

MINUTES of the MEETING of CODDINGTON PARISH COUNCIL
Thursday 2 July 2020 at 7:30pm via ZOOM

Present: Cllrs Armstrong (Chairman), Baker, Cox, George, McDonald, O'Donnell, Parrett, Rowden-Allen.
Mrs Y Wellard (Clerk) Dist. Cllr Brooks

1. Apologies for Absence.

Apologies were received from Cllr Allen, Co. Cllr Dobson and Dist Cllr Lee.

2. Declarations of Interest.

There were no declarations of interest.

3. Public Contributions.

There were no members of the public present.

4. County and District Councillors.

i) Cllr Dobson submitted her report confirming that the double yellow lines outside The Plough had been completed with the correct paint for a conservation area and that the Rights of Way Team was gradually catching up on footpath maintenance following the coronavirus lockdown period.

ii) A written report from Cllr Lee had been previously circulated to Cllrs, advising that residents of Thorpe Close had requested that the temporary car park which had been in use during construction work should be reinstated as a permanent facility for residents. The Clerk would include this on the next agenda for discussion. He also highlighted reports of an increase in anti-social behaviour, and Cllrs confirmed that they had witnessed cars racing around the roads and quad bikes on the park. Cllr Brooks reminded Members to report all such incidents to the police with a copy to Insp. Heather Sutton. Cllr O'Donnell proposed making use of the speed gun which Cllr Armstrong said he would assist with. The Clerk would update the site risk assessments to include social distancing measures.

5. Planning and Consultations.

a) 20/00757/FUL – single storey extension, 5 Parklands Close.

Proposed by Cllr Armstrong, seconded by Cllr Cox, members voted unanimously by a show of hands to support the application. Some concerns were expressed about the lack of space for construction traffic and deliveries of materials.

b) 20.01088/FUL – extension with swimming pool, 50 Beckingham Road.

There were no objections to the plans.

c) Newark Business Park Extension.

The Council had been asked by the developer to comment on a proposed £30m extension to the Newlink Business Park on the A17 ahead of a planning application being submitted and Cllrs felt that a virtual meeting with the developers would be helpful. The Clerk and Chairman would arrange this and also liaise with Winthorpe Parish Council and local residents for their views.

6. Approval of Minutes.

Following the addition of Cllr Cox to the Planning Group membership, it was proposed by Cllr Cox, seconded by Cllr McDonald and unanimously agreed that the minutes were a true record of the meeting held on 7 May.

7. Matters Arising from the Minutes.

5. The Clerk confirmed that copies of the signed petition for a one-way system on Main Street and Brownlow's Hill had been passed to Cllr Dobson for submission to the County Council.

7/8. The three Scots Pines had been planted at Valley View, but were not looking very healthy. The Clerk had reported the condition of the new trees to NSDC as several of them looked dead or dying. It was also noted that one of the wooden bollards at the edge of the recreation area had been knocked over which the Clerk would report.

7/12. Cllr Brooks would provide clarification on the area of land off Stirling Drive which NSDC was offering to the Parish Council for use as allotments.

10. The planning application for land adjacent to 4 Yew Tree Way had been refused by the District Council Planning Committee.

8. Finance.

a. To receive and accept accounts for May and June 2020.

Proposed by Cllr Parrett, seconded by Cllr O'Donnell, the accounts were approved.

b. Approval of Expenditure at 2 July 2020.

Proposed by Cllr George, seconded by Cllr Baker, the following payments were approved:

HMRC PAYE	April - June	122.20
Admin expenses	April – June	81.20
Internal Audit		131.25
Zoom	June-July	14.39
NALC training	webinar	30.00
D Lyne,	mowing x 2	878.24
Repair to allotments	water tank	5.99

9. Administration.

a. Conclusion of Audit.

The Auditor's report had been previously circulated and the recommendation for an itemised list and analysis of receipts had been actioned by the Clerk and circulated. The report also recommended an increase in the Fidelity Guarantee insurance cover from £25,000 to £50,000 with an annual review as part of the Risk Assessment. Zurich Insurance had quoted an additional premium of £32.77 p.a. for the increased cover. It was proposed by Cllr Cox, seconded by Cllr Parrett and unanimously agreed, to increase the Fidelity Guarantee to £50,000.

b. Procedures for holding Virtual Meetings.

The Chairman produced a draft policy of rules and procedures for holding virtual meetings, based on Government and NALC guidelines. Copies had been circulated for Cllrs to consider and to submit any suggested changes, prior to adoption at the next meeting.

c. Community Centre.

i) Cllr Baker reported that the Community Centre had remained closed since March and staff furloughed, though some maintenance had been done by contractors. A business rates grant from NSDC for £10,000 had been successfully applied for. Plans for re-opening included the purchase of hand sanitiser dispensers to be installed at the entrance and paper hand towels to replace the hot air dryers.

ii) The warning sign for children crossing was ready for erection on the grass verge, facing drivers on exit from the car park.

iii) Cllrs expressed a hope that now the grass outside the Community Centre had recovered from cars parking on it, that parents could be encouraged to keep vehicles off the grass. The Clerk would ask the school to put this request in the school newsletter and look at other deterrents such as planting on the verges.

d. Allotments.

Cllr Parrett reported that there had recently been a number of thefts of produce. The police had been informed and one of the allotment holders had installed a temporary security camera. The Clerk would arrange an inspection by the Allotment Group with delegated power of approval for a greenhouse on allotment 5a.

e. Footpaths.

Mr and Mrs Dethick had volunteered to do the annual footpaths inspection.

The Modification Order for Beaconfield Rights of Way had been submitted to NCC with 33 Evidence of User forms to add to those already received at County Hall. It was suggested that the Clerk put a reminder in the next CVN that User Evidence forms could still be submitted. Landowners along the planned route had been informed of the Parish Council's application.

f. Coddington Village News.

Due to the coronavirus outbreak, there had been no village newsletter in June, but Cllrs agreed that there should be a publication in September to keep people informed and to include news and photographs from the lock-down period. The Clerk would ask regular subscribers and advertisers for any submissions to be sent to Cllr Baker by the beginning of August.

10. Correspondence.

- The Chmn and Cllr Cox had attended a virtual meeting on the Newark Town Deal. This was shown to be a limited consultation within a format defined by the Government to include local businesses rather than parish councils, and the public web site was designed for information gathering rather than consultation.
- A new model Code of Conduct drafted by NALC had been circulated and was open for Cllrs' comments until 17 August.
- A consultation by NSDC on a new Planning Enforcement Plan would be open for comments until 31 July. The link had been forwarded to Cllrs and any comments would be sent to the Clerk for a draft response to be circulated for approval.

11. Matters for Immediate Note or the Next Agenda.

- Cllr McDonald informed the meeting that The Plough was preparing the beer garden for re-opening on 4 July, extending into the proposed new car park whilst still using the north side of the C208 for car parking. The original plans had been changed slightly by a 2m strip of land being sold to the adjacent house. Boundary fencing had been installed and landscaping would be completed later in the year.
- Cllr Cox reported that tenants keeping horses on the field behind Old Hall Gardens appeared to have left and the Chmn said that Cllr Dobson was checking reports of an application for vehicle access to the field at the end of Parklands Close.
- Concerns had been reported by a resident of Newark Road about the condition of a chestnut tree over-hanging the footway which appeared to have die-back, but it was unclear whether the tree is on public or private land. Cllrs expressed regret that an adjacent chestnut tree had been felled unnecessarily, and were keen that this would not be repeated. The Clerk would check the location of the tree and follow up if an inspection was deemed necessary.

12. Date of the Next Parish Council Meeting.

Thursday 3 September 2020 at 7:30pm via ZOOM.

The meeting closed at 8:45pm.