

## CLARBOROUGH AND WELHAM PARISH COUNCIL

Minutes of the Clarborough & Welham Parish Council meeting to be held at 7.00pm on Monday 31<sup>st</sup> March 2025 in the Clarborough Village Hall, Main Street, Clarborough.

**Present:** Cllr Gibson (Chair), Cllr Avery, Cllr Smith, Cllr Broughton, Cllr Joyce, and Cllr Driver  
**Others:** Mrs Davies (Parish Clerk), County Cllr Taylor, Mr Herdman (C.D.C.A) and members of the public

**2699/25 To consider any apologies and reasons for absence**  
 Cllr Avery proposed to approve apologies and reason for absence from Cllr Baines; this was seconded by Cllr Broughton and resolved by the Council.

**2700/25 To receive any Declaration of Interest in any items on the agenda**  
 No declaration of interests received.

**2701/25 To suspend the meeting for open session for Members of the public to speak and to receive reports from the District & County Councillors and CDCA**

The Chair suspended the meeting.

- County Councillor Tracey Taylor gave her County report
- Mr Herdman gave his IT group and C.D.C.A report
- District Councillor Fraser McFarland sent his apologies
- Members of the public raised questions regarding a planning application

The Chair reported that he has nominated Paul Wilcock (ex. Councillor) for a Bassetlaw District Council achievers reward for his contribution to the Parish Council and his work on the Neighbourhood Plan and Parish Pasture projects.

**2702/25 To consider the minutes of the meeting held 17<sup>th</sup> February 2025**  
 Cllr Broughton proposed to accept the minutes of the meeting held 17<sup>th</sup> February 2025 as a true record; this was seconded by Cllr Joyce and resolved by the Council. The Chair duly signed the minutes.

**2703/25 To receive updates on any actions from the previous meeting**  
 2692/25 – Cllr Smith has sorted the bin bags ready for the community litter pack; an estimate of fifteen people may attend on the day.

**2704/25 To receive reports from any other meetings attended**  
 Cllr Avery reported on the EDF meeting he attended with Cllr Gibson on 26<sup>th</sup> February.

It was reported that Cottam chimney will be coming down on the 20<sup>th</sup> March, and the cooling towers would be coming down during this summer. Regarding West Burton, the turbine hall will be coming down in June 2025, boiler house in quarter 2 or 3 in 2026, and the cooling and chimney in quarter in 2027.

**2705/25 To consider any planning applications as listed and note any planning correspondence**  
 No applications received.

**2706/25 To receive play area inspections**  
 The Chair has carried out one inspection and disinfected the play equipment, no other actions required.

**2707/25 Finances - to consider payments as listed and financial documents for 28<sup>th</sup> February 2025**

The Clerk previously circulated list of payments for approval and copies of the finance documents for 28<sup>th</sup> February 2025, bank statements, budget, general and ear marked reserves for the Councillors to view.

Cllr Smith proposed to approve the payments as listed and the financial documents as above; this was seconded by Cllr Avery and resolved by the Council.

Payments:

1. Unity Trust Bank fees £6.00
2. Clerk March wage £269.28
3. P Gibson – expenses and annual beacon fee total £25.40
4. Information Commissioner’s Office – Data protection annual fee £52.00 (April)

**Bank reconciliation 28<sup>th</sup> February 2025**

Unity Trust Current account bank statement	£03,440.56
Unity Trust Savings account bank statement	<u>£38,523.57</u>
Closing cash book balance 28 <sup>th</sup> February 2025	<u>£41,964.13</u>
Made up of:	
General reserves	£24,760.41
Ear marked reserves	£17,203.72
	<u>£41,964.13</u>

**2708/25 To consider the audit Certificate of Exemption for the year 2024-25**

The Clerk reported that the finances for 2024-25 have not exceeded the £25,000 limit and therefore, the Council may wish to certify itself as exempt from a limited assurance review under section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

After consideration, Cllr Broughton proposed to certify itself as exempted for the 2024-25 accounts; this was seconded by Cllr Joyce and resolved by the Council.

The Chair and Clerk then signed the certificate of Exemption.

**2709/25 To consider the appointment of Internal Auditor for 2024-25**

Cllr Avery proposed to appoint Mrs Savill to carry out the Internal Audit for 2024-25; this was seconded by Cllr Smith and resolved by the Council.

**2710/25 To discuss providing play equipment for older children and suggestions for fund raising**

The Chair reported on the estimated cost just for a climbing frame which is expensive – and then the Council would have to look at how to raise funds, how and who would carry out the consultations.

Cllr Smith to arrange a public consultation meeting to discuss what type of play equipment for older children that could be installed on the parish pastures. Cllr Broughton asked if she could be shown the different parcels of land the council owns in the parish to identify any location that may be appropriate to install play equipment. The Chair agreed to show her and invited other councillors along.

The Chair suggested to reinstate the Friends of the Parish Pasture Group again to help with the project. Cllr Broughton and Cllr Smith are happy to be part of the group and volunteers would have to come forward; to advertise in the newsletter.

The Clerk can arrange for a Community Development and Funding Manager to meet with the group and discuss fund raising and consultations further.

- 2711/25 To discuss the celebrations of the 80<sup>th</sup> Anniversary of VE (8<sup>th</sup> May) and VJ Day (15<sup>th</sup> August)**  
The Chair reported that the Church is having an event. The Council deferred this item to a future meeting.
- 2712/25 To receive an update on the website and email service**  
Cllr Smith reported that there are no updates at the moment.
- 2713/25 To receiving any updates on the Parish Pasture and consider any expenses**  
The Chair reported that Cllr Smith's wife has offered to rub down and repaint the memorial bench. It was noted that the tree guards also require looking at.  
Cllr Avery reported the ball wall requires cleaning and the area swept. The Chair agreed to inspect the wall and take any necessary actions.  
  
Cllr Avery reported the owl box located in the community orchard is falling apart and needs replacing. Cllr Avery to obtain a quote and source a replacement.
- 2714/25 To discuss the next stage for developing the Parish Pastures**  
Cllr Joyce to arrange the whole of the pastures to be topped at the end of April. After the cutting the Chair shall hire a strimmer and trim areas where the grass cutter could not access.
- West pasture – Cllr Joyce to source wild flower seeds to be strewn after the cut. No further topping to take place until October
  - The east pasture – to be cut regular through spring / summer.
- The Council discussed the opening up of the canal side to create a picnic area. It was agreed, due to nesting season this cannot be carried out until later in the year. It was noted prior to any work being carried out the Canal and River trust would have to be consulted. To be put back on the agenda in October
- 2715/25 To receive any updates on the Mayflower Community Orchard**  
Grass cutting to discuss.
- 2716/25 To receive any updates of flood reports**  
Cllr Avery previously circulated his notes from the meeting that he, Cllr Gibson, Cllr Driver, Cllr Joyce, and Mr Waring attended with the Principal Flood Officer from Nottinghamshire County Council and County Cllr Tracey Taylor, on 4<sup>th</sup> February 2025.  
  
Cllr Avery reported that since that meeting the Flood Officer has passed on information relating to riparian ownership of Clarborough beck from Main Street to the Canal syphon.  
  
The Chair reported two incidents of fly tipping in the beck has been reported to the District Council. The canal grid has been repaired. Cllr Joyce will obtain quotes for a contractor to clean out the dyke that runs along Big Lane.
- 2717/25 To report any Highways, Rights of Way, or Service Faults**  
The Chair reported:
- The traffic cone has now been removed from the top of the low bridge sensor (Welham)

- The five village signs, several street signs, both defib cabinets and both notice boards have been cleaned
- Four pot holes reported have now been repaired
- Footpath 18A leading from Clarborough Hill – a missing step has been reported
- Clarborough and Welham have been litter picked on Main Street
- ‘Do not park on the pavements’ tickets placed on windscreen has had some positive results
- PCSO Dale has acted on issues regarding parking on the pavements on Main Street

**2718/25**

**To receive any correspondence or information for future agenda items**

Next agenda items:

- Annual Parish Meeting
- Annual Governance and Accountability Return for 2024-25

**2719/25**

**Time and date of the next Parish Council Meeting**

The next Parish Council Meeting will be the Annual Meeting of the Parish Council held on 12<sup>th</sup> May 2025 at 7.15pm – this meeting will be following on from the Annual Parish Meeting which will be held at 7pm in the Clarborough Village Hall, Main Street, Clarborough.