

MINUTES of the MEETING of CODDINGTON PARISH COUNCIL
Thursday 6 October 2022 at 7.30pm in the Community Centre

Present: Cllrs McDonald (Chairman), Allen, Ayers, Armstrong, Cox, Dikkez, Mosedale, O'Donnell, Parkhouse, Parrett
Dist Cllrs J Lee & B Brooks, Miss D Hockenhull (Clerk)

1. Apologies for absence

Apologies were received from Co Cllr Darby.

2. To approve the minutes of the Parish Council Meeting held on 1 September 2022

The minutes were agreed and signed by the Chairman.

3. Declarations of Interest

Cllr Allen, as a member of All Saints' PCC would not take part in the discussion under agenda item 8d relating to a request for financial assistance for work on the churchyard wall.

4. Public Contributions

There were no members of the public present.

5. County and District Councillors

Cllr Brooks advised the Parish Council that they could apply for oak trees to plant in celebration of the Platinum Jubilee. **The Clerk** to apply for the trees. She also asked **the Clerk** to circulate to all Parish Councillors the 'Devolution: summary of the deal' paper. Following a survey by Fernwood Parish Council, Cllr Lee has received confirmation from the County Council that Hollowdyke Lane will remain closed to general traffic. He fully supports this decision unless it could be opened safely. The kerbside glass recycling is on the forward plan and Cllr Lee is in support of this. Work has been done on the bunds and they are looking neater with seeding to follow. The puffin crossing at The Plough crossroads should be completed in a matter of weeks. Co Cllr Darby did not attend the meeting but sent in a report detailing her work to reduce ambulance handover delays at our hospitals, to extend opening hours at Newark Hospital, to report broken roads and pathways following her Highways Survey, as a member of the Children and Young Peoples' Select Committee and as a volunteer at the Food Club based at Newark Community Support Hub.

Dist Cllrs Lee & Brooks left the meeting at 7.55pm.

6. Planning and Consultations

- a. 22/01839/S73 Woodlands Livery, Beckingham Road – variation of condition 2 attached to planning permission 21/02210/FUL to amend the approved plans to revise the proposed layout, scale, and appearance of the lodges.

There were no objections. However, there were concerns about road safety at the entrance to the lodges.

- b. 22/01886/House 6 Lancaster Road – Two storey rear extension and internal alterations.

There were no objections. However, the Parish Council noted that further permission for future extensions would be unlikely due to limits on land to building ratio and that the utility window was unlikely to be accepted.

7. Matters arising from previous minutes

- a. **1/9/7a** Land for burials to be fully discussed at the next Parish Council meeting with details from a meeting of Coddington Trust Fund. In the meantime, **the Clerk** to contact NSDC to establish whether they can help in the search for suitable land.
- b. **1/9/7b Cllr Armstrong** to amend the wording on the survey letter relating to the proposed one-way system on Main Street, to show that this issue is one of many that the Parish Council are dealing with. The survey will be made available for all residents to complete.
- c. **1/9/7c** Steve Adshead has suggested a Saturday morning for the Scouts and any willing helpers to tidy up Page's Wood. **The Clerk** to liaise with him to arrange.
- d. **1/9/9d** The Salvation Army Band are booked to play at 'Carols Round the Tree' on Wednesday 14th December. A Christmas working group to be set up to organise the event. **The Clerk** to invite the Church, Community Centre, and School to join the Parish Council in the working group on a mutually convenient date.
- e. **1/9/9g The Clerk** to contact Co Cllr Darby with all ongoing issues and from those to provide her with three priority roads, footpaths and integrated transport schemes which are most urgently in need of attention. Cllr Parrett provided reports on the state of public rights of way around Coddington. **The Clerk** to send the reports to the County Council. The Parish Council thanked Val Dethick for walking the footpaths and providing the reports.
- f. **1/9/5** As reported by Cllr Lee, kerbside glass recycling is on the forward plan. **Cllr McDonald and the Clerk** will continue to work on a report for the next CVN explaining the Parish Council's position on the siting of glass recycling bins in Coddington.
- g. **1/9/5 Cllr Mosedale** has set up a Facebook page for the Parish Council and will forward the link to the other Councillors. **Cllr Mosedale and the Clerk** will be posting appropriate items including Parish Council agendas, minutes, and events. **The Clerk** to organise the closure of previous Parish Council Facebook groups.

8. Finance

- a. **Approval of accounts for September 2022**
The cash accounts for September had been previously circulated and were approved for signature by the Chairman.

b. Approval of expenditure to 6 October 2022

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

Wages (Sep)	54.57
Wages (Oct)	46.97
Hire of Village Hall (Aug & Sep)	15.00
Royal British Legion – Lamp Post Poppies	60.00
2 x Remembrance Wreaths + £6 donation	40.00
PKF Littlejohn – External Audit	240.00
D Lyne – Grass Verges (Aug)	547.20
Clerk’s Expenses	38.25
National Allotment Society Membership Renewal	66.00
HMRC PAYE (Jul – Sep)	64.72

c. External Auditor’s Report

PKF Littlejohn has completed the External Audit Report with no issues. All documents and the certificate are available for public inspection on the village website or on application to the Parish Clerk.

d. Request for further financial assistance for work on churchyard wall

The Clerk to write to the PCC with an offer of help from both the Parish Councillors and outside community support, in taking the wall down and removing the soil. This would assist the Church in keeping rebuild costs to a minimum.

e. Purchase of bench plaques

Proposed by Cllr Armstrong, seconded by Cllr Cox, the Councillors agreed the purchase of 3 engraved plaques from County Signs up to a cost of £30 each plus VAT. **The Clerk** to order the plaques.

f. Donation to Collingham Food Pantry

Proposed by Cllr Armstrong, seconded by Cllr Cox, the Councillors agreed to donate £500 to Collingham Food Pantry. **The Clerk** to check with NALC that the Parish Council can do this and with the Food Pantry that they have helped residents of Coddington.

g. Village Readers’ Book Exchange

The Clerk to speak to the Village Readers to establish the cost of a second book exchange unit with a three-month expiry date for the donation.

h. Memorial Tree

Proposed by Cllr Cox, seconded by Cllr Parkhouse, the Councillors agreed the purchase of an oak tree to be planted in memory of the late Co Cllr Maureen Dobson at a cost of £50 plus VAT plus shipping. **The Clerk** to order the tree and get prices from County Signs for a memorial plaque for the tree and a second plaque for the existing tree in memory of the late Co Cllr Vincent Dobson.

- i. **Christmas Lights Junction Box**
Proposed by Cllr Parrett, seconded by Cllr Parkhouse, the Councillors agreed to accept the quote of £71.16 from Joanna Newell for a two-way extension. **Cllr Ayers** to liaise with Joanna.
- j. **Payroll**
Proposed by Cllr Cox, seconded by Cllr Parrett, the Councillors agreed to continue to pay the previous Parish Clerk to make payments until amendments to the bank mandate and internet banking are complete.

9. Administration

- a. **Thorpe Oaks Play Equipment**
The Clerk to telephone Roger Jackson at the District Council to request plans for the play equipment, as receipt is now well past the promised date.
- b. **Community Centre**
Cllr Ayers and Chris Parrett have put down the speed bumps at the entrance to the Community Centre. Cllr Ayres also reset raised and uneven blocks in the car park. The Parish Council thanked Cllr Ayers and Mr Parrett for their work. Doug Lyne has confirmed that the Community Centre hedge will be cut during October half term and that he will speak to the owner of the hedge to the right of the entrance, to get that side cut at the same time. Cllr Cox had previously circulated the Coddington Community Association Minutes of the Trustees Meeting held on 7 September 2022. The Dorma door needs repairing, and parts have been ordered. The sewerage system has been cleaned and serviced. All regular users are booked until October half term, with 9 confirmed casual user bookings since the last meeting and 3 enquiries for potential new regular users. The Clerk was coming to the end of her probation period and the Trustees agreed for her to retain the position.
- c. **Allotments**
Proposed by Cllr Parkhouse, seconded by Cllr Armstrong, the Councillors agreed that there would be a small rent increase for 2023. **The Clerk** to check the increase mentioned in the last budget and then prepare renewal letters to allotment holders detailing the increase and asking for their intent to continue for another 12-month period. **The Clerk** to contact Farndon Garden Centre for money off vouchers for those who renew their agreement. Following the recent inspection, **the Clerk** to issue two letters in respect of tidiness. The Councillors agreed a request from an allotment holder to erect a shed.

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

- d. **Remembrance Day**
The Parish Council have purchased two wreaths. **Cllr McDonald** will lay one wreath at the Church service and **Cllr Cox** will attend the Newark Air Museum service to lay the other wreath. **Cllrs Ayers and Parkhouse** to put up the lamp post poppies towards the end of October.

e. **Safer Neighbourhood Group Representatives**

Cllrs Armstrong and Parrett attended the SNG meeting of 21 September 2022 held at South Clifton Coronation Hall. It was the first meeting since before the pandemic and was well attended, including representatives from the police, NSDC Community Protection Team and District Councillors. The state of the roads, speed limits, parking issues and speeding HGVs were some of the issues raised by Cllrs Armstrong and Parrett. **The Clerk** to add SNG to the 'Election of Representatives' on the agenda for the next Annual Meeting of Coddington Parish Council.

f. **Report on the 'Moment of Reflection' for Her Late Majesty Queen Elizabeth II**

The vigil was held at the Community Centre and was attended by around 20 people of all ages. Cllr McDonald led the vigil and the Councillors who attended said that it was a fitting moment of reflection for Her Late Majesty Queen Elizabeth II.

10. Correspondence

Email received from Notts ALC in respect of the 13th edition of the book 'Local Council Administration' by Charles Arnold-Baker which is now available at a cost of £132.16. Proposed by Cllr Cox, seconded by Cllr Armstrong, the Councillors agreed that **the Clerk** should purchase a copy.

11. Matters for immediate note or the next agenda

- a. Change in design on the A46 bypass by National Highways. **The Clerk** to forward to all Councillors, the email received from the pressure group 'Think Again', which details their next event to discuss and debate the new design.
- b. New Parish Council Clerk's 6-month probationary review.
- c. Review of request to reallocate one allotment.

The Meeting closed at 9.45pm

Date of the next Parish Council meeting – Thursday 3rd November in the Community Centre