

Annual Meeting of Hodsock Parish Council

Minutes of **Hodsock Annual Parish Council Meeting** held on the 12th May 2025 at Langold Village Hall, the meeting commenced at 5:00pm.

Council Members & Officer Present:	Cllr Sandy Walker	Chairman
	Cllr Graham Coe	Vice-Chair
	Cllr Gill Freeman	Cllr Jack Bowker (left at 34/25)
	Cllr Sam Perkins	Cllr Nick Smith
	Cllr Jackie Wilkinson	Cllr Flo Batey
Also, Present	Cllr David Hamilton	
	Ed Knox	Clerk/Responsible Financial Officer
	Gill Freeman	District Cllr
	Kath Walker	Chairman of LVHMC for items 27/25 & 28/25
	2	Members of the Public

25/25 To Elect a Chairman of the Council

Cllr Walker **Proposed**, Cllr Perkins **Seconded** and the Council **resolved** that Cllr Walker be elected Chairman of the Council. Cllr Walker together with the Proper Officer, signed the Declaration of Acceptance of Office of Chairman form.

26/25 To Elect a Vice-Chair of the Council

Cllr Coe **Proposed**, Cllr Perkins **Seconded** and the Council **resolved** that Cllr Coe be elected Vice-Chair of the Council.

27/25 To Receive Langold Village Hall Management Committee (LVHMC) Report

A member of the Committee advised an update, which included:

- The roof work and flooring has been completed.
- The disabled access ramp has been completed and inspected.
- The Lengthsman has cleared weeds and repainted the doors.
- The committee have arranged for a hearing induction loop system to be installed
- The committee are starting the process to register Langold Village Hall as a charity in its own right.
- Public are still moving cones and parking in the incorrect places which blocks access for emergency vehicles. The committee would like to suggest the idea of flag poles where the cones are which would allow both attractive flags to be erected but also work as barriers to vehicles parking. One quote of £3,200 has been obtained. Cllr Walker **Proposed**, Cllr Perkins **Seconded** and the Council **resolved** in favour, with one against, having flag poles. Cllr Walker and the hall committee to obtain 2 further quotes
- The existing cladding is letting water ingress into the walls and causing damp. Cllr Walker and the committee to obtain 3 quotes for consideration.

28/25 To Discuss the Langold 100 Year Celebration Event

Mrs Walker advised that the committee have looked into all possibilities of closing roads for street parties with both Bassetlaw & Notts County Councils, unfortunately the County & District Councils would not grant permission due to safety reasons, Langold Lake was looked at as an alternative but the 1st Aid, Toilet, marshal provision etc would cost in the region of £18,000. As an alternative the 100 Years Committee is working with local groups and organisations to old a variety of events between 28th June and 28th Sept 2025. This includes but is not limited to the School Sports Day, an 1940s themed evening party at the village hall, and the Age-Well group afternoon tea party.

After discussion Cllr Coe **Proposed**, Cllr Perkins **Seconded** and the council **resolved** to hold a joint parish council and hall committee event on the day of the 1940's party, so that the PC can showcase recent work and engage with local residents to see what it is they would like to see for the future of Langold.

29/25 To Receive District & County Councillors Reports

Dist Cllr Freeman: Provided an update on the latest news from Bassetlaw Council:

- Langold Drs Surgery to receive a £60k grant to make it larger.
- An additional bin installed on Dyscarr Close at the request of the parish council. The Village is now at its maximum capacity for bins, Bassetlaw Environment services have advised 37 is the maximum load of bins they can cope with in Langold. However, several areas lack bin provision and the new housing estates have none at all. Whereas, there are areas with 3 or 4 bins next to one another. Cllrs Batey & Wilkinson to review the street map locations of the bins, they will then email suggested What3Words locations for certain bins to

be relocated to the Clerk and Dist Cllr Freeman, so that a request to Environment Services can be made to relocate the bins.

- Rats continue to be reported on Bassetlaw Council land behind Riddell Ave/Markham Road, Bassetlaw are going to clear the land to attempt to eradicate the problem.
- Rats also continue to be reported at Langold Lake near the Old Boat House. Cllrs to send photos or rat infestation to Dist Cllrs Freeman and Bowker to escalate the issue with Bassetlaw.
- The council housing inspector has been out to look at empty properties
- Dist Cllr Freeman to obtain more dog poo stickers for the waste bins (the ones without stickers) from Environment Services. After further discussion Cllr Coe **Proposed**, Cllr Wilkins **Seconded** and the council **resolved** that the Lengthsman can have £50 to obtain suitable stencils and paint.

County Cllr John: Was elected recently as the new County Councillor. Cllr Walker will ask them to escalate various long standing county council issues, together with the various overgrown tree issues in Langold with the Highways Dept, mentioned at the previous meeting. Cllr John was unable to attend tonight.

➤ Adjournment – (15-Minute Maximum) Public Forum

A member of the public expressed interest in joining the parish council and a co-option item will be added to the next agenda. The member of the public raised several Notts County Council ideas and issues:

- Skate Park Graffiti – At the moment it is scrawled with swear words and the member of the public would like support to obtain permission from Notts CC to have the park professionally graffiti painted, the member of the public is happy to raise funds for this work. Cllr Bowker agreed to visit the park to attempt to clean off the swear words as part of the Lengthsman work.
- Could Notts County Council consider installing a Multi-Use Games Area (A MUGA) at the skate park?
- Continued pothole issues on Doncaster Road and speeding issues coupled with driving the wrong way down a one-way road, were talked about.

The Clerk agreed to pass on the new County Cllrs details to the member of the public and Cllr Walker will approach County Cllr John to raise other outstanding County Council concerns, together with those raised today. After further discussion, Cllr Hamilton asked the parish council to request the police to come again to parish council meetings. The Police have previously advised that they no longer come to all parish council meetings and that local residents can register for the Neighbourhood Alert App and the Police UK app to contact the police. The police to be asked if they will attend a parish council meeting.

30/25 To Approve Apologies for Absence
None.

31/25 To Record Declarations of Interest in any items to be discussed
None

32/25 To Approve the previous meeting Minutes
After discussion, Cllr Coe **Proposed**, Cllr Smith **Seconded** and the council **resolved** to accept the minutes. The chairman signed the minutes of the previous meeting.

33/25 To discuss an update on Langold Cemetery Matters
When the cemetery was designed, the plots in Section A for ashes were 4 inches smaller width than a standard industry sized memorial, the PC's current rules say no more than 20 inches wide. Over the years several memorials have been installed that are 24" wide instead of 20", this led to loss of plots, when keeping to the existing slightly smaller plot sizes. The 20" rule was presumably made to maximise the space in Section A as it wasn't envisaged that ashes would or could go elsewhere.
However, recent Section A interment families are asking that the PC amends the rule to allow 24" wide memorials and make the plots this wide, this will result in a loss of one of the vacant plots every 6 new plots, however, this isn't a problem because the new map being drawn, can reduce the number of plots slightly in Section A and therefore resolve the problem of bigger memorials and the upset it is causing families who are wanting the standard width memorial.
During the recent audit of the cemetery we have been able to allocate some new additional ash plots in a few of the other sections, which would cover the loss of plots from Section A, additionally there's a small triangular area with 1 single baby interment in the whole area, which could fit around 30 new additional ash interments and the outer circular area of the cemetery between the outer fence and the paths, isn't quite large enough for full interments, but would be able to easily be used for hundreds of new future ash interments, therefore protecting around 8 spaces in Section A as essential anymore and the rest of the plots can be made 24" standard size, the

final map for Section A adjusted to show plots of this size. Cllr Perkins **Proposed**, Cllr Smith **Seconded** and the Council **resolved** to amend the rules with immediate effect to allow 24" standard plots in Section A and have the final map adjusted.

The Lengthsman has removed rubble and other waste from the side of Section A, and removed self-set trees and bushes growing out of older graves. The noticeboard at the front of the cemetery wasn't usable due to the Perspex becoming frosted through 25 years UV light exposure, the Perspex has now been replaced with toughened clear glass. The Gravel area has been refreshed.



Cllr Smith gave an update on the ground water topographical survey required on the cemetery extension area. The results of the survey are that a permit from the EA will be required at present, which would allow single depth full burials, however, it is believed that the restrictions currently in place nationwide are to be relaxed early in 2026 and if a permit is applied for at that time, it could be for double depth burials. Cllr Coe explained about the locations of the babies and stillborn children in unmarked graves. Half of them are located in half of the triangle (Section L) with the small rowan tree on it, with the babies' memorial the other side of the path from the triangle.

The other half of the burials are located in a 2 mtr area against the back bottom fence at the bottom of cemetery near the wood. There's no memorial for them there. Cllr Coe would like to either relocate the existing memorial or the parish council install a 2nd memorial. After discussion, the Council **resolved** to look into this in more detail at the next meeting.

The Clerk and Cllr Walker explained that there are reserved plots in the cemetery from the 1940s to the 1970s where the plots are still empty, the original purchasers have either died and been buried in the cemetery in another plot or buried elsewhere. The Clerk will write to the Institute of Cemetery and Crematorium Management (ICCM) to ask what the rules are for taking back/rebuying back these plots for future interments.

34/25 To Approve Annual Governance Statement (Section 1 Annual Return) for the previous financial year

The Clerk reported the findings of the internal auditor, the Council members had already reviewed the documentation by email, Cllr Wilkinson **Proposed**, Cllr Batey **Seconded** and the Council **approved** the Annual Governance Statement. The Clerk and the Chairman signed the Annual Governance Statement.

35/25 To Approve Accounting Statements (Section 2 Annual Return) for the previous financial year

The Clerk circulated by email prior to the meeting the Annual Return Section 2 Accounting Statements. Cllr Coe **Proposed**, Cllr Wilkinson **Seconded** and the Council **approved** the Accounts and the Clerk and the Chairman signed the Accounting Statements. **Action**, the Clerk will submit the Annual Return to the External Auditor along with any required supporting documents and upload copies to the webpage. The Council understands the reasons for all the AGAR restated figures as the council has converted its accounting practices to Receipts and Payments from Income & Expenditure, since the Lottery Big Local fund project has ceased and turnover of the Council is expected to be well below £200,000 per year from now on.

36/25 Finance:
Payments & Receipts

After discussion of the Financial Information, circulated by email before the meeting, the council unanimously **resolved** to accept them as a true and accurate record and the Chairman signed the bank reconciliations and statements.

1. To Approve Payments:

The Council **approved** the following: -

<u>Payee</u>	<u>Item</u>	<u>Amount</u>
Previous Clerk	3 x Years Zoom and 2024 123.Reg Domain Costs	£247.82
Post Office Ltd	Postage Interment Books to County Archives	£14.89
Post Office Ltd	Cemetery Items for Scanning for Map Service	£20.95
Rent-A-Cut Ltd	Cemetery Maintenance & Annual Paths Edging	£1,100
Rent-A-Cut Ltd	New Graves D2017 Baker & G137 Dane	£790
Rent-A-Cut Ltd	Re-Open Grave E108 Goulding	£395
Rent-A-Cut Ltd	Inter Ashes C5 Cooper	£140
Rent-A-Cut Ltd	Cemetery Maintenance March	£530
Rent-A-Cut Ltd	Inter Ashes G145 Hill	£129.25
Rent-A-Cut Ltd	Inter Ashes A125 Moore	£129.25

Rent-A-Cut Ltd	New Grave H9 Brunt	£405
Clerks Expenses	2024/25 Mileage, Cloud Storage, Postage Stamps & Phone	£155.44
Lili Waste Services Ltd	Direct Debit Cemetery Bin Service	£85.99
Helix Binding Ltd	Interment Book Binding 6 large volumes	£293.22
N.Glasby Ltd	CIL – V Hall Committee Room IT Upgrade	£3,948
S.Wood Plastering Serv	CIL – V Hall Committee Room Redecorating	£480
Toparia Environmental Ltd	Cemetery Tree Surgery	£1,914
M.West Building & Roofing	CIL – V Hall Roof Replacement	£38,750
Langold Village Hall	1 st Half of Annual Running Costs	£9,500
CDS Group Ltd	Cemetery Extension Survey/Report Groundwater Risk Assessment	£6,636
Bowker Plant & Agg Service	2 Tonnes Granite Chippings for Cemetery	£550
M.Cree	Internal Audit	£125
Zurich Municipal Ltd	Council Insurance Renewal	£541.40
Total Payments		£66,339.81

2. Receipts:

<u>From</u>	<u>Item</u>	<u>Amount</u>
Unity Trus Bank	Quarterly Bank Interest	£497.97
Bassetlaw District Council	1 st ½ Precept	£36,686.81
Bassetlaw District Council	1 st ½ Precept	£37,731.50
Bassetlaw District Council	1 st ½ Concurrent Grant	£32.50
Bassetlaw District Council	1 st ½ Street Cleaning Grant	£817
Bassetlaw District Council	1 st ½ Cemetery Grant	£800
G.Ward Memorials Ltd	New Memorial Plot A124 Spencer	£168
Memorials For You	New Memorial Plot G112 Wroble	£168
Member of Public	Re-Open Ashes Interment Plot G146 Hill	£240
Dolby Funeral Services Ltd	New Ashes Interment Plot A125 Moore & EROB	£660
Member of Public	Ashes Interment A162 Wallhead	£500
Dolby Funeral Services Ltd	New Full Interment Plot H23 Carrick & EROB	£1,800
Memories In Stone	New Memorial Plot A124 Goulding (prior to price increase)	£168
Memories In Stone	New Memorial Plot A125 Moore (post price increase)	£250
Total Receipts		£80,021.81
Unity Trust Bank		
Current Account		£40,221.89
Deposit Account		£80,497.97
Grand Total All Bank Accounts		£120,719.86

Direct Debits (Cemetery Lilli Waste, Water Plus, Bank Charge) and Standing Orders for staff salaries including PAYE and Pension, previously **approved** unanimously. Ringfenced items:

• Christmas Lights	£8,809.17
• Cemetery	£14,604
• CIL Money	£2,499.39
• Total Earmarked Reserves	<u>£25,912.56</u>
• General Reserves	£8,895.30
• Budgeted Running costs 2025/26	£85,912.00
• Total	£120,719.86

3. To discuss further CIL expenditure

Bassetlaw DC have confirmed that the total amount of CIL draw down for the parish council was £61,923.17
CIL Expenditure has been committed as follows:

- £38,750 – Hall Roof Refurbishment (Paid)
- £1,921.78 Hall Roof emergency repair (Paid)
- £3,750 – Hall Flooring Refurbishment (Paid)
- £11,200 – Hall Boiler Replacement (Paid)
- £3,290 – Hall Committee Room IT Upgrade (Paid)
- £320 – Hall Tables & Chairs leg padding (Paid)
- £480 – Hall Committee Room Redecoration (Paid)
- £2,400 – Hall Disabled Access Ramp

- £99.39 left to spend, allocated to part cover payment of new Dyscar Close Bin
Total CIL Commitment £61,923.17.

After discussion, the Cllr Smith **Proposed**, Cllr Wilkinson **Seconded** and the council **resolved** to agree to allocate the final £99.39 of CIL against the cost of Dyscar Close Bin.

37/25 To Review &/or Re-adopt formal documentation (Policies & Procedures)

After discussion, Cllr Coe **Proposed**, Cllr Perkins **Seconded** that the Council **resolved** the adoption of:

- Annual Leave Policy
- Civility & Respect Council Pledge
- Civility & Respect Statement
- Code of Conduct
- Dignity At Work Policy
- Emergency, Dependents & Bereavement Leave
- Equality & Diversity Policy
- Flexible Working Policy
- Grievance & Disciplinary Procedure
- Health & Safety Policy
- Homeworking Policy
- Maternity Leave Policy
- Paternity Leave Policy
- Performance Improvement Policy & Procedure
- Planning Scheme of Delegation
- Public Participation Policy
- Risk Assessment
- Sickness Absence Policy
- Training and Development Policy
- Whistleblowing Policy

The Clerk advised that he will let the Council know once any new or updated policies or policy changes come through from NALC. The Clerk has also obtained the latest Standing Orders and Financial Regulations model templates, 3 Cllrs required to work as a group at reviewing these to make them suitable for Hodsock Parish Council, with a view to adopt them in July's meeting. After further discussion, Cllr Freeman **Proposed**, Cllr Wilkinson **Seconded** that the Council **resolved** that Cllrs Walker, Coe & Perkins work on this.

38/25 To Note Dog Fouling Issues raised with Bassetlaw District Council

Item already covered under District Cllrs Report. New bin for Dyscarr Close ordered from Bassetlaw District Council, bin will be added to their regular emptying round. Cllrs Batey & Wilkinson to review the street map identifying locations of the bins, they will then email suggested What3Words locations for certain bins to be relocated to the Clerk and Dist Cllr Freeman, so that a request to Environment Services can be made to relocate the bins.

39/25 To Note any Planning Responses via the Scheme of Delegation

Since the previous meeting the parish council responded via the scheme of delegation as follows and also discussed the following at today's meeting:

- None.

In accordance with the Public Bodies (Admission to Meetings) Act 1960 the following agenda item the council voted to close the following item to members of the public due so that the Council can discuss the lease Information which is relating to a contract and the personal business affairs of the individual. Minutes of the decisions made under this item will be open to the public.

40/25 To Discuss Staffing Matters

After discussion Cllr Bowker **Proposed**, Cllr Coe **Seconded**, Cllr Hamilton voted against it and the council **resolved** to accept the findings as detailed within the Confidential Appendix Report.

There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 7:10pm.