

# EAST MARKHAM PARISH COUNCIL

Dear Sir/Madam

I hereby give you notice that the Parish Council meeting of East Markham Parish Council will be held on Thursday 13 November 2025 at 7.00 pm at East Markham Village Hall Lincoln Road East Markham. All members of the Council are summoned and members of the public and press are invited to attend.

This meeting will be recorded for the purposes of the minutes and the recording will be destroyed once the minutes have been approved.

Dated 7 November 2025 *A Pallett* Anne Pallett Clerk to the Parish Council

## AGENDA

1. Welcome by Chairman
2. Receive apologies and resolve to accept reasons for absence
3. Declarations of interest in items on the agenda
4. Public participation
5. District and County Councillors report
6. Approve the minutes of the Parish Council meeting held on Thursday 9 October 2025 Appx 1
7. Finance
  - a. To receive and note bank reconciliations and bank statements for 31 October 2025 and agree to sign them. Appx 2
  - b. To receive and note list of payments and receipts to 31 October 2025 (excluding payments covered by GDPR) Appx 3
  - c. To receive and note record of Ear Marked Reserves at 31 October 2025 Appx 4
  - d. To resolve to approve payments as per the October Payment Sheet Appx 5
  - e. To note receipt of contribution to resurfacing on Top Cart Gaps from East Markham Charity and Kisimul.
  - f. To note receipt of CIL letter from BDC dated 29 October 2025 and agree which option Parish Council prefer in relation to the funds. Email circulated Monday 3 November 2025
8. Planning
  - a. To consider planning applications (listed below)  
None received
  - b. To note applications awaiting decision by Bassetlaw DC / Notts CC / Planning Inspectorate  
**25/00409/HSE**  
Demolition and reconstruct existing outbuilding to create family annex. Demolish existing outbuildings to allow the construction of new outbuildings and garage. Cleveland View High Street East Markham  
**25/00291/LBA**  
Remove interlocking concrete roof tiles on the front georgian part of the house and replace with old english natural red clay pantiles on new tile latts on new breathable membrane. Replace rotten roof timbers if required. Replace chimney flashing with new leading and replace existing pvc guttering and down pipes to front elevation with black painted cast iron guttering and down pipes  
York House York Street East Markham

**24/00384/FUL**

Installation and operation of solar farm and battery energy storage system with associated works. Land adjacent to A614 Worksop  
Amendments have been made to this application

**24/00371**

Erection of 3 detached dwellings garages and new accesses  
Land adjacent to Highfield House High Street East Markham

- c. To note decisions – made by Bassetlaw DC / Notts CC / Planning Inspectorate

**25/00695**

Proposed Change of Use Conversion and Extension Works to the Existing Redundant Stables Outbuilding to form 1 No. Residential Dwelling for the Owner to Occupy (Use Class C3)

Red Roofs Church Street East Markham Nottinghamshire

REFUSED 7 October 2025

**24/01010/FUL**

Proposed change of use/conversion/alteration and extension of existing barn and outbuildings to create a 2 bed dwelling including replacement stable and glasshouse and new ancillary single garage facility.

Old Well Cottage High Street East Markham

GRANTED 7 October 2025

9. Matters for discussion/decision

- a. Clerk's report and matters arising from previous meetings
- b. To note, under Scheme of Delegation and email consultation with councillors, no response was submitted to TRO 1328 Mark Lane and Tuxford Road, East Markham Stage 2 consultation as PC did not raise objection to the updated Stage 1 letter Minute Ref 9/11092025c and there had been no change to the plans since then.
- c. To receive items (including costs) for consideration when preparing the 2026-27 budget.
- d. To review draft checklists for inspection of Parish Council property as per Minute Ref 10/09102025 c. To be circulated by Councillors McDaid, Bradley and Dunleavey prior to meeting.
- e. To review Risk Assessments produced as agreed at October PC meeting and discuss responses received from third parties following request to them for Risk Assessments. Appx 6
- f. To resolve to purchase 26 allotment number signs for each individual allotment. Costs to be circulated by Cllr. Bradley prior to meeting. Deferred from October meeting for further quotes to be obtained.
- g. To discuss and agree:- Appx 7
- i. The precise location of the bench on the Green
  - ii. Contractor to carry out the installation
  - iii. to support the installation by advertising the company name of the archaeologist.
  - iv. to set aside a budget for handling any finds (should that occur)
- h. To consider request from Community Allotment to erect an open temporary structure for a seating area. This will also provide rain water catchment. Measurements are approx. 6.75 metres long by 3.75 metres wide and around 2m high.
- i. To discuss correspondence received from various allotment holders in respect of July Allotment Inspection and request for deposit payment and to agree responses. Appx 8

- j. To consider renewal of the East Markham Parish website and any alternative options. Full information to be sent out prior to meeting.
  - k. To consider and agree purchase of replacement Street Cleaner Barrow/Cart Appx 9
  - l. To consider and agree purchase of lockable storage unit for Street Cleaner equipment and supplies Appx 10
10. To resolve to exclude public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) in respect of items 11,12, 13 & 14
  11. Staffing Issue
  12. Village Hall.
  13. To review and discuss next steps in relation to Pavilion lease.
  14. To review Bowls and Tennis Club part surrender of tenancy
  15. To receive reports from Council representatives :-
    - a. Finance and Policy - Cllr Littlewood
    - b. Planning – Cllr Hunt
    - c. Allotments – Cllr Bradley
    - d. Footpaths - Cllr McDaid
    - e. Village Infrastructure incl. highways & flooding
    - f. Risk Assessment
    - g. Parish Forum & Rural Conference - Cllr Littlewood
    - h. Community Playing Field Association
    - i. Village Hall Committee – Cllr Carlin and Cllr Priddle
    - j. Parish Council Property including VH, Pavilion etc
    - k. East Markham Charity Trustee - Cllr Carlin and Cllr Hunt
    - l. Receive Defibrillators weekly/monthly inspection report
    - m. Receive Play Area inspection report – Weekly inspection reports
    - n. Receive updates from working groups.  
(Allotment, Neighbourhood Plan, Play Area and Parish Council Assets and Tree Project)
  16. Items for gazette/Chat
  17. To receive information for future agendas
  18. Time and date of next Parish Council meeting

#### MEETING RULES

- DECISIONS CAN ONLY BE MADE ON ITEMS LISTED ON THE AGENDA (THIS IS OPEN AND TRANSPARENT, LETS MEMBERS OF THE PUBLIC KNOW WHAT IS BEING DISCUSSED BY THE COUNCIL AND GIVES THEM THE OPPORTUNITY TO ATTEND THE MEETING)
- ONCE A DECISION HAS BEEN MADE ON AN AGENDA ITEM IT CANNOT BE DISCUSSED WITHIN SIX MONTHS UNLESS FURTHER INFORMATION IS GIVEN
- ONCE AN AGENDA ITEM HAS BEEN DISCUSSED AND FINISHED, IT CANNOT BE REVISITED DURING THE MEETING
- ONLY PLANNING APPLICATIONS LISTED ON THE AGENDA CAN BE DISCUSSED AND DECIDED ON









- 11/09102025 The Parish Council resolved to exclude public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2)  
Proposed Cllr Littlewood Seconded Cllr. Priddle  
All in favour
- a. The Parish Council agreed to accept a full refund from BDC in respect of Tree Inspection carried out by them. The PC decided not to proceed with the mapping at this time. The trees are currently numbered.
  - b. To review progress with Village Hall lease.  
The Clerk advised the members that Surrey Hills Solicitors had been contacted regarding the queries discussed at the September Parish Council meeting. A response is still awaited.
  - c. Receive progress report on Pavilion lease.  
Cllr. Priddle advised the members that he had managed to contact the solicitors in respect of the pavilion lease. The last action was an email from the solicitor to Cllr. Priddle in 2023. Cllr. Priddle will forward the email to the Clerk for circulation. This matter will be discussed at the November PC meeting.
- 12/09102025 To receive reports from Council representatives :-
- a. Finance and Policy – no update
  - b. Planning – no further information
  - c. Allotments – Letters still to be sent out following inspection. Next inspection to be Oct/Nov.
  - d. Footpaths – Cllr. McDaid gave an update. Footbridge has been repaired. NCC have now carried out the September cut of footpaths. Footpath 15 – problems with the stiles have been reported.
  - e. Village Infrastructure incl. highways & flooding - no further information.
  - f. Risk Assessment– no further information.
  - g. Parish Forum & Rural Conference – Cllr. Littlewood gave an update. There was discussion around the reorganisation to Unitary Councils. Cllr. Littlewood will circulate a copy of the information received.
  - h. Community Playing Field Association- the meeting due to be held on 14 October 2025 was cancelled. Another date is yet to be agreed.
  - i. Village Hall Committee – An email update had been sent out by Cllr. Carlin. Clerk did not receive a copy. Cllr. Priddle gave an update.
  - j. Parish Council Property including VH, Pavilion etc – No further information.
  - k. East Markham Charity Trustee – No update.
  - l. Receive Defibrillator weekly/monthly inspection report – Weekly inspection reports are being carried out.
  - m. Receive Play Area inspection report – Cllr. Dunleavey continues to carry out weekly inspections and supplies the reports to the Clerk.
  - n. Receive update from working groups- Cllr. Priddle gave a brief update on the relinquishment of the lease by the Bowls and Tennis Club. Cllr. Dunleavey is to get in touch with Will Wilson at BDC re Neighbourhood Plan. Cllr. Dunleavey gave an update saying that the tree project/grant with NCC is being put on hold for the time being as there would be 945 trees to plant. This may be available again next year. The PC will have a number of trees from other sources to be planted. They will be staked and Bob Bennett will be informed where they are to be planted.
- 13/09102025 Items for gazette/Chat  
Glass recycling. Inconsiderate parking on Priestgate. Parish Council Grants information.

14/09102025 To receive information for future agendas  
Trees on College Lane  
Storage on Playing Fields  
Budget suggestions.

15/09102025 The next Parish Council meeting will be held on Thursday 13 November  
2025 at 7pm

Meeting Closed 9.06 pm

*I declare that this is a true account of the meeting  
(approved at the PC meeting held on 13 November 2025)*

*Signed* *Dated*  
*Chairman East Markham Parish Council*

DRAFT

## East Markham Parish Council

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role (Clerk/RFO etc)*

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role (RFO/Chair of Finance etc)*

	<b>Bank Reconciliation at 31/10/2025</b>			
	Cash in Hand 01/04/2025			120,438.46
	<b>ADD</b>			
	Receipts 01/04/2025 - 31/10/2025			52,128.48
				172,566.94
	<b>SUBTRACT</b>			
	Payments 01/04/2025 - 31/10/2025			48,991.72
<b>A</b>	<b>Cash in Hand 31/10/2025</b> (per Cash Book)			<b>123,575.22</b>
	Cash in hand per Bank Statements			
	Petty Cash	31/10/2025	0.00	
	Unity Trust Bank Current Account	31/10/2025	33,210.41	
	Unity Trust YPF Reserve Account	31/10/2025	4,598.53	
	Unity Trust Interest Paying Account	31/10/2025	85,766.28	
				<b>123,575.22</b>
	Less unrepresented payments			
				123,575.22
	Plus unrepresented receipts			
<b>B</b>	<b>Adjusted Bank Balance</b>			<b>123,575.22</b>
	<b>A = B Checks out OK</b>			

## East Markham Parish Council

## PAYMENTS &amp; RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
4	Hall Hire	10/04/2025	7/08042025d	Unity Trust Bank Cur		Payment - Hall Hire	EMVH	X	-18.00		-18.00
5	Training	10/04/2025	7/08042025d	Unity Trust Bank Cur		Payment - Training	Notts ALC	Z	-45.00		-45.00
7	Phone/Broadband	10/04/2025	7/08042025d	Unity Trust Bank Cur		Payment - Phone/Broadband	BT	S	-53.51	-10.70	-64.21
9	Training	10/04/2025	7/08042025d	Unity Trust Bank Cur		Payment - Training	Notts ALC	Z	-45.00		-45.00
6	Website	10/04/2025	7/08042025d	Unity Trust Bank Cur		Payment - Website	Sharpe Group Ltd	S	-57.50	-11.50	-69.00
8	Phone/Broadband	10/04/2025	7/08042025d	Unity Trust Bank Cur		Payment - Phone/Broadband	EE	S	-7.00	-1.40	-8.40
2	Precept	11/04/2025		Unity Trust Bank Cur		Receipt - Precept and grants	BDC	X	18,948.50		18,948.50
2	Grants	11/04/2025		Unity Trust Bank Cur		Receipt - Precept and grants	BDC	X	516.00		516.00
5	Allotment Rent	23/04/2025		Unity Trust Bank Cur		Receipt - Allotment Rent	Allotment Plot 12	X	1.00		1.00
1	VAT	23/04/2025		Unity Trust Bank Cur		Receipt - VAT Refund	HMRC	R		1,566.51	1,566.51
4	Allotment Rent	25/04/2025		Unity Trust Bank Cur		Receipt - Allotment Rent	Allotment Plot 14	X	1.00		1.00
3	Allotment Rent	28/04/2025		Unity Trust Bank Cur		Receipt - Allotment Rent	Allotment Plot 24	X	1.00		1.00
6	Allotment Rent	28/04/2025		Unity Trust Bank Cur		Receipt - Allotment Rent	EMPC	X	3.00		3.00
18	Subscriptions/memberships/lice	30/04/2025	7/10042025i	Unity Trust Bank Cur		Payment - Bank Service Charge	Unity Trust Bank	X	-6.00		-6.00
7	Allotment Rent	02/05/2025		Unity Trust Bank Cur		Receipt - Allotment Rent	Allotment Plot 4 and 11	X	2.00		2.00
8	Allotment Rent	02/05/2025		Unity Trust Bank Cur		Receipt - Allotment Rent	Allotment Plot 13	X	1.00		1.00
15	Street Cleaning Expenses	08/05/2025	9/08052025f	Unity Trust Bank Cur		Payment - office expenses	Amazon (Ordered by Clerk)	S	-10.45	-2.09	-12.54
15	Street Cleaning Expenses	08/05/2025	9/08052025f	Unity Trust Bank Cur		Payment - office expenses	Amazon (Ordered by Clerk)	S	-7.89	-1.58	-9.47
11	Insurance	08/05/2025	9/08052025f	Unity Trust Bank Cur		Payment - Insurance	Clear Councils	Z	-1,216.27		-1,216.27
12	Website	08/05/2025	9/08052025f	Unity Trust Bank Cur		Payment - Website	Sharpe Group Ltd	S	-57.50	-11.50	-69.00
15	Misc/Other	08/05/2025	9/08052025f	Unity Trust Bank Cur		Payment - office expenses	Amazon (Ordered by Clerk)	S	-8.66	-1.74	-10.40
16	Phone/Broadband	08/05/2025	9/08052025f	Unity Trust Bank Cur		Payment - Phone/Broadband	BT	S	-56.94	-11.38	-68.32
17	Phone/Broadband	08/05/2025	9/08052025f	Unity Trust Bank Cur		Payment - Phone/Broadband	EE	S	-11.93	-2.39	-14.32
9	Allotment Rent	12/05/2025		Unity Trust Bank Cur		Receipt - Allotment Rent	Various	X	4.00		4.00
20	Subscriptions/memberships/lice	31/05/2025	7/10042025i	Unity Trust Bank Cur		Payment - Bank Service Charge	Unity Trust Bank	X	-6.00		-6.00
25	CIL	04/06/2025	7/12062025e	Unity Trust Bank Cur		Payment - Defib and Cabinet fc	Turtle Engineering Ltd	S	-4,950.00	-990.00	-5,940.00
29	Phone/Broadband	05/06/2025	7/12062025e	Unity Trust Bank Cur		Payment - EMPC mobile	EE	S	-10.00	-2.00	-12.00
21	Street Cleaning Expenses	13/06/2025	7/12062025e	Unity Trust Bank Cur		Payment - Expenses	Clerk via Amazon June 202	S	-3.32	-0.67	-3.99
21	Stationery, Stamps, meeting su	13/06/2025	7/12062025e	Unity Trust Bank Cur		Payment - Expenses	Clerk via Amazon June 202	X	-5.05		-5.05
30	Hall Hire	13/06/2025	7/12062025e	Unity Trust Bank Cur		Payment - Hall Hire	EMVH	X	-18.00		-18.00
23	Audit fees	13/06/2025	7/12062025e	Unity Trust Bank Cur		Payment - Internal Audit	Debbie Savill	X	-100.00		-100.00
24	Subscriptions/memberships/lice	13/06/2025	7/12062025e	Unity Trust Bank Cur		Payment - Payroll	Darbys	S	-172.00	-34.40	-206.40
21	Office equipment	13/06/2025	7/12062025e	Unity Trust Bank Cur		Payment - Expenses	Clerk via Amazon June 202	S	-4.16	-0.83	-4.99
21	Misc/Other	13/06/2025	7/12062025e	Unity Trust Bank Cur		Payment - Expenses	Clerk via Amazon June 202	S	-4.16	-0.83	-4.99

PAYMENTS & RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
22	Misc/Other	13/06/2025	7/12062025e	Unity Trust Bank Cur		Payment - Defibrillator replacer	Defib4life	S	-45.00	-9.00	-54.00
28	Play area maintenance	13/06/2025	7/12062025e	Unity Trust Bank Cur		Payment - Inspection	Playsafety Ltd	S	-100.00	-20.00	-120.00
31	Phone/Broadband	13/06/2025	7/12062025e	Unity Trust Bank Cur		Payment - Phone/Broadband	BT	S	-113.88	-22.78	-136.66
10	Allotment Rent	23/06/2025		Unity Trust Bank Cur		Receipt - Allotment Rent	Allotment Plots 9 and 10	X	2.00		2.00
11	Bank Interest EMR Account	30/06/2025		Unity Trust Interest I		Receipt - EMR Interest	Unity Trust Bank	X	446.62		446.62
12	YPF Bank Interest	30/06/2025		Unity Trust YPF Rese		Receipt - YPF Interest	Unity Trust Bank	X	28.33		28.33
33	Subscriptions/memberships/lice	30/06/2025	7/10042025 i	Unity Trust Bank Cur		Payment - Bank Service Charge	Unity Trust Bank	X	-6.00		-6.00
36	Hall Hire	03/07/2025	7/10072025d	Unity Trust Bank Cur		Payment - Hall Hire	EMVH	X	-18.00		-18.00
45	Street Cleaning Expenses	10/07/2025	7/10072025d	Unity Trust Bank Cur		Payment - PPE	Clerk	X	-28.00		-28.00
55	Subscriptions/memberships/lice	10/07/2025	7/10042025i	Unity Trust Bank Cur		Payment - ICO	ICO	X	-47.00		-47.00
34	Phone/Broadband	10/07/2025	7/10072025d	Unity Trust Bank Cur		Payment - Phone/Broadband	EE	S	-10.00	-2.00	-12.00
35	Phone/Broadband	10/07/2025	7/10072025d	Unity Trust Bank Cur		Payment - Phone/Broadband	BT	S	-56.94	-11.39	-68.33
37	Website	10/07/2025	7/10072025d	Unity Trust Bank Cur		Payment - Website	Sharpe Group Ltd	S	-57.50	-11.50	-69.00
38	Website	10/07/2025	7/10072025d	Unity Trust Bank Cur		Payment - Website	Sharpe Group Ltd	S	-57.50	-11.50	-69.00
39	CIL	10/07/2025	7/10072025d	Unity Trust Bank Cur		Payment - play area repairs	Proludic Ltd	S	-1,067.50	-213.50	-1,281.00
43	Cemetery Grass Cutting Grant	10/07/2025	7/10072025d	Unity Trust Bank Cur		Payment - Grant	EMPCC	X	-1,500.00		-1,500.00
44	EMVHC	10/07/2025	7/10072025d	Unity Trust Bank Cur		Payment - Grant	EMVH	X	-1,000.00		-1,000.00
56	Subscriptions/memberships/lice	31/07/2025	7/10042025 i	Unity Trust Bank Cur		Payment - Bank Service Charge	Unity Trust Bank	X	-6.00		-6.00
54	Street Cleaning Expenses	04/08/2025	7/11092025e	Unity Trust Bank Cur		Payment - Expenses	Clerk	X	-4.00		-4.00
46	Young Persons Fund	04/08/2025	8/10072025b and 7/1109202	Unity Trust Bank Cur		Payment - YPF Grant	George Clifford	X	-300.00		-300.00
48	Phone/Broadband	04/08/2025	7/11092025e	Unity Trust Bank Cur		Payment - EMPC mobile	EE	S	-10.00	-2.00	-12.00
50	Phone/Broadband	04/08/2025	7/11092025e	Unity Trust Bank Cur		Payment - Phone/Broadband	BT	S	-56.94	-11.39	-68.33
51	Website	04/08/2025	7/11092025e	Unity Trust Bank Cur		Payment - Website	Sharpe Group Ltd	S	-57.50	-11.50	-69.00
54	Play area maintenance	04/08/2025	7/11092025e	Unity Trust Bank Cur		Payment - Expenses	Clerk	S	-17.18	-3.44	-20.62
47	NNCFR	04/08/2025	7/11092025e	Unity Trust Bank Cur		Payment - Donation	North Notts Community Fir	X	-100.00		-100.00
49	CIL	04/08/2025	7/11092025e	Unity Trust Bank Cur		Payment - Noticeboard	ES Solutions	S	-3,250.00	-650.00	-3,900.00
54	Misc Asset Maintenance	04/08/2025	7/11092025e	Unity Trust Bank Cur		Payment - Expenses	Clerk	X	-3.00		-3.00
13	VAT	07/08/2025		Unity Trust Bank Cur		Receipt - VAT Refund	HMRC	R		1,384.68	1,384.68
58	Subscriptions/memberships/lice	31/08/2025	7/10042025i	Unity Trust Bank Cur		Payment - Bank Service Charge	Unity Trust Bank	X	-6.00		-6.00
64	Phone/Broadband	04/09/2025	7/11092025f	Unity Trust Bank Cur		Payment - Phone/Broadband	BT	S	-56.94	-11.39	-68.33
63	Hall Hire	11/09/2025	7/11092025f	Unity Trust Bank Cur		Payment - Hall Hire	EMVH	X	-9.00		-9.00
66	Stationery, Stamps, meeting su	11/09/2025	7/11092025f	Unity Trust Bank Cur		Payment - Expenses	Amazon (Ordered by Clerk)	X	-19.95		-19.95
69	Audit fees	11/09/2025	7/11092025f	Unity Trust Bank Cur		Payment - Audit	PKF Littlejohn	S	-315.00	-63.00	-378.00
61	Website	11/09/2025	7/11092025f	Unity Trust Bank Cur		Payment - Website	Sharpe Group Ltd	S	-57.50	-11.50	-69.00

PAYMENTS & RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
65	Phone/Broadband	11/09/2025	7/11092025f	Unity Trust Bank Cur		Payment - Phone/Broadband	EE	S	-10.00	-2.00	-12.00
67	Play area maintenance	11/09/2025	7/11092025f	Unity Trust Bank Cur		Payment - Play area replaceme	Play and Leisure	S	-332.00	-66.40	-398.40
62	Misc	11/09/2025	7/11092025f	Unity Trust Bank Cur		Payment - Top Cart Gaps	Worksop Tarmacadam Con	S	-11,832.60	-2,366.52	-14,199.12
66	Misc Asset Maintenance	11/09/2025	7/11092025f	Unity Trust Bank Cur		Payment - Expenses	Amazon (Ordered by Clerk)	X	-4.77		-4.77
66	Misc Asset Maintenance	11/09/2025	7/11092025f	Unity Trust Bank Cur		Payment - Expenses	Amazon (Ordered by Clerk)	S	-2.49	-0.50	-2.99
66	Misc Asset Maintenance	11/09/2025	7/11092025f	Unity Trust Bank Cur		Payment - Expenses	Amazon (Ordered by Clerk)	S	-4.16	-0.83	-4.99
66	Misc Asset Maintenance	11/09/2025	7/11092025f	Unity Trust Bank Cur		Payment - Expenses	Amazon (Ordered by Clerk)	S	-11.87	-2.38	-14.25
66	Misc Asset Maintenance	11/09/2025	7/11092025f	Unity Trust Bank Cur		Payment - Expenses	Amazon (Ordered by Clerk)	S	-4.12	-0.83	-4.95
66	Misc Asset Maintenance	11/09/2025	7/11092025f	Unity Trust Bank Cur		Payment - Expenses	Amazon (Ordered by Clerk)	S	-7.32	-1.46	-8.78
66	Misc Asset Maintenance	11/09/2025	7/11092025f	Unity Trust Bank Cur		Payment - Expenses	Amazon (Ordered by Clerk)	S	-6.24	-1.25	-7.49
68	Tree Inspection and maintenar	11/09/2025	7/11092025f	Unity Trust Bank Cur		Payment - Tree Works	Maplebeck Tree Care	S	-1,180.00	-236.00	-1,416.00
16	Precept	19/09/2025		Unity Trust Bank Cur		Receipt - Precept and grants	BDC	X	18,948.50		18,948.50
16	Grants	19/09/2025		Unity Trust Bank Cur		Receipt - Precept and grants	BDC	X	516.00		516.00
15	Bank Interest EMR Account	30/09/2025		Unity Trust Interest I		Receipt - EMR Interest	Unity Trust Bank	X	475.48		475.48
14	YPF Bank Interest	30/09/2025		Unity Trust YPF Rese		Receipt - YPF Interest	Unity Trust Bank	X	26.56		26.56
70	Subscriptions/memberships/lice	30/09/2025	7/10042025i	Unity Trust Bank Cur		Payment - Bank Service Charge	Unity Trust Bank	X	-6.00		-6.00
18	Misc/Other	01/10/2025		Unity Trust Bank Cur		Receipt - Partial Resurfacing Tc	Kisimul Group Ltd	X	2,366.52		2,366.52
17	Misc/Other	02/10/2025		Unity Trust Bank Cur		Receipt - Partial Resurfacing Tc	East Markham Charity	X	3,549.78		3,549.78
19	Grants	03/10/2025		Unity Trust Bank Cur		Receipt - Grant	One Earth Community Fun	X	1,000.00		1,000.00
76	Stationery, Stamps, meeting su	09/10/2025	8/09102025d	Unity Trust Bank Cur		Payment - Stamps	Clerk	X	-13.60		-13.60
80	Hall Hire	09/10/2025	8/09102025d	Unity Trust Bank Cur		Payment - Hall Hire	East Markham Village Hall	X	-11.25		-11.25
74	Training	09/10/2025	8/09102025d	Unity Trust Bank Cur		Payment - Training	Notts ALC	E	-90.00		-90.00
72	Phone/Broadband	09/10/2025	8/09102025d	Unity Trust Bank Cur		Payment - EMPC mobile	EE	S	-10.00	-2.00	-12.00
73	Website	09/10/2025	8/09102025d	Unity Trust Bank Cur		Payment - Website	Sharpe Group Ltd	S	-57.50	-11.50	-69.00
75	Play area maintenance	09/10/2025	8/09102025d	Unity Trust Bank Cur		Payment - play area repairs	Proludic Ltd	S	-81.56	-16.31	-97.87
81	Phone/Broadband	09/10/2025	8/09102025d	Unity Trust Bank Cur		Payment - Phone/Broadband	BT	S	-56.94	-11.39	-68.33
82	CIL	09/10/2025	8/09102025d	Unity Trust Bank Cur		Payment - Allotment Noticeboa	Greenbarnes	S	-412.87	-82.58	-495.45
83	War Memorial Maintenance	09/10/2025	8/09102025d	Unity Trust Bank Cur		Payment - War Memorial Resto	Skillingtons	S	-4,580.00	-916.00	-5,496.00
83	War Memorial Maintenance	09/10/2025	8/09102025d	Unity Trust Bank Cur		Payment - War Memorial Resto	Skillingtons	X	916.00		916.00
20	Grants	17/10/2025		Unity Trust Bank Cur		Receipt - Grant	War Memorials Trust	X	2,290.00		2,290.00
22	Allotment Deposit	24/10/2025		Unity Trust Bank Cur		Receipt - Allotment Deposit	Allotment Plot 9	X	25.00		25.00
86	Allotment Deposit	24/10/2025		Unity Trust Bank Cur		Payment - ERROR	Allotment Plot 9	X			
85	Tree Inspection and maintenar	24/10/2025		Unity Trust Bank Cur		Payment - Refund of Paid Invo	S80 Partnership	S	662.00	132.40	794.40
21	Allotment Deposit	30/10/2025		Unity Trust Bank Cur		Receipt - Allotment Deposit	Allotment Plot 10	X	25.00		25.00
87	Subscriptions/memberships/lice	31/10/2025	7/10042025i	Unity Trust Bank Cur		Payment - Bank Service Charge	Unity Trust Bank	X	-6.00		-6.00

PAYMENTS & RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
								<b>Total</b>	<b>16,783.33</b>	<b>-2,783.26</b>	<b>14,000.07</b>

**East Markham Parish Council**  
**Reserves Balance up to 31st Oct 2025**  
**2025-2026**

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
<b>Earmarked</b>					
Neighbourhood Plan	2,404.00				2,404.00
Sports Equipment Grant	50.00				50.00
Legal Fees	982.50				982.50
Footpath Maintenance Fund	380.00				380.00
Young Persons Fund	4,843.64		300.00	54.89	4,598.53
CIL	41,397.10		9,680.37		31,716.73
Seat Fund	2,000.00	1,450.00			3,450.00
S106	63.90				63.90
Replacement bin cart	1,500.00				1,500.00
Possible refund to HMRC	1,000.00				1,000.00
Office Equipment	991.68		4.16		987.52
CIL(Play Equipment)	20,000.00				20,000.00
Best Kept Village	125.00				125.00
Mark Lane Defib and noticeboa	5,000.00				5,000.00
War Memorial maintenance	5,500.00		3,664.00		1,836.00
Election Costs	2,000.00				2,000.00
Allotment Deposits				50.00	50.00
<b>Total Earmarked</b>	<b>88,237.82</b>	<b>1,450.00</b>	<b>13,648.53</b>	<b>104.89</b>	<b>76,144.18</b>
<b>TOTAL RESERVE</b>	<b>88,237.82</b>	<b>1,450.00</b>	<b>13,648.53</b>	<b>104.89</b>	<b>76,144.18</b>
<b>GENERAL FUND</b>					47,431.04
<b>TOTAL FUNDS</b>					123,575.22

## East Markham Parish Council

### Review of Risk Assessments and Insurance

#### Background

At the meeting of East Markham Parish Council on 9 October 2025 the Parish Council agreed to review risk assessments as follows:-

*Minute Ref 10/09102025 e*

*Clerk would request Risk Assessments from East Markham Village Hall Committee in respect of the village hall, the Playing Fields Association in respect of the pavilion and playing fields and the Bowls and Tennis Club. The Allotment Working Group would put together a risk assessment for the allotments, Cllr. Hunt would put together a risk assessment for Tuxford Road playing field and the Clerk will produce a street cleaning risk assessment (to include lone working). Clerk would produce lone worker risk assessments for the Clerk.*

Following this the Clerk contacted EMVHC 23 October 2025 requesting a risk assessment. Asked for response by 30 November 2025. **Response not yet received.**

Clerk contacted the Bowls and Tennis Club 23 October 2025 to request a risk assessment and a copy of their public liability insurance by 30 November 2025. **Response received 23 October 2025 saying that there is no requirement in their lease to provide this information.**

Clerk contacted EM Community Playing Field Association on 23 October 2025 to request a risk assessment for playing fields and pavilion by 30 November 2025. Response received 5 November 2025 including Public Liability Insurance details, Risk Assessment for pavilion, Fire Risk Assessment, Health and Safety Policy, Club User Agreement, Contact List and Hire Agreement. **No risk assessment received in respect of the playing field area.**

An enquiry was sent, by the Clerk, on 4 November 2025, to Notts ALC, requesting their advice as follows:-

*I am hoping you will be able to offer some advice please. East Markham Parish Council own :-*

- *East Markham Village Hall, which is run by East Markham Village Hall Committee, the lease on the village hall ran out earlier this year and is currently being reviewed. The previous lease had a specific clause in respect of insurance*
- *A Sports Pavilion, which is used exclusively by East Markham Playing Field Association, the lease for the pavilion is currently being prepared by a solicitor. The property is currently covered by the Parish Council insurance and*
- *Land which is used by the Bowls and Tennis Club. There is a lease in place with the Bowls and Tennis Club There is no specific clause in respect of insurance.*

*The Parish Council have recently been reviewing the risk assessments they have in place and as part of this review I was asked to approach the three organisations above to ask them for a copy of their risk assessments. I do not think they have been asked to provide risk assessments previously. It is my understanding that risk assessments would be required for these three areas. Could you please advise on this?*

*I was also asked to obtain a copy of public indemnity insurance from the Village Hall Committee and the Bowls and Tennis Club.*

*There is a specific clause in the lease for the Village Hall regarding insurance and I receive a copy of the Village Hall Committee insurance each year so that is no problem. They have not yet provided their risk assessment but I understand they are in the process of reviewing this.*

*I have contacted the Playing Field Association regarding the provision of a risk assessment but as yet have had no response.*

*I contacted the Bowls and Tennis Club to request a risk assessment and a copy of their public liability insurance but they have said that as their lease does not refer to this then they will not be providing either a risk assessment or details of their insurance.*

*I would be grateful for any advice you can offer the Parish Council regarding this situation*

**No reply has been received at the time of completing this report.**

**Risk Assessments will be sent out in a separate email.**

### **Recommendation**

The Parish Council is asked to:

Decide whether the Risk Assessments provided are acceptable.

Decide any further action to take on Risk Assessments received and on those not yet received.

## EAST MARKHAM PARISH COUNCIL

## AGENDA ITEM REQUEST &amp; REPORT FORM

Name: Dominic Allen – Community Benches – The Green

Date of the meeting you wish this to be on the agenda for 13<sup>th</sup> November 2025

<p><b>Agenda Item</b>  Insert wording to appear on the agenda.  Make it clear what you are asking councillors to decide and if you are looking for a specific resolution.  “To consider...” “To note...” “To review...”  “To agree....”</p>	<p><b>Agree</b> the location of the bench on the Green  <b>Agree</b> to support the installation by advertising the company name of the archaeologist.  <b>Agree</b> to set aside a budget for handling finds (should that occur)</p>
<p><b>Background Information</b>  Insert as much information as possible so that councillors have the detail, they need to make an informed decision e.g. where, how, when, why, timescale, short term or long-term project</p>	<p>Following of from a recent decision to place a Lowther Bench on The Green, I have been investigating the issues this may cause. BDC and Notts CC have both been consulted about the nature of the Green and what digging rights are permitted. While we don't have any planning issue, it is a site of archaeological interest and must be dealt with appropriately. BDC &amp; NCC are happy that we go ahead but we must ensure we have an archaeologist present or involved to deal with any finds. If we do discover anything then there are many routes that we can follow from simply covering up the finds and cancelling the installation through to identification of the find and reburial. The recommendation is to place the bench near the edge of the green where minimum digging is required. Three companies have been approached see below for details (all previously used by NCC), and the suggested preference is to go with Contour Archaeology who, have offered to support the installation FOC, on the proviso they can advertise their name on the bench or via a small information notice board adjacent to the bench. Any wording to be agreed with the Council</p>
<p><b>Associated Document</b></p>	<p>N/A</p>
<p><b>Financial &amp; Resource Implications</b>  Insert detail of costs associated with the decision that you are asking the Council to make, including any staffing implications. Copies of quotations should be attached.</p>	<p>Bench costs @ £758.12 (from the One Earth Community Grant)  Bench installation Prism @ £250 (from the One Earth Community Grant)  Archaeology finds Budget Estimate (£500)</p>
<p><b>Legal Implications</b>  Please detail any legal implications and outline any legal advice provided.</p>	<p>Archaeologist presence required.  Archaeologist to handle the lifting and recording of finds.  Church to provide the reburial.</p>
<p><b>Risks</b></p>	<p>Any finds may cancel the installation.  Church may not accept the bones for reburial.</p>
<p><b>Legal Power</b>  Power under which this item can be actioned</p>	<p>Landowner  Permitted Development</p>

## Details of other quotes obtained:-

1. Quote requested from Pre-Construct – Not yet received
2. PCAS

Ref: Q2025 – 4746

Re: Archaeological monitoring and recording: The Green, Notts NG22 0RA

Thank you for your invitation to quote for the above archaeological works; a programme of archaeological monitoring and recording, required to support the eventual discharge of a planning condition. This programme will involve the monitoring of all ground works by an archaeologist and the recording of any archaeology, where revealed.

We quote for all schemes of this nature on the basis of:

- a day rate for site visits (the number of which will be determined by the duration of the ground works)
- a fixed reporting fee
- 'provisional sums' for archive storage and specialist works, where necessary should archaeology be revealed by the works

We see it as part of our service and business model to limit the cost of our client's archaeological cover wherever possible. Therefore, if at any point it becomes clear that the site is devoid of archaeologically significant deposits or horizons, we can consult with the planning archaeologist to try to achieve an early termination to the monitoring programme.

We guarantee that we will have staff available whenever required (Monday to Friday working week, 8am to 4pm working day to attend your site), subject to just 48 hours' notice - we will not hold up your scheme for lack of availability.

**Our quotation is as follows:**

### Quotation

Preparation and submission of 'written scheme of investigation'.

**£ 240.00**

### Site Work.

Site attendance by an archaeologist to monitor ground works and undertake recording (during and following ground works as necessary, to record all archaeology revealed);

**£245.00** per attending archaeologist, per visit necessary (8 hours on site or part thereof)

### Reporting.

Preparation of report to support discharge of planning condition, including oasis uplift.

**£600.00**

### Provisional sums

Many archaeological monitoring schemes result in the recovery of only limited volumes of finds and samples, but a contingency budget is required in principle to fund the processing and assessment of finds and samples, where such remains are recovered from a site of development. Charges for any such undertakings, if required, will be itemised in a final invoice for actual works undertaken. Maximum chargeable sums are provided below for client assurance.

Finds processing and archives management

Illustration of finds or structures

Pottery/Ceramic Building Materials (CBM) assessment

Animal/human skeletal assessment (including Ministry of Justice Exhumation Licence where relevant)

Environmental sampling and assessment

Small finds assessment

Artefact conservation (e.g. unstable metals)

Archive assembly and archive museum storage fees

Maximum combined upper limits for Provisional Sums: **£500.00**

### Timetable

Following completion of the fieldwork, reporting times may be dependent upon specialist sub-contractor timescales, but an interim account of the basic site narrative can be produced, if required, within 7 working days of the completion of site works.

### Terms

All costs exclude VAT that will be added at the rate current at the time of invoice. The works will be invoiced at interims during the project and should be settled within 28 days from the date of invoice unless separately agreed.

## East Markham Parish Council

### Report in respect of Correspondence from Allotment Holders following recent inspection and request for Deposit.

#### 1. Background

East Markham Parish Council recognise that improvements needed to be made around the management of East Markham Allotments. This led to the following:-

- 10 April 2025 PC meeting held PC agreed:-
  - *'to adopt East Markham Parish Council Allotment Policy as presented by the Clerk with the addition of 'Produce from the allotments is not to be sold'. All allotment plots, including the Community Allotment, are subject to this policy.'*
  - *'to set up an allotment working group to review allotment procedures including inspections, review of tenancy agreements, rent etc. and agreed Terms of Reference for Allotment Working Group as presented by the Clerk. Cllrs. Huddleston, Bradley and Littlewood to be members of the Working Group. Members of public to be invited to join the group.'*
- Terms of Reference of the Working Group include:-
- Review of Tenancy Agreements • Setting up of regular Allotment Inspections. • Numbering of allocated plots. Including marking out. • Review of Allotment Rent. Including method of collection. • Review of communication with allotment holders.
- 19 May 2025 First meeting of the Allotment Working Group Reviewed possible new tenancy agreement. Agreed Checklist for inspections and timetable for inspections. Decided to hold informal meeting of working group and allotment holders to discuss East Markham Parish Council Allotment Policy, Draft New Tenancy Agreements, Deposits and Inspections
- 3 June 2025 Clerk contacted Allotment Holders regarding Informal meeting of Working Group and all Allotment Holders to be held on 19 June 2025 at VH. Copies of Policy and draft new Tenancy Agreement sent out with invitation to meeting.
- 19 June 2025 Allotment meeting held. Notes were taken by Clerk and distributed on 10 July 2025
- 10 July 2025 PC agreed to request £25 deposit from current allotment holders and £50 deposit from any new allotment holders.
- 27 July 2025 Allotment Inspection carried out
- 17 October 2025 Letter 1 sent out to allotment holders (2,5,6,13,15,18,19,20,21,22,23,24) who had not met the standards when inspected. Letter was not sent to allotment holder (plot 21) as no email address for them and intention was to arrange to talk face to face as they also had not received the previous information sent out.(Allotment Policy and draft new Tenancy Agreement)
- 17/10/25 Request sent out to allotment holders requesting payment of £25 Deposit.
- 17/10/25 email to Working Group as follows:-

#### **Risk Assessment**

*At the last Parish Council meeting there was a discussion around Risk Assessments. The Parish Council have requested that the Allotment Working Group put together a risk assessment for the allotment site prior to the next Parish Council meeting due to be held on 13 November 2025.*

### **Allotment Inspection**

*An allotment inspection was carried out on 27 July 2025. Letters have been sent out today in respect of allotment plots which need attention. Plot holders have been given a date of 13 November 2025 to bring their plot up to an acceptable standard and asked to contact me if they are unable to do this.*

*I have received a response from one of the allotment holders who have received a letter following the inspection. They had taken over plot 13 earlier this year which had been left in quite a state by the last tenant. They said that after seeing the extent of the work that would be needed they had decided not to continue with the tenancy. Do the Working Group have any suggestions of what the Parish Council can do about this situation?*

*There seems to be a few problems with the fencing/gates and lack of gates around some of the allotment plots. Is this something that the Allotment Working Group could discuss and maybe come up with ideas to propose to the Parish Council?*

*I will be sending out correspondence to the current allotment holders regarding the deposit scheme which was discussed at the Allotment Holder meeting and agreed at a Parish Council meeting. (£25 deposit for current allotment holders £50 deposit from future allotment holders to be retained by the Parish Council and returned on completion of a successful inspection at the end of the tenancy.*

### **Parish Council Budget 2026-27**

*Over the next couple of months the Parish Council will be discussing and agreeing their budget for 2026-27. If the Working Group (as a whole) have any suggestions for items of expenditure to be considered during the budget discussions please let me know before or at the November Parish Council meeting due to be held on Thursday 13 November 2025.*

- Responses received from several allotment holders. Holding email sent to say the information would be passed to the Parish Council.
- The new tenancy agreements have not yet been sent out due to the responses received below.

## **2. Details of Responses received from Allotment Holders**

### **Response 1**

*We have decided not to take on the allotment due to the dreadful state it had been left in by the previous person who had the allotment. We therefore will not be putting new fences or cultivating it, someone else can have that cost. It's a shame the allotment had been allowed previously to get into such a terrible state.*

### **Response 2**

*Hello there, I appreciate we were absent for the meeting due to be on holiday but we'd like to know what exactly are we going to get for our £25 payment?*

*When we took the allotment on in 2021 we couldn't even open the gate to get into it because of the amount of weeds etc being overgrown (see photos). We also had to do numerous trips to the tip because of broken glass, wood and carpets that had been left behind.*

*We feel that we have put a lot of time, money and effort into making it a usable allotment again and therefore asking for the £25 feels quite rude.*

*Who is going to be tidying up the existing empty allotments and repair the fences to make them into rentable plots?*

*Are new people actually going to want to pay a £50 deposit? We were under the impression that you are struggling to find people to take them on and that's with just paying £1 per year?*

### **Response 3**

*XXXXX and I are highly offended at receiving this notice! XXXX has worked on the allotment tirelessly over the summer. He has made vast improvements to our plots, which had carpets buried underground, rubbish everywhere in the soil, broken glass, slabs etc.*

*In response to the points made:*

1) The materials you have mentioned are for the building of the shelter on the community allotment which we have still not received a reply for.. we have a £25 bill now which seems ridiculous in my opinion, an email in which GDPR has been clearly breached, an email containing these notices.

The wormeries full of worms.. very natural to any gardener who knows their value in terms of compost. XXXXX has built surroundings out of wood to help disguise these. Didn't the gardening association have a speaker in to show how incredible wormeries are?

The pallets have been used to create apple boxes to store over winter.

How will you grow these allotments and encourage community engagement if there is so much hostility towards the allotment holders?

2) the weeds- the nettles are already factored into our autumn/winter plans, we will remove them. Comfrey is a high value crop in terms of fertilisation. This is what we use as natural fertiliser as it's excellent and doesn't harm the environment.

3) cultivation- we have had tomatoes in abundance, pears, cherries, peaches, cauliflower, carrots, potatoes, butternut squash, runner beans, pumpkins etc... just because we don't garden in the same way another allotment holder might does not mean that we aren't gardening. Has someone made judgements who doesn't understand what is growing? A friend visited our allotment on Apple Day and said 'wow, so much has happened. So much is growing!' These are working allotments not show pieces.

Please also consider the impacts these emails have on those who are working hard to improve already and who have offered their precious time to help you out. Having spoken to other allotment holders, I haven't heard anything positive said about the changes which have been made regarding the management of the allotments.

An apology was later received from this allotment holder.

#### **Response 4**

*I think it's grossly unfair to want that amount of deposit, and to be threatened to have the allotments taken from people who have spent time, money and effort to make them look presentable, When we took on our allotment, it was overgrown with brambles long grass and fallen trees, big tree roots, building rubble , a collapsed rotten old shed, along with lumps of scrap metal, and various other bits of rubbish. There was no fencing up , never mind gates, we paid for every fencing post, all the wire, the gates, and paid for a tractor to come in and turn the ground over after I spent weeks clearing everything off it so it could be ploughed, The main part of our allotment, has 14 fruit trees on it, and I admit it has a large grassed area, the smaller part of the allotment has got some small cultivated beds, which I plan to extend during the winter months, I've been accused of having rubbish in the bottom corner of the small allotment next to my composter, The so called rubbish is a few plastic bags of building rubble I had to clear in order to cultivate, It's not my rubbish, it was kindly left to me by a previous allotment Tennant, and don't even get me started on the vacant plots, they are a disgrace, and nothing is being done about them, but those of us who have put time, effort and money into our plots have come under scrutiny, I don't call that fair, DO YOU*

#### **Response 5**

*We thank you for your letter of concern etc*

*Please see our response and take this in a none conflict and diplomatic manner however we have concerns over this. Which we are going to state below.*

*Issue 1 – We were quite happy with the allotment agreement we had prior can this legally be changed as we have had no issue for 4 years. Is this another oversight on your part.*

*Please explain our rights to us.*

*Issue 2 – You have set out guidelines in what you want the allotments to be, but we are unsure what these are. As there are issues with having fruit trees, sheds up etc. Is this a full working farm you are looking for!*

*Issue 3 – You do not wish buildings or what you class as rubbish. As we presume you are aware, there are no amenities on the allotment i.e. no running water so we must collect water to be able to water the allotment. This is the allotments right to life. What some people see as rubbish are water receptacles which are required.*

*Issue 4 – We would like to point out that an allotment is there as a hobby to connect with nature, light exercise and mental health wellbeing. We cannot produce anything that creates any revenue from the allotment so unless we are feeding a family of 10 vegetarians there must be realistic expectations on what you wish us to grow and amount.*

*Issue 5 – You have given us a deadline of 28 days to improve by significant standard but there is no benchmark of what you actually wish and we would like to highlight the fact that this is a residential area and work cannot start on the allotment until a reasonable time so not to disturb local residence which live in 100 years of the allotment and we are losing daylight. There is no electricity on the allotment so we cannot carry out work safely after dusk.*

*We would also like to ask the fact at this time of year of what you wish us to cultivate this time of year. In October in England.*

*Issue 6 – We have been advised many times that there is a waiting list however, there are unmaintained plots which are overgrown and can have an invasive species which may be present i.e. hogwart etc. and some of these weeds are controlled plants by HSE.*

*Issue 7 – We require grass on the allotment to filter weeds. We need to keep a level of grass to maintain the allotment and be a barrier for weeds.*

*Issue 8 – Health and Safety – as you are all aware the allotment entrances are either side of Trinity Crescent, but this is not a crescent and is a dead end. The houses stops and the allotments begin. It goes from concrete to grass. There is nothing put in place for the residents and the local houses. Car's can come up and down the road and a fast speed. People don't look left to see what's coming from a field they just focus on the road.*

*Surely something should be implemented to make the road around the allotment entrance safer i.e. a gate as the allotments are surround by the elderly and children.*

*Parking is an issue especially when it comes to winter as you are now stating that the allotments need to be maintained 12 months of the year. There are approximately 20 allotments, hard standing's need to be made available for parking especially in the winter months.*

*A gate would make sense as the number of cars in poor lighting in winter take the allotments as road and get stuck!*

*Issue 9 – This used to be a friendly allotment where people could help each other. However, we have been informed we can only work our plots and cannot give help when someone is struggling which is not within the remit of an allotment. Everyone there is for a common goal to try and grow something and take time out of life and help with Mental Health, but this seems to be taken to a whole new level.*

*Issue 10– The abrupt tone and manner of the email basically stating we will be evicted if we don't meet your standards is ridicules and has not bee thought through. Surely you would wish us to maintain it and start the new cultivation in February when planting can begin and looking forward to the next season.*

*Issue 11 – This is most important that you are wording and writing to dispose of a ridiculous bond to get rid of rubbish and being local residents, we have grave concerns that you have not thought about the way that you are going to police and let these allotments. As you are stating £25 or £50 deposit that won't be returned if you have to dispose of rubbish. Basically, we can dump 3 tonnes of waste on the allotment that will cause rats, smells and you will dispose of time for the £25/£50 and we walk away scott free. Please correct me if I'm wrong*

*in the way we have read it but that's how we took it. There is going to be to many issues with ill informed guidelines.*

*Issue 12 – We made you aware that we couldn't cultivate this year due to my operation in April that went wrong so we maintained our allotment by asking Bob Bennet to mow the allotment for us to keep weeds etc down to which he has. If we had tried to grow anything this year, we wouldn't have been able to maintain it as I was laid up for months.*

*Issue 13 – We have some protected plants on the border of the allotment. These are saplings but we have been made aware that these are protected. If you want them removing, then this is down to the council.*

*Issue 14 – The persons that inspected the allotments, there is no indications of their background in running allotments etc. Is this just a board of persons that have just decided to run an allotment with no background in cultivating etc.*

*Issue 15 – You initially inspected the allotments on the 27th July 2025 and you have given your instructions on what you wish us to do on the 17th October 2025 and 28 days to resolve your issues we no explanation or any instructions on what to do in autumnal weather considering the inspection was carried out in summer months.*

*Issue 16 – We demand a response within the next 14 days as this will only leave us 10 days to carry out your wishes or guidelines.*

### **Response 6**

*It was with some sadness I received your email on 17th October, along with the letter stating the required improvements to my allotment. Of the two items identified, I have already rectified the first (an access gate to the allotment). The second item (lack of cultivation on a significant portion of the plot) is slightly more vexing - I appreciate that there are some mown, grassy areas on the plot but these are always kept tidy, free from weeds and have always been this way since I first took on and cleared the allotment back in 2000. If there was a huge demand for the allotments, I would completely understand why this would be a problem and a frustration, but after having maintained it in this way for the last 25 years, without so much as a word of complaint from the parish council, it does seem terribly unfair to change the interpretation of the terms in this way. I am reluctant to give up the allotment, as many of the established shrubs and bushes were planted with the help of my grandparents who lived nearby and are sadly now deceased, so it does have sentimental value to me which I'd be sad to lose just on a technicality. As such, would you be able to confirm exactly what consists as 'cultivation' and exactly what percentage of the plot should now be in this condition? Do shrubs/fruit surrounded by grass count as cultivated in this context? Would it be acceptable to consider bare soil which has been turned over for spring planting, or covered with weed membrane? At this time of year, it isn't really practical to plant much other than onions, and there's only so many onions I could possibly use! I'm fearful of spending several of the next weekends digging beds in the pouring rain to meet the 28 days deadline, only to be told that it doesn't quite meet the requirements and still have the allotment taken from me.*

*In relation to your second email which states the introduction of a new deposit scheme, I have no problem in principle with paying the £25 deposit. However, as others have mentioned in the email chain which has been circulating, there is also some waste at the back of my allotment which was already there when I took the tenancy in 2000. This consists of a collapsed shed and it's contents of what seems to be scrap, but most importantly there are some asbestos sheets from the shed roof, which at the time of taking the allotment on I was told to 'just leave at the back out of the way'. As these have never been mine, would the parish council be able to have these removed prior to me paying my deposit, or at the very least list them clearly on an inventory as already present, to enable me to get my deposit back when I finally give up my allotment? (which will hopefully be many years in the future).*

*Unfortunately, I wasn't able to attend the meeting back in June as it was relatively short notice and I was out of the country on business, but I'd be keen to attend any future meetings. As one of the longer standing (possibly longest?) tenants of an East Markham allotment, I'm keen to support their use as a vibrant community asset.*

#### **4. Considerations**

To consider the Parish Council's response to each of the above Allotment Holders.

# East Markham Parish Council

## Parish Council Replacement Street Cleaner Cart/Barrow

Quotes for consideration at Parish Council meeting on 13 November 2025

### Background

The Parish Council's street cleaners existing barrow/cart is now in poor condition is very rusty and requires replacement. A new barrow will support the effective upkeep of the parish and ensure the street cleaner can continue duties safely and efficiently. The Parish Council have £1500.00 held in an Ear Marked Reserve for this purpose.

### Condition of current Cart/Barrow



### Quotes to consider

#### 1. Glasdon UK Ltd

[Double Space-Liner™ Orderly Barrow with Free Delivery - Glasdon UK](#)



#### Specifications

Double Space-Liner can use its two 100-litre containers for segregation of two different waste streams, such as for the collection of general waste and mixed recyclables.

Front moulding.

Solid rubber tyres.

Collection containers.

Jockey wheels.

Reflectors.

Brush brackets.

Sack retention system on one container.

Colours

Frame: Dark Grey.

Container bases: Light Grey.

Lids and front moulding: Red, Yellow, Dark Blue, Light Green.

#### Materials

Frame: Mild steel with Armortec® Coating.

Main container, lids and front moulding: Durapol® Material.

Operator's box: Duraplus™ Material.

#### Dimensions

Container capacity: 2 x 100 litres

Total height: 970mm

Total length: 1760mm

Total width: 630mm

Total weight: 53kg

**Price: £1177.83 excluding vat**

**Free delivery**

**Warranty: 60 months**

## 2. Amazon.co.uk

<https://www.amazon.co.uk/Outdoor-Street-Cleaning-Picking-Orderly/dp/B00XALJ2SW>



Brand Name Advancedscape

Orderly Street Cleaning Barrow - Complete

Robustly Constructed from Tubular Steel and balanced on solid rubber tyres with a large lockable utility box, supplied with 2 x 120litre wheeled bins and a brush and shovel.

Specification

Dimensions: 1100mm(H) x 1400mm(W) x 660mm(D)

Standard Colour: Green

**Price: £824.17 excluding vat**

**Free delivery**

**Warranty: No details**

### 3. Tudor Environmental

<https://www.tudorenvironmental.co.uk/street-cleaning-barrow-with-two-bins>



Strong tubular steel frame, silver colour powder coated finish

2 x 400mm diameter solid rubber tyred wheels with roller bearings

2 x 125mm diameter rubber tyred swivel castors providing excellent manoeuvrability

2 x 120ltr green coloured wheelies bins

Supplied complete with brush and shovel

Overall size (L x W x H): 1310 x 720 x 1000mm

**Price: £634.71 excluding vat**

**Free Delivery**

**Warranty: No details**

#### **Recommendation**

The Parish Council is asked to:

Note the quotations received.

Consider which supplier/product offers best value for money and suitability for parish council needs.

Agree to place an order so that a replacement barrow is available at the earliest opportunity.

# East Markham Parish Council

## Parish Council Storage Unit for Street Cleaner Equipment

For consideration at Parish Council meeting on 13 November 2025

### Background

The Parish Council currently employs a street cleaner. The cleaner's equipment (wheeled barrow/cart and associated supplies) is presently stored at a privately-owned farm on the edge of the village. There is no formal written agreement in place regarding that arrangement.

The Clerk is based at the Village Hall, and the main waste disposal bin for collected waste is also located there. Depending on the siting of the unit it would also be covered by the Village Hall CCTV,

This report recommends that the Parish Council purchases a small secure lockable lockable storage unit to be sited in the Village Hall car park to allow secure and properly insured storage of Parish Council equipment.

### Recommendation

The Parish Council is asked to:

Discuss potential locations for a storage unit. If preferred location is the Village Hall car park then discussions should take place with the Village Hall Committee.

Consider the purchase of a storage unit and which type and size of unit offers best value for money and suitability for Parish Council needs. Width of doorway and orientation of unit needs to be considered in respect of size of cart/barrow and manoeuvrability. Other considerations are materials, lock, ventilation, drainage, base/floor, anchorage and installation.

Agree to place an order so that the storage unit can be purchased and erected at the earliest opportunity.

The Parish Council may also wish to consider purchase of shelving to go inside the unit to store street cleaner supplies. There are various options for shelving which will be dependent on the size of the unit.

Please use the links below to see some examples:-

[5 x 7 Large Metal Garden Shed, Police & Locksmith Approved Asgard](#)

[Buy YardMaster Metal Garden Shed 6 X 6ft | Sheds | Argos](#)

[YardMaster 6' x 7' Apex Metal Garden Shed](#)

[UNIONLINE 4x7 ft Lean to Storage Metal Shed | Garden Tool | 214x130cm x203cm | Waterproof | 2.6m<sup>2</sup> 4.6m<sup>3</sup> | Lockable Door | Bike Shed for Backyard Patio | Garbage Can | Grey : Amazon.co.uk: Garden](#)

[4 x 7 Biohort MiniGarage - Ideal for Bike and Garden Storage - elbec garden buildings](#)

[Outsunny 5 x 9ft Galvanised Metal Garden Shed with Foundation Kit, Outdoor Lean-to Shed, Tool Storage House with Lockable Doors, Gloves and 2 Air Vents for Patio, Garden, Grey | Aosom UK](#)

<https://uk.canopia.com/product/pent-4x6-ft-plastic-shed/>