

Rushton Parish Council

Minutes of the Annual Parish Council and ordinary full Parish Council meetings held on Wednesday 31st May 2023 at 7.40pm in the Village Hall

Present:

Councillors: Peter Hooton (Chair), Mike Brightman (Vice Chair), Joy Brightman, Bob King, Beth Milne, Kevin O'Brien, Peter Palmer, Bill Parker, Yvonne Turner

In attendance: Emma Fontaine (Clerk/RFO), NNC Councillor Jim Hakewill

ANNUAL MEETING	
1	Cllr Peter Hooton was proposed and seconded as Chairman, and then voted for unanimously.
2	Cllr Mike Brightman was proposed and seconded as Vice Chairman, and then voted for unanimously.
3	The declarations of acceptance of office were duly signed.
4	Parish Council Representation a) Cllr Cruickshank will continue his role as Police Liaison Representative. b) Cllrs Hooton, King and J Brightman were re-confirmed as the New Albion Wind Farm Fund representatives.
5	Committees/Working Groups Parish Council representatives were confirmed as: a) Planning: Cllrs Cruickshank, Hooton, King and Parker. Cllr Turner was added to the Committee. b) Minibus: Cllrs Hooton and M Brightman. c) Recreation Ground: Cllr M Brightman. Pocket Park: Cllrs King, Palmer, Parker. Cllr Turner was added. d) Neighbourhood Plan Advisory Committee: Cllrs Cruickshank, Milne and O'Brien. Additionally, it was confirmed that Cllr Palmer would continue with responsibility for foot paths, and Cllr Hooton would continue as the main contact for street lights.
ORDINARY MEETING	
6	Apologies Apologies were received from Cllr Cruickshank.
7	Declarations of Interest There were no declarations of interest.
8	Local Issues Updates a) Local Policing: no update was received. b) Mick George Landfill: no update was received although Councillors thanked Mick George for their update after the last meeting. c) Camgrain: a visit will take place in the near future, Cllr Hooton to arrange. ACTION: Cllr Hooton. A Camgrain v Rushton cricket match was suggested, Cllr M Brightman to speak to the Cricket Club to arrange. ACTION: Cllr M Brightman. d) Speeding Issues: None to report. Cllr King will look into Network Rail funding for traffic calming measures. ACTION: Cllr King. Cllr Cruickshank to report back on liaison with the Safer Roads Team next meeting. ACTION: Cllr Cruickshank.
9	Public Open Forum There were no members of the public present.
10	Minutes of the meeting held on 22nd March 2023

	<p>The minutes were approved as an accurate record of the meeting and duly signed. Further to the action points raised within these minutes:</p> <ul style="list-style-type: none"> • Cllr Hooton continues to work on the maintenance of the street lights. • NNC are liaising with the new Developer's Agent in relation to the adoption of Pullman Close. • The Clerk will contact Cllr Smyth (NNC) relating to his action on drainage last meeting. ACTION: Clerk. Cllr O'Brien will follow up on the drainage issue by the Lyndon Thomas site. ACTION: Cllr O'Brien. • CPRE will be invited to attend and speak at the July meeting. ACTION: Clerk. • Cllr Milne will set up a Facebook profile so she can post as the Parish Council on the Rushton village Facebook page. ACTION: Cllr Milne. • The war memorial grant application will be submitted to the Wind Farm Fund meeting on 5th July. • Cllr M Brightman will invite James Spencer, First Responder, to the next meeting. Cllr Turner to take the lead on this. ACTION: Cllr M Brightman/Cllr Turner.
11	<p>NNC Councillor Updates</p> <p>Cllr Hakewill updated Councillors on NNC matters. He will forward the appeal decision documents relating to Lyndon Thomas for information. ACTION: Cllr Hakewill.</p>
12	<p>The following documents were reviewed and approved:</p> <ul style="list-style-type: none"> a) Standing Orders b) Financial Regulations c) Risk Assessment d) Asset Register e) Insurance Cover
13	<p>Finance</p> <p>The following documents were reviewed and approved:</p> <ul style="list-style-type: none"> a) Statement of accounts for 2022/23 alongside the bank reconciliation b) The accounts for 2023/24 to date c) The payments listed on the payment schedule
14	<p>Audit</p> <p>The following documents were reviewed, approved and signed where appropriate:</p> <ul style="list-style-type: none"> a) Internal Auditor's Report b) Governance Statement c) Accounting Statements
15	<p>Transparency Code/Publication Of Documents</p> <p>The required items for publication were confirmed by the Clerk and will be actioned. ACTION: Clerk.</p>
16	<p>Community Minibus</p> <p>Cllr M Brightman provided an update. It was resolved to submit a Wind Farm Fund grant application for £1,500 to provide continued financial support for the service. ACTION: Cllr M Brightman.</p>
17	<p>Recreation Ground</p> <p>Cllr M Brightman reported that the grant money has been spent on signs and fences. There is some general ongoing maintenance underway.</p>
18	<p>Pocket Park</p>

	Cllr King's report was noted. He advised Councillors that a 'work day' will take place on Sunday 4 th June and everyone is welcome to attend and lend a hand.
19	Wind Farm Fund The update regarding the Fund was noted and Cllr King provided clarity on the use of the Fund and what previous grants have been spent on for the benefit of the village.
20	Neighbourhood Plan a) Cllr O'Brien confirmed that a further £6,000 of grant funding is available to apply for. £12,000 of grant money has been spent to date. The aim is to complete the Plan by Christmas. b) It was resolved for the Parish Council to pay £290 for a wildlife survey.
21	Public Footpaths/Stiles While the Parish Council do not own the land, or have control of footpaths, it was resolved for Cllrs M Brightman and Palmer to develop the possibility of adding new stiles within the village, via funding from the Wind Farm Fund. They will speak to Land Owners as well as the Parishioner was raised the possibility. ACTION: Cllrs M Brightman and Palmer.
22	Planning Committee <ul style="list-style-type: none"> • <u>NK/2023/0149</u> This is an application for a first floor extension and to enlarge the front porch of 25 High Street. RPC feedback was that we were supportive and the application has been approved. • <u>NK/2023/0122</u> This is an application to replace the wooden windows of the Old Bakehouse, 16b High Street with UPVC windows. This has been approved. • <u>NK/2023/0215</u> This application replaces NK/2023/0115 which was reported last meeting. That application was for a store and workshop for agricultural machinery. It was withdrawn and the new application is for the same building in a different position. RPC were not advised, but the Planning Officer decided no prior approval was necessary.
23	Insurance Quote It was resolved to accept the most appropriate insurance quotation. Action: Clerk.
24	The meeting closed at 9.40pm. The next meeting of the Parish Council will be held at 7:30pm on Wednesday 19th July 2023 in the Village Hall.

ACTION SUMMARY – MAY 2023

Item	Action	Who?
8c	Cllr Hooton to arrange the Camgrain visit.	Cllr Hooton
8c	Cllr M Brightman to speak to the Cricket Club to arrange the Camgrain match.	Cllr M Brightman
8d	Cllr King will look into Network Rail funding for traffic calming measures.	Cllr King
8d	Cllr Cruickshank to report back on liaison with the Safer Roads Team next meeting.	Cllr Cruickshank
10	The Clerk will contact Cllr Smyth relating to his action on drainage last meeting.	Clerk
10	Cllr O'Brien will follow up on the drainage issue by the Lyndon Thomas site.	Cllr O'Brien
10	CPRE will be invited to attend and speak at the July meeting.	Clerk
10	Cllr Milne will set up a Facebook profile so she can post as the Parish Council on the Rushton village Facebook page.	Cllr Milne
10	Cllr M Brightman will invite James Spencer, First Responder, to the next meeting.	Cllr M Brightman
11	Cllr Hakewill will forward the appeal decision documents relating to Lyndon Thomas for information.	Cllr Hakewill

15	The required items for publication under the Transparency Code will be actioned.	Clerk
16	It was resolved to submit a Wind Farm Fund grant application for £1,500 to provide continued financial support for the minibus service.	Cllr M Brightman
21	Cllrs will speak to Land Owners as well as the Parishioner was raised the possibility of new stiles within the village with a view to submitted a grant application.	Cllrs M Brightman and Palmer
23	It was resolved to accept the most appropriate insurance quotation.	Clerk