

**MINUTES of the MEETING of CODDINGTON PARISH COUNCIL**  
**Thursday 6 May 2021 at 7:30pm via ZOOM**

**Present:** Cllrs Armstrong (Chairman), Allen, Ayers, Cox, George, Masding, McDonald, O'Donnell, Parkhouse, Parrett.  
Mrs Y Wellard (Clerk).

**1. Apologies for Absence.**

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

**2. Declarations of Interest.**

Cllr Parrett informed the Council that the planning application 21/00974/HOUSE was for her next door neighbour.

**3. Public Contributions.**

There were no members of the public present.

**4. County and District Councillors.**

None present.

**5. Matters Arising from the Annual Parish Meeting.**

- Speed limits on the C208 and the A17 staggered crossroads would be referred to the Co. Cllr. A tube count had been laid down near the Community Centre, and the Clerk would request information on the results of the count.
- Cllr Parkhouse volunteered to cut back the hedge for access to Footpath 3a from the C208.
- It was noted that Severn Trent Water had been working and carrying out inspections in the village recently. The leaks would be reported again if they continued.
- The results of the survey on CIL spending were suggesting more benches, activities for older children and outdoor exercise equipment. It was agreed to consider where additional benches could be sited at the next meeting.
- There had been 27 responses to the burial survey and All Saints' Church Warden had advised that there were about 12 possible burial spaces remaining in the churchyard. It was agreed that Cllr McDonald would attend a NALC course on Cemetery Management and Closed Churchyard Maintenance. A meeting with the Chairman of the Coddington Trust Fund would be sought in July to discuss possible sites for a future burial ground.
- There had been a very good response to the survey on improved access to Stapleford Woods which would be forwarded to Cllr Dobson and Shaun Brown (NCC Highways).

**6. Planning.**

**a. 21/00767/S73 – Revised retrospective plans for an extension at 24 Post Office Row.**

There were no objections.

**b. 21/00974/HOUSE – Single storey extensions front and rear at 39 Newark Road.**

There were no objections.

**7. Minutes of the April Meeting.**

Minutes of the meeting held on 1 April 2021 were approved as a true record.

**8. Matters Arising from the April Minutes.**

5 – The school crossing lights were still not working. The Clerk would report to NCC.

10 – Correspondence about the lack of provision for wildlife at the Hough's Yard development had been referred to the Enforcement Officer. The Clerk would send a reminder.

**9. Finance.**

**a. Approval of Cash Book for April 2021.**

Proposed by Cllr Allen, seconded by Cllr McDonald, the cash book for April which had been previously circulated was approved.

**b. Approval of Expenditure at 6 May 2021.**

Payments were agreed as follows:

	£
Zoom subscription for May	14.39
ICO Annual Registration Fee	40.00
Paving slab for allotment gateway	9.42
Coddington Scouts – archive storage	100.00

**c. Accounts for 2020-21.**

Cllrs received and approved the statement of Receipts and Payments for 2020-21 and the Bank Reconciliation at 31 March 2021 for signing by the Chairman. The Certificate of Exemption was approved.

**d. Annual Governance Statement.**

Copies of the completed AGAR had been previously circulated and the Clerk read out the Annual Governance Statements which were unanimously affirmed by the Council.

**e. Approval of Accounting Statement.**

The Parish Council's Accounting Statement for 2020-21 was unanimously approved for signature by the Chairman.

**10. Open Spaces and Environment.**

**a. Bins**

NSDC had advised that the bins in Coddington are emptied twice a week, on Wednesday and Sunday, and on inspection, they had found no bins over-flowing. In their opinion, the village was well served for litter and dog bins, but Ben Stacey (NSDC Street Scene Manager) had offered to walk around the village with Cllrs to look at potential problem areas. Cllr Cox and Cllr Parrett agreed to meet with him and the Clerk would arrange a date.

**b. Thorpe Close Hedge.**

The Parish Council had received a negative response from NSDC to its request for a gate in the Thorpe Close hedge. It was agreed to ask Ben Stacey to look at the site further when he met with Cllr Cox and Parrett.

**c. Millennium Garden.**

It was reported that a resident had expressed interest in setting up a gardening scheme, initially to tidy up the Millennium Garden. It was suggested that residents could be invited to 'adopt a patch' anywhere in the village that they could care for and develop e.g. with wild flowers and bulb planting. The Clerk would supply Cllr Masding with a notice to put on the Coddington Facebook page. Cllr Cox reported that the paint on one side of the Millennium Garden's village sign was peeling and that the Page's Wood sign was also in need of renovation. The Clerk would look for possible sources to refurbish the signs.

**d. Greenfields.**

Cllr Cox was concerned about conflicting information on where the Greenfields' sewage system empties out and felt that more clarification was needed on long term responsibility for clearing the dykes. Recently, the smell had disappeared for a time when the dykes dried out but returned as they filled up again. The Clerk would contact Brian Beddows (NSDC) to find out the latest position.

**e. Allotments.**

It had been reported that sheets which appeared to be asbestos had been moved from the hedge bottom where they had lain for many years and posed a potential hazard. It was proposed by Cllr Armstrong, seconded by Cllr Cox and agreed that the Parish Council should engage a specialist contractor to remove any asbestos from the allotments. The Clerk would obtain quotes for its authorised disposal and the Allotment Holders' Agreement would be reviewed for the inclusion of a clause to ban hazardous substances and materials being brought onto the allotments.

**f. Trees.**

Two mature trees on Newark Road had been felled because NSDC had failed to issue a TPO in time. It was proposed by Cllr Armstrong and unanimously agreed that a letter be sent to the District Council expressing the Parish Council's grave disappointment at the lack of efficiency which had resulted in the unnecessary loss of two more trees which were an important feature of the village conservation area, and requesting that two sizeable replacement trees be planted.

It appeared that several of the newly planted trees on the open space at Brownlow's Hill had died during a very dry April. The Clerk had contacted the NSDC Groundworks Team about watering the trees and was waiting for the results of their inspection.

Gaps in the roadside hedge at Page's Wood were highlighted for re-planting in the autumn.

**10. Administration.**

**a. Community Centre.**

The CCA Chairman had drawn attention to out of date parking regulations at the Community Centre which appeared to allow parking for Centre users only. The wording of the traffic regulation order was currently being revised by Brian Rawlinson (NSDC) in liaison with the Chairman to include use by the school. Proposed by Cllr Armstrong, the Parish Council unanimously expressed their support for the proposed changes to the TROs.

The Chairman also provided an update on the Trustees' plans to look at installing batteries for the solar panels, electric charging points for cars and new lighting in the main hall when funds were available.

**b. Delegated Powers.**

During months when the Parish Council did not meet, the Clerk would have responsibility for making payments as detailed in the Standing Orders and Finance Regulations.

Planning applications would be considered by the Planning Group in consultation with all Members for a response to be made by the Clerk. Any major or controversial plans would require a special meeting to be called with the public invited to attend virtually until such time as indoor restrictions on numbers were lifted.

**c. Clerk's Appraisal.**

The Chairman and Vice Chairman had carried out the mid-year progress check on the Clerk's annual appraisal and circulated their report to Members.

**d. CVN Distribution.**

There were no changes to the volunteers for distribution of the Village Newsletter in June.

**11. Correspondence and Matters for Immediate Attention or the Next Agenda.**

- There was a suggestion that as the Book Exchange at the Village Hall was very popular, the scheme could be extended to cover another area of the village. It was agreed that the Clerk would contact the Village Readers and offer a contribution from the Parish Council for another outdoor book case if a suitable location such as the Community Centre could be arranged.
- There was a report of pavement damage on Parkes Close caused by the road sweeper which the Clerk would report to NCC.
- Amendments to the Planning Authority's Delegation Scheme and accompanying flow chart had been previously circulated for information.
- A new planning application for illuminated signs at the John Deere depot on the A17 would be circulated for comments.
- It was agreed that the minutes of meetings could be posted on the Parish Council's Facebook page.
- Cllr Parrett reported that the patrol car checking on parking at the school had twice been seen in the village at around 2:30pm which was completely ineffective, being the wrong time to find parents driving to school.

**The next Parish Council Meeting will be held on Thursday 1 July at 7:30pm in the Community Centre.**

*The meeting closed at 9:15pm*