

Coddington Parish Council
Minutes of the Meeting held on 5th October 2023 at 7.30pm
in the Community Centre

Present: Cllr McDonald (Chairman), Cllrs Ayers, Mosedale, O'Donnell, Brooks and Parrett. Yvette Wellard (Clerk). Co Cllr. Darby, Dist. Cllr Oldham, Dist. Cllr Lee (from 8pm). One member of the public.

CPC 23-14 **To consider apologies for absence.**

Apologies for absence were received from Cllrs Armstrong, Parkhouse and Dikkez. Resolved unanimously to accept the reasons for absence.

CPC 23-15 **To record declarations of interest from members in any item to be discussed.**

None declared.

CPC 23-16 **To approve the minutes of the meeting held on 7th September 2023 and to receive updates.**

Previously circulated and accepted as a true record, proposed by Cllr O'Donnell, and seconded by Cllr Parrett. Agreed unanimously.

- **23/06 Establishing Options for a Parish Burial Ground**

Cllr O'Donnell's report on his meeting with the Clerk to Great Gonerby Parish Council had been circulated. **Cllr O'Donnell** would continue to gather further information.

CPC 23-17 **Public participation.**

A member of the public requested an update on the parking petition which had been presented at the previous meeting and then left the meeting.

CPC 23-18 **To receive updates from County and District Councillors.**

Co Cllr Darby confirmed that the speed limit on the A1 slip road would be going out to consultation. Flooding issues on Thorpe Close had been inspected and she was awaiting a report. The potholes on Valley View had been marked for repair. She would chase for an inspection of the footway on Newark Road and request siding of the Beckingham Road footway.

Dist. Cllr Oldham was working with Coddington School and the Rotary Club on the refurbishment of the Nursery School entrance and had talks with the Headteacher on setting up a student parliament. Environmental Services had advised that there was room for only one oak tree at Well Green, the second one could be planted at Thorpe Close or Thorpe Oaks. There was still time to apply for a Community Chest Funding grant of up to £1,000 for the improvement of community housing areas. The new goal posts were in place at Thorpe Oaks and work was due to start on installing new play equipment.

Cllr Parrett reported that the Safer Neighbourhood Group was keen to assist with parking issues at Coddington School – liaising with Dist. Cllr Linda Dales.

Cllr Darby and Cllr Oldham left the meeting.

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CPC 23-19

Items requiring a decision:

- a) **To consider the process for appointing a new Parish Clerk and to agree the hiring of a temporary Clerk in the interim:**
The Chairman had accepted the resignation of the Clerk w.e.f. 6th October. Proposed by Cllr McDonald, seconded by Cllr Parrett, it was unanimously agreed to re-appoint the previous clerk, Yvette Wellard to cover the vacancy on a temporary contract from 1st October at the current salary rate for 40 hours per month, pending the appointment of a new Clerk. The Clerk would update the previous vacancy notices for NALC and the CVN within the same salary range and circulate for approval with a closing date for applications of 31st December.
- b) **To consider the Post Office Row residents' petition for parking permits.**
Proposed by Cllr Ayres, seconded by Cllr Parrett it was agreed to support the residents' petition by a majority of 4:2 in favour.
- c) **To consider changing the day of future Parish Council meetings.**
Following a survey of members' availability, it was unanimously agreed that Parish Council meetings would continue to be held on the first Thursday of the month. As a result of the decision, the resignation of Cllr Dikkez was reluctantly accepted due to a change in work commitments.

Dist. Cllr Lee arrived and was invited to give his report. (continuation of 23-18)

Dist. Cllr Lee confirmed that the site of the archaeological survey on the A17 has been allocated as development land by NSDC and will go forward for warehouse units. The glass recycling collection service has been postponed until next year.

Cllr Lee left the meeting.

- d) **To consider applications for Parish Councillor vacancies.**
Two applications had been received. The Clerk would arrange a meeting for informal interviews prior to co-option at the next Parish Council meeting.
- e) **To consider ideas for spending the Community Infrastructure Levy funds.**
A large number of suggestions had been received from residents. Cllrs would hold an informal meeting to short-list ideas to be presented at the next PC meeting.
- f) **To consider arrangements for Carols Round the Tree.**
The Clerk would ensure that all parties have been invited and ask whether the W.I. would like to make cakes.
- g) **To receive the Handyman's annual appraisal and consider his request for a new winter coat and gloves.**
There were no issues arising from the Handyman's annual appraisal. It was unanimously agreed that the Clerk should purchase a new coat and gloves of the same type as previously provided for the Handyman.
- h) **To consider NALC allotment training.**
It was agreed that no training was required at this time.
- i) **To consider NALC training for the management of closed burial grounds.**
There was currently no requirement for this training.
- j) **To consider a new agreement with NSDC for the lease of allotment land.**

The new lease had not yet been received. Cllrs noted that the annual rent would rise from £110 to £150.

- k) **To consider an allotment exchange request and letting of the vacated plot.**
The Parish Council agreed the recommendations of the Allotment Group for the swap to go ahead and the vacant allotment to be allocated.

- l) **To receive the allotment inspection report and consider a request for keeping chickens.**

Cllr Parrett reported that two allotments were currently being monitored for poor maintenance. It was unanimously agreed that the request for chickens on allotment 6a should be limited to four hens for the welfare of the birds within the enclosed space of 4m x 3m.

- m) **To review the half-yearly budget.**

The figures had been previously circulated. Cllr Ayres expressed concern that the projected income was c.£4,000 less than the budgeted expenditure. It was agreed to look at this year's budget again in detail at the December precept meeting.

- n) **To consider attendance at the Remembrance Day ceremony at Newark Air Museum and the purchase of wreaths.**

It was agreed that the Parish Council would be represented at the Air Museum's ceremony. Two poppy wreaths would be purchased from the Chairman's Allowance.

CPC 23-20 **To consider Planning Applications/Consultations received:**

- a) **Nottinghamshire Pre-submission Draft Waste Local Plan.**

There were no comments from the Parish Council. Individual responses could be submitted online until 11th October 2023.

- b) **Local Development Framework Plan Review.**

There were no comments from Cllrs. To be reviewed at the next meeting prior to the closing date of 6th November.

CPC 23-21 **To receive and accept accounts for September 2023.**

Balances at 29/9/23:

Current Account	£ 9,291.67
Deposit Account	£23,478.63
Burial Account	£12,105.60

Proposed by Cllr Parrett, seconded by Cllr O'Donnell, the accounts for September 2023 were unanimously approved.

To approve invoices received:

• HMRC PAYE to September	58.88
• PKF Littlejohn External Audit	252.00
• D Lyne – verges mown (4 th & 25 th Augus	1180.80
• PTSG – CC Lightning Protection Check	156.00
• Printer ink	9.99
• Clerk's expenses	24.75

Proposed by Cllr Parrett and seconded by Cllr O'Donnell, the payments were unanimously approved.

- CPC 23-22 **To note the conclusion of the external audit for year ending 31st March 2023.**
PKF Littlejohn had completed the external audit for 2022-23 with no issues raised and all reports had been posted on the Parish Council website.
- CPC 23-23 **To receive a report on the Archaeological Site Visit.**
A number of Cllrs had visited the A17 development site to observe excavations of Iron Age and Roman wells and artefacts. It was understood that these would be sent to London to be catalogued before some being returned to Coddington. Cllr Ayres was hoping to arrange a meeting with the developers to discuss footpath access and again highlighted the need for a Neighbourhood Plan.
- CPC 23-24 **To receive items for information or the next agenda.**
- The Parish Council to consider the co-option of new Cllrs.
 - C.I.L. money spending.
 - Local Development Framework Plan.
- CPC 23-25 **Date and time of next meeting:**
Thursday 2nd November 2023 at 7.30pm in the Community Centre. Cllr Ayres gave his apologies.

The meeting closed at 9.10pm