

MINUTES OF THE MEETING OF CODDINGTON PARISH COUNCIL
held on 5 October 2017 at 7:30 pm at Coddington Community Centre

Present:

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

Clerk: Mrs Y Wellard.

In Attendance: District Cllr Lee, Co. Cllr Dobson (from 8:30pm) 4 members of the public.

1. Apologies for Absence.

An apology for absence was received from Cllr Armstrong and from Co. Cllr Dobson for a late arrival.

2. Declarations of Interest.

The Chmn and Cllr Hedge, as members of the Village Hall Committee, declared their interest in the Village Hall planning application, but would be taking part in the vote as this is a community project and not a personal interest. The Village Hall Chmn, Cllr Allen said that he would abstain.

Cllr Molloson declared an interest in item 7a on the agenda as a N&S Homes' garage tenant.

3. Public Contribution.

Mr Mike Cox, representing the Village Hall Cttee addressed the meeting to provide further details of the Village Hall's planning application.

4. District and County Councillors.

i. Cllr Lee reported that ownership of the area of grass land off Stirling Drive had been established as Newark and Sherwood District Council, and they would be replacing the broken fence and managing the area in future.

ii. The District Council will also be looking at other pockets of land within the village for potential building plots, as it aims to increase its social housing stock by 300 across the District. Its policy is to replace council owned garages with housing, and sites on Parkes Close and Brownlow's Hill have been identified.

iii. Cllr Lee confirmed that NSDC would not be providing a glass recycling collection as it was too expensive to operate. However, he believed that recycling bins did not have to be on hard-standing, and therefore the site at the A17 end of Drove Lane could be considered for relocation of the bins.

5. Approval of Minutes of the Parish Council Meeting held on 7 September.

The Clerk advised two amendments to the draft minutes:

4i. – the addition of '*and on the Morgans Close estate*'

10. item 3 of correspondence – the addition of '*as voting delegates*'

Proposed by Cllr Rowden-Allen, seconded by Cllr Gangel, the amended minutes were agreed and signed by the Chmn.

6. Matters Arising from the Minutes.

6. Laurels. The Clerk was submitting an application to the Community Tree Planting Scheme for replacement trees around the Brownlow's Hill sub-station.

10. Newark Custody Suite. A response from the Chief Constable on the future of the police custody suite in Newark had been previously circulated to Cllrs.

NALC Consultation on Broadband. Cllr Armstrong, having studied the information provided, recommended broad agreement with the proposals and therefore no response was needed.

11. Missing litter bin on Newark Road. The Clerk had reported this to NSDC.

It was agreed to move Planning to later on the agenda so that Cllr Dobson could also be consulted.

7. Finance.

a) To receive and accept accounts for September 2017.

Proposed by Cllr Parrett, seconded by Cllr Hamilton, the cash book entries for September were approved and signed by the Chmn.

b) Approval of Expenditure at 5 October 2017

The following invoices were approved for payment:

Clerk's salary, September	384.28
Admin expenses July – September	32.01
HMRC PAYE July – September	103.20
Handyman's salary September	157.50
Grant Thornton – Audit	240.00
NALC Data Protection Course	30.00
National Allotment Society subscription	67.00

c) Completion of Audit

Grant Thornton's report drew attention to the valuation of the Community Centre which had been listed on the assets' register at its current insured value. As the property was a community asset transfer, it should have been included in the register with a value of £1. The Clerk will amend box 9 of the Annual Return to appear on the web site as a 're-stated' value. An inconsistency in the internal auditor's report concerning petty cash was also noted. The Clerk had confirmed with Grant Thornton that the Council does not operate a petty cash system. The auditor's report will be posted on the web site.

Cllrs noted that a new external auditor is to be appointed from next year. The Clerk advised that it is also good practice to change the internal auditor every few years, and this was agreed for next year.

d) Half Year Budget Review

Copies of the 2017/18 budget showing payments and receipts to 30 September had been previously circulated. There had been no unbudgeted expenditure and there were no comments or questions from Cllrs.

e) Coddington School DARE Programme

Coddington School had submitted a request for funding towards the Year 6 DARE programme, and submitted a break-down of the cost of £963.83 for 2017/18. Cllrs agreed that the drugs awareness campaign was a very important and worthwhile project which the Council should continue to support. Cllr Gangel proposed a donation of £250 which was seconded by Cllr Parrett and agreed. Cllr Hamilton, as the Vice Chmn of the Coddington School Governors abstained from the vote.

8. Administration.

a) Equality Policy.

The Clerk presented a draft Equality Policy for Coddington Parish Council which had been previously circulated to Cllrs. It was proposed by Cllr Molloson, seconded by Cllr Gangel and unanimously agreed to accept the terms of the policy.

b) Coddington Community Centre.

The minutes of the last Trustees' meeting had been circulated to Cllrs. There were no questions. Concerns were expressed about the mis-use of the car park by some parents at the start and end of the school day and for the safety of unaccompanied children who were using the car park as a short cut into school. Cllr Lee complained that people were parking in the disabled spaces. It was suggested that the parking spaces could be more clearly marked out. Cllr Rowden Allen advised that these concerns were currently under discussion by the CCA. The Parish Council offered its support – to be discussed at the next CC/PC liaison meeting.

c) Grass, Hedges, Trees, Open Spaces.

i. The Clerk had arranged a meeting with the mowing contractor for the following week for a complete re-assessment of the schedule, prior to inviting the company to quote for next year. Cllrs agreed that where completed, the cuts had been satisfactory, but there needed to be a better understanding of the schedule.

Proposed by Cllr Hedge, seconded by Cllr Parrett, a payment to Ulyett Landscapes of £420 was agreed.

ii. Cllr Allen was arranging for the hedges at the Community Centre, Page's Wood and the allotments to be cut as soon as possible, subject to an acceptable price within the current budget.

iii. The Parish Council was very concerned that NSDC may be planning to fell three large trees at the corner of Beckingham Road and Brownlow's Hill to make way for housing. It was proposed by Cllr Molloson and seconded by Cllr Rowden-Allen, that the Parish Council apply for preservation orders on the trees as these were an important feature of the village and too many trees were being lost. Cllr Rowden Allen asked Cllr Lee to chase N&S Homes about the diseased tree at Wellgreen which is overhanging the footway.

d) Roads and Footpaths.

i. It was agreed that the Clerk would order just the 5 free bags of salt from NCC and would locate the spreaders and check the salt bins. As part of the annual review Cllr Armstrong will discuss the task of spreading salt with the Village Handyman. The Chmn will prepare a notice showing the location of salt bins and spreaders in the village.

ii. A complaint had been received about the narrow footway along Beckingham Road where the grass verges were encroaching on the path. There were also concerns about the uneven footway between Brownlow's Hill and The Plough where tree roots have caused subsidence and the path has a sharp camber. The Clerk would establish the exact location and refer the issues to Cllr Dobson.

e) Allotments.

The Allotment Holder of 5b had informed the Clerk that he wished to keep the allotment. However, he had still not responded to the request for a meeting with the Allotment Group to discuss proposed changes to the size of the plots in row 5, which must be resolved before the start of the new rental year.

f) Benches and Notice Boards.

i. Cllr Hedge reported that the Millennium Garden bench was still not in place because Mr Paul Cobb who had volunteered to fit it has not had the means to transport it. The Clerk will liaise with Mr Cobb and arrange for the bench to be delivered.

ii. Residents of the Morgans Close Estate had requested a bench at the end of Parkes Close, either under or around the copper beech tree. Cllrs broadly agreed to this in principle, and the Clerk was asked to provide costings for consideration at the next meeting.

iii. The Village Hall Committee is planning to replace the old metal notice boards which are currently fixed to the front wall of the building, one of which is solely for the use of the Parish Council. The design and location of the new board(s) is yet to be decided.

iv. Cllr Cox will supply public information from the NHCG meetings re health clinics for the notice boards and CVN.

8:30pm Cllr Dobson joined the meeting.

g) Christmas Arrangements

i. Carols Round the Tree 13th December - Cllr Allen will order the Christmas Tree for delivery on 4 December. Cllr Parrett will organise a committee to decorate the tree and the hall and to provide refreshments of mulled wine and mince pies. It was agreed that the Parish Council would again donate two £10 book tokens to the school for Christmas decoration prizes. The Clerk will confirm arrangements with Mr Mike Bache and invite Revd. Louise Holliday to attend.

ii. All Saints' Church Christmas Festival - it was agreed that Cllr Hedge would purchase a Christmas wreath on behalf of the Parish Council, paid for by Cllrs' personal donations.

h) Reports from Elected Representatives and Facebook.

i. Cllr Rowden-Allen reported that the Parish Council Facebook page was proving very popular. The Community Centre's advert for Wind in the Willows and Parish Council information was reaching a wide number of people. The Clerk would forward maps of the proposed parking restrictions to Cllr Rowden-Allen for posting.

ii. Cllr Gangel reported that the speed gun had been returned to Cllr Girling for recalibration. The last time it was used, opposite the school on Monday between 8:30am and 9 o'clock, had proved very useful. The next planned location would be at The Plough car park, once the site appraisal was completed.

9. Planning.

a) Parkes Close and Valley View Garages.

Cllr Molloson, having declared an interest in the Valley View garages, left the meeting.

Cllr Lee advised that three sites in Coddington had been identified for housing by NSDC, two in the Morgans Close area, and one on Brownlow's Hill/Valley View. Cllr Dobson confirmed that the garages had all been identified as dangerous and would be demolished. However, these were not the right places to build houses, and she would be campaigning with Cllr Lee against plans for housing on these sites. The trees behind the garages on Brownlow's Hill belong to the County Council.

Cllr Molloson returned to the meeting.

b) Proposed Parking Restrictions at Morgans Close and Brownlow's Hill.

Maps highlighting the proposed restrictions had been previously circulated. Cllrs agreed that the Brownlow's Hill proposals were very sensible and long over-due.

Two letters objecting to the proposals at Morgans Close had been received and the Clerk would forward these to NCC with a copy to Cllr Dobson. However, Cllrs felt that some of the problems were caused by residents parking on the road instead of their drives and that the proposals were justified since they had been drawn up in consultation with the bus company in order to eliminate problems for buses getting around the estate. Cllrs acknowledged the importance of co-operation with the bus company in order to maintain the current door to door service for the benefit of elderly residents.

There were no objections from the Parish Council, but they also wished to draw NCC's attention to the hazards caused by cars parking outside The Plough on Main Street.

c) Newark Air Museum Café and Visitors' Centre.

Cllrs welcomed the expansion of the air museum as a valuable asset to the area. There were no objections to the plans.

d) Coddington Village Hall Extension.

There was unanimous support from the Parish Council for the extension and further restoration of the Village Hall.

10. Correspondence

The Clerk tabled the following items of correspondence:

- A reminder of the Annual Parish Council Conference, to be held at Castle House on Monday 16 October at 6pm.
- NALC's New Cllr Training was fully booked for November. A second session had been arranged for 17 January at Epperstone. Cllr Hamilton will inform the Clerk if she is able to attend.

11 Matters of Immediate Note and the Next Agenda.

- Cllr Dobson reported that the timetable for the Co Council's review of the Local Minerals Plan would start on 7 November.
- Cllr Dobson would enquire about siting the recycling bins on NCC land at the end of Drove Lane, and would report the narrowing and subsiding footways along the C208.
- Following the recent break-in at the Post Office, concerns had been raised about the difficulty of contacting the PCSOs. Cllr Dobson said she would speak to the Police Commander.
- Cllr Rowden Allen said that a new 'no dogs' sign was needed at the Thorpe Oaks playing field.
- It was agreed that the Clerk would order poppy wreaths for the Church Remembrance Service and for the Air Museum service.
- The death of former Parish Cllr Bernard Mastin was announced. The Chmn will gather information for the December CVN.
- As the future of the Brownlow's Hill open space is uncertain, it was agreed that the Clerk would ask Andrew Clifford whether the Jubilee oak tree which was to be planted there, could go in Page's Wood instead.
- The Chmn suggested that work should now begin to prepare a report on Yew Tree Wood for the Ombudsman, as previously agreed by the Parish Council and postponed at the request of NSDC.

12. Date of the Next Meeting.

Thursday 2 November at 7:30pm in the Community Centre.

The meeting closed at 9:20 pm.