

MINUTES OF THE MEETING OF CODDINGTON PARISH COUNCIL
held on 7 June 2018 at 7:30 pm in the Community Centre.

Present:

Members: Allen, Cox, Gangel, Hedge, Molloson, O'Donnell, Parrett, Rowden-Allen.

Clerk: Mrs Y Wellard.

In attendance: Co. Cllr. Dobson, District Cllr Lee, 3 members of the public.

1. Apologies for Absence.

Apologies were received from the Chairman, Cllr Armstrong. The meeting was chaired by the Vice Chairman, Cllr Cox.

2. Declarations of Interest.

Cllr Allen declared an interest planning application 18/00949/FUL.

3. Public Contribution.

i) Flooding

Two residents of Thorpe Close raised their concerns about flooding of the area. Co Cllr Dobson confirmed that this had been reported to Highways, gullies had been cleaned and further work was scheduled. Cllr Allen advised that the dyke between the Thorpe Close playing field and the adjoining field which is owned by the Church had not been cleared for years and should be included in the work.

ii) Thorpe Close Planning Application

Mr Bobby of Thorpe Close again raised very serious concerns that on the latest revision to the plans for a three bedroom bungalow behind his property, there was still insufficient access room for his car. He said that the new measurements which claimed to allow an extra 2ft. had been taken from inside his gate posts, almost two feet within his boundary and therefore had not provided any additional room for manoeuvring his car. He had been told that he could widen his gateway, but that this would be at his own expense. Mr Bobby also complained about an apparent lack of understanding of the access issues by some members of the Planning Committee on the site visit.

The latest revision to the plans, with an extended consultation date, had been received too late for inclusion on the Parish Council agenda. It had been expected that the application would be decided at the Planning Committee meeting on 5 June, but this had again been deferred due to the latest set of amendments.

Members agreed to continue with discussion of the latest correspondence on the Thorpe Close planning application for a response by 11 June.

The access issues for both 20 and 24 Thorpe Close had still not been resolved on the latest revision. Cllrs were very concerned that

1. The measurements shown for Mr Bobby's vehicle access to the rear of 20 Thorpe Close had been taken from inside his property and also extended on to the property of the proposed development.
2. The necessary widening of his gateway was not part of the application and would be at Mr Bobby's own expense.
3. The site allotted for bins for the new property had been moved, but soft landscaping on the corner was still shown.
4. Mr Johnson had asked for a minimum of another 1m access to his property. He had demonstrated that even with this, it would take 6 manoeuvres to get his car in and out of the driveway of number 24.

A draft response to the latest plans had been previously circulated stating further objections on the grounds of impact and scale. Cllrs added further objections concerning over-development of the site and reliance on land not within the applicant's ownership. Proposed by Cllr Molloson, seconded by Cllr O'Donnell, the amended draft response was agreed for submission.

Following further discussion concerning the Planning Authority's apparent disregard for existing long-term home owners, there was a further proposal by Cllr Hedge, seconded by Cllr Parrett and an agreement to submit a complaint about the treatment of residents living close to the proposed development site.

4. District and County Councillors.

- i. Cllr Lee reported an issue with dog bins on the Thorpe Oaks playing field. The new bin was being well used and had become over-full. The older NSDC bins were not being used as they were rusty and difficult to open. The condition of the bins had been reported by the Clerk who would contact Phil Beard again to ask for replacement open-top bins.
- ii. Cllr Dobson reported that there was still no final agreement by all the landowners on the Beaconfield footpaths.
- iii. There had been another site inspection by Highways of the staggered crossroads at the junction of the A17 and Drove Lane. No new recommendations had been made, but it would be kept under review.
- iv. Cllr Parrett reported that unauthorised advertising boards attached to railings were obstructing drivers' views. Cllr Dobson suggested that the speedwatch team should remove them if they were causing a traffic hazard.

Cllr Lee left the meeting.

5. Approval of the May Parish Council Minutes.

Proposed by Cllr Hedge, seconded by Cllr Gangel, the minutes of the Annual Parish Council Meeting held on 3 May were approved and signed by the Vice Chairman.

Proposed by Cllr Gangel, seconded by Cllr Rowden-Allen, the minutes of the Parish Council Meeting held on 3 May were approved and signed by the Vice Chairman.

Proposed by Cllr Rowden-Allen, seconded by Cllr O'Donnell, the minutes of the Extra-ordinary Parish Council Meeting held on 11 May were approved and signed by the Vice Chairman.

6. Matters Arising from the Previous Minutes.

- i) The Clerk conformed that minute 9g from the minutes of 5 April had been amended and signed by the Vice Chairman.
- ii) The PCC of All Saints' Church had agreed in principle to placing a display cabinet for the WW1 book inside the church. Cllr O'Donnell would liaise with Mrs Bache on the design and siting of the cabinet.

7. Planning Applications.

a. 18/00949/FUL Extension to Drove Farm Cottage.

Having declared an interest, Cllr Allen left the room.

Cllrs noted that although the Clerk had received a paper copy of the plans, they had not been put on the planning web site for members to view prior to the PC meeting. The Clerk would bring this to the attention of the Case Officer. There were no objections to the plans.

Cllr Allen returned to the meeting.

b. 18/00984/FUL Extension to 5 Beaconsfield Drive.

Cllrs again observed that there were no plans on the web site. The Clerk had been sent a paper copy which was viewed at the meeting. There were no objections.

c. Correspondence.

- NSDC's application for 3 houses opposite the school on Brownlow's Hill had been approved.
- Approval for a garage conversion and extension at 18 Old Hall Gardens.
- Retrospective planning for the extension at 24 Post Office Row had been refused and the owner instructed to take it down. CPC Members felt that this was a harsh decision as it had only needed some modifications.
- The decision on 8 new homes behind Post Office Row had been deferred due to concerns raised by the Conservation Officer.
- The Wirtgen Group had submitted an appeal against NSDC's refusal for illuminated signs.
- There were fresh concerns about the impact of the developments at Fernwood and Balderton as the southern relief road was not going to be completed as first scheduled, which would potentially add to the increased traffic through Coddington. Cllr Gangel reported that the speedwatch team had observed far more traffic using Balderton Lane, and Cllr Dobson said that she would organise a tube count.
- NSDC's response to a complaint by Cllr Cox about the lack of information on procedures at Planning Committee meetings was circulated for information.

d. Letter to the Secretary of State

The letter drafted by the Clerk, Chairman and Vice Chairman had been previously circulated. It was agreed to send it to the Secretary of State with copies to Robert Jenrick MP and N&SDC.

Cllr Dobson left the meeting.

8. Finance.

a. To receive and accept accounts for May 2018.

Proposed by Cllr Rowden-Allen, seconded by Cllr Gangel, the cash book entries for May were approved and signed by the Vice Chmn.

b. Budget review.

Copies of the budget and expenditure to date were circulated. Cllrs noted that additional funds would be required for the increase in the Village Handyman's hours from 5hrs to 8hrs per week.

c. Approval of Expenditure at 7 June 2018.

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

Clerk's salary, May	323.04
Clerk's expenses	123.10
Handyman's salary, May	251.20
D Lyne, April mowing	420.00
S Hickling – installing bench, dog bin, sign, tree planting	317.89
Coddington Scouts - storage	100.00
NALC – LCR subscription	17.00
G Daykin – Community Centre floor re-sealing	1,770.00
Belina Boyer – Internal audit	100.00

d. Donation for Maintenance of All Saints' Churchyard.

The accounting information requested had not yet been received.

e. Community Centre – Matters Arising from the Liaison Meeting.

The liaison meeting had discussed a possible combined insurance policy for the Centre and the Parish Council, and authorisation of a spending limit by the Caretaker for additional maintenance. The Clerk recommended that following her discussion with the internal auditor, it would be advisable to review all financial arrangements between the Parish Council and the Community Centre.

9. Open Spaces, Footpaths, Roads and Services.

- a. Best Kept Village Competition** – The first round of judging would be taking place from 4th to 22nd June. No exemptions had been submitted.
- b. Dog bins** – Cllr Armstrong had provided a map showing gaps in the provision of bins around the village as an initial guide for further detail to be added. It was suggested that the Clerk could ask the owners of the now closed Coddington Stores if they would like to donate the litter bin that was no longer in use outside the shop.
- c. Field Behind Old Hall Gardens** – The Vice Chairman had spoken to the owner of the field and the tenant, and had been assured that the red storage box would be moved. The District Council Enforcement Officer was investigating whether a business was being run from the field. The Clerk had delivered letters from the tenant to residents whose homes adjoined the field, but Cllr O'Donnell said that other residents of Old Hall Gardens should also see the letter and he offered to deliver copies to the rest of the houses.
- d. Trees** – Cllr Hedge had identified a number of trees which she thought should have a preservation order. Cllr Cox would provide a copy of the TPO maps for Cllr Hedge to use for reference.

- e. **Page's Wood** – As Mr Clifford was no longer using Page's Wood for the Forest School, the Clerk had contacted Emma Oldham who was keen to have a look at the wood's potential for her work with the Forest School and would report to the next PC meeting.
- f. **Parkes Close Bench** – Following receipt of a petition raised by residents of Parkes Close for a bench to be provided at the end of the Close, it was agreed by the Parish Council that the wooden bench which had been replaced on the C208 could be repaired and given to the residents of Parkes Close. **Cllr Hedge** would speak to Mr Paul Cobb about repairing the seat and confirm with Frances Overbury where to site it.

10. Administration.

a. **Coddington Community Centre.**

The CCA Chairman reported that an increase in hire charges of £2 per hour across the board had been agreed to cover the increase in salaries. There had been one complaint from a regular user group.

b. **Allotments.**

Following the last inspection, the holder of plot no. 8 had terminated his agreement and it had been offered to the next applicant on the village waiting list. The Allotment Group provided the Clerk with further information for an initial letter to be sent out to the holders of plot 13.

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

c. **Data Protection.**

Copies of the Parish Council's policies on Data Breach, Records Retention and the Subject Access Request Procedure had been previously circulated. Proposed by Cllr Molloson, seconded by Cllr Hedge, the policies were agreed for adoption. Additions to the Risk Management Assessment to include data protection measures and home working were proposed for agreement by Cllr Hedge, seconded by Cllr Rowden-Allen and approved.

d. **Closure of Coddington Post Office and Shop.**

Cllrs expressed their regret at the loss of a shop in the village. The **Clerk** was asked to write again to Post Office Ltd to ask whether a mobile post office could visit the village once or twice a week.

e. **Co-option of Parish Councillor.**

The District Council Monitoring Officer had confirmed that no nominations for the Parish Council vacancy had been received and the Parish Council could fill the vacancy by co-option. There had been two expressions of interest. It was agreed that the candidates would be invited to meet the Parish Council for informal interviews half an hour before the start of the next Parish Council meeting.

f. **Consultation on Traveller Encampments.**

A response to the MP's consultation had been drafted by the Chairman and Vice Chairman and previously circulated. There were no further comments from Cllrs. The **Clerk** would submit the Parish Council's response.

11. Correspondence.

- i. An invitation to Notts CC Civic Service at Southwell Minster on 24 June.
- ii. An invitation to the Newark Town Council Civic Service on 10 June.
- iii. An invitation to the CPRE AGM and tour of the Hockerton Housing Project on 22 June at 5pm.

12. Matters for Immediate Note and the Next Agenda.

- Cllr Allen said that he and his wife had enjoyed a wonderful day at the Queen's garden party which had been arranged through NALC in recognition of Cllr Allen's long service to the Parish Council.
- Cllr Parrett reported that Mr and Mrs Dethick had completed the annual footpaths inspection. The **Clerk** would thank them and forward their notes to the NCC RoW team.

- There had been an increase in the frequency of smells reported around the Greenfields and Greenways area of the village. The Clerk would report this to NSDC Environmental Health and arrange a meeting with the manager of Greenfields.
- A number of wooden posts around the edge of the Millennium Garden had been knocked over. The Clerk would report this to Highways.
- The Clerk was asked to remind the school to take their bunting down from the roadside railings as it was no looking untidy for the Best Kept Village Competition.
- Jill Sanderson from NSDC would be attending the July meeting to discuss a housing needs' survey.

13. Date of the Next Meeting.

The next Parish Council meeting will be held in the Community Centre at 7:30pm on Thursday 5 July. Cllrs will meet before the PC meeting at 7pm to interview candidates for co-option.

The meeting closed at 9:45pm