

## **MINUTES of the MEETING of CODDINGTON PARISH COUNCIL**

**Thursday 5 May 2022 at 7.30pm in the Village Hall**

**Present:** Cllrs McDonald (Chairman), Allen, Armstrong, Ayers, Cox, Dikkez, Parkhouse, Parrett

Dist Cllr J Lee, Mrs Y Wellard and Miss D Hockenhull (Clerks)

### **1. Apologies for Absence**

Apologies were received from Cllrs Mosedale and O'Donnell, Co Cllr D Darby and Dist Cllr B Brooks.

### **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**

Dist Cllr Lee provided dates of 20<sup>th</sup> May for an unofficial visit to the YMCA activity centre and 26<sup>th</sup> May as their next official tour. Several parish councillors wished to attend. The Clerk to email Dist Cllr Lee to arrange. In relation to the speed limit into the village, he advised that we write to Newark Town Council as this is the only road from Newark which does not have a 30mph speed limit. Cllr Parkhouse to provide speed gun evidence to back this. The need for a glass recycling collection is still awaiting publication of a new Government White Paper setting out responsibilities of local authorities. The unsightly bunds need time to grow in and hopefully some rain will help. An email from the Parish Council to the District Council is needed to endorse the 'Report It Campaign' relating to antisocial behaviour.

*Dist Cllr Lee left the meeting at 7.50pm*

### **5. Matters arising from the Annual Parish Meeting**

- a. Cllr Armstrong to request Land Registry details, with an agreement to spend up to £50, to provide details of all landowners in Coddington, who may be able to sell 1 acre of land for burials.
- b. Email received from Co Cllr Darby to arrange an on-location meeting with the Highway's Team at the County Council to discuss the Traffic Survey report. Possible dates given, with the most favourable dates of 16<sup>th</sup> or 23<sup>rd</sup> May being agreed. The Clerk to arrange.

## 6. Planning

### a. 22/00308/HOUSE 22 The Green – erection of workshop

Cllrs voted with a majority of 6 and 2 abstentions against the application. The size of the workshop suggests that it would be for commercial use. The associated issues with noise and further commercial development are also a concern and there are still unanswered questions relating to drainage, cladding, and non-combustible material. Size and appearance of the building are inappropriate for a residential area.

### b. 22/00730/HOUSE 11 Chapel Lane – loft conversation

Cllrs voted with only one abstention against the proposal to remove the bullseye gable end feature and replace it with stained glass. Instead, they felt that the trellis work should be kept, and plain glass secondary glazing installed.

### c. 22/00647/HOUSE 36 Claricoates Drive – extension

There were no objections to the application, but Cllr Dikkez suggested that by way of advice only, the question of how the foundations would be laid should be addressed, as the corner of the extension stands directly on the edge of the boundary.

## 7. To approve the minutes of the Parish Council Meeting held on 7 April 2022.

The minutes were agreed and signed by the Chairman.

## 8. Matters arising from the minutes:

a. Cllr Parrett reported that the bus service had encountered the same problem of parked cars at the end of Newark Road, as previously encountered on the Morgan's Close estate. This had held up the bus for 20 minutes. The Clerk would inform Elliott Mizen (Notts CC).

b. Several new trees at Valley View and Thorpe Oaks have died due to lack of water. The Clerk would remind Ben Stacey, with a copy to Roger Jackson (NSDC), that planning conditions for the Valley View development, state that trees which die within 5 years of planting will be replaced.

## 9. Finance

### a. **Approval of Accounts.**

Proposed by Cllr Cox, seconded by Cllr Armstrong, it was agreed that a further £5,000 would be transferred from reserves to the Burial Fund.

b. **Approval of Expenditure at 5 May 2022.**

Proposed by Cllr Armstrong, seconded by Cllr Parrett, Cllrs approved the following payments:

Zurich Insurance	TBA
HMRC PAYE Jan - Mar	227.83
Laptop Purchase	449.99
Microsoft Office Subscription	59.99
Bunting	101.95
2022-23 Allotment Rent	110.00
D Lyne, Millennium Garden & Page's Wood	324.00
Scouts – donation for World Scout representative	100.00
I.C.O. – annual subscription	35.00
Hire of Village Hall – APM 28/04/22	20.00

c. **To receive and approve the unaudited accounts for 2021-22**

The final accounts were approved. The Clerk advised that a Limited Assurance Review by PKF Littlejohn will be required this year at a cost of £200.

d. **Annual Governance Statement.**

The Councillors unanimously agreed to the statement.

e. **Approval of Accounting Statement**

The Accounting Statement was agreed and signed by the Chairman.

10. **Administration**

a. **Appointment of Clerk, approval of contract, training, and handover**

Terms of Employment Contract signed by the new Parish Clerk (Dawn Hockenhill) and the Chairman.

Cllr Armstrong proposed, seconded by Cllr Cox that the new Parish Clerk attend NALC training at Southwell, at a cost of £40. Cllrs approved the training.

b. **Jubilee Events**

A 4-page pull-out in the CVN details all events taking place and Cllr Armstrong has put this on the village website. Help will be needed to supervise the bouncy castles between 2pm and 4pm on the Saturday. An email to be sent regarding a rota of half hour slots for this. The Parish Council have already bought 410 metres of bunting and a further 200 metres will be needed. The Cllrs agreed to this at a cost of up to £50 together with a union jack flag for £20 to display on the Millennium Garden. A free of charge lease for the use of the school field on 4<sup>th</sup> June had been agreed by the school. The Community Centre would also be open and the Chairman, Malcolm Baker had completed a risk assessment for the event. The Scouts will be organising activities and the Clerk would check whether they would have a qualified first-aider present or whether to request attendance by a Community First Aider. The Clerk would check with the school about erecting a field boundary demarcation line to prevent the school's alarm system being activated.

**c. Community Centre**

Cllr Cox reported that the Community Centre was an eco-friendly building when it was first built, and they now have a long-term project to return it to this. The rainwater system decommissioning has been delayed due to covid but is now to be done in June this year. Energy quotes will be considered when the existing deals end. The end of year audit has been completed and will be available online after the AGM in July. Policy reviews are ongoing. Jubilee Room lighting has been upgraded and the remainder of the lights will be upgraded as they fail. The Parish Council are to purchase speed humps, and these will be placed 6ft from the entrance. Marion Fox Goddard (Clerk) has handed in her notice and an advert for the position will go in the CVN and the centre Facebook page.

**d. Allotments**

The Allotment Holder's Agreement is to be updated to include polytunnels. 7(f) to say '.....any portable, temporary, or permanent building or structure.....'  
Cllr Parrett suggested that forms for completion and return by allotment holders, be available on the noticeboard at the site, to show where polytunnels will be situated. Email received from John Lomax requesting transfer of his allotment to his brother-in-law at the end of the year, who will then give up one of his. This does not comply with the Allotment Holder's Agreement and so could not be agreed to. A second reminder letter to be sent by the Clerk to one holder regarding an unsatisfactory plot.

**e. Thorpe Oaks Play Equipment**

Cllr Cox and Cllr Ayers attended a very positive site meeting at the Thorpe Oaks playing field with Andy Hardy and Ben Stacey from the District Council. They outlined plans for upgrading and extending the existing fenced-off children's play area and suggested an adjacent site for the Parish Council's proposed equipment for older children, with the expectation that the Parish Council's contribution to the project could be match-funded by the District Council. Plans for installing Astroturf around the goal posts and the provision of a second goal post were also discussed.

**11. Correspondence**

- a. Notification received from the County Council on the temporary closure (access only) of Chapel Lane from Monday 23<sup>rd</sup> May until Friday 8<sup>th</sup> July for the rebuilding of the boundary wall at All Saints Church.
- b. Email received from NALC entitled "Planning Nuts & Bolts" detailing training available to introduce the basics of planning policy, applications, appeals and enforcement. All councillors declined.

**12. Matters for immediate note or the next agenda**

- a. Cllr Parrett asked for volunteers to help with setting plants at the Millennium Garden. Cllrs Armstrong and Ayers volunteered to help her.
- b. Cllr Parrett asked whether it might be possible to plant trees near Thorpe Close to commemorate the late Cllrs Dobson and Molloson.

- c. The Chairman suggested flying the Ukrainian flag. Yvette Wellard to ask the Scouts if they would fly it if the Parish Council would provide it.
- d. Cllr Cox reported that the work of the Newark Healthcare Consultative Group had been praised by Robert Jenrick MP who attended the last meeting. As there is currently no admin service available to the Group, it was suggested that Parish Councils could take turns in providing a minuting secretary.

*The meeting closed at 9.30pm*

**Date of the next Parish Council meeting – Wednesday 8<sup>th</sup> June at 7.30pm in the Community Centre.**

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