

**MINUTES OF THE MEETING OF CODDINGTON PARISH COUNCIL**  
**held on 2 July 2015 at 7:30 pm at Coddington Community Centre**

**Present:**

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

Clerk: Mrs Y Wellard.

In Attendance: Co. Cllr Maureen Dobson; District Cllrs Johnathan Lee, David Payne.  
Jill Sanderson, Housing Development Officer, NSDC.  
3 members of the Parish.

**1. Apologies for Absence.**

Apologies were accepted from Cllr Carver and Cllr Molloson.

**2. Declarations of Interest.**

There were no declarations of interest in items on the agenda.

**3. Housing Needs' Survey.**

Jill Sanderson from Newark and Sherwood District Council Strategic Housing Business Unit had been invited to explain the scope of a Housing Needs' Survey. Newark and Sherwood District is divided into 7 areas, each having a housing needs' survey every 5 years. Coddington has been surveyed as an extension of Newark Town, but could request its own survey of affordable housing need and market housing preferences, for which there would be a minimum charge to cover postage. If a more detailed survey of market housing was required, there would be a charge of one to three thousand pounds. Identification of a requirement for market housing would not necessarily influence planning decisions.

**4. Public Contribution.**

There were no comments from members of the public.

**5. District and County Councillors.**

- i. District Cllr Lee reported that the grass at Thorpe Oaks playing field had been cut again following a complaint about the standard of mowing. Black bags of rubbish were still being left out on Brownlow's Hill. Cllr Lee would report this.
- ii. County Cllr Dobson said there had been a constructive meeting with landowners about footpaths, and matters were progressing.
- iii. Cllr Dobson advised that reporting of lorries should be co-ordinated and sent to a single contact at Trading Standards (Alan Knight).

**6. To receive and accept:**

**a. Minutes of the Parish Council Meeting 4 June 2015.**

Proposed by Cllr Allen, seconded by Cllr Parrett, the minutes of 4 June were approved, and signed by the Chmn.

**b. Accounts for June 2015.**

Proposed by Cllr Armstrong, seconded by Cllr King, the cash book for June was agreed, and signed by the Chmn.

**7. Matters arising from the Previous Minutes.**

**6.** Members reported that the smell from drains at Greenfields had not improved. The Clerk would report this to Jeremy Hutchinson.

**8g.** The Village Handyman had started work as an employee of the Council.

**8h.** Coddington was through to the second round of the Best Kept Village Competition. Judging will take place from 6 July.

**8k.** The Clerk had written to the Police Commissioner in support of PCSOs and would circulate his response by email.

**8l.** Mr Adrian Parrett's original transport report was on the CAGE web site and would be updated by him in due course.

**12a.** Although the hedge on the corner of Old Hall Gardens had been trimmed, it was still obscuring drivers' views, and the Clerk would try to obtain information from the original planning conditions.

**8. Co-option of Parish Councillors.**

Copies of a draft Co-option Policy for Coddington were circulated. Following a discussion, and proposal by Cllr Armstrong, seconded by Cllr O'Donnell an agreed policy was unanimously approved. (copy attached).

It was agreed that an extra-ordinary meeting would be held on Thursday 6 August at 7:30pm in the Village Hall to co-opt councillors in accordance with the new policy.

**9. Finance.**

**To approve expenditure at 2 July 2015:**

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

	£
Clerk's net salary (June)	341.64
Clerk's mileage (CVN and audit)	38.00
Stationery, postage and printing April - June	39.49
NALC publications Apr 2015 – March 2016	17.00
Equipment for Village Handyman	29.92

**10. Administration.**

**a. Pensions**

Notification had been received from HMRC that the staging date for Coddington Parish Council to enrol in a workplace pension scheme is 1 July 2017. The Clerk will be the nominated contact.

**b. Coddington Community Centre.**

Cllr Armstrong reported that all agreed work had been completed by NSDC and the building plans were available. The Clerk would contact ML Consulting to arrange an independent survey as agreed by the Parish Council at the April meeting.

**c. Coddington Village News and Website.**

The Clerk confirmed that all statutory information was now on the Coddington web site with a new section for policies under the Transparency Code heading.

**d. Footpaths.**

Cllr Parrett reported that the annual footpath survey for Coddington was underway.

**e. Page's Wood, Trees and Open Spaces.**

i. It was reported that a cherry tree on the Millennium Garden looked unstable. The Clerk would ask NSDC to inspect it.

ii. The Page's Wood sign had not yet been returned. The Clerk would speak to Max Neale.

iii. It was proposed by Cllr Armstrong and unanimously agreed that a tree in memory of Cllr Vincent Dobson would be planted at the Community Centre.

**f. Allotments**

Cllr Allen reported that plot no. 5a had not been used and was overgrown. The Clerk would send a standard letter to the tenant reminding them of their terms of agreement.

**g. Defibrillator Unit.**

The Clerk confirmed that a letter had been sent to Coddington Trust Fund requesting a contribution towards the cost of purchasing the unit. Information about a Village Emergency Telephone System had been previously circulated. It was agreed to wait until the defibrillator unit had been installed before considering this additional facility.

**h. Reports from Elected Representatives.**

There were no reports from representatives. The Trust Fund and SNG were due to meet later in the month and the Healthcare Consultative Group in August.

**11. Planning and Consultations.**

**a. Application 15/01038/FUL – Erection of three dwellings, 60 Main Street.**

It was felt that this was not an improvement on the previous plans which the Council had rejected, and that the scale of the building was too big for the site. It appeared that the build line had been moved forward, giving an oppressive feel to the street view and emphasising the over-development of the site. The position of the front door of the end house facing on to Main Street had not changed, and it was felt that this would encourage vehicles stopping at the house to park too close to the sharp bend in the road. Cllrs voted unanimously to reject the application.

**b. Application 15/00736/FUL – Barn conversion, 41 Balderton Lane.**

The Case Officer had provided clarification of the proposed internal lay-out, and there were no objections to the plans.

**c. Local Government Boundary Commission – Review of County Council Divisions.**

The LGBCE's draft proposals for NCC's electoral arrangements included moving Coddington from the Collingham Division to Newark East. It was proposed by Cllr O'Donnell, seconded by Cllr Cox and unanimously agreed that the Parish Council would submit its case for remaining in the Collingham Division based on the shared major issues of A17 / A1/ A46 traffic problems, gravel extraction, and rural crime and policing. Cllr O'Donnell and Cllr Cox would prepare a response, including alternative suggestions for maintaining electoral equality, to be agreed at the next meeting.

**d. Asset of Community Value – The Plough Inn.**

An application had been submitted by the Campaign for Real Ale for The Plough Inn to become an Asset of Community Value, in order to give them the opportunity to purchase the premises. Cllrs unanimously agreed that the building should be preserved as a public house in recognition of its history. The Clerk would inform NSDC of the Parish Council's agreement to CAMRA's application. It was understood that the Parish Council's agreement would carry no financial or other liability.

**d. Decisions and Correspondence.**

NSDC had approved applications for building work at 1 Newark Road and tree work at 7 Newark Road.

**12. Roads, Environment, Health and Safety.**

**a. Trees on Newark Road.**

Lee Robinson, NSDC, had inspected the trees on Newark Road in response to a report of dead branches, and had referred it on to Notts. CC.

Cllr Parrett reminded the Council that the tree, which was felled outside no. 5 Newark Road had not been replaced. Cllr Dobson would report this to the County Council.

**b. Newark Traffic Summit.**

Further to reports in the Newark Advertiser, Cllr Cox queried why Coddington Parish Council had not been invited to take part in discussions about traffic issues on the Newark by-pass, which affected local residents. Cllr Dobson said that even she as the County Council representative for the area had not been included in the meetings, but would report back any information she received.

**c. Lorry Watch.**

Volunteers Paul Hatherway and Andrew Stokes were interested in monitoring the number of lorries driving through the village, rather than taking part in speed checks. Cllr King was willing to cover the speeding aspect, but would need more volunteers to help. It was hoped that a training session could be arranged for all volunteers with Chris Allen, Vice-Chair of Collingham Parish Council and traffic watch co-ordinator. The Clerk would put another request for volunteers in the CVN.

**d. Village Walkabout.**

It was agreed to hold the annual village inspection on Monday 27 July at 2pm, meeting at the Community Centre and taking in those areas not covered last year. The Clerk would highlight any matters still outstanding from the previous report.

**13. Correspondence.**

- An invitation to Coddington Scouts' AGM on Tuesday 8 July at 7:30pm.
- Additional NALC training courses for new councillors, on 29 July and 6 August.

**14. Matters of Immediate Note / for the Next Agenda.**

a) The laurel hedge of the bungalow opposite The Plough was over-grown and covering the 30mph sign on Main Street. The Clerk would send a letter.

b) Laurel bushes outside The Laurels opposite Wellgreen were obscuring drivers' views on the bend of Main Street. The Clerk would write to the owners.

**15. Date of Next Meeting: Thursday 6 August at 7:30pm in the Village Hall.  
The meeting closed at 21:05.**

## **CODDINGTON PARISH COUNCIL**

### **CO-OPTION POLICY.**

a) The Parish Council invites interested persons to write to the Clerk seven days prior to the next meeting, stating why they would like to be considered. To be eligible, a candidate must have attained the age of 18 years. He also has to be on the Electoral Roll of the Parish, or, during the whole of the past 12 months has either lived in the parish, owned or leased land in the parish, worked in the parish, or lived within three miles of it.

b) At the meeting, to which the candidates should be invited, they are asked at the start of the meeting to address the Council briefly and to answer any questions from Councillors.

#### **Voting**

a) When filling a vacancy by co-option, a successful candidate must receive an absolute majority of those present and voting at the meeting. If there is more than one candidate for a vacancy, and no candidate receives a majority of all the votes cast, the candidate with the least number of votes will be taken off the list and the vote taken again. This procedure will be repeated until a majority is obtained for a particular candidate. In the event of a split decision, the Chairman has a casting vote.

b) Voting will be conducted by secret ballot. When there is only one candidate for co-option, a vote is still required to ensure that the candidate receives a majority of support.

c) Each vacancy will be filled by a separate vote (or series of votes).

d) The Council is not obliged to fill a vacancy if it does not think that any of the candidates are suitable.

#### **Declaration of Interest**

If a candidate is a relative of a councillor, that Councillor must declare a non-pecuniary interest and take no further part in the proceedings.

#### **New Councillors**

Once the item of co-option has been dealt with on the agenda, the meeting can be adjourned in order for the new Councillor(s) to sign the Declaration of Acceptance of Office. They can then participate in the remainder of the meeting.

2.7.15