

MINUTES OF THE MEETING OF CODDINGTON PARISH COUNCIL
held on 4 June 2015 at 7.30 pm at Coddington Community Centre

Present:

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

Clerk: Mrs Y Wellard.

In Attendance: Co. Cllr Maureen Dobson; District Cllrs Johnathan Lee, David Payne.
1 member of the Parish.

1. Apologies for Absence.

All members were present.

2. Declarations of Interest.

Cllr Armstrong declared an interest in item 9a on the agenda – planning application to replace fencing on his property.

3. Public Contribution.

Mrs Christine Eagger requested assistance to download and complete the Evidence of Use form for inclusion in the right of way investigation by Notts CC. Cllr O'Donnell offered his help.

4a. District Councillors.

- i. Cllr Payne introduced himself to the Council.
- ii. Cllr Lee provided an update on NSDC's involvement with the metal gates which have been installed across the track at Beaconfield. The Planning Enforcement officer had visited, and although the height of the gates does require planning permission, no action would be taken whilst the County Council's investigations were on going.
- iii. Cllr Lee had received a complaint from a Coddington resident who was unable to drive her mobility scooter along the pavement as cars were parked on the footway. Cllr Lee would obtain more detail for the Clerk to report to Notts CC, and the problem would be highlighted in the next CVN.

4b. County Councillor.

- i. Further to the public meeting on footpaths, Council Dobson had organised a meeting for the Parish Council Chairman and Vice Chairman, the Beaconfield land owners and Notts CC Rights of Way Officers, to be held on Wednesday 10 June in the Village Hall.
- ii. Cllr Dobson expressed disappointment that there appeared to have been no further progress by the Coddington Lorry Watch volunteers.

5. To receive and accept:

a. Minutes of the Ordinary Parish Council Meeting 7 May 2015.

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

b. Minutes of the Annual Parish Council Meeting 14 May 2015.

Proposed by Cllr Carver, seconded by Cllr Parrett, the minutes of the Annual Parish Council meeting were approved and signed by the Chairman.

c. Accounts for May 2015.

Proposed by Cllr O'Donnell, seconded by Cllr Parrett, the cash book for May was agreed, and signed by the Chmn.

6. Matters arising from the Previous Minutes.

a. Parish Council Meeting 7 May.

3a. Members agreed that the smell from the drains at Greenfields was disappearing.

3b. The Clerk advised that Jill Sanderson, NSDC would attend the next Parish Council meeting to talk about housing needs.

3d. Cllr Parrett reported that she had not seen any more evidence of bonfires at Greenways, but asked members to help by noting any sightings of smoke to be reported to NSDC.

5. There was still no information from the Enforcement Officer regarding the trees on Balderton Lane.

7d. Notts CC had been out to cut back the trees on the grass verge linking footpaths 3a and 4, and would be coming again to complete work in the specified place.

9b. Cllr Dobson confirmed that Hollowdyke Lane was to be closed to vehicles other than buses. She would be meeting with Mark Hudson, Notts CC Public Transport, for further information.

11. It was noted that the bins at houses on Brownlow's Hill had been taken in, but there was still rubbish piled up near to them. **Cllr Lee** said that he would report this to the District Council.

b. Annual Parish Council Meeting 14 May 2015.

4a. Cllr O'Donnell had closed the Chairman's Account and the balance of £15 was transferred to the Current Account.

7. Finance.

a. To approve expenditure at 4 June 2015:

Proposed by Cllr Parrett, seconded by Cllr Carver, the following payments were approved:

	£
Clerk's net salary (May)	335.20
NSDC – Zurich Insurance	211.17
UK Netweb Ltd	144.00
Coddington Community Centre Room Hire	42.00
Coddington Scouts – archive storage	100.00
Printhub – June CVN	532.67
D Lyne – grass cutting	612.00
Mike Elliott, Internal Audit	115.00
Cllr O'Donnell expenses – keys cut	17.50

b. Internal Auditor's Report.

The Clerk read out the auditor's report which would be published on the web site by 1 July. Following Mr Elliott's recommendation, it was agreed that reasons for councillors' absence from meetings would be stored electronically as a confidential record.

c. Review of Clerk's Salary.

It was agreed to move this item to the end of the meeting for a confidential discussion by Parish Councillors only.

8. Administration.

a. Co-option of Parish Councillors

The two vacancies following the election had been advertised in the newsletter, asking for expressions of interest to be sent to the Clerk by 29 June, for discussion at the July PC meeting. **Cllr Lee** said that he would make enquiries.

b. Coddington Community Centre.

Cllr Armstrong reported that the installation of solar panels had been completed and they were already generating electricity. He would request a completion date for the remaining works by NSDC so that the Parish Council could arrange for their survey to be done.

c. Village News and Website.

Cllr Armstrong reported that web site was running short of storage space, and it was agreed that he could delete old copies of the CVN.

A new Parish Council page for the information required for the Transparency Code had been added to the web site, and the **Clerk** would ensure that all statutory information was published by 1 July.

d. Footpaths, Page's Wood, Open Spaces.

i. Only about 20% of people who attended the public meeting on footpaths had returned their Evidence of Use forms, and more would be needed.

ii. Cllr Parrett reported that there were 2 volunteers to carry out the annual footpaths checks.

iii. The Rights of Way Officer had provided an updated footpaths map which would go on the web site.

e. Page's Wood and Open Spaces.

i. The Clerk read out an email from Isobel Turner requesting more care to be taken of wild flower areas in the village, particularly the ACV at Old Hall Gardens. It was agreed to ask Doug Lyne not to mow or strim around the OHG trees until cow parsley and other wild flowers have finished flowering.

f. Tree Planting.

Cllrs discussed options of where to plant a tree in memory of Cllr Vincent Dobson; a decision would need to be made by planting time in the autumn. Valley View or the Community Centre were suggested. Cllr Payne advised Newark & Sherwood Homes to be contacted for permission to plant at Valley View. The Clerk read a note from Mrs Jane Hedge with a request to plant a Rowan tree at the back of the Millennium Garden in memory of former Parish Cllr David Hedge. This was broadly agreed, subject to an assessment of the site which may need some clearance work first.

g. Village Handyman.

Cllrs O'Donnell and Parrett had discussed the post with the only applicant, Mr David Ward, and recommended his appointment on a six month probationary period in accordance with the revised job specification. Copies of the revised contract and job description had been previously circulated and the terms were agreed by the Council, with the addition of the requirement to complete a monthly time sheet. The Clerk would produce a form for this.

h. Best Kept Village Competition.

Several members of the Parish Council volunteered for a litter pick on Saturday 6 June. The Clerk would request litter pickers and bags from the District Council, and arrange for the bags of rubbish to be collected. The Clerk would request another litter pick by the Scouts mid June, if the new Handyman was not in post by then.

Cllr Parrett reported that the wall of Charity Farm Field was full of weeds. Cllr Molloson said she would bring it to the attention of the Charity Trust.

i. Allotments.

The Clerk confirmed that a form had been sent to the holders of 12A for a retrospective application to erect a shed on their plot. Cllr Allen said that the shed not a problem at the present time, but may have to be moved if a hedge were to be planted in the future. He had observed that one or two allotments were becoming untidy, and he would check them again before the next meeting.

j. Defibrillator Unit.

Members confirmed their agreement following the demonstration by Martin Fagin of Community Heartbeat Trust on 14 May, that the managed service was the preferred option. Proposed by Cllr Armstrong, seconded by Cllr Carver, it was

Resolved to purchase the Heartbeat Trust's Managed Service defibrillator

The Clerk would write again to the Coddington Charity Trust Fund to ask for a donation, and other means of fund raising would be considered.

k. Reports from Elected Representatives.

- i. Village Hall – 6 volunteers had come forward to help run the community library.
- ii. Safer Neighbourhood Group – the Lorry Watch team needs effective co-ordination. A number of shed break-ins were reported; PCSO Mike Munro would provide security advice for the CVN. It was agreed that the Clerk should send a letter to Paddy Tipping in support of PCSOs.

l. CAGE.

About 30 residents had attended a meeting on 29 May where the CAGE Chairman had called for a higher public profile for the group, but Cllr Molloson advised waiting for the second consultation in September to present a measured, professional response at the right time. Cllr Armstrong reported that CAGE did not intend to liaise with Brett Aggregates, Cllr Dobson also advised against inviting Hansons to give a presentation as this could be misinterpreted. The Clerk would request a copy of Mr Adrian Parrett's reports which he had prepared for CAGE, in order to avoid duplication of work.

9. Planning.

a. Application 15/00803/FUL – Replacement Fence, 2 Drove Lane.

There were no objections to the plans.

b. Application 15/00883/FUL – Two Storey Extension, 21 Main Street.

The plans were approved by a majority of 5:1 with 2 abstentions.

c. Application 15/00736/FUL – Barn Conversion, 41 Balderton Lane.

It was felt that there was insufficient information in the plans to reach a decision, and confusion over the number of bedrooms shown in the drawings. The Clerk would request further details and an extension for submission of the Parish Council's comments.

d. Planning Correspondence.

Cllrs noted NSDC approval of tree works at 3 Newark Road and 5 Parklands.

10. Roads, Environment, Health and Safety.

a) C208 Pavements.

A complaint had been received about the condition of the pavement between Greenways and the A1 bridge where a runner had her foot caught in a hole, twisted her ankle and damaged her running shoe. The Clerk had reported this to NCC.

It was reported that another accident had been caused by the uneven pavement on the south side of the C208 opposite the Plough. A gentleman's mobility scooter had tipped over because of the sharp camber on the footway. The Clerk would report this to NCC.

b) Incident on Main Street.

Cllrs were made aware that the police were investigating a shooting incident in a field at the back of Main Street in which a man was injured. The field has a public footpath running through it. The matter was referred to the SNG.

11. Correspondence.

- Invitation to the CPRE AGM on 10 June at Southwell.
- Training for Cllrs on the Code of Conduct at Kelham Hall on 23 June.
- Invitation to the County Council Civic Service at Southwell Minster on 28 June.

12. Matters of Immediate Note / for the Next Agenda.

a) It was reported that the hedge boundary of a bungalow on the corner of Old Hall Gardens and Newark Road was obscuring the view of traffic at the junction. The Clerk would check whether there were any conditions set on the original planning application re the height of the hedge.

b) The Clerk would confirm the Parish Council's duties regarding pensions for employees for information at the next meeting.

c) A complaint had been received about the poor standard of mowing on the Thorpe Oaks playing field. District Cllr Lee would report this to NSDC.

d) It was reported that a lady walking her dog had stopped in the central reservation of the C208 outside the Plough and was blown over by the speed of a Fowler Welch lorry driving past. This had been reported to the company. There should be a system in place to report this to Lorry Watch, which would be logged and passed to Alan Knight at Trading Standards. The Chairman will contact the volunteers for a progress report.

13. Date of Next Meeting: Thursday 2 July at 7:30pm in the Community Centre.

21:30hrs

On a proposal by Cllr O'Donnell, it was unanimously agreed that the meeting be extended in order to resolve the confidential item brought forward from item 7 on the agenda.

14. Review of Clerk's Salary.

The Clerk, County and District Cllrs and member of the public left the meeting for a confidential discussion by Parish Cllrs. Copies of the current salary scales for part-time clerks were circulated. Following a full discussion, it was proposed by Cllr Carver, seconded by Cllr Armstrong, unanimously

Resolved that the Clerk's current hourly rate of £9 per hour be increased to £9.206 per hour to bring it in line with the national salary scale L18.

The meeting closed at 9:40pm.