meeting (only if time allows, max 10 mins)

**No Summary required**

**District Councillors report March 2025**  
**Cllr. Rhona Holloway**

1. At Full Council on Thursday 6<sup>th</sup> March the Council agreed an NSDC Council Tax rise of 1.94%, this is below inflation increase. Parish Council Precepts were also approved at the amount requested.
2. I have chased the Environment Agency with regards to the oil spill at Lineage to ensure the area is cleaned of oil so the ducks can be placed back asap.
3. I have requested street sweeps of all main roads through the Village, and this was done the following day.
4. Local Government re-organisation is moving at pace, 9 proposals for how the area will be split have been proposed with 3 voted as the main options. 2 options involve Nottingham City Council expanding its boundaries to incorporate Gedling or Rushcliffe and 1 option involves the County Council becoming the single Unitary Authority. This is being voted on at all District, Borough and County Councils over the next couple of weeks as the proposals need to be sent to Government by the end of March for their decision in November.
5. NSDC have set up a scheme to "Green up" some entrances to Villages, Bilsthorpe has been chosen as one of the Villages that will have some wild flowers sown on two verges in the Village. NSDC will be liaising with the Parish Council with further details.
6. There is a new Grant funding scheme called 'GLOW' which is an NSDC year-round pot of money to improve the areas around the Council owned homes. If any tenants/groups within the Village have ideas to improve those areas, then they can apply to the fund for help. I do think the patio at Burton Court could do with some more TLC, I got this weeded/sprayed and cleaned down last year, but I do think some improved outdoor seating etc. might be a good thing to get done, I am thinking around the Bilsthorpe Veterans Breakfast club/ coffee mornings etc, that may like to eat outside during the summer.