

MINUTES OF THE MEETING OF CODDINGTON PARISH COUNCIL
HELD ON 3 OCTOBER 2013 AT 7.30 PM AT CODDINGTON COMMUNITY CENTRE

Present:

Members: Cllr O'Donnell (Chairman),
Cllrs Allen, Armstrong, Bell, Cox, Elliott, King, Molloson, Parrett.

CC & DC: Cllr Maureen Dobson

Clerk: Mrs Y Wellard

Public: 4 residents of the Parish attended

1. **Apologies for Absence.** Cllr Carver (unwell).
2. **Declarations of Interest.** Cllrs Allen and Cox as Trustees of the Village Hall, declared a personal interest in item 7d on the agenda.
3. **Public Contribution.** Mr Michael Cox spoke on behalf of the Village Hall Trustees to explain why the Committee had asked the Parish Council for a donation towards the cost of redeveloping Coronation Hall. Phase 1 would include removal of asbestos, re-roofing, insulation of walls and double glazing; phase 2, the restoration of the Reading Room and new toilets. An application for a grant from WREN was being prepared to finance phase 1, for which match funding of at least £4,250 would be required.

It was agreed to bring forward item 7d for consideration at this point.

Information on quotations for the work, the amount of money to be raised and the Village Hall's current financial position had been previously received and circulated to Members. Cllrs acknowledged that there was a need for two community buildings in the village and agreed that the Reading Room could become a valuable asset in the future if library services were to have further cuts. Following a discussion on the Parish Council's own financial position, it was proposed by Cllr Parrett, seconded by Cllr Molloson and

RESOLVED to donate £500 to Coddington Village Hall Charity Trust Committee, towards their contribution for the renovation of Coronation Hall.

(Cllr Allen, Chairman of Coddington Village Hall Charity Trust Committee, abstained)

All members of the public left the meeting.

4. **Public Contribution – County and District Councillor.**
 - a. Cllr Dobson drew attention to the forthcoming consultation on the Minerals Local Plan Preferred Approach starting on 23 October through to 6 December. **The Clerk** was to check Coddington's response to the previous consultation and add this item to the November agenda for discussion.
 - b. Cllr Dobson reported that Peter Winson had asked whether Coddington still intended to set up a First Responders' Team. **The Chmn** would provide him with an update.
 - c. Cllr Dobson confirmed that money was available for local plans to mark the start of the First World War. **The Clerk** was to provide further details on how much was required by Coddington towards printing costs.
 - d. Coddington's bus petition had been presented to the County Council, and Cllr Dobson would be inviting a senior officer to attend a public meeting in Coddington.

5. **To receive and accept:**

a. **Minutes of the Ordinary Parish Council Meeting of 5 September 2013**

Proposed by Cllr Parrett and seconded by Cllr Cox, the minutes were approved and signed by the Chmn.

b. **Accounts for September 2013.**

Following an agreed correction adding £10 to the VAT, proposed by Cllr Armstrong, seconded by Cllr Bell, the September accounts were agreed and signed by the Chmn.

6. **Matters arising from the minutes.**

a. **8a Footpaths:** Cllr Allen reported that the footbridge to be built over the recently diverted Footpath 4 had been delayed due to the IDB's opposition to a culvert. The Rights of Way Officer has put forward new plans for a wooden bridge.

There had been reports of aggressive behaviour, including biting, by two horses in the field between Parklands Close and Beaconsfield Drive (Footpath 5). **The Clerk** was to ask advice from the RoW Officer.

b. **13iii Neighbourhood Watch:** Cllr Parrett reported that the police were keen to keep a group going in the Newark area. Information in the leaflet which went out with the CVN was incorrect, and **Cllr Parrett** would put an update in the next village newsletter.

7. **Finance.**

a. **To approve expenditure as at 3 October 2013:**

	£
Clerk's Salary September	256.00
Grant Thornton, Audit	120.00
Cllr Parrett – reimbursement for Christmas tree lights	92.67

Following a proposal by Cllr Bell, seconded by Cllr Parrett, the above bills were approved for payment.

b. **The external audit** had been completed without further comment and the **Clerk** would post the notice for inspection and submit the accounts for publication in the CVN.

c. **The financial regulations** had been circulated to Members. As they had not been revised since 2000, it was agreed that the **Chmn and Clerk** would draft an update for approval at the next meeting.

d. **Village Hall renovation** - resolved earlier in the meeting.

e. **Mileage rates** – It was proposed by Cllr Parrett, seconded by Cllr Allen and agreed, to follow NALC's recommendation of 45p per mile.

8. **Administration.**

a. **Appointment of Clerk / Responsible Financial Officer.**

Having completed the 6 month probationary period, it was proposed by Cllr Parrett, seconded by Cllr Cox and unanimously

RESOLVED: to appoint Mrs Yvette Wellard as the permanent part-time Clerk and Responsible Financial Officer for Coddington Parish Council at a salary of £9 per hour for 40 hours per calendar month. All other terms and conditions to remain as agreed in the contract signed by the Clerk and Chmn.

b. **Coddington Community Association.**

The AGM had been held on 1 October with 12 members in attendance. The financial report had previously been circulated to Cllrs, and they congratulated Cllr Armstrong on the improved position since he took on the Chairmanship of the Trustees, and thanked him for his work. The District Council would be paying for defects found in the heating system, and the Parish Council would negotiate for further remuneration for other defects in the original construction of the Centre. The issues of replacing the fascia and the sinking car park would be discussed at the next CCA/PC liaison meeting.

c. **Village website.**

Cllr Armstrong had added a news page for the Parish Council and an interactive map of streets and footpaths. The Clerk was to scan the Registers of Members' Interests to the Parish website.

d. **First World War commemoration.**

Cllr Molloson and Cllr Armstrong were liaising with members of the Coddington History Group on the production of a booklet for the end of June 2014. Mrs Jane Hedge was to obtain printing prices for varying sizes and styles. The Chmn had spoken to Rev. Anderton and Mrs Caputa who were both keen to get the young people involved during the Autumn term of 2014 leading up to the November Remembrance Day.

e. **Local Government Boundary Review.**

Five Cllrs and the Clerk had attended a briefing at Kelham Hall on 25 September to hear from Tim Bowden, the Boundary Commission Review Manager. The Commission's formal proposals for the reorganisation of wards in Newark and Sherwood was to be published on 15 October, followed by a further period of consultation until 6 January 2014. The Clerk to forward the proposals to Cllrs for consideration before the November meeting, and publish information on the web site and in the Village News.

f. **Tree preservation.**

Matt Lamb, N&SDC Business Manager for Development and Lee Robinson, Technical Support Officer had met with members of the Parish Council to explain the process and criteria for approving tree works in a conservation area or under a preservation order. Cllrs asked for more transparency, and more information to be made available, but although the officers agreed to publish the applications on the web site and provide reasons for their decisions, they could not involve Parish Councils in the decision-making process. The Clerk will keep a regular check on the N&SDC planning web site and alert Cllrs to new applications.

The Clerk is to arrange a further meeting with Lee Robinson for instruction on using the District planning website, which will be open for all Councillors to attend.

g. **Christmas events.**

Cllr Parrett had purchased an additional set of lights for the tree at a cost of £92.67 which had previously been approved for payment. The Community Events Group was currently making plans - to be reported by Cllr Parrett at the next PC meeting.

h. **Defibrillation Unit.**

The Clerk reported that one lady from Barnby had expressed an interest in joining a combined First Responders' Team, and Winthorpe Parish Council would discuss at their next meeting. The Chmn was to contact Peter Winson to obtain the equipment, and the Clerk was to send out application forms.

i. **Newark Health Care Consultative Group**

Cllr Cox drew attention to her summary of the Keogh Report which had been previously circulated, and gave an update on the position of the Group. Cllr Cox was asked to make enquiries about Sherwood Forest Hospitals' complaints procedure.

9. **Allotments and Open Spaces.**
- a. There were no reports from the Allotment Group, and no other correspondence.
 - b. Members decided not to take up the Woodland Trust's offer of free trees for public spaces as there was no land available for the minimum offer of 30 trees.
10. **Planning.**
- Decisions:
13/01341/TPO Removal of 3 branches of an ash tree overhanging the highway at 2 Brownlow's Hill: APPROVED.
- Correspondence:
The Clerk drew attention to stage one of N&SDC's Gypsy and Traveller Sites Consultation document which had been previously circulated by email. Comments to be submitted on line at www.newark-sherwooddc.gov.uk/ldfconsult or through the Clerk by 28 October.
The second stage of NCC's consultation on the Minerals Local Plan Preferred Approach will run from 23 October to 6 December. The Clerk was to send a web link to Cllrs in preparation for discussion at the November meeting.
11. **Environment, Transport and Services.**
- a. Two members of the parish had joined the PC's inspection of the C208, Newark Road, Brownlow's Hill, Chapel Lane areas on 24 September, picking up on damaged footways, overgrown hedges, and drainage problems. (Copy of report attached) The Clerk would report the problems to Highways, N&SDC and write to some individual property owners.
 - b. Mr Greenfield had emailed the Clerk to highlight the untidy state of the A17/Stapleford Lane roundabout. It was suggested that this be forwarded to Highways.
12. **Miscellaneous correspondence.**
- The Clerk drew attention to the following items:
- A letter and leaflet from Mr Hugh Daybell for the church roof appeal. The Clerk to scan and forward to Cllrs.
 - A reminder of the Parish Council Conference on 7 October. It was confirmed that Cllrs O'Donnell, Cox, Allen, Armstrong and Parrett would attend.
 - Information on Newark & Sherwood Community Infrastructure Levy (27.9.13) - to be circulated by the Clerk.
 - Police Commissioner Paddy Tipping would be the guest speaker at NALC's AGM on 13 November. Cllrs O'Donnell and Cox agreed to attend as the representatives for Coddington.
 - An alert by Cllr Armstrong to B133 notices from the Land Registry being issued to householders in the Parish – believed to be action to retain manorial rights over minerals by the Duke of Newcastle's estate.
13. **Matters of immediate note.**
- Cllr Allen reported a complaint about overgrown hedging on the C208, east of The Plough which together with a parked car was preventing a pedestrian and pram passing on the footway. The Clerk to investigate and add to the reports.
 - Items for publication in the CVN to be submitted to Cllr Elliott by 4 November.
14. **Matters for next agenda.** Footpaths; dates for next year's meetings.
15. **Next CPC Meeting.** The next Parish Council meeting to be held on 7 November 2013 at 7.30pm, at Coddington Community Centre.

The meeting closed at 2130 hrs.