

CODDINGTON PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF CODDINGTON PARISH COUNCIL held at 7:30pm on 7 MAY 2020.

The meeting was conducted via remote video and phone access through the service provided by freeconferencecall.com

Present:

Members: Cllrs Armstrong (Chairman), Allen, Baker, Cox, George, Mastin, McDonald, O'Donnell, Parrett, Rowden-Allen.

Clerk: Mrs Y Wellard.

In attendance: Co Cllr M Dobson, Dist. Cllr B Brooks.

1. Apologies for Absence.

Apologies were received from Dist. Cllr Lee

2. Declarations of Interest.

There were no declarations of interest for items on the agenda.

3. Election of Officers.

a. Chairman. It was unanimously agreed that Cllr Armstrong would continue as Chairman for a third year.

b. Vice-Chairman. As there were no proposals for Vice Chairman, Cllr Rowden-Allen agreed to continue in office. Cllr McDonald said that she would be willing to stand, and it was suggested that she could work alongside the Chairman and Vice Chairman to gain experience of Chairmanship.

4. Elected Representatives and Working Groups Membership.

Representatives for the coming year were agreed as follows:

- Coddington Trust Fund - Cllr O'Donnell (2nd year), Mr Frank Elliott (4th year).
- Village Hall Charity Trust – Cllr O'Donnell.
- NALC Newark Area Committee – Cllr Armstrong, the Clerk.
- Community Centre Association – Cllr George.
- Safer Neighbourhood Group – Cllr Armstrong, Cllr Parrett.
- Newark Healthcare Consultative Group – Cllr Cox, Cllr Armstrong.
- Allotments Group – Chmn and Vice Chmn, Cllr Allen, Cllr Parrett, Cllr Mastin.
- Planning Group – Chmn and Vice Chmn, Cllr O'Donnell, Cllr Cox, Cllr McDonald, Cllr George.

5. Contributions from the County and District Cllrs.

Cllr Dobson thanked the Chairman for co-ordinating the Covid19 Volunteer Group in Coddington and as part of the wider group of parishes sharing the Collingham Food Pantry. ViaEM was only carrying out essential work and reports of any major potholes should be reported through Cllr Dobson.

The petition for a one-way system was on hold until the County Council could meet again.

A decision on re-opening recycling centres would be taken in the next two weeks.

Attention was drawn to the NSDC grants for community buildings which had been sent to the Community Centre and the Village Hall for claims on loss of income and should be actioned without delay.

Cllr Brooks left the meeting.

6. Planning Application 20/00667/FUL.

Information had been previously circulated to Cllrs. The application was supported by a majority of 9 Members, with one abstention due to concerns about the rear extension blocking light from the neighbouring property.

7. Minutes of the Parish Council Meeting held on 5 March 2020.

Proposed by Cllr Cox, seconded by Cllr McDonald, the minutes of the meeting held on 5 March 2020 were unanimously approved.

Matters Arising:

6a – The Clerk confirmed that the Council's comments on the Notts CC Waste Local Plan Issues and Options Consultation had been submitted.

6biii – It was noted that following concerns expressed by the Parish Council, there had been a reduction in the planned tree work on Newark Road.

8/6e – The Clerk would check whether the Scots Pines had now been planted on the Brownlow's Hill amenity site, the condition of all the new trees, and whether Newark & Sherwood Homes would be responsible for watering them.

9c – The Clerk reported that Mr Barrie Woodcock at Ravenshead (from NALC's list of internal auditors) had agreed to carry out Coddington's audit.

12 – The area of open land on Stirling Drive was not clearly defined. The Clerk would seek clarification on the extent of the area which NSDC wished to make available to the Parish Council.

8. Finance.

a. To receive and accept accounts for March and April 2020.

Proposed by Cllr Cox, seconded by Cllr Parrett, accounts for March and April were approved. It was noted that the cheque for Coddington School had still not been presented. Cllr Parrett confirmed that it had been handed to the school office staff at the DARE presentation. A further £94 CIL money had been received in April.

b. Approval of Expenditure at 7 May.

Proposed by Cllr Rowden-Allen, seconded by Cllr McDonald, the following payments were approved:

	£
Willsons Printers – Coronavirus information leaflets	71.00*
ICO annual subscription	35.00
NSDC – 6 months dog bin contract	29.64
D Lyne – page's wood hedge and dead tree removal	354.00
Coddington Scouts – storage Sept 2019-March 2020	100.00
Zurich Insurance June 2020 – May 2021	231.84
Traffic warning sign for Community Centre	218.17
Local Council Review subscription	17.00
Chairman's Allowance – retirement gift	12.00

*£70 reimbursed by Covid19 Collingham Group.

c. Approval of 2020-2021 Budget

The Clerk presented an update of the budget for the coming year, including the additional CIL money. Payments and receipts for the Coddington Village News had been reduced by 25% as there would be no June newsletter. Cllrs felt that a September newsletter should be produced, and the Clerk would include this for detailed discussion on the next agenda. Proposed by Cllr Baker, seconded by Cllr Rowden-Allen, the budget was unanimously agreed.

9. Audit.

a. Approval of 2019-20 Accounts and Assets.

Copies of the end of year accounts, the bank reconciliation and list of assets had been previously circulated. Proposed by Cllr Parrett, seconded by Cllr Baker, the accounts for 2019-20 were agreed. Proposed by Cllr McDonald, seconded by Cllr O'Donnell, the list of the Council's Assets at 31 March 2020 was confirmed.

With a total 2019-20 income of £24,476 and total expenditure of £21,180, the AGAR part 2 Exemption Certificate was approved for signature by the Chairman.

b. Annual Governance Statement.

The Annual Governance Statement was read out by the Clerk and agreed in full by the Council.

c. AGAR Accounting Statement.

Copies having been previously circulated, the accounting statement for the Annual Governance and Accountability Return 2019-20 was approved for signature by the Chairman.

10. Administration.

a. Yew Tree Way Planning Application 20/00525/FUL.

The consultation period was now closed, but in accordance with instructions issued by the NSDC Planning Department, Cllrs had submitted their comments and votes on the application to the Clerk via email. Cllrs had objected to the revised plans by a majority of 8:1.

b. Coddington Covid19 Volunteer Group.

Cllr Armstrong reported on the activities of the group with currently 21 volunteers available, supported by the Collingham Food Pantry which was organised by Cllr Dobson. Food parcels were regularly received from Waitrose and had been distributed where needed through Coddington school and other village contacts. Help was also available from NCC Community Hub and the NSDC Hart Group.

Cllr McDonald led Cllrs in a vote of thanks to Cllr Armstrong and Cllr Dobson for their work in organising and running the group so successfully.

c. Beaconfield Footpaths Modification Order.

Following a further meeting with Neil Lewis (NCC Rights of Way Officer), Cllrs confirmed that the Clerk should submit the previously agreed Footpath Modification Order and notify the three landowners concerned of the Parish Council's intentions. There would be a renewed drive in the next CVN to obtain more Evidence of Use forms.

d. Allotments.

Cllrs had received a letter of complaint from the solicitor of the owner of land adjoining the allotments that a new hedge had been planted on his land without permission. In response, Cllrs had agreed to his conditions that the hedge would become his property but would be maintained by the Parish Council at a height not exceeding 2m. In addition, trees planted within the hedge must be removed and there must be no rubbish deposited in the field. The Clerk would send a letter to allotment holders reminding them not to throw anything into the field. A request to erect a 4' x 6' greenhouse on allotment 5b was approved.

11. Matters for Immediate Note.

- Cllr Parrett would arrange the annual inspection of footpaths.
- In view of disruption caused by the Coronavirus pandemic, Cllr Cox highlighted the need for a new Emergency Plan to be formed. Cllr Dobson advised that the County Council was looking at this and would be making recommendations.

The meeting closed at 9:05pm