

**MINUTES of the ANNUAL MEETING of MISSON PARISH COUNCIL  
Held on Wednesday 4th May 2011**

**Councillors Present:** M Bentley, A Cameron, R McIlroy, V. Shilling, C Stringer, E Vallance, A Woolliams.

**Public Participation** Two residents attended

**(1) Election of Chairman.** Council **resolved to** elect Cllr V Shilling. On behalf of Members and Misson parishioners Cllr Vallance made a vote of thanks to Cllr Stringer for his eight years service as Chair of MPC, and expressed the collective hope that Cllr Stringer would continue as a Member of council for many years to come.

**(2) Election of Vice Chairman.** Council **resolved to** elect Cllr M Bentley.

**(3) Declaration of Acceptance of Office.**

Cllr V Shilling duly signed Declaration of Acceptance of Office as Chairman.

Cllr M Bentley duly signed Declaration of Acceptance of Office as Vice Chairman.

**(4) Register of Members Financial & Other Interests.** Circulated to Members for updating or confirmation of 'no change'

**(5) Apologies for Absence.** None

**(6) Declarations of Personal & Prejudicial Interests.** None

**(7) Minutes of Council Meeting 6th April 2011.** Council **resolved to** approve the minutes as true record following the addition of a statement to seek white lining to Top Street/Station Road corner, which had been missed by the highways team.

**(8) Matters Arising from Minutes of Last Meeting not on Agenda.**

- Council **noted** that the Clerk had collected a number of free Xmas lights from BDC. Council **resolved to** agenda the item for discussion at the next meeting.
- The Clerk reported that she had verbal confirmation that MPC should not have to register as an employer for PAYE providing the clerk could confirm certain particulars by completing on-line paperwork. Council requested the Clerk to take regard of the PAYE implications in future salary invoices. **Clerk**

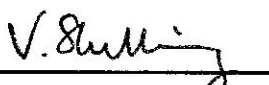
**(9) To review progress with odour reduction at Tunnel Tech**

*Chairman suspended the meeting to allow questions from residents.*

Council **noted:**

- The two formal responses from Defra, one to Mr P Shilling outlining the conditions for suspending the production process and the formal complaints procedure to the Ombudsman (clerk to scan & circulate letter), and one to Mrs Williamson (letter previously circulated) which Cllr Cameron will seek expert legal advice on to inform further action. **Cllr Cameron**
- That the polypropylene curtain had been fitted as per the BDC schedule.

**Chairman**



- Reports of a number of businesses suffering from the TT odours with loss of income eg wedding reception cancellation at The Crown Hotel. Council requested the TT Complaints Committee (TTCC) to seek further evidence of loss of local business and economic impact due to TT operations. **TTCC**
- Council **noted** the activity from the Tunnel Tech Complaints Committee (TTCC) as follows:
  - A standard letter of complaint is being drafted for ease of use
  - A free article is in preparation for publication in the June issue of Bawtry Today
  - S. Botcherby & K. Williamson are to meet with John Mann MP on 14<sup>th</sup> May.
  - More complaints are being received from Bawtry residents
  - Research had revealed a case in America where resident action had won compensation for the communities affected by a similar process.
  - The Committee would like to see the original planning application (circa 1988)
  - The Committee would like to engage with District Cllr Simpson
  - A small budget to cover printing, stationery costs would assist the Committee's work. Committee to prepare a draft budget for MPC. **TTCC**

Council **resolved** to give **executive powers** to the Chairman to approve the Committees' text for publication between meetings to progress the matter. Council **instructed** the clerk to seek the original planning consent, request a copy of the consultants report expected by the end of May, and to invite Cllr Simpson to future meetings. **Clerk**

*The Chairman formally resumed the meeting*

#### **(10) Road Safety & Highways & Parish Paths**

- Council discussed the proliferation of 'brown signs' around the village and the need for approval of NCC highways for attachment of signs to highway property. A particular concern was the potential hazard caused by the directional sign attached to the 'Give Way' sign at the Top Street/Station Road corner. This corner was noted for drivers mistaking the course of the main road and dangerously crossing the carriageway. Council **instructed** the clerk to raise their safety concerns with NCC Highways Manager, the Chair having first discussed MPC concerns with the business proprietors. **Chair/Clerk**
- Cllr Vallance informed the meeting that he had received residents' complaints and safety concerns due to the poor condition of Bawtry Road, which is being exacerbated by the size of vehicles using the road on a regular basis. Cllr Vallance believed the road needed re-engineering and widening to accommodate the traffic using it. Council **instructed** the clerk to report MPC concerns to NCC and seek a progress report on the action plan agreed with NCC earlier in the year. **Clerk**
- The Chair reported that NCC had confirmed that due to cost savings the Parish Paths Partnership grant scheme had been disbanded. Cllr Bentley reported that NCC is approaching landowners to maintain public paths on their land. Council discussed the need to monitor the parish footpaths & bridleways

Chairman *V. Shillington*

via voluntary wardens to report maintenance requirements to MPC/NCC. Cllr Stringer to approach Mr P Wheeldon, & the Chair to approach Mr J Stewart to act as paths wardens and the clerk to provide maps of the paths network.  
**Cllrs Shilling & Stringer/Clerk**

**(11) MPC communications strategy including web site upgrade**

- Cllr Stringer reported that the East Bassettlaw website design was very basic at present and may not have the functionality that MPC was looking for. The consultants are looking at improving the capability but the end result could be a 'core' website with hosting and management support provided free of charge to which MPC may chose to add functionality at their own cost.
- The clerk reported that the parish e-mail circulation list had grown slightly to 37 addresses representing 12% of parish households. A monthly e-newsletter is circulated to the mailing list with key parish council news and meeting dates.

**(12) Policing**

Council noted the police report for April, which had been circulated by e-mail prior to the meeting.

**(13) Annual Report by Council. Council resolved to approve the Annual Report.**

**(14) Finance & Accounts**

- Clerk presented financial statement to 30<sup>th</sup> April 2011 and council resolved to accept it.

The following documents had been circulated prior to the meeting:

- 4<sup>th</sup> Quarter Accounts to 31<sup>st</sup> March 2011. Council resolved to approve.
- Accounts to Year End 31<sup>st</sup> March 2011. Council resolved to approve.
- Parish Paths Partnership Year End 31<sup>st</sup> March 2011. Council resolved to approve.
- The clerk reported that she had sought a second quote for the MPC insurance for 2011, the quote with the existing insurer being 8.5% more than in 2010. Unfortunately because of the extended bank holiday she had not received the second policy details in time to present to MPC meeting. Council resolved to give **executive powers** to the Chairman & Vice-Chairman to review the two insurance policies & approve the policy offering best value for money for payment to ensure continuity of insurance cover. **Chair/Vice-Chair**
- Council asked the clerk to review the coming level of expenditure commitments with a view to transferring monies from the current to the deposit account & agenda for discussion at the next meeting. Clerk to provide a standard letter for the transfer of monies. **Clerk**

**(15) Annual Audit.** Council noted date of audit 18<sup>th</sup> July 2011. Council resolved to approve Sections 1 & 2 of Annual Audit Return and Chairman duly signed.

**(16) Cheques.** Council resolved to issue the following cheques for payment:

Chq. No	Item.	Amount.
000710	S A Scott	£193.25
000711	S A Scott	£280.66

**Chairman** V. Shilling

**(17) Systems for Internal Financial Control and Risk**

The following documents had been circulated prior to the meeting:

- System for Internal Financial Control. After reviewing Council **resolved** to approve without amendment.
- System for Internal Audit. After reviewing Council **resolved** to approve without amendment.
- Risk Assessment. Council requested to see further detail on the lease of the community centre and the insurance cover provided by MCA. Clerk to update the Risk Assessment and bring back to the next meeting. **Clerk**

**(18) Planning:**

**a. Planning Decisions:** Council **noted** approval of 32/11/00003/R Retain change of use of agricultural field to equestrian use and construction of stables, The Grange, off Bracken Hill Lane, Misson Springs

**b. Planning Applications:** Proposal 32/11/00009 Mill House Barns, The Green: renovation and change of use of existing barns/outbuildings to a dwelling and install sewage treatment plant. Council has an unresolved historic dispute over the access to this property over the village green and will seek legal advice to determine their position. **Clerk**

**c. Other Planning Matters.** None

**(19) Correspondence.** Council **noted**:

Ms J Watkins (resident) – concern regarding the number of dead swans along the Idle banks. Council expressed concern on hearing of the matter and Cllr Bentley agreed to investigate a carcass if one could be retrieved. **Cllr Bentley**

NALC – New Councillor Training dates

NALC – Minutes of meeting of 14<sup>th</sup> February & date of next meeting 23<sup>rd</sup> May 2011.

**(20) Council confirmed** date of next meeting, 7.30pm on 8<sup>th</sup> June 2011.