

## NYNEHEAD PARISH COUNCIL

### MINUTES OF THE MEETING OF THE COUNCIL HELD ON MONDAY 21<sup>ST</sup> JUNE 2021 AT THE MEMORIAL HALL, NYNEHEAD

This face to face meeting was managed within the updated COVID-19 secure guidelines produced by Government. Two metres social distancing was maintained at all times and safety signage was clearly displayed in all areas of the Hall. High-contact objects such as tables, chairs, door/window handles and light switches were cleaned both before and after the meeting and handwashing facilities, hand sanitiser and paper towels were provided. A safe area was also made available should anyone have been taken ill. Everyone present wore a mask and the names and contact details of all attendees either scanned the QR code with the NHS Covid-19 App or their names and contact details were taken for the purposes of Test, Track and Trace.

#### **The meeting started at 19.30 and concluded at 21.45**

<b>Present</b>	Dr J Butterley – Mr G Stead - Mr T Powell-Gill – Mr M Vest - Mr J Frost (Parish Footpaths Liaison Officer) – Mr G Wren (District Councillor) attended the first part of the meeting.	
21/064	Apologies	Mrs A Harcombe - PCSO Henderson – Cat Sweatman (Village Agent)
21/065	Declarations of Interest	There were no Declarations of Interest or Dispensations.
21/066	Election of Vice-Chairman	Mr G Stead was proposed as Vice-Chairman by Dr J Butterley and seconded by Mr M Vest. There being no other nominations, he was elected for the post for 2021-2022. Declaration of Acceptance of Office was signed. The Chairman thanked Mr Stead for organising the Zoom meetings that enabled the Parish Council to meet during the lockdown periods in 2020/21.
21/067	Approval of Minutes	The Minutes of the meeting held 24 May 2021 were approved and signed as a correct record.
21/068	Actions from the previous meeting	<ol style="list-style-type: none"> <li>1) <b><u>SWTC Spring Clean Project 2021</u></b> – the Clerk liaised with Julian Grant from SWTC who organised a sweeper vehicle to clean the verges on Nynehead Road earlier in the month. He is also arranging for a litter pick to take place in Nynehead Road, particularly around the junction with the Poole Industrial Estate. A clean up in The Hollow and in the gullies on the approach to East Nynehead has also been requested.</li> <li>2) <b><u>Liaison with landowners in the Parish</u></b> – Mr T Powell-Gill has written to the four main farmers and landowners in the Parish, with maps, to establish who, exactly, owns/leases which pieces of land. The responses can then be plotted on a large scale map to facilitate communication with the appropriate contacts in the future. Mr Powell-Gill will also liaise with SCC Highways to establish their responsibilities with roadside and footpath maintenance.</li> <li>3) <b><u>Traffic diverted through Nynehead</u></b> – the Clerk represented the concerns of a local resident with SCC Highways regarding the volume of traffic being diverted through the Nynehead lanes following the closure of the railway bridge outside Bradford on Tone. The repair work being undertaken by Network Rail is due to be completed by the 29<sup>th</sup> June. The Clerk indicated that no prior notification had been received even though Nynehead was bearing the brunt of the disruption, from two access points. SCC indicated that Network Rail was responsible for the diversions and alternative routes were not possible.</li> </ol>

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21/069	Planning Matters	(i) To report planning application 26/21/0002/LEW Application for a Lawful Development Certificate for the existing use of the caravan as a single independent dwelling at Traumheim, Chipley Road, Nynehead. Decision of Refusal was made on 01/06/2021.
21/070	Parish Council Administration	<p>(i) Mr Lee Vickery from Boost It Media presented ideas on how to improve the Nynehead website in terms of design and compliance. The existing website is too big and contains too much historic material. This could be archived and a new website created that is simple, accessible to all and a source of current information. WordPress will be used to construct the site as it is user friendly and flexible. Everyone responsible for an organisation or club represented on the site will be able to edit information themselves. The website will be fully backed up and the domain looked after by Mr Vickery who will also run intermittent checks to ensure all aspects of the site remain compliant with the new legislation. A draft framework will be drawn up by the councillors and sent to Mr Vickery so that costings can be discussed and approved at the next PC meeting in July.</p> <p>(ii) The Accounting Statements for 2020/2021 – Section 2 of the Annual Governance and Accountability Return 2020/2021- were approved and signed by the Chairman, Dr J Butterley.</p> <p>(iii) The Certificate of Exemption – AGAR 2020/2021 as income/expenditure &lt;£25k - was agreed and signed by the Chairman, Dr J Butterley.</p> <p>(iv) The period for the Exercise of Public Rights was agreed. This will run from Thursday 24<sup>th</sup> June to Wednesday 4<sup>th</sup> August 2021. All information is on the three Parish noticeboards and on the Parish website.</p> <p>(v) The expenditure for the month of May was reviewed against the budget set for 2021/2022. The balance, at this stage, remains healthy.</p> <p>(vi) Members reviewed the Jubilee Playing Field Transfer of Land and found this to be reasonable. As highlighted in the letter to the Members from the solicitor appointed by the Jubilee Playing Field Committee, under the terms of the Trust Deed the Parish Council simply holds the legal title for the Charity. The Parish Council is obliged to act in accordance with the instructions of the Charity trustees who have the legal responsibility for making the decisions. The Clerk has been instructed to write to the Jubilee Playing Field Committee requesting formal direction, in writing, to complete the paperwork. Upon receipt of this, the Parish Council will sign the Transfer when it is submitted.</p> <p>(vii) With the current rise in Covid cases across the country, there is now some uncertainty about the lifting of all restrictions on the 19<sup>th</sup> July. Given the preparations and advertising needed ahead of the Annual Parish Meeting, Members agreed that it was too risky to commit and that it would be better to postpone the event until Monday 16<sup>th</sup> August 2021.</p>
21/071	Police Report	<p>(i) In the absence of PCSO Henderson, the Clerk read out a report she had received. There was only one call into 101 and 999 for Nynehead, Oake, Bradford on Tone and Langford Budville for the month of May 2021. This call involved a domestic incident. There were no reports of antisocial behaviour.</p> <p>(ii) The Nynehead Neighbourhood Watch Scheme has recently issued an alert regarding a new scam targeting the Covid Digital Passport scheme. This fraudulent website has since been closed but there will undoubtedly be</p>

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		<p>others. Residents are encouraged to look at the poster outlining the risks and preventative measures on the noticeboard at the Memorial Hall. This poster also lists correct contact points for reporting transgressions or requiring information from the correct source.</p> <p>(iii) Between the 12<sup>th</sup> and 15<sup>th</sup> June 2021 a number of fencing stakes were stolen from the field next to the sewage works endangering cattle by allowing them to escape from the field. Any information should be reported to 101 quoting the number 521142231.</p>
21/072	Rights of Way	<p>(i) Mr Joe Frost, Parish Paths Liaison Officer, gave his monthly report. There are currently no major problems to report regarding the condition of the footpaths although dog owners are reminded to clear up after their pets and use the dog bin provided in the Memorial Hall car park.</p> <p>(ii) Mr Frost has resumed strimming and has recently cleared the path behind the preschool WG8/15 and the footpath between Blackdown View and the Memorial Hall WG8/8. Mr Ben Tingey is going to strim around the Water Treatment Plant area WG14/4 and it is hoped that the Canal Group will resume work in July.</p>
21/073	Highways	<p>(i) The Clerk received an email from Kate Brown at SCC Traffic Management on the 21<sup>st</sup> June 2021, just hours before the PC meeting, in spite of numerous attempts to contact her in the two months that have elapsed since the second site meeting. Having now, finally, consulted with her manager, Kate Brown has indicated the need to gather evidence of current speeds before agreeing to any restrictions. She has sent guidance around setting local speed limits and the Parish Council has been asked to specify locations where data should be collected. Members were disappointed with this tardy response and further delay in moving the project forward but will comply with the request and continue to apply pressure to maintain momentum.</p>
21/074	Receipts and Payments	<p>(i) The Council authorised and instructed the issue of cheques for:</p> <p>(a) The Clerk's Salary for May 2021 (£229.68) and Expenses (£20.00) Total £249.68 Cheque No.000860 Prop. by Dr J Butterley and Sec. by Mr G Stead</p> <p>(b) Nynehead Memorial Hall Fund (Hall Hire for Dec 2020, May, June X 2 2021) £60.00 Cheque No.000861 Prop. by Dr J Butterley and Sec. by Mr G Stead</p>
21/075	Correspondence	<p><u>For information only (* received by email, ^ received by post).</u></p> <p>(i) Toneway – Creech Castle Improvements Project Bulletin June 2021*<a href="http://www.alungriffiths.co.uk">www.alungriffiths.co.uk</a></p>
21/076	Items requested for next agenda	<p>Items Requested for the next Agenda (19<sup>th</sup> July 2021):</p> <p>(i) Dr Butterley requested an update on progress with the design of the new website and costings.</p> <p>(ii) Mr Stead requested a preliminary discussion on ways in which Queen Elizabeth's Platinum Jubilee might be celebrated by the village in June 2022.</p>