

MINUTES OF THE MEETING OF CODDINGTON PARISH COUNCIL
held on 7 April 2016 at 7:30 pm at Coddington Community Centre

Present:

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

Clerk: Mrs Y Wellard.

In Attendance: 2 members of the Parish, Co. Cllr Dobson.

1. Apologies for Absence.

Apologies for absence were received from District Cllrs Payne and Lee.

2. Declarations of Interest.

Cllr Allen declared an interest in item 7a on the agenda – NottsCC Local Minerals Plan consultation. Cllr Armstrong advised that a covenant exists giving him restrictive rights over two parcels of land on the proposed gravel extraction site, which his solicitor will enforce.

3. Public Contribution.

Mr Andrew Clifford introduced himself as a new resident of the parish and explained his role as an Early Years Outdoor Learning Consultant with the Forest School Association. He requested permission from the Parish Council to use Page's Wood as a study base which children from local schools could visit, and outlined his proposals for sustainable management of the woodland. There was a positive response from all the Council Members – details to be confirmed at the next meeting.

4. District and County Councillors.

Concerns were expressed at the continued absence of both District Councillors from Parish Council meetings.

Cllr Dobson provided the following updates:

- Neil Lewis (NCC Rights of Way Officer) was currently on leave, but would arrange a meeting with the Chmn and Vice Chmn on his return for an update on the Beaconsfield footpaths.
- The No.1 bus service was reverting to its old route from 1 April, leaving out the station and retail park. Cllr Dobson stressed the importance of using the service so that the ½ hourly service remained viable.
- Matt Duckworth (NCC Highways) had confirmed that there were no plans for another traffic count on the C208, but they may do Balderton Lane again.

5. To receive and accept Minutes of the Parish Council Meeting held on 3 March 2016.

Proposed by Cllr Parrett, seconded by Cllr Armstrong, the minutes of the meeting held on 3 March were approved, and signed by the Chmn.

6. Matters Arising from the Previous Minutes.

5. Parking. Mike Keeling (NCC Highways) had visited Coddington to look at the problems of double parking on Newark Road and parking on grass verges. His report had been circulated to Cllrs and he will continue to monitor the problems. The local PCSOs have also been checking on dangerous and illegal parking in the village.

5. Greenfields. The Environment Agency had highlighted a problem of non-degradable materials (eg wet wipes) blocking the on-site sewage treatment plant at Greenfields and polluting the watercourse. The issue had been addressed and the unpleasant smells should gradually disappear. Cllrs believed there had been an improvement, but would continue to monitor it. It was suggested that the **Chmn** and **Vice Chmn** could visit the manager of Greenfields as a courtesy call.

5. Field behind Old Hall Gardens. A new Enforcement Officer, Abbie Marwood had visited the site and reported that pallets had been cleared away and the area was now tidy. The **Clerk** would arrange a meeting at the field for A.M. and the **Chmn** to address other outstanding issues.

5. Subsidence. Mole traps have been set on the grass at the junction of Old Hall Gardens and Newark Road. **Cllr O'Donnell** will use the excess soil to level the site ready for mowing.

8b Trees. The commemorative oak tree at the Community Centre was coming into bud. The **Chmn** and **Clerk** would monitor it through the summer to see if it should be moved in the autumn.

8b Litter on the A1. Highways England had responded that the removal of litter from trunk roads is the responsibility of the local authority. Cllr Dobson reported that NSDC has offered Highways England a contract for this, but it has not been signed.

12. Request for an Owl Box. It was confirmed that the request was made for the Parklands Close area. **Cllr Hedge** would obtain information from the Notts Wildlife Trust.

7. Planning and Consultations.

a) Application16/00185/ADV Sponsorship signs on Stapleford Lane roundabout. The application had been previously circulated to Cllrs who were unanimously opposed to the plan on the grounds that it would be a distraction to drivers at a very busy junction, and was out of place in a rural setting.

b) Minerals Local Plan Submission

Cllrs expressed concerns about the complexity of the County Council's response forms for the Minerals Local Plan Consultation, and it was agreed that the **Clerk** should send a strongly worded letter. This was a public consultation, but as the response could only be submitted on the forms available on the web site, people without access to the internet were excluded. In addition, the forms had been poorly formatted, so that good IT skills were needed to complete the forms in a presentable way.

Cllrs who had attended the Economics Committee meeting at Kelham Hall commented that the Planning Officers, Matthew Norton and Matthew Tubb had presented a very good report.

c) Correspondence

i) The Plough - The Clerk tabled a copy of a letter from Mr Mike Clark to District Cllr Lee, suggesting that alternative ways to finance the refurbishment of The Plough could be considered which did not involve building new houses and relocating the car park.

ii) Langford Wind Turbine – The application had been refused on appeal.

iii) Village Hall – The pre-planning advice application which the Parish Council had agreed to act as agents for, was now ready for submission with the appropriate fee.

iv) Cllr Lee had invited Cllrs to comment on an application for the demolition of the Sawmill Public House in Newark, but it was felt that this would not have any effect on Coddington.

8. Finance

a) To receive and accept accounts for March 2016.

Proposed by Cllr O'Donnell, seconded by Cllr Gangel, the March cash book was agreed and signed by the Chmn.

b) Approval of Expenditure

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

	£
Clerk's salary, March	341.64
Handyman, 29 Feb – 3 April (15 hours)	100.50
NSDC Dog bin contract 2015-16	54.60
Community Centre Hire June – March	126.00
Litter Picking Equipment	21.50
NSDC – Allotment Lease 2015-16	110.00
Best Kept Village Entry Fee	6.00

c) To Receive the Accounts and Budget Summary for 2015-16

Copies of the 2015-16 accounts and budget statement at 31.3.16 had been previously circulated for scrutiny prior to approval at the annual meeting.

d) Appointment of Auditor

It was agreed to appoint Mr Mike Elliott as internal auditor again.

e) Review of Grants Policy

Following a question from Cllr Allen at the previous meeting, Cllrs considered whether the Grants Policy should stipulate that payments be made after work has been completed. Having referred to other grant policies, it was agreed that in some cases this rule would be too restrictive, and the policy should remain unchanged. However, the timing of payments should be confirmed when a grant is agreed, and the Clerk should ensure that receipts for the work/purchases are submitted.

9. Administration.

a) Community Centre.

i) Cllr Armstrong reported that he had requested an invoice from NSDC for repairs and maintenance for 2015-16, and had asked the District Council to carry out a PAT.

ii) Cllr Allen drew attention to standing water in the car park. There had been a very heavy deluge, but **Cllr Armstrong** said that drainage would be monitored.

b) Footpaths, Trees, Verges and Open Spaces

i) The Clerk presented three quotations for the removal of dead branches over-hanging Balderton Lane from Page's Wood including traffic control. It was proposed by Cllr Carver, seconded by Cllr Parrett and unanimously agreed to appoint BB Tree Services of Washingborough to carry out the work as soon as possible. The **Clerk** would liaise with Mr Clifford about leaving some of the felled branches on site to encourage wildlife.

ii) Cllr Parrett reported that Mr and Mrs Dethick were willing to carry out the annual footpaths' check again.

iii) Cllrs noted that the Millennium Garden was in need of attention, and would discuss this at the next meeting.

c) Handyman

An exclusion motion was proposed by Cllr O'Donnell, seconded by Cllr Armstrong and unanimously agreed for a confidential discussion of this item at the end of the meeting.

d) Organised Litter Pick.

It was agreed to organise a village clean up towards the end of May as part of the Queen's 90th birthday celebrations as a joint activity with the Community Spirit Group, and to provide refreshments at the Community Centre afterwards.

e) Newsletter.

i) A member of the Parish had sent in a copy of the Farndon Focus which was A4 size in full colour on glossy paper, suggesting that the Coddington Village News could be produced in a similar way. Cllrs pointed out that as a much smaller village than Farndon, Coddington would not be able to cover the extra costs involved, as they would not attract the same Newark-based advertisers at £75 for a full page advert. Additionally, the Farndon Focus is produced by an editorial team, whilst the CVN has one volunteer editor. It was also felt that the A5 booklet format of the CVN is more personal and less likely to be binned as just another pamphlet through the door.

ii) It had been suggested by a member of the Council that the Clerk's workload had unfairly increased because of extra time spent on the newsletter and the web site. The Clerk acknowledged that there had been some increase since starting in post, but was not concerned about it. The **Clerk** was asked to keep a log of her hours to check that the work load was still within the allotted 10 hours a week.

f) Allotments.

i) One of the allotment holders, Mr Alan Draycott had made a new hand gate for the entrance, to replace the broken one. Cllrs expressed their appreciation and asked the **Clerk** to write to him.

ii) Mr Rigby had given notice to terminate his tenancy. There was one new Coddington resident on the waiting list, and the **Clerk** would put him in touch with Cllr Allen.

iii) Cllr Allen reported that plot 5a had still not been touched in spite of reducing the plot size, and sending three warning letters to the tenant last year. It was proposed by Cllr Gangel, seconded by Cllr Carver and unanimously agreed that the **Clerk** should write a strong letter, informing the tenant that they were in breach of the terms of their contract and had 14 days in which to make a start on cultivating the plot.

g) Community Assets.

Members thanked Cllr Parrett and Cllr Hedge for their work in completing NSDC's Survey of Open Space Provision. It had been a sizeable task, identifying and categorising 35 pockets of land, most of which were in private ownership. Copies of maps outlining the areas were circulated. **Cllrs** were asked to consider other areas which could be designated as community assets for the next meeting.

h) The Queen's Birthday Beacon Lighting.

Cllr O'Donnell had moved the Parish Council's beacon into storage at the Community Centre lock-up, but had discovered from the web site that there was no other beacon lighting planned in the Newark area on 21st April. Cllrs felt that it would be more appropriate therefore, to mark the occasion with the village clean-up as agreed, and later in the year to plant a tree with a plaque to mark the Queen's 90th birthday.

i) Reports from Elected Representatives.

i) Safer Neighbourhood Group: There had been no response from volunteers to take part in the lorry watch scheme or speed gun training. The police had dealt with a number of minor crimes and anti-social behaviour incidents around Thorpe Oaks, poachers and motor bike riders in Yew Tree Wood, a car set alight on Chapel Lane, and damage to fencing round the field behind Old Hall Gardens which had allowed horses to escape into a garden. Safety work earmarked by NCC for horse chestnut trees on Newark Road was still outstanding.

ii) Defibrillator: Cllr Gangel was maintaining a minimum of 5 checks a month and reporting to CHT. There were no further problems with drops of water inside the cabinet.

iii) Village Hall: Grant applications had hit a snag as Veolia applications had now closed. The library was not well attended on Saturdays, and would now open on the 2nd and 4th Wednesdays of the month with free tea and biscuits, thanks to a donation from District Cllr Lee. Games and story telling are planned for children in August.

10. Correspondence

- Notification that residents must register to use the recycling plant in Newark.
- An invitation to the Armed Forces' Day Parade on 26 June at Scone Hill Park.
- A letter from Kirsty Cole advising that the District Council's Standards Committee was being disbanded and its remit incorporated into the Finance and Policy Committee.

11. Matters of Immediate Note / Next Agenda.

- Cllr Gangel was concerned about horses which he had seen being ridden along the C208 after dark with no lights or high-vis clothing. It was suggested that road safety for horse riders could be highlighted in the CVN.
- Cllr Gangel drew attention to a large banner on the fence opposite the end of the A1S slip road, advertising the new sports and fitness centre, and enquired whether permission had been given for this? The **Clerk** would make enquiries.

9:25pm – Cllr O'Donnell requested an extension to the meeting which was unanimously agreed in order to complete the confidential item of business.

12. Meeting dates.

- Matt Lamb (NSDC Planning Officer) – Tuesday 12 April at 3:15pm in the Village Hall.
- Annual Parish Meeting – Thursday 28 April at 7:30pm in the Village Hall.
- Annual Parish Council Meeting – Thursday 5 May at 7:00pm in the Village Hall.
- Parish Council Meeting – Thursday 5 May at 7:30pm in the Village Hall.

The meeting closed at 9:40pm.