

MINUTES OF THE MEETING OF CODDINGTON PARISH COUNCIL
held on 6 July 2017 at 7:30 pm at Coddington Community Centre

Present:

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

Clerk: Mrs Y Wellard.

In Attendance: Andy Hardy, NSDC, District Cllr Lee, District Cllr Payne.

1. Apologies for Absence.

Apologies for absence were received from Cllr Hamilton and from Co. Cllr Dobson.

2. Declarations of Interest.

Cllr Hedge and Cllr Parrett declared an interest in planning item 7a on the agenda – Scout Hall windows.

3. Public Contribution.

Mr Andy Hardy had been invited by the Chairman to provide an overview of arrangements for the Great Britain Cycle Tour which would pass through Coddington on 6 September at approx. 3pm – 3:30pm. The route will be closed to traffic while the race goes through, organised and monitored by the police.

Being the first day back at school, information on alternative parking for parents will be communicated by the school, through the CVN and on social media. Cllr Hamilton will liaise between the Parish Council and the school and put information out on social media. Live TV coverage of the event will include a commentary of the area, and points of interest can be submitted for the script. The Chairman requested a copy of the draft script from Mr Hardy, to check for factual accuracy.

It was agreed to have a working party to organise decorations etc. Membership to include the Chmn, Vice Chmn, Cllrs Parrett, Hedge, Rowden-Allen and Hamilton, making use of the NSDC live web site for information. The group will meet on **Thursday 3 August at 2pm in the Village Hall.**

4. District and County Councillors.

Cllr Lee informed Members that NSDC would start the move to its new premises in the town at the beginning of September.

Cllr Lee said that he would submit a request for new laurel buses to replace the broken ones on Brownlow's Hill.

Following a walkabout of Thorpe Oaks, he had reported a broken fence at the end of Stirling Drive (N&S Homes) and an overgrown footpath at the end of Yew Tree Way (Persimmon).

Cllr Payne reported that the application for two new houses on Brownlow's Hill had been granted by the Planning Inspectorate which had discounted SP3 criteria.

Cllr Payne informed the Council that licensing applications would in future be dealt with by Planning.

As Cllr Dobson was not at the meeting, the Chmn would send an email to ask about the proposed meeting with Mike Keeling, and to report damaged chevrons on Drove Lane.

5. Approval of Minutes of the Parish Council Meeting held on 1 June.

The minutes of the Parish Council meeting held on 1 June were proposed as a true record by Cllr Rowden-Allen, seconded by Cllr Hedge and agreed by the Council.

6. Matters Arising from the Minutes.

6. Replacement bench – The new bench had been delivered to the Clerk's address, and Cllrs Parrett and Hedge volunteered to organise removal of the old bench.

7b. The planning application for a garden room at The Homestead had been approved.

8d. The Guides had still not submitted their accounts and bank statement. The Clerk would send a reminder.

9d. The RoW Officer had inspected Footpath 5 and would change the angle of the waymark towards the exit of the field. Cllr Lee would enquire whether NSDC would empty a dog bin if it was sited half way along the footpath. The Clerk will put up new, larger notices for dog walkers.

10b. Coddington had not progressed to the second round of the Best Kept Village Competition this year. It was agreed that apart from problems with the mowing, there was also a general untidiness around the village. Feedback will be available in October.

7. Planning

a) Application 17/00892/FUL – Replacement UPVC windows at the Scout Hall.

Cllrs voted in favour of the application by a majority of 5:2. Cllrs Parrett and Hedge, as members of the Coddington Scout Group Committee, abstained from the vote.

b) Consultations on Planning Applications.

A letter from Matt Lamb setting out the role of a parish council in the planning application process had been previously circulated, with guidance on material planning considerations. There would be a new pro-forma for future planning consultations, to provide details of a split vote and reasons for the support or objections.

8. Finance

a) To receive and accept accounts for June 2017.

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

b) Approval of Expenditure at 6 July 2017

Proposed by Cllr Gangel, seconded by Cllr Molloson, the following were approved for payment:

Clerk's salary, June	384.28
Clerk's admin. and audit expenses	75.43
Handyman's salary and expenses, June	175.50
HMRC, PAYE April – June	99.60
Ulyett Landscapes June grass cutting x 2	420.00
Mike Elliott, internal audit	122.50
Glasdon – Millennium Garden bench	500.02

c) Internal Auditor's Report

The Clerk read out the internal audit report which had been forwarded to Grant Thornton. It stated that the value of assets should be based on purchase price and not the insurance value. Proposed by Cllr Parrett, seconded by Cllr Armstrong, Cllrs unanimously agreed with the Clerk that for the purpose of the Community Centre, the insurance value was the only option to provide an accurate year on year valuation. It was noted that the minutes should be dated as well as signed by the Chmn.

Cllr Payne left the meeting.

9. Administration.

a) Coddington Community Centre

The minutes of the last Trustees' meeting had been circulated to Cllrs. There were no questions. NALC had sent an email to all members advising that weekly inspections be carried out and logged for all public areas. **Cllr Armstrong** would take the information to the CCA for discussion. The **Clerk** will circulate copies of the Community Centre lease highlighting changes, for approval at the next PC meeting.

b) Recycling Bins

Questions had been raised by two residents about the suitability of the car park surface for lorries to empty the recycling bins, if they were to be sited at the Community Centre. The Clerk had asked Philip Hadfield, NSDC for advice and he had forwarded the query to the recycling company. The **Clerk** would endeavour to obtain further information and answers to all the Trustees' questions before their next meeting.

c) Mowing

It was acknowledged that confusion over areas to be mowed had arisen partly because four different teams were now involved – Highways England, ViaEM, N&S Homes and the Parish Council's contractor. The Clerk had arranged to meet the contractor on their next visit, to clarify which areas were being missed. Cllr Parrett had tried to explain to a Ulyett employee about an area of grass at Beaconsfield Drive that had not been cut, and said that he had been quite rude to her in his response, though no official complaint was required. It was noted that the trees behind the notice board on Lancaster Road needed to be cut back to give access for mowing. The area around the bench on Drove Lane had not been mown, but should be done by ViaEM as it is outside the 30mph limit.

d) Allotments.

Following letters sent by the Clerk, the holder of 5c said that he had actually done quite a lot of work on his plot, but would like to reduce the size as it was bigger than the other two in the row. The

holder of 5b had not responded to the letter, but there were signs of a shed being planned on the site. It was agreed that the Allotment Group should meet on site three times a year for inspections, and **Cllr Parrett** would arrange a meeting as soon as possible.

Cllr Lee would make enquiries about parking at the entrance to the allotments.

e) Footpaths and Open Spaces

i) About 30 people had attended the public meeting for an update by Neil Lewis on the Beaconfield footpaths. Copies of a map showing proposed permissive paths that had been agreed with the landowners were circulated. It was proposed by Cllr Hedge, seconded by Cllr Parrett and unanimously agreed that the permissive routes offered by Mr Hounsfield and Mr Hutchinson be accepted. Mr Hounsfield had also offered to create a culvert to bridge a dyke on the route. The **Clerk** would notify Neil Lewis and Cllr Dobson of the Parish Council's decision, and convey the Council's thanks to the landowners for their time and their generous offers. The map of the new routes would be published in the CVN and a copy inserted on the information board.

ii) In response to the flyer re grass cuttings deposited in the field behind Old Hall Gardens, letters had been received from two residents complaining about the state of the field. Cllrs felt that as it is an area of open countryside, it is not unreasonable for it to be left in its natural state. However, there were concerns about vehicles parked in the field, and the **Chmn** would ask Cllr Payne to follow this up with the Enforcement Officer again.

iii) It was agreed that the notice board at Wellgreen did need new Perspex. The **Clerk** would contact MCR Joinery to ask if they could do this job.

f) Greenfields – The Chmn and Cllr Parrett had attended a meeting with Philip Arden at Greenfields which they felt was very positive. Mr Arden is keen to resolve the problem of the smell. Staff would be changing to disposable wipes to avoid blocking the drains, and they were willing to put in a dye to check the flow of waste. The **Clerk** would contact Philip Doughty at NSDC to ask if this could be arranged. Mr Arden had provided phone numbers for the Manager to be contacted directly as soon as the smell was noticed. It was agreed to ask Highways, through **Cllr Dobson** to clean out the culvert under the road.

g) On-line Communication

Cllr Rowden-Allen reported that she and Cllr Hamilton had set up the framework for a Parish Council Facebook page, which should be live by mid-August. The **Chmn** would write a short introduction for the page. Information about events such as the cycle tour will go on the page which will be monitored daily to remove any inappropriate comments. A disclaimer would be included, as in the CVN. Cllr Lee said that he would ask NSDC to provide advice on what was required. There would be a demonstration for Cllrs at the next PC meeting.

h) Cycle Tour of Great Britain.

This item was dealt with earlier in the meeting – minute 3.

i) NALC Finance Training.

Proposed by Cllr Rowden-Allen, seconded by Cllr Armstrong, the Clerk's request to attend finance training in September at a cost of £60 was agreed.

10. Correspondence

i) Cllrs were reminded about the invitation from All Saints' Church to attend a special Songs of Praise service at 4pm on Sunday 9 July as part of the Southwell Diocese Open Churches Day.

ii) The **Clerk** would forward two NHS surveys to Cllrs for individual responses if they wished.

iii) The Scouts had written to ask for a donation towards the cost of the replacement windows. The **Clerk** would request the usual information from them for consideration at the next meeting.

11 Matters of Immediate Note / Next Agenda.

i) Holdens had put up sale notices on the grass verge of the A1 slip road - to be removed.

ii) It was noted that the churchyard was not looking as tidy as usual, in particular the yew trees and weeds growing over the footway. The **Clerk** would contact the Warden to ask if help was needed. Proposed by Cllr Hedge, seconded by Cllr Armstrong, it was agreed that the Parish Council could make a small donation if it would help to get the work done.

12. Date of the Next Meeting.

Thursday 7 September at 7:30pm in the Community Centre.

The meeting closed at 9:30 pm.