

MINUTES of the MEETING of CODDINGTON PARISH COUNCIL
Thursday 5 August 2021 at 7:30pm in the Community Centre

(postponed from 1 July)

Present: Cllrs Armstrong (Chairman), Allen, Ayers, Cox, McDonald, Parkhouse, Parrett.
Mrs Y Wellard (Clerk), Co. Cllr Dobson, Dist. Cllr Brooks.

1. Apologies for Absence.

Apologies were received from Cllr George, Cllr O'Donnell, Cllr Masding 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.

Cllr Lee's written report had been previously circulated. For clarification, it was confirmed by the Chairman that no Community Centre parking spaces are specifically allocated to the school.

Cllr Brooks reported that the District Council will be installing some kind of barrier around the edge of the Thorpe Oaks playing field. She was asked to report back to the Council that newly planted trees at Thorpe Oaks and at Brownlow's Hill had not been watered and several had died. Cllr Cox requested that access to the Thorpe Close playing field from the C208 be looked at again and Cllr Allen reported that the hedge along the C208 had still not been cut back from the footway which was very narrow.

Cllr Dobson advised that the C208 footway was scheduled to be 'sided up' once every three years. Provision of safer access to Stapleford Woods for pedestrians and cyclists was currently in the design process to provide a crossing point on the A17. The Old Hall Gardens' road was due to be re-surfaced and repairs to the Newark Road footway were also scheduled. Collingham Food Pantry was continuing to deliver food parcels to Coddington school for distribution. Cllr Parrett reported that cars travelling through the 40mph and 50mph limits on the C208 were not always stopping for the school crossing patrol. Cllr Dobson said that she was still pushing for a reduced speed limit through the village.

Cllr Dobson and Cllr Brooks left the meeting at 8pm.

5. Planning and Consultations.

a. The following applications had been considered by the Council:

21/1014/ADV – advertising signs at the John Deere dealership.

There were no objections providing that for amenity reasons, the illumination of the signs was limited to the hours of 07:00 to 21:00.

21/1093/HOUSE – Mill View, Newark Road, replacement garage/office/gym.

There were no objections.

21/1165/HOUSE – 1 Parklands Close, single storey extension.

There were no objections.

b. Consultation on Amended Allocations and Development Management Options.

The link to the consultation on the NSDC website had been circulated. The Planning Group would meet to discuss and bring recommendations to the next Council meeting. Cllr Cox highlighted the need for transit Traveller provision. Correspondence was received from Barnby Parish Council requesting consideration be given to the proposed Traveller site at Chestnut Lodge (page 22 of the document).

c. Consultation on a new Open Space Strategy.

The link to the consultation had been circulated. It was agreed that the Planning Group would bring their recommendations for discussion at the next meeting.

6. Approval of Minutes.

The minutes of the Annual Parish Council Meeting and the ordinary Parish Council Meeting held on 6 May 2021 were agreed and signed by the Chairman.

7. Matters Arising.

- 6/5/5 Cllr Parkhouse had opened up the access to Footpath 3a from the C208 and Seven Trent Water had repaired the leaks on Main Street.
- 6/5/5 The Clerk would include CIL money for the provision of outdoor exercise and activities for older children on the next agenda.
- 6/5/8 The Enforcement Officer was continuing to pursue provision for wildlife at Hough's Yard.
- 5/5/10 Thorpe Close playing field access – the District Council had extended the wire fence to close the gaps in the hedge.
- 5/5/10 Millennium Garden – a good start had been made by volunteers on tidying up the garden.
- 5/5/10 Greenfields – correspondence from Brian Beddows had confirmed that no further action would be taken by the District Council as the smell was not sufficiently strong to affect neighbouring properties.

8. Finance.

a. Approval of Accounts.

The cash accounts for May, June and July had been previously circulated together with copies of the bank statements and were agreed for signature by the Chairman.

b. Approval of Expenditure from 10 May to 5 August 2021.

Proposed by Cllr Ayers, seconded by Cllr McDonald, Cllrs confirmed their agreement of the following payments which had been made by the Clerk since the last meeting:

	£	Minuted
Belina Boyer – internal audit fee	100.00	4/2/21 9b
NALC training for burials and chairmanship	75.00	6/5/21 5
NSDC – Allotment rent for 2021-22	110.00	
D Lyne – grass cutting x 4	1,824.00	
Willsons printers – June CVN	360.00	
Zurich Insurance – PC and Community Centre	1,169.84	4/3/21 8c
Smart Asbestos	215.00	6/5/21 10e
Tri-Sec – Community Centre CCTV	1,478.40	4/2/21 8c
Notts Fire Safety – Community Centre	141.54	1/10/20 8d
HMRC – PAYE April - June	156.89	
Clerk's expenses/stationery April - July	46.24	

Cllr Ayers asked when insurance last went out for quote and suggested that perhaps savings could be made by joining with other Parish Councils. The Clerk would ask neighbouring Parish Councils, which insurance companies they use and the question could also be raised at the next Parish Council Conference.

c. Internal Auditor's Report.

Cllrs discussed the report in detail and the following actions were confirmed:

- The Chairman had added an accessibility statement to the Parish Council website.
- The Clerk had changed the financial reporting to show a total of monthly salaries.
- The Annual Accounting Statement had been re-stated for the correct appropriation of Burial Fund interest in 2019-20.
- The Clerk noted that Amazon VAT invoices must be provided, not the order confirmation.
- The Clerk would look at Council powers to award grants to the Village Hall as an alternative to Section 137.
- It was agreed that the Handyman's contract should state 33.6 hours annual leave p.a. including 8 days (9.6 hrs) of bank holidays. The Clerk would update the contract for signing at the Handyman's appraisal in September.
- The Chairman had added dates to the Parish Council's website to provide evidence of publication of papers at least three clear days before a meeting.
- The Parish Council, as owner of the Community Centre, has an agreement in place to cover insurance and some essential safety checks as detailed in the financial regulations, last reviewed 4/3/21. It was therefore felt that no further action was needed on this point.

- Copies of the bank statements are now circulated to all Cllrs with the monthly reconciliation. The Chairman and Cllr Parrett also have direct access to the Council's online banking.
- The **Clerk** will check Annexe A of the Transparency Code for Smaller Authorities for guidance on the listing of assets.

d. Book Exchange.

Members agreed to fund a second book exchange station in the village, covering costs of up to £100.

9. Administration.

a. Community Centre.

Cllr George's report had been circulated informing that the CCTV cameras were now in operation, the school's PTA had been invited to select a representative to join the Trustees for better liaison with parents, lighting in the main hall was to be replaced in October and car park maintenance carried out during the school holidays. The Chairman confirmed that there would be no changes to the Traffic Regulation Order for the car park. Cllrs agreed to a request for the gorse bushes in the car park to be trimmed when the hedges are cut.

b. Revised Code of Conduct.

The Local Government Association revised Model Code of Conduct which had been previously circulated, was unanimously agreed for adoption by the Parish Council.

c. Training.

Cllr McDonald had attended a NALC online course on the management of burial grounds. A PowerPoint presentation and her report on the training had been circulated to Cllrs. She had also taken part in an online course on Chairmanship.

d. Village Signs.

Local artist Max Neale who had designed and made the original Page's Wood sign had agreed to refurbish it, but a price had not yet been agreed. He had recommended another artist who could repaint the village sign on the Millennium Garden but had also advised considering a more permanent cast sign. It was agreed that before making a decision, the **Clerk** would obtain a price for a cast sign.

e. Allotments.

The second inspection of the year had been carried out by the Allotment Group and the **Clerk** asked to write to three holders whose plots were not satisfactory. Cllr Parrett reported that ivy had been removed from the boundary fence, all asbestos had been removed and a disposal certificate issued and another water trough was to be installed by allotment volunteers.

10. Roads, Traffic, Environment.

a. New Bins.

Ben Stacey (NSDC) had agreed to 2 new bins on the C208, one at Page's Wood and a replacement bin on Newark Road. It was agreed to request two floor-standing bins (C208 on the cycle path at the A1 slip road end and at Page's Wood) and two post-mounted bins (C208 at the end of Footpath 3 and a replacement bin midway on Newark Road).

b. Public Consultation on Bus Services.

The **Chairman** would put details of the survey on the Coddington Community page and the **Clerk** would put notices at bus stops.

c. Village Walkabout.

The Chairman and Vice Chairman, Cllr Cox and the Clerk had carried out an inspection of Brownlow's Hill, Balderton Lane, Page's Wood, Main Street, Morgan's Close and the Thorpe Close playing field which had highlighted areas of overgrown shrubbery, potholes in pavements, the Charity Farm wall on Chapel Lane and damaged posts for the **Clerk** to follow up. It was agreed that the **Clerk** would ask the Handyman if he could clean the footpath information board and bench at the bottom of Brownlow's Hill as extras to his normal hours. The **Clerk** would make enquiries about a second footpaths information board for Thorpe Oaks.

d. Correspondence.

Mrs Turner had provided photographs showing some of the traffic problems she has observed outside Post Office Row and also a complaint about potholes along the edge of Balderton Lane as very unsafe for cyclists.

The Clerk had submitted a report to Highways, but following an inspection, they had decided that no repairs were needed. The Clerk was asked to report this again with photographs of the problem areas. There had also been a report of faded road markings at various places in the village which the Clerk had reported.

11. Trees, Footpaths, Open Spaces.

a. Benches.

It was agreed to purchase a recycled plastic picnic bench for the Thorpe Oaks playing field and for the Thorpe Close playing field, and a seat for the grassed area next to Page's Wood.

At 9:30pm, Cllrs agreed a proposal by Cllr Cox to extend the meeting.

b. Trees and Hedges.

It was agreed to arrange another village walkabout to look at Thorpe Oaks and other trees.

c. Stapleford Woods.

Forestry England was holding a public consultation on the future management of Stapleford Woods which would be advertised on social media for individual responses.

d. Footpaths.

Cllr Cox had a meeting with Neil Lewis (NCC Rights of Way) to look at re-routing Footpath 1 (closed because of the danger of crossing the A1) to join up with Clay Lane via Newbury Road to Newark. There would need to be further enquiries as part of the route was in private ownership. A number of complaints had been received about overgrown footpaths. Notts CC had replied that paths are cut twice a year in May and August. There does not appear to be any evidence of this in Coddington, but it was acknowledged that this has been a particularly fast growth year and Covid has led to staff shortages. Mrs Dethick had cleared part of the Drove Lane footpath and the Clerk would check when County are next scheduled to cut the Coddington paths.

12. Correspondence.

- Notification that NSDC has adopted the new Cycling and Parking Policy.
- Letter from Robert Jenrick MP on plans for the Queen's Platinum Jubilee next year.
- NALC AGM to be held on 17 November at Epperstone Village Hall.
- A request for the use of Page's Wood for Forest School activities. The Clerk will invite them to a Parish Council meeting to discuss their plans.

13. Items for the Next Agenda.

- Christmas arrangements
- Burial ground
- Equipment for outdoor exercise and activities for older children
- Bus shelters

The meeting closed at 9:40pm

The next Parish Council Meeting will be on Thursday 2 September at 7:30pm in the Community Centre.