

MINUTES OF THE MEETING OF CODDINGTON PARISH COUNCIL
held on 5 April 2018 at 7:30 pm at Coddington Community Centre

Present:

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

Clerk: Mrs Y Wellard.

In attendance: District Cllr Lee

1. Apologies for Absence.

Apologies for absence were received from Co. Cllr Dobson and Dist. Cllr Payne.

2. Declarations of Interest.

Cllr Hedge declared an interest in any business relating to the contracting of a small jobs handyman.

3. Public Contribution.

There were no members of the public present.

4. District and County Councillors.

Cllr Lee drew attention to the following:

- Planning Officers had agreed a reduction in the quota for social housing development at Fernwood which was still policy compliant.
- NSDC was planning more rigorous enforcement of parking by blue badge holders and on double yellow lines.
- The District Council was looking at schemes for home collections of glass and more recycling of plastic.
- Cllr Lee had submitted a request for dyke clearance on the C208 and reported flooding at Thorpe Close on 3 April.

5. Approval of the Minutes of the Parish Council Meetings held on 1 and 23 March.

Proposed as correct by Cllr Rowden-Allen, seconded by Cllr O'Donnell, the minutes of the March Parish Council meetings were approved and signed by the Chairman.

6. Matters Arising from Previous Minutes.

i) 1 March 2018

6/8d Post Office Ltd had responded to the Parish Council's letter, but were unable to supply any further information on the provision of an alternative service for the village. Cllrs expressed concerns that the service may be lost to the village altogether.

9ciii Further complaints had been made to Cllr Lee about horses churning up footpaths. Cllrs also commented on hoof marks across the Millennium Garden and horse droppings on pavements. The **Clerk** would seek advice from the County Council RoW Team initially.

ii) 23 March

4. Residents' concerns about the hazard of cars parking outside The Plough had been raised with PC Nicholson at the Safer Neighbourhood Group meeting. **Cllr Gangel** said that he would follow this up with him.

7. Planning and Consultations.

a. Land at the Junction of Beckingham Road and Brownlow's Hill. 18/00168/FUL

The Chairman reported that discussion of the application for Brownlow's Hill had been deferred at the April Planning Cttee meeting, but the application had not been withdrawn. Cllr Molloson pointed out that the 3 fir trees which were to be retained were not shown on the plans, nor any screening for the house at the eastern end of the development.

The application made reference to alternative open spaces in the vicinity of the proposed development, but this could only be the school playing field which is not accessible to the public.

Attention was drawn to the number of planning applications that had previously been refused by the District Council due to there being no proven need. Cllrs felt that it was now time for the Parish to have its own independent housing needs survey and the **Clerk** was asked to obtain a quote for consideration at the next meeting.

b. 3 Bedroom Bungalow on the Site of Thorpe Close Garages 18/00413/FUL

The Chairman had attended a site meeting with Cllr Dobson, residents, representatives from Newark and Sherwood Homes and Highways. They had acknowledged problems of access for neighbouring residents and boundary encroachment on private land, and had agreed to review the plans.

c. Reserved Matters on 1050 Houses and Associated Facilities at Fernwood 18/00526/RMAM

The outline planning consent granted in December 2017 included a conditional requirement for the prior submission of a scheme to restrict traffic on Hollowdyke Lane. Members were concerned that there appeared to be no mention of this requirement in the current reserved matters submission.

d. Planning Correspondence

i) Retrospective Planning Application for 24 Post Office Row – the response from Planning stated that further information was required for the validation of the application. The Planning Officer would be consulting with the Conservation Officer and the Enforcement Officer to see what further action should be taken. Cllr Molloson requested a copy of the guidelines.

ii) Site Notice at Brownlow's Hill – A response to the Parish Council's letter had been received, stating that the authority had met its statutory obligation and had photographic evidence of a site notice posted on 20 February.

e. Response to decisions and administration of recent planning applications.

Further to unsatisfactory correspondence from Newark and Sherwood District Council, it was proposed by Cllr Parrett, seconded by Cllr Molloson and unanimously agreed, to write to the Secretary of State, with a copy to Robert Jenrick MP, about the effect on the village of the District Council's current planning policies, the arrogant disregard for the Parish Council's views, lack of communication with residents and a refusal to consider alternative proposals.

8. Finance.

a. To receive and accept accounts for March 2018.

Proposed by Cllr Rowden-Allen, seconded by Cllr Parrett, the cash book entries for March were approved and signed by the Chmn.

b. Approval of Expenditure at 1 March 2018.

The following payments were tabled for approval:

Clerk's salary, March	384.28
Handyman's salary, March	165.00
Dog bin and post	152.03
NSDC – dog bin emptying 2018	57.75
NSDC – Allotment lease	110.00
Coddington Community Centre Sign	78.00
PTSG – Community Centre lightening protection	150.00
NALC – Planning course	35.00
Chairman's Allowance for printing 2015-18	64.99

Proposed by Cllr Parrett, seconded by Cllr Allen, the payments were approved.

The Chairman proposed an additional payment for 14 hours of work by the Clerk in covering three extraordinary meetings in the last three months. Seconded by Cllr Armstrong, it was agreed that the additional claim should be submitted at the May Parish Council meeting. Members thanked the Clerk for the extra time that had been necessary to deal with recent planning applications.

A quote of £301 for the installation of the new seat on the C208, the repair of the old seat and relocation to Page's Wood, erection of a new post and dog waste bin at Thorpe Oaks playing field and the repair of the Page's Wood sign was approved for the work to go ahead.

Cllr Hedge declared a relationship interest and left the room during the above discussion.

c. Review of Receipts and Payments at 31.3.18

The Clerk drew attention to the end of year balance which included £4,000 remaining from the precept supplement granted to cover loss of income as a result of parish boundary changes in 2014 and £2,000 that had been set aside over the last 6 years to cover future election costs. It was proposed that reserves should also be ear-marked for emergency tree work, for a housing needs' survey and for future graveyard provision.

d. Appointment of Internal Auditor.

Having used the same internal auditor for a number of years, Members had previously agreed on the appointment of a new auditor for 2018. Cllrs delegated the choice of auditor to the Clerk from the list supplied by the Notts Assoc. of Local Councils, stating a preference for one with personal experience of working as a parish clerk.

9. Administration.

a. Coddington Community Centre.

- i) The annual maintenance schedule for the Community Centre had been previously circulated. It was agreed that the Caretaker and Trustees would be responsible for the implementation of the schedule, advising the Parish Council of any significant changes to the estimated costs.
- ii) Cllr Rowden-Allen reported that plans for the Summer Fete in July were underway with good support from members of the community. New white markings had been painted on the car park which it was hoped would help to resolve any parking disputes. There were some new regular bookings and the Facebook page was being well used.

b. Allotments.

- i) The Allotment Holders' meeting in March had been well attended and a number of suggestions were put forward. These included putting up a noticeboard which one of the allotment holders had already made, and an extension to the water supply for which the Clerk would provide an estimated cost. The Allotment Group would complete recording the plot dimensions and the Clerk would then produce a plan for the noticeboard. As the lease from NSDC was coming up for renewal, the Clerk would look at the statutory rules on the provision of allotments for the next Parish Council meeting.

c. Complaints Policy.

Proposed additions to the policy, making provision for Cllrs to be available for an appeal hearing if required, having been previously circulated, were agreed for inclusion in the policy.

d. Appraisal Training.

Cllr Armstrong had attended the NALC course on staff appraisal and advised that staff appraisals should be conducted by at least two people. It was agreed to amend the Standing Orders to include both the Chairman and Vice Chairman at the annual appraisal and an additional six-monthly review, reporting their recommendations to the Parish Council at the November meeting.

e. General Data Protection Regulations.

To comply with the new regulations from May 2018, Cllrs had all been issued with a dedicated Parish Council email address. Most Cllrs were now using this, and Cllr Armstrong offered help for anyone who had not yet been able to set it up. The Clerk would conduct a data audit and report to the next meeting.

f. Best Kept Village Competition.

The judges' comments from the 2017 competition were generally encouraging. The only negative comment was on the grass verge of Chapel Lane which was not mowed last year. It was agreed to enter the competition again this year.

g. Roads, Footpaths and Open Spaces:

i. **Field behind Old Hall Gardens.** - The new tenant of the field had sent a letter to the Parish Council for the attention of residents of Old Hall Gardens, apologising for the mud and disruption at the field entrance and expressing her willingness to work with the Council and residents to avoid any future problems. The Chairman said that she would arrange to meet the new tenant to ask about the temporary vehicles in the field, and the Clerk would check with NSDC whether a business licence was needed for the premises.

The land registry search of the strip of land leading to the field had shown that the narrow section of the entrance was not registered and the County RoW Officer, Neil Lewis had been asked to look into this. It was noted that access to the field had been granted as a condition of the housing development some 40 years ago.

ii. **Page's Wood.** – It was not clear whether Andrew Clifford would be continuing to use the wood for his Forest School sessions. The Clerk would contact him and also ask him for a report on the condition of the trees.

iii. **Dog bins at Thorpe Oaks playing field.** – It was reported that the two existing bins which were originally supplied by NSDC were in a poor condition. The Clerk would enquire about replacements.

As the time was approaching 9:30pm, Members agreed Cllr Armstrong's proposed extension to complete the business of the agenda.

h. Trees.

The District Council's report on the condition of an oak tree behind Penswick Grove had been received and would be forwarded to residents, some of whom had expressed concerns about the state of the tree. The report stated that the tree was in a healthy condition, and it was agreed that a copy of the report would also be placed on the Lancaster Road noticeboard for information.

Further to Lee Robinson's agreement for the consideration of up to 6 new TPOs per year, the Clerk was asked to make available the list of TPOs which had previously been turned down. The Parish Council intended to take on a more active role in monitoring trees within the Conservation Area.

i. Reports from Elected Representatives.

- i) Cllr Gangel reported on the recent Safer Neighbourhood Group meeting which had been attended by PC Nicholson and PCSO Hyde. Problems with horse riders had been highlighted and would be reported to the police division dealing specifically with horses. The police had suggested combining the Coddington/Barnby/Winthorpe group with the B1133 SNG (Collingham area).
- ii) Speedwatch sessions had been carried out on Balderton Lane, Newark Road and near The Plough. Chris Allen (Speedwatch adviser) had confirmed that monitoring could be held at any safe location within a 100m radius of the surveyed sites. Cllr Gangel said that more volunteers would be helpful.
- iii) Cllr Rowden-Allen reported that Facebook was doing well – there were 365 visits to the April agenda page. It was suggested that the site should be used to raise awareness of planning issues and the future of the post office service and to encourage people to submit their own responses to consultations.
- iv) The report on the Newark Health Care Group meeting had been previously circulated.

10. Correspondence.

There were no items of correspondence.

11. Matters of Immediate Note and the Next Agenda.

Cllrs commented on an apparent increase in the amount of litter, which may require more hours for the village handyman, particularly in the run up to the Best kept Village Competition.

12. Date of the Next Meeting.

The Annual Parish Meeting will be on Thursday 12 April at 7:30pm in the Village Hall.

The Annual Parish Council Meeting will be on Thursday 3 May 2018 at 7:00pm in the Village Hall, followed by the Ordinary Parish Council Meeting.

The meeting closed at 9:45pm.

The meeting closed at 9:10pm