

MINUTES OF THE MEETING OF CODDINGTON PARISH COUNCIL
held on 3 September 2015 at 7:30 pm at Coddington Community Centre

Present:

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

Clerk: Mrs Y Wellard.

In Attendance: Co. Cllr Maureen Dobson, Miss Linda Rowden-Allen (co-option candidate).

1. Apologies for Absence.

Apologies were received from District Cllrs Payne and Lee who were both attending a meeting at Kelham Hall. Members asked whether it would be possible in future for one of the District Councillors to attend the District Council meeting and one to attend the Parish Council meeting.

2. Declarations of Interest.

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

3. Public Contribution.

There were no comments from members of the public.

4. District and County Councillors.

i) County Cllr Dobson reported that NCC had been made aware of dead trees on Newark Road and on the A1, but the work was still waiting to be done.

ii) The next stage of the gravel extraction consultation had been postponed until November as there were still issues to be dealt with.

5. To receive and accept:

a. Minutes of the Parish Council Meeting 6 August 2015.

Proposed by Cllr Parrett, seconded by Cllr Armstrong, the minutes of 6 August were approved, and signed by the Chmn.

b. Accounts for August 2015.

The cash book for August was agreed, and signed by the Chmn.

6. Matters arising from Previous Minutes.

i) Members reported that the smell from drains at Greenfields had still not improved. The Clerk was forwarding details to Jeremy Hutchinson for investigation.

ii) The application to register The Plough as an Asset of Community Value had been approved by the District Council.

iii) The position and height of the hedge on the corner of Old Hall Gardens was still under question. The Clerk would speak to the householder to explain the problem it was causing for drivers.

7. Co-option of Parish Councillor.

Miss Linda Rowden-Allen, who had previously submitted a written application, was invited to tell the Council about herself and her reasons for wanting to be a Member of Coddington Parish Council. Following questions from Cllrs, Miss Rowden-Allen left the room while Members discussed the application and voted by secret ballot to support the co-option.

It was unanimously RESOLVED to co-opt Miss Linda Rowden-Allen as a member of Coddington Parish Council.

Having signed a Declaration of Acceptance, Cllr Rowden-Allen joined the meeting.

8. Finance.

a) To approve expenditure at 3 September 2015:

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

	£
Clerk's net salary (August)	341.64
HMRC – PAYE	72.28
Village Handyman (August salary)	120.25
Doug Lyne, mowing	696.00
Willsons Printers – September CVN	395.00*
ML Consulting - Community Centre survey	650.00**

*Cllrs noted a saving of £150 on printing costs for the newsletter.

**ML Consulting had asked for payment to be made before they released their report. Although the price had already been agreed and the invoice had been paid, Cllrs felt that it was not acceptable to withhold the report until payment had been received, and the delay contravened the terms of the original quotation.

b) Grants and Donations Policy.

A draft Grant Aid Policy had been previously circulated. Proposed by Cllr Gangel, seconded by Cllr Parrett, the policy was approved by the Parish Council. (copy attached)

c) Requests for Funding.

i) Coddington School DARE Project.

It was proposed by Cllr Allen, seconded by Cllr Parrett and unanimously agreed to give £200 towards the DARE project. In accordance with the Grants Aid Policy, the Clerk would ask the school to provide information on other sources of funding for the DARE project.

ii) Coddington Scouts.

Funding was sought for the Scout Hall to be rewired. Members were in favour of making a donation, but requested that the Clerk sought further information on what other grant funding the Scouts would receive before a figure was agreed.

Cllr Parrett declared an interest as a Trustee of the Scout Hall, and did not take part in the discussion.

iii) Citizens' Advice Bureau.

It was felt that as the organisation did not directly benefit residents of Coddington, the request did not meet the terms of the Parish Grant Aid Policy. Advice is made available to people in Coddington by Mr John Pitchfork of Collingham Rural Advice Centre, and funding for this would be more appropriate if it was needed.

d) Purchase of Defibrillator.

Coddington Trust Fund had agreed a contribution of £1,000 towards a defibrillator unit, and the Clerk would now place the order for a managed service unit from The Community Heartbeat Trust, as previously agreed. Members thanked Cllr Molloson for her representation to the Trust Fund on the Council's behalf, and requested that the Clerk send a letter of thanks also to Mr Frank Elliott for his continued support of the Council on the Trust Fund. It was

RESOLVED to set up a working group to take the Defibrillator Project forward.

Members of the group would be the Chmn and Vice Chmn, Cllr Gangel, Cllr Parrett and the Clerk.

9 Administration

a. Coddington Community Centre.

i) The Clerk had requested three quotes from local solicitors for examining and advising on the Overage Deed for the transfer of ownership from the District Council to the Parish. It was proposed by Cllr Parrett, seconded by Cllr Armstrong and agreed to ask Larkens & Co. to carry out the work for the Parish Council.

- ii) Cllr Armstrong, Chairman of the CCA reported that profits for the year ending July 2015 were down on the previous year in part due to additional financial costs of maintaining the floor on a three to four year cycle.
- iii) The AGM was to be held in the Village Hall on Friday 2 October, and all members were encouraged to attend. Cllr Rowden-Allen had already applied for membership of the CCA, and Cllr Gangel would submit his application.
- iv) The CCA / Parish Council liaison meeting had been arranged for Monday 7 September. Cllrs Cox and O'Donnell to attend.
- v) Cllr Armstrong reported that a hog roast harvest lunch had been arranged at the Community Centre for Sunday 11 October, to be followed by the Harvest Festival Service at All Saints' Church.

b. Trees and Open Spaces.

- i) Correspondence from Mrs Isobel Turner was tabled, concerning the yews surrounding the fountain on the site of the Old Hall which had become over-grown. The Clerk would find out who was responsible for maintenance of the area.
- ii) Mr and Mrs Douglass had submitted a request for the cherry tree in the corner of the Old Hall Gardens ACV to be trimmed as it was casting too much shade on their garden.
- iii) The Parish Council had received information that trees were being felled at Beaconsfield Grove. The Clerk had contacted the Enforcement Officer Richard Marshall who had called a halt to any further work until it had been investigated.
- iv) Enforcement Officer Adrian Adams had reported that trees on Balderton Lane had been felled on the instructions of NCC as they were overhanging the road. However, Cllrs felt that it was unlikely that complete removal of the trees had been necessary as some were quite a way from the road and could have been pruned back. The Clerk would enquire whether replacement trees were to be planted.
- v) The Village Walkabout report referred to dead branches over hanging the road from Page's Wood. The Clerk would contact Heartwood Tree Care to advise on this and on Old Hall Gardens.

Cllr Dobson gave her apologies and left the meeting.

c. Quality Council Awards.

The Chairman and Clerk had attended a NALC presentation on the Council Awards Scheme and had circulated a report to Cllrs. Members were satisfied that the Parish Council could meet the criteria set for the Foundation Level Award, but in order to qualify for the higher awards, the Clerk would need the CILCA qualification. It was proposed by Cllr Parrett, seconded by Cllr Carver and agreed that the Council would register for assessment at the Foundation Level.

d. Allotments.

Cllr Allen reported that in spite of two letters being sent, allotment 5a had still not been touched, even though the tenant had said that she wanted to keep it. It was proposed by Cllr Gangel, seconded by Cllr Parrett and unanimously agreed that the Clerk should send a final warning letter in line with the terms of the tenancy agreement, that the plot must be vacated if clearance work was not carried out.

e. Reports from Elected Representatives.

- i) Cllr Molloson reported that Coddington Trust Fund had agreed a donation of £500 towards setting up a community library in the Village Hall.
- ii) Cllr Allen reported that the Village Hall Committee had a new secretary – Mr David Turner, but still needed to appoint a minuting secretary. The next Village Ventures event was booked for 9 October.
- iii) Cllr Cox's report on the Newark Healthcare Group meeting had been previously circulated.
- iv) Cllrs Cox and Parrett and the Clerk had attended the SNG meeting in July. New issues for Coddington had been included in the Parish Council agenda.

10. Planning.

a. Application 15/01268/FUL – Willowdene, Beckingham Road.

Application to replace the existing bungalow with a four bedroom house and swimming pool. Cllrs noted that the mature willow tree to the side of the property was included on the plans, and hoped that it could be kept as a feature of the site. The Clerk would enquire about a preservation order. Cllr Molloson proposed support for the application, seconded by Cllr King and agreed by a majority vote of 8:1 with one abstention.

b. Application 14/01598/FULM– Amendments to application for a retail store, Newark.

It had not been made clear what the amendment to the plan was. However, Councillors remained strongly opposed to any plans for a retail store at the junction of the Great North Road and the A46 Newark by-pass. The Clerk would respond by repeating the Parish Council's previous objections of the added impact on the town's traffic problems, the adverse effect on the town centre and the visual impact on the main route into the town.

c. Planning decision – Approval for erection of 3 dwellings at 60 Main Street.

The Parish Council had expressed its opposition at every stage of the revised planning applications, and was disappointed that its views had not been represented at the Planning Committee meeting by the District Councillor.

d. Housing Needs' Survey.

In approving three new dwellings on the corner of Main Street and Morgan's Close, the SP3 criterion of 'proven need' appeared to have been over-ridden by other factors, with no clear explanation. The Planning Officer's report seemed to imply that Coddington should have its own housing needs' survey, and members felt that this was necessary in order to clarify the criteria for the consideration of future planning applications. It was proposed by Cllr Armstrong, seconded by Cllr Parrett and agreed, to invite the Housing Development Officer, Jill Sanderson back to the next Parish Council meeting in order to arrange a housing needs' survey for Coddington.

11. Roads, Services and Environment.

a. Village Walkabout.

Notes from the annual village walkabout had been previously circulated. The Clerk had written to the owner of the laurel hedge on Main Street which was obscuring the 30mph sign. At the owner's request, NCC had agreed to move the sign away from the hedge so that it could be seen. However, the hedge was also covering sluice valve signs on the C208, and the Clerk would bring this to the attention of Co. Cllr Dobson.

b. Litter / Handyman's Work Schedule.

Litter continued to be a daily problem, particularly along the C208. The Chmn and Clerk would liaise with the Handyman on how to make the best use of his time, by checking how quickly the road became littered again after being cleared.

Cllr Molloson reported that an Australian visitor staying with her was also helping to pick up litter whenever he went for a walk, and Members asked the Clerk to send a letter of thanks to him on their behalf.

c. Dog fouling.

Following complaints about dog faeces on Footpath 5, Cllr Cox had asked residents of Parklands Close whether they wanted a dog bin to be placed at the start of the path. Not all residents were in favour, and Members agreed to Cllr Parrett's proposal, seconded by Cllr Rowden-Allen, that extra notices be put on the footpath as a first step.

Due to the full agenda, Cllrs agreed to a proposal by Cllr Armstrong for an extension of 15 minutes to complete the business on the agenda.

d. Use of the Field behind Old Hall Gardens.

The NSDC Enforcement Officer had visited the site and provided suggestions for temporary horse shelters which would be acceptable for planning requirements.

Complaints had been received about horse manure on village pavements. It was proposed by Cllr Parrett, seconded by Cllr Gangel and agreed that the Clerk would write to the riding school, to remind them that horses should be ridden on roads and bridleways, not pavements.

e. Parking at Wellgreen.

It had been highlighted that the bungalows at Wellgreen do not have any parking spaces. Cllrs noted that this could become a problem in the future.

f. Provision of Play Equipment.

It had been brought to the Council's attention that there was a lack of play equipment for very young children at the Thorpe Close playing field. The Clerk would seek advice from Phil Beard, NSDC on establishing a level of need for this.

g. Newark Traffic Summit.

The local press had reported a traffic summit meeting called by the Newark MP with local county, district and town council representatives, to discuss the problem of traffic congestion in and around Newark. However, the County Council representative for the Collingham Division which includes the major junction of the A1, A17 and A46, had not been invited to take part in the talks. It was proposed by Cllr O'Donnell, seconded by Cllr Carver and unanimously agreed that the Parish Council send a letter to Robert Jenrick MP to express its concern at this 'glaring omission'.

12. Correspondence.

- The Annual Parish Council Conference to be held on Monday 5 October at 6:00pm at Kelham Hall. Several members of the Council indicated their intention to attend.
- NALC AGM at Epperstone Village Hall, on Wednesday 18 November at 7:30pm. The key speaker will be Anthony May, NCC Chief Executive on the local approach to devolution and combined authorities. The voting delegates for Coddington would be Cllr Cox and Cllr O'Donnell.
- NALC long service awards for continuous service to local government for 25 years or more. Members nominated Cllr Allen who had first joined the Parish Council in 1981.
- A request from Newark Community First Aid for the free or reduced rate use of premises in which they could hold community first aid courses. It was agreed not to make an offer at this time, as Coddington would be holding its own courses on using the defibrillation unit.

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

- A crack in the wall of the Community Centre's main hall was reported. The Clerk would circulate copies of the Overage Deed and Survey to all Members.
- Cllr Parrett reported that the annual footpath inspection had been completed by Mr and Mrs Dethick, and submitted their notes for the Clerk to forward to NCC for action.
- The next agenda would include the Housing Needs' Survey, arrangements for Carols Round the Tree, the half year budget report, survey of village assets, the Clerk's professional development review, quotes for grass cutting, commemorative tree planting at the Millennium Garden and the Community Centre, and volunteers for a first responder team for the defibrillation unit.

15. Date of Next Meeting: Thursday 1 October at 7:30pm in the Community Centre.

The meeting closed at 21:40.

GRANT AID POLICY. (Section 137)

Under Section 137 of the Local Government Act 1972, the Council has discretionary powers to award grants to local groups or organisations for 'purposes which may bring a direct benefit to the area or any part of it for some or all the inhabitants'.

Criteria for Making Grant Aid to an Organisation.

1. The funding must be used for the benefit of the residents of the Parish of Coddington.
2. The organisation, club or society must be non-profit making.
3. Applications must specify the purpose for which the grant is required and the estimated cost of the project.
4. All applications must be accompanied by the most recent Annual Accounts and a copy of the most recent bank statement.
5. Each application must state the names of any other organisations to which an application for Grant Aid has been submitted in relation to the project, and other sources of income to be used.
6. The Grant Aid must not be used for any other purpose than that stated in the application.
7. Copies of receipts for all transactions that have been made with the Grant Aid must be provided to the Parish Council.
8. Any grant that the Parish Council offers is on the understanding that the applicant is responsible for obtaining any necessary legal permission. The offer by the Parish Council should not be taken as authorisation.

Successful applications will be recorded in the Parish Council minutes and notified to the applicant in writing.

Applications cannot be considered from:

1. Individuals.
2. Organisations which support or oppose any political party.
3. Organisations that discriminate on the grounds of sex, race, religion or sexual orientation.

03.09.2015