

# HEADON-CUM-UPTON, GROVE & STOKEHAM PARISH COUNCIL

**Minutes of the Parish Council meeting held on Monday 3<sup>rd</sup> November 2025, 7.00pm  
at Headon Village Hall, Church Street, Headon, Retford, DN22 0RD**

Present: Cllrs S Whelan (Chair), D Landon, E Briggs, J Landon, D Spencer, R Goulden  
and C Scothern

Apologies: Cllrs N Greenhalgh, J Mosely and C Smith

Members of the public in attendance: none

Clerk: Clare Brettell

## **Public Session**

### **Commencement of meeting 7pm**

**25/104 To receive – declarations of interest both pecuniary and non-pecuniary and applications for dispensation on items listed on the agenda**  
None

**25/105 To receive – apologies for absence given to the Clerk**  
Apologies were received and noted from Cllrs C Smith, N Greenhalgh and J Mosley

**25/106 To receive and approve – Minutes of the Parish Council meeting held on the 6<sup>th</sup> October 2025 (Appendix 1)**  
The minutes of the Parish Council Meeting held on the 6<sup>th</sup> October 2025 were accepted as a true and accurate record and signed by the Chair.

**25/107 To note – updates on matters arising from the minutes if not already on the Agenda (no decision can be made)**  
None

**25/108 To receive - update from the District Councillor (5 minutes)**  
The District Councillor (Cllr Richardson) was not in attendance.

**25/109 To receive - update from the County Councillor (5 minutes)**  
The County Councillor (Cllr Limber) was not in attendance.

**25/110 To discuss – Police Report and any issues to report**  
Any relevant Police information had been circulated to Parish Councillors. **Clerk**

**25/111 To receive – reports from Defib4Life regarding the Defibrillator maintenance and any other relevant updates regarding the Defibrillators**  
The Clerk confirmed that the recent inspections had been carried out by Defib4Life and the batteries on all Defibrillators had been changed. The reports had been circulated to Parish Councillors on the 1<sup>st</sup> November, via email.

**25/112 To receive - update on the work of the Lengthsman**

The Lengthsman had shared recent photos of the work carried out in the villages, which was all to a great standard. She had also informed the Clerk that she had reported various fly tipping incidents directly to Bassetlaw District Council. It was also noted that she had come across several bags of unpleasant sanitary waste.

**25/113 Planning Applications**

To receive and where appropriate comment on the following planning applications (including any that have been received since the agenda was issued):

None received

25/01142/FUL Planning Portal Ref: PP-14374133

Proposal: Erect Replacement Turbine

Site Address: Wind Turbine East Of Mill Hill Farm Greenspotts Lane, Headon Nottinghamshire

It was **resolved** to respond stating 'no objections' to this application.

The Clerk also asked for it to be noted:

Bassetlaw District Council - New draft Supplementary Planning Documents (SPDs). The SPDs that the council are currently consulting on are:

- Trees and Development Supplementary Planning Document
- Clumber Park SSSI Recreational Impact Supplementary Planning Document (emailed out to Parish Councillors 1<sup>st</sup> November)

**25/114 To Discuss/Update on Highway Issues or footpath matters in the Village, including items reported directly by Councillors**

The Clerk had not received a response regarding the issues raised at the last meeting and reported to Cllr Limber (the junction at Yew Tree Road, with Westfields, that has poor visibility and is dangerous/Safety railings on Stokeham Road at Headon had fallen into the dyke)

Other items to be reported:

The Grit bin at Askham had been overturned in a car accident

**Clerk**

There is road erosion near to the grass verge on Drayton Road, Stokeham, Cllr Scothern to report

**Cllr Scothern**

**25/115 To receive an update on the acquisition of land (opposite the church) at Headon for additional parking for the Village Hall**

Further to the last meeting the Clerk had emailed Will Wilson in the absence of K Tarburton. He had responded to say that he would look into this with the Estates Department and get back to the Parish Council. Cllr Richardson was also looking into this. No response had been received yet. Clerk to chase.

**Clerk**

**25/116 To update – The Emergency Response Plan**

It was proposed to do this in the new year.

**25/117 To discuss and agree – renovation of 2No. finger post within the Parish**

Cllr Landon had met with Sarah Hird at VIA to discuss this. All Parish Councillors had received the location plan and photos of the two finger posts. One being at the junction of Thorpe St/Yew Tree Rd with Church St in Headon and the second one at the junction of Main St with Askham Lane in Upton.

It was **resolved** to agree the terms of the section 115 licence and to ask Mr Chapman to go ahead with the restoration/refurbishment of them both at a cost of £200.

The Clerk to liaise and arrange.

**Clerk**

**25/118 To agree– a display cabinet in the village Hall to present the Historical minute books**

Cllrs Mosely and J Landon were to ask the village hall if it is possible to have a display cabinet in the Village hall to display the minute books and to look at costs for a cabinet.

This was still being looked into.

**Cllr J Landon/Mosely**

**25/119 IT Policy and for Councillors to confirm IT compliance (Appendix 2)**

It was **resolved** to adopt the IT Policy. Cllrs present completed the IT Compliance form and returned to the Clerk.

**25/120 Financial Matters**

120.1 To receive balance on Unity Trust/Santander Bank accounts

Santander Current Account	£	0.00
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Santander Savings Account	£	10.50
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Unity Trust Current Account	£	794.56
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Unity Trust Savings Account	£	21787.82
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120.2 To receive and approve the schedule of payments for October (retrospectively)  
(Appendix 3)

The payments of £727.32 for October were authorised retrospectively.

120.3 To discuss projects and spending for the next financial year

Suggestions included:

- ✓ Railings at the War Memorial
- ✓ Replacement lap top
- ✓ Land suitable for car parking for the Village Hall

It was agreed to invite residents to bring forward ideas on what they would like to see in the village. This would be held at 7pm on the 8<sup>th</sup> December, with mulled wine and mince pies. Clerk to sent out an invite for Councillors to circulate.

**25/121 To discuss – Correspondence received (all emailed to Parish Councillors)**

The Clerk noted the invite from EDF Thermal Local Community Liaison Committee (LCLC) Meeting (West Burton & Cottam Demolition Update) on the 26<sup>th</sup> November at Sturton Village Hall or teams (emailed out to Prish Councillors 1st November)

Meetings to discuss the Local Government Reorganisation in Nottingham and Nottinghamshire, were also noted. Bassetlaw District Council are holding two online meetings for Parish Councils on Local Government Reorganisation in Nottingham and Nottinghamshire. The meeting will feature a presentation on the options for change, the timelines and next steps and the Government's plans for statutory consultation. We will also talk about Bassetlaw District Council's preferred option for re-organisation.

The meetings will be held via teams on Monday 3<sup>rd</sup> November and Wednesday 5<sup>th</sup> November from 7pm. (emailed out to Parish Councillors 1st November)

**25/122 To recap – items discussed in the meeting for inclusion in the Newsletter**

- Cllr Long service awards and photos
- Mulled wine and mince pies, informal gathering meet your Councillor evening on the 8<sup>th</sup> December

**25/123 To notify the Clerk of matters for inclusion on the agenda for the next meeting and to agree the date.**

- The Budget and setting of the precept
- Discuss and update The Emergency Response Plan

Date of next meeting – Monday 19<sup>th</sup> January 2026, 7pm

The meeting closed at 7.55 pm.

Signed by: \_\_\_\_\_

Date: \_\_\_\_\_