

MINUTES of the MEETING of CODDINGTON PARISH COUNCIL
Wednesday 8 June 2022 at 7.30pm in the Community Centre

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

Mrs Y Wellard and Miss D Hockenhill (Clerks)

1. Apologies for Absence

Apologies were received from Cllrs Armstrong and O'Donnell and Co Cllr D Darby

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

Email received from Dist Cllr Lee to clarify the County Council's position relating to the possibility of opening Hollowdyke Lane in Balderton to traffic. The County Council have confirmed that they would be unlikely to support an application to remove the requirement to close the lane should one be forthcoming. Dist Cllr Lee has requested attendance of an enforcement officer's car to do an inspection of the Community Centre car park at around 9am one morning following continuous illegal parking. In a report from Co Cllr Darby, she advised that she has been appointed to the Children and Young People's Select Committee at County Hall and has arranged a meeting in 2 weeks with Colin Pettigrew the Service Director for Children, Schools, and Families at the County Council to focus on improving life chances for local children, obtaining extra resources for schools, and ensuring the nutritional value of school meals. At a recent meeting with Paul Robinson, Chief Executive of Sherwood Forest Hospitals, Cllr Darby raised issues including lack of 24-hour Accident & Emergency Services at Newark Hospital, access to GPs and ambulance waiting times. She has designed a highways survey which will be received through letter boxes over the next few weeks and reacted quickly and successfully to a road hazard identified by Cllr Cox.

5. Planning

a. 22/00850/S73 Coddington Moor – removal of condition 2 from planning permission FUL/941518 to allow the building to be used as a rental property

There were no objections to the application.

b. 22/00730/HOUSE 11 Chapel Lane – loft conversion

It was noted that reference by the Parish Council to stained glass was inaccurate, but this had no bearing on the application refusal, as the main reason for refusal was the Conservation Officer's objections to the roof lights.

- c. 22/01029/HOUSE & 22/01030/LBC 5 The Dovecote, Old Manor Court – extension, new outbuilding, replacement windows and internal alterations
Cllrs voted with 4 in favour of the application, 2 against and 2 abstentions. This would be a second extension to the property with very little impact on the frontage.

6. To approve the minutes of the Parish Council Meeting held on 5 May 2022.

The minutes were agreed and signed by the Chairman.

7. Matters arising from previous minutes:

- a. Dead trees at Valley View – Ben Stacey from the District Council has confirmed that a survey of the trees has now been completed and they are awaiting receipt of the full report. All information will be shared with the Parish Council as soon as they have it.
- b. Bus stops on Newark Road – Elliott Mizen (Notts CC Highways & Transport) confirmed that the proposed location meets highway safety criteria. However, the current estimated cost of £15k is not within this year’s budget and so the scheme will need to be put on hold pending budget allocation in the next financial year which runs from 5 April 2023 through to 31 March 2024.

8. Finance

a. Approval of accounts for May 2022

The cash accounts had been previously circulated and were approved for signature by the Chairman.

b. Approval of expenditure to 8 June 2022

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

Zurich Insurance	1250.38
Bunting	31.96
Waterplus	8.51
NALC New Clerk Training	40.00
Previous Clerk’s Expenses	62.55
Land Registry Searches	30.00
Willsons Printers	391.00
D Lyne, Grass Verges	547.20
Bounceabout – Jubilee Bouncy Castle Hire	219.00

c. Audit

The Internal Audit Report has now been completed with a small number of questions raised, all of which have been answered without issue. PKF Littlejohn will now complete the External Audit. The report will be available for public inspection from 13 June 2022.

d. Purchase of Ukrainian Flag

Cllr Cox proposed, seconded by Cllr Parrett, the purchase of a Ukrainian flag (3ft x 5ft) at a cost of £24.90 which will be flown by the Scouts.

e. **Changes to Bank Mandate and Internet Banking**

Following the appointments of the new Chairman, Vice-Chairman and Clerk, Cllr Parrett proposed, seconded by Cllr Cox that the Bank Mandate be amended to include those newly appointed and that the previous Clerk be removed along with any councillors who are no longer in office. Internet Banking will also need to be amended to replace the previous Chairman and Clerk with the new Chairman and Clerk, proposed by Cllr Parrett, seconded by Cllr Cox.

f. **Issue of Parish Council Debit Card**

Cllr Cox proposed, seconded by Cllr Dikkez the issue of a Parish Council debit card. Cllr Dikkez pointed out that for security and insurance purposes it may be better to use a credit card. The Clerk to obtain model financial regulations from NALC to ascertain best practice.

g. **Jubilee Expenses**

£300 grant received from the District Council towards the following expenses:

Bunting	111.95
Bouncy Castles	244.00
Meeting Room Hire x 2	20.00

	375.95

Gas for lighting the beacon was provided by Matt Cove free of charge. The Clerk to send letter of thanks.

9. **Administration**

a. **Thorpe Oaks Play Equipment**

The Clerk to email Ben Stacey at the District Council with a copy to Roger Jackson to request an update on the expected timescales for receipt of the plans. The Clerk to email Andy Hardy at the District Council to remind him that the footholds at the bottom of the climbing wall still need to be lowered.

b. **Land for Burials**

Cllr Armstrong obtained land registry searches with plans of local land and associated names and addresses of the landowners. A total of 9 were found with Cllr Allen providing details of 3 others. The Clerk to email all details to the councillors and to provide a draft letter for their input before then sending it out to the landowners. It was agreed that Cllrs McDonald and Ayers form a Burial Group for the coming year.

c. **Highways Meeting of 16 May 2022**

A feasibility and cost of options survey was completed by Notts CC into the installation of formal crossing facilities over the A17 to improve access to Stapleford Woods. A puffin crossing would be the only feasible option but with costs at around £125k plus costs to relocate highway signs and given the rural location and nature of the destination they did not expect it to offer good value for money. Jo Horton (Highways) suggested a letter to all residents with comprehensive tick boxes to assess the need for a one-way system on

MainStreet. Cllrs McDonald, Dikkez and Mosedale to work on this before the next Parish Council meeting. 30mph speed limit and flashing lights (or similar at school crossing are already under assessment. Dist Cllr Lee has requested an enforcement officer's car to do an inspection of the car parking problems around the Community Centre at 9am one morning, with double yellow lines on the list to be looked at next year. Highways were made aware of the poor conditions of the footpath and cycle track to the A1 bridge, pavements on Main Street past 'Inn On The Green' and pathway from The Plough crossroads to Stapleford Woods roundabout on the C208. Request for a puffin crossing is due for delivery this year and an update on this will come from Jo Horton in due course. Resurface of Balderton Lane has been brought forward for delivery this year.

At 9.30pm, Cllrs agreed a proposal by Cllr Cox to extend the meeting.

d. Community Centre

Cllr Cox reported that the rainwater system had now been decommissioned with the removal of the water tanks and the toilets now connected to the main supply. A water leak was found in the pipework, quickly contained and the pipe has now been repaired. Sally Briggs-Price has been appointed as the new Secretary for the Community Centre. Three cars were parked on double yellow lines at around 9am one morning, one of which caused an obstruction preventing the other two from leaving. Malcolm Baker will contact Dist Cllr Lee to request an enforcement car. The damaged fence between the Community Centre and the School has been replaced and repair of the fence near the wooden bridge is scheduled for next year. The AGM is to be held on 13 July at 7pm. All are welcome to attend. The Parish Council have two sets of keys to the Community Centre, one of which is held by the previous Clerk. The new Clerk to obtain a copy of the Key Policy and email it to all councillors to decide on the new key holders. The updated Terms and Conditions of the Community Centre had previously been circulated and were accepted by all the councillors. The Clerk to confirm acceptance to the Secretary.

e. Allotments

A virtual Allotment Officers Forum to be held by The National Allotment Society on 11 August 2022 at 2pm. Details to be forwarded by the Clerk to Cllr Parrett to review. All councillors agreed that the decision made at last month's Parish Council meeting to refuse reallocation of one of the allotments, would stand. Cllr Parrett has completed a survey from The Association of Public Sector Excellence (APSE) on the state of allotments and issues affecting councils relating to their provision and maintenance. A letter due to be issued to an allotment holder regarding an unsatisfactory plot is no longer required as work has now been started on the plot.

10. Correspondence

- a. The 2022 Resident Survey is available for completion on the District Council website – closing date 30 June 2022
- b. Campaign to Protect Rural England (CPRE) have advised that the Best Kept Village Competition 2022 will not take place this year whilst they continue to monitor the Covid 19 pandemic.
- c. Newark Town Council have made the following appointments – Town Mayor (Councillor Laurence Goff), Mayoress (Mrs Jean Goff) and Deputy Town Mayor (Councillor Tracy Mathias).

11. Matters for immediate note or the next agenda

- a. The Scouts have agreed to tidy up Page's Wood with Cllr Ayers to help them and will happily fly the Ukrainian flag once received from the Parish Council.
- b. Footpath on Newark Road is overgrown. The Clerk to obtain an update as this matter should already be in hand.
- c. Car bumper on the verge at the A17 Stapleford Woods roundabout. The Clerk to ask the District Council to remove it.
- d. The Clerk to request clarification from Dist Cllr Lee regarding bicycles using Hollowdyke Lane in Balderton.
- e. The 'Report It Campaign' relating to antisocial behaviour to be readdressed by the Clerk to the District Council.
- f. A rebuild cost for the Community Centre is needed. The Clerk to check Zurich Insurance policy documents and check banding with Zurich Insurance.
- g. Update needed from the previous Clerk on the speed bumps for the Community Centre. The new Clerk to provide details to the Parish Council.

The meeting closed at 9.45pm

Date of the next Parish Council meeting – Thursday 7th July at 7.30pm in the Community Centre.