

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

**Minutes of the Parish Council meeting held on Monday 6<sup>th</sup> October 2025, 7.00pm  
at Headon Village Hall, Church Street, Headon, Retford, DN22 0RD**

Present: Cllrs S Whelan (Chair), N Greenhalgh (Vice-Chair), D Landon,  
E Briggs, J Landon, D Spencer, R Goulden and C Smith

Apologies: Cllrs C Scothern and J Mosely

Members of the public in attendance: none

Clerk: Clare Brettell

### **Public Session**

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

**25/84 To receive – declarations of interest both pecuniary and non-pecuniary and applications for dispensation on items listed on the agenda**  
None

**25/85 To receive – apologies for absence given to the Clerk**  
Apologies were received and noted from Cllrs C Scothern and J Mosley

**25/86 To receive and approve – Minutes of the Parish Council meeting held on the 8<sup>th</sup> September 2025 (Appendix 1)**  
The minutes of the Parish Council Meeting held on the 8<sup>th</sup> September 2025 were accepted as a true and accurate record, and signed by the Chair.

**25/87 To note – updates on matters arising from the minutes if not already on the Agenda (no decision can be made)**  
The Clerk updated regarding the waymarkers and that she had been in contact with the Clerk at Wheatley Parish Council, who had provided information on the necessary stages to proceed. The Clerk would look into this for the next meeting.

**25/88 To receive - update from the District Councillor (5 minutes)**  
The District Councillor (Cllr Richardson) was not in attendance.

**25/89 To receive - update from the County Councillor (5 minutes)**  
The County Councillor (Cllr Limber) was not in attendance.

**25/90 To discuss – Police Report and any issues to report**  
Any relevant Police information had been circulated to Parish Councillors. **Clerk**  
The Clerk asked Councillors to note the 'Beat Surgery' being held at 10am on the 9<sup>th</sup> October at Goodwin Hall, Retford

**25/91 To receive – reports from Defib4Life regarding the Defibrillator maintenance and any other relevant updates regarding the Defibrillators**

Cllr Whelan informed Councillors that he had received a report regarding the door to the defibrillator at Headon Village Hall was open. He had looked at this and it is not broken, and has now been closed.

The Clerk updated Councillors that all batteries would be changed at the next site visit and that the first years annual maintenance had been paid to Defib4Life.

Defib4life were now managing all of the Parish Council Defibs on 'The Circuit' and were updating accordingly when serviced and furnished with new operating parts.

**25/92 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.

**25/93 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

**25/94 To comment on the following application from the Department of Transport:**

**TOWN AND COUNTRY PLANNING ACT 1990 – SECTION 247  
PROPOSED STOPPING UP OF HIGHWAY AT SOUTH VIEW LANEHAM ROAD  
STOKEHAM, NOTTINGHAMSHIRE DN22 0JZ**

(Emailed out to Parish Councillors 27<sup>th</sup> September 2025)

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

**25/95 To Discuss/Update on Highway Issues or footpath matters in the Village, including items reported directly by Councillors**

Councillors had continued to report online, areas of concern around the village.

It was requested that the Clerk report the junction at Yew Tree Road, with Westfields, which has poor visibility and is dangerous.

The safety railings on Stokeham Road at Headon had fallen into the dyke, and there was no update on the repairs being carried out.

The Clerk to report both issues.

**Clerk**

**25/96 To receive an update on the car park resurfacing in Headon opposite the church**

The Chair updated Councillors of the email circulated from Will Wilson (Neighbourhood Planning Team Leader) at Bassetlaw District Council clarifying that the land at Headon had not been reclassified for housing.

In regard to the acquisition of the land suitable for additional car parking, it was **resolved** for the Clerk to write to Bassetlaw District Council and state their offer is not acceptable and ask for a more suitable plan to discuss an appropriate solution with a longer term lease.

**Clerk**

**25/97 To update– Historical minute books; safe keeping and archiving and a display cabinet in the village Hall**

The Clerk updated Councillors that a fireproof safebox had been purchased for storage of the hard drives. This was now placed in the Village Hall cupboard and the 2no.hard drives and USB stick containing the scanned copies of the Enclosure Act and Enclosure Award were now kept in them, along with the old minute books.

The Chair and the Clerk to each have a key.

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.

**25/98 Financial Matters**

98.1 To receive balance on Unity Trust/Santander Bank accounts:

|                             |           |
|-----------------------------|-----------|
| Santander Current Account   | £ 0.00    |
| Santander Savings Account   | £ 10.50   |
| Unity Trust Current Account | £ 1635.87 |
| Unity Trust Savings Account | £21787.82 |

98.2 To receive and approve the schedule of payments for September (Appendix 2)  
The payments of £1778.24 for September were authorised retrospectively.

98.3 To receive Receipts and Payments Analysis for Quarter 2 (July – Sept 2025)  
These had been circulated and it was **resolved** to accept the Receipts and Payments Analysis for Quarter 2.

**25/99 To discuss – Correspondence received (all emailed to Parish Councillors)**  
All correspondence had been circulated to Parish Councillors

**25/100 To recap – items discussed in the meeting for inclusion in the Newsletter**  
It was agreed that there was nothing of significance for the newsletter and to remind residents of the date and time of the next Parish Council meeting.

**25/101 To notify the Clerk of matters for inclusion on the agenda for the next meeting and to agree the date.**

- Restoring of finger post - NCC
- Discuss and update The Emergency Response Plan

Date of next meeting – Monday 3<sup>rd</sup> November 2025

*Exclusion of Public (Confidential Items) In accordance with Public Bodies (admission to meetings) Act 1960 section 1(2) the Council exclude the public and press from the meeting by reason of the confidential nature of the business to be transacted.*

The meeting closed at 7.25 pm.

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

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