

MINUTES OF THE MEETING OF CODDINGTON PARISH COUNCIL
held on 3 May 2018 at 7:30 pm in the Village Hall.

Present:

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

Clerk: Mrs Y Wellard.

In attendance: Co. Cllr. Dobson, District Cllr Lee, PCSO Hyde, 1 member of the public.

1. Apologies for Absence.

Cllr Hamilton's resignation letter had been previously circulated and the statutory notice of a vacancy was published on 27 April.

2. Declarations of Interest.

Cllr Allen as a PCC member, declared an interest in making a donation to All Saints' Church and Cllr Cox declared a non-pecuniary interest in a near neighbour's planning application at Old Hall Gardens.

3. Public Contribution.

PCSO Hyde informed the meeting of a proposal to merge the Central Area Safer Neighbourhood Group (Coddington, Barnby and Winthorpe) with the B1133 SNG of villages in the Collingham area as this would be less time-consuming for the police. Cllr Lee added that the District Council supported the proposal. Members agreed that they would need more time to consider this, after discussion at the next SNG meeting in July, with a formal notification from the police.

4. District and County Councillors.

i. Cllr Lee commented that he had received complaints about the standard of the maintenance of trees and grass by Newark & Sherwood Homes.

ii. Cllr Dobson conveyed apologies from Neil Lewis for the slow progress on the Beaconfield permissive footpaths, but so far, he had been unable to obtain a definitive agreement from all the landowners.

iii. Drove Lane / Main Street was scheduled for re-surfacing. The volume of traffic had increased, particularly since problems with STW at Fernwood, but measures were being taken to ensure that traffic was not re-routed through Coddington.

iv. The dangers of the A17/Drove Lane staggered crossroads had again be highlighted at the Annual Parish Meeting. Cllr Dobson said Suzanne Hayden, VIA was looking into it.

v. Cllrs commented on the number of minor traffic accidents outside the school recently. Cllr Lee said that they should all be reported to the police and SNG for recording.

5. Approval of the Minutes of the Parish Council Meetings held on 5 April.

Cllr O'Donnell highlighted an omission to minute 9g. It was agreed to add that the Clerk '*would forward the letter to residents of Old Hall Gardens*'. Subject to this amendment, the minutes were proposed as correct by Cllr O'Donnell, seconded by Cllr Parrett, and agreed.

6. Matters Arising from the Previous Minutes.

6i) Post Office - There were grave concerns in the village about a permanent loss of the Post Office and shop which also appeared to be winding down. This will be discussed in full at the next meeting.

6i) Horses on Footpaths - The RoW Officer, Neil Lewis had advised that trespass by horses was a civil matter for the land owner if permission had not been given. It was suggested that a notice be put up on the Millennium Garden in an attempt to keep horses from using it.

6ii) Parking Outside The Plough - Cllr Gangel reported that the Landlord of The Plough had spoken to some of his customers about parking too close to the junction, and there had been some improvement.

7e) Letter to the Secretary of State - the letter was still being drafted by the Clerk and Chairman.

7. Planning Applications.

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

The revised plans had moved the development eastwards, away from the original site of the garages, to cover more of the green open space. The Planning Group's draft response had been previously circulated and this was agreed, but without mention of alternative sites that the District Council might consider. The Chairman and Vice Chairman would be attending the Planning

Committee meeting on 8 May. Cllr Molloson requested that **Cllr Lee** invite Cllr David Payne to attend the next CPC meeting to explain the District Council's approach to the provision of social housing.

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

Issues raised by residents at the site meeting with Newark & Sherwood Homes and Highways had not yet been resolved and the application had not been listed on the agenda for the May meeting of the NSDC Planning Committee.

c. 18 Old Hall Gardens, garage conversion and extension 18/00714/FUL

There were no objections to the plans.

d. Retrospective Planning Application for 24 Post Office Row 18/00267/FUL

Proposed by Cllr Molloson, seconded by Cllr O'Donnell, it was unanimously agreed that the application should be refused on its visual impact which was out of character with the cottages and the adjacent old school building. The **Clerk** was asked to write to the Enforcement Officer, requesting that the Conservation Officer be consulted.

e. Wirtgen Group Illuminated Signs Appeal 17/01727/ADV.

Proposed by Cllr Parrett, seconded by Cllr Allen, the Parish Council's original objections were unanimously confirmed.

f. Correspondence.

A late planning application for 8 new dwellings on Main Street had been received. The Chairman proposed an extra-ordinary meeting to be held on Friday 11 May at 6pm in the Community Centre to discuss the application. Local residents would be notified of the meeting by flyers and on Facebook.

8. Finance.

a. Presentation of the 2017-18 Accounts – copies of the 2017-18 Receipts and Payments and the bank reconciliation had been previously circulated and were approved and signed by the Chairman.

b. Annual Governance Statement.

Copies of the Annual Governance Statement were circulated. The statements were read out and all were affirmed by Members for the Chairman to sign.

c. Approval of Accounting Statement.

Copies of the Accounting Statement were circulated and approved for the Chairman's signature.

d. Approval of Internal Auditor.

It was agreed to appoint Ms Belina Boyer for the audit. The Chairman signed the Certificate of Exemption confirming that the Parish Council's turnover for 2017-18 was under £25,000.

e. To receive and accept accounts for April 2018.

Proposed by Cllr O'Donnell, seconded by Cllr Allen, the cash book entries for April were approved and signed by the Chmn. It was agreed to transfer £3,000 from the current account to the deposit account.

f. Clerks' National Salary Award.

Members noted the national pay award. The Clerk's current spinal column point 21 would increase from 10.467 per hour to 10.67 per hour (£96 p.a.)

g. Donation for Churchyard Maintenance.

A request from All Saints' Church PCC for a donation towards the cost of maintaining the churchyard was agreed in principle, pending receipt of a copy of the accounts and further details of projected expenditure for the churchyard.

h. Approval of Expenditure at 3 May 2018.

Proposed by Cllr O'Donnell, seconded by Cllr Rowden-Allen, the following items were approved for payment:

Clerk's salary, April	313.64
Additional admin. hours	146.54
Handyman's salary, April	164.85
Zurich Insurance renewal	231.84
A Draycott – Allotments notice board	30.00
I.C.O. Registration	40.00
Interserve – Community Centre Legionella Risk Assessment	570.00

9. Open Spaces, Footpaths, Roads and Services.

- a. **Litter** – There had been a noticeable increase in litter. It was proposed by Cllr Armstrong, seconded by Cllr Allen and agreed, to increase the handyman's hours from 5 to 8 hours per week. The Clerk would make adjustments to the budget for approval at the next meeting. It was also agreed to purchase a telescopic litter picker to reach into ditches where needed.
- b. **Dog bins** – It was agreed that more litter bins were needed as these could also be used for bagged dog waste. Cllr Lee and Cllr Armstrong would look at where additional bins should be located and report to the next meeting.
- c. **Field Behind Old Hall Gardens** – Cllr Cox had spoken to the tenant of the field about the temporary shelter. She was also keen for it to go and was waiting for the landowner to remove it. The Clerk would contact the Enforcement Officer Chris Briggs to request a site visit and check whether a business licence was needed for the activities in the field. The Clerk would forward the tenant's letter of apology to the residents of Old Hall Gardens.
- d. **Trees**
 - i. There had been no response from Andrew Clifford re Page's Wood which did not appear to have been used for Forest School sessions for some time. The Clerk would contact another Forest School representative at Fernwood Parish Council to ask whether they would like to use the wood.
 - ii. Further to Lee Robinson's proposal for up to 6 TPO applications a year, it was agreed that Cllr Cox and Cllr Hedge would carry out a tree survey and make recommendations at the next PC meeting which would include the oak tree at the end of Beaconsfield Drive.
 - iii. Concerns were expressed about the loss of the horse chestnut tree at Iron Gates on Newark Road and Cllr Lee said that he would ask the owners about planting a replacement tree.

10. Administration.

a. Matters Arising from the Annual Parish Meeting.

- i. Cllr Dobson confirmed that the suggested one-way system for Main Street and Brownlow's Hill was on her list for referral to Highways.
- ii. The Clerk would contact All Saints' PCC to raise the subject of a display cabinet in church for the WW1 commemoration book.

b. Coddington Community Centre.

The CCA Chairman reported that the Centre was doing well and had taken some new regular bookings. They had welcomed two new Trustees, Sheila Bache and Emma Oldham and the Scout Leader would be joining them soon. A Facebook page had recently been set up for the Community Centre which already had 78 followers.

c. Allotments.

Cllr Parrett reported that an inspection had been carried out and the names of two or three allotment holders who had not started work had been given to the Clerk for letters to be sent out. An updated plan had been drawn for the allotments' noticeboard. There was an estimated cost of £50 for a new water tank with ballcock, and some of the allotment holders had offered to install the pipework.

d. Housing Needs' Survey.

The Clerk had obtained a price of £2,500 for a survey to be carried out by Midlands Rural Housing. Members agreed that Coddington needed its own survey, and requested that the Clerk invite Jill Sanders (NSDC) to the July meeting to discuss this.

e. General Data Protection Regulations.

It was confirmed that most Cllrs were now using their PC email address. The Chairman offered to help those who had not yet installed their new address. Security checklists had been sent out for all Cllrs to complete. A new Data Protection Policy had been circulated and was proposed for adoption by Cllr O'Donnell, seconded by Cllr Hedge and agreed by the Parish Council.

f. NALC Training Courses.

As training places were always taken up quickly, the Clerk was asked to reserve a place on the September New Councillor Training Course, ready for the new member of CPC.

With the time was approaching 9:30pm, Cllrs agreed Cllr Cox's proposal for an extension to complete the agenda.

10. Correspondence.

- i. A letter from Robert Jenrick MP requesting support for his campaign against illegal Traveller encampments to simplify the current laws and enable swifter action. It was agreed that the **Chairman** and **Vice Chairman** would draft a response and circulate it to Members for comment prior to agreement at the June meeting, and information on the consultation would be provided in the June CVN.
- ii. All Saints' Church invited the Parish Council to provide a flower arrangement for the Church's Flower Festival. Cllrs Parrett and Hedge said that they would try to do this.
- iii. A note was received from Frances Overbury about a bench for Parkes Close which she had previously requested. Cllrs confirmed that the Parish Council would not provide a seat at this location as there had not been sufficient support from residents. It was felt that a bench at this location would only serve one or two nearby residents and would not be of benefit to the wider community.

11. Matters of Immediate Note and the Next Agenda.

No further matters were raised.

12. Date of the Next Meeting.

There will be an extra-ordinary meeting to discuss planning applications on Friday 11 May at 6pm in the Community Centre.

The next full Council meeting will be on Thursday 7 June at 7:30pm in the Community Centre.

The meeting closed at 9:40