

MINUTES OF THE ANNUAL PARISH MEETING HELD ON THURSDAY 24th APRIL 2025

AT 7.30pm in CODDINGTON VILLAGE HALL

Present:

Parish Councillors Lorna Mosedale (Chair), Des Allen, David Armstrong, Karen Jarvis, Bob O'Donnell, Wendy Parrett and Quinton Quayle. County Councillor Janette Barlow, District Councillor Emma Oldham, Dawn Hockenhull (Clerk) and several members of the public.

1. Apologies for Absence

District Councillor John Lee sent his apologies.

2. To receive and accept minutes from the APM held on 11th April 2024.

Minutes of the previous Annual Parish Meeting were proposed as a true record by the Chair and agreed by those present at the 2024 meeting. These were signed at the meeting.

3. Matters arising from the minutes

None.

4. Annual Reports of the Parish Council

a. Chair's Report.

The Vice Chair of the Parish Council, Cllr Lorna Mosedale, presented the annual report and welcomed everyone to the meeting.

She thanked all Parish, District and County Councillors for their hard work on behalf of the village and Malcolm Baker for his work as a volunteer editing the Coddington Village News. She welcomed Cllr Mike Ayers as the new Chair of the Parish Council, new Parish Councillor Quinton Quayle and Dawn Hockenhull on her return to the role of Parish Clerk. Planning, roads and pathways, the environment and local events were all topics included in her report.

(Chair's Report in full – appendix 1).

b. Allotment Working Group Report

Cllr Parrett presented the Allotment Group's report on the 25 allotments. The number of available allotments had increased from 24 to 25 following a large vacant allotment being spilt into two smaller ones. An inspection found that most plots were being maintained to a satisfactory level. Liability insurance through the National Allotment Society had been offered to allotment holders and was due for review. A damaged fence and a broken tap had been repaired by allotment holders.

(Allotment Working Group Report in full – appendix 2)

c. Finance Report

The Clerk presented a short finance report.

Copies of the draft annual accounts were circulated with Parish Council reserves of circa £28,000 which includes £4,500 of CIL money from new housing developments. The CIL funds are to be discussed under agenda item 10. The internal audit had just been completed, with the external audit due to be signed off by September. All financials are available to view on the Parish Council website and will be available for public inspection during the 'Notice of Public Rights' period in June and July.

5. Annual Report of Coddington Trust Fund

Chairman of Coddington Trust Fund, David Armstrong, presented the annual report. £11,000 had been spent on Relief in Need during the year. A significant increase to the previous year's £4,000. Structural damage to an extension on one of the Almshouses had resulted in an insurance claim with repairs expected to be completed this year. Assets of circa £336,000 are held by the Trust in various banks, building societies, bonds, and shares. More residents of Coddington sought help from the Charity this year with an increase in help provided compared to the previous year. Anyone who might be aware of people in need are asked to encourage them to apply. Contact details for the Trust Fund can be found in the Coddington Village News
(Coddington Trust Fund Report in full – appendix 3)

6. Annual Report of Coddington Village Hall Charity Trust Committee

The Parish Clerk presented the annual report in the absence of retiring Chairman Maggie George.

The Village Hall had undergone considerable refurbishments including upgraded toilet facilities, a revamp of the entrance hall, a fresh new colour scheme inside, PIR lighting in the outside porch and a new fully equipped kitchen. At the AGM of the Notts Association of Local Councils, the Chairman had been delighted to accept a Certificate of Merit award in the Best Kept Village competition, in recognition of the community effort shown in the refurbishments. The Trustees continue to work hard on fund raising events.

(Coddington Village Hall Report in full – appendix 4)

7. Annual Report of Coddington Community Centre Association

Chairman of the CCA, Malcolm Baker, presented the annual report.

Annual expenditure currently exceeds income and the CCA are looking at ways to address this. Outdated and inefficient energy, hot water and wastewater systems are all being reviewed. Roof repairs, a rear fire door with no accessible outside footpath, obsolete Dorma door mechanisms and ineffective smoke detectors are other issues being addressed.

(Community Centre Association Report in full – appendix 5)

8. Annual Report of Coddington C of E Primary and Nursery School

Head Teacher, Rebecca Major, presented the annual report.

The School has more than 400 children aged from 3 to 11, with 60 members of staff and 3 core values – Care, Community and Courage. 12% of pupils are eligible for pupil premium (a grant to improve educational development for disadvantaged pupils), 6% have English as a second language and 9% are recognised as needing special education. In March 2025 the School left local authority governance and became a member of the Minster Trust for Education, a multi-academy trust. With funding from the Christmas and Summer fairs, Friends of Coddington School and grants accessed from Newark and Sherwood District Council, the School were able to open up an outside classroom and sensory garden. Wider enrichment trips, which include staying over, are offered, with the Coddington Trust Fund supporting the annual pantomime trip.

9. County and District Councillors

District Councillor Emma Oldham thanked Coddington Parish Council for their hard work and commitment to the village. Reflecting on her second year as District Councillor she said she was proud of the work she had done to improve pathways on Newark Road and Beckingham Road with interim defects temporarily addressed and large scale patching planned. She had worked with Dist Cllr Lee to secure funding to repaint the MUGGA on Thorpe Close, had supported Coddington Scouts to secure District Council funding for replacement windows at the Scout Hall, had set up a book donation scheme, had helped residents on Thorpe Close with sandbag delivery and distribution during flooding issues, and had carried out five litter picks locally. She continues to attend walkabouts to identify issues from broken manhole covers to hedgerow trimming and to volunteer with Coddington Rainbows.

10. Community Infrastructure Levy Funds

Clerk to the Parish Council, Dawn Hockenhull, advised that £4,500 CIL funds are held by the Parish Council. These funds need to be spent on the provision, improvement, replacement, or maintenance of physical, social, and green infrastructure in Coddington. Ideas from the public on how to spend the funds are welcome.

11. Open Forum

- A resident suggested that more defibrillators be available in the village, with possible sites at Thorpe Oaks and The Green.
- A 'Best Garden' competition was suggested which would help to tidy up the village.
- With Martyn's Law imminent could a community group be formed to alert the neighbourhood of a local terrorist attack.

The meeting closed at 8.25pm

Appendix 1 - Parish Council Chair's Annual Report

Thank you to everyone attending tonight, we really appreciate you taking time out of your busy lives to attend and prepare a report for the Annual Parish Meeting.

I would firstly like to say a big thank you to all the Parish Councillors, District and County Councillors for their hard work over the past year.

This year, we welcome our new Chairman, Councillor Mike Ayers, who has done a fantastic job taking over the reins from Nerissa, who retired last year. (Although Mike has left me to handle this evening's meeting while he enjoys himself in South America!) We are beyond delighted to have Dawn back as our Clerk; she is doing an excellent job, and we wouldn't know what to do without her. We also welcome our new Councillor, Quinton, to the Parish Council. Currently, we do have one vacancy on the Council, which we will be interviewing for next week.

I want to extend a special thank you to Malcolm Baker, who continues to volunteer editing for the Coddington Village News. Additionally, I want to thank all the working groups in the village; we appreciate the hard work that goes into these groups.

Plans and Planning

Tritax, the developers who have been building the warehouse on the A17, submitted another planning application last December for another three new warehouses. We are closely following this and are awaiting a date for it to go to the planning committee.

Safety and Security

We are working on an application to reduce the speed limits in the village, aiming to lower the 40mph zone to 30mph and the 50mph zone to 40mph. We will keep you updated on the progress in the coming months.

Yellow Lines

After much campaigning over the years, double yellow lines have been installed at the bottom of Newark Road. Thanks to all involved in getting this in place.

New bench

Earlier in the year we were notified by a community member of a Parish Council bench that had fallen apart on Drove Lane. This has now been replaced and thanks to the Parish Councillors who stored and fitted the bench.

Pages Wood

For those that are not aware, the Parish Council own Pages Wood, which is the small wood on Balderton Lane. Ivy had begun to take over the wood, so a group of Parish Councillors spent an evening removing the ivy and then Hawthorn bushes were planted on the perimeter. I extend my appreciation to all those involved.

Flowers

We spent some time in the Autumn tidying up and planting bulbs in the millennium garden with the help of volunteers from the community. We hope you like the extra daffodils and the colourful tulips this spring, we hope to plant some more again this autumn.

Events

Community Fete

A big thank you to the collection of volunteers who made last year's Summer Fete a great success. Thanks to the School, Friends of Coddington, Scouts, Rainbows, Church, School Choir, and the WI, without whom this event would not have been possible. Remember to mark your calendars for this year's event on Saturday, 28th June. We have purchased event shelters for use during our events. Should anyone wish to borrow these for a community event, please contact the Clerk via email for further details

Carols around the tree

Carols around the tree in December was another great success, with the choir and the Newark Town Band bringing Christmas joy to the village. Thanks to the WI for supplying mince pies and cakes for the event. And thanks to Parish Councillor Neil Hudson for donating the large Christmas tree for the community centre gardens.

Don't forget, we have the Coddington Garage Safari Sale this Saturday from 10am to 2pm, with pop-up stalls at different houses around the village.

Lorna Mosedale

Vice Chair of the Parish Council

Appendix 2 - Coddington Parish Council Allotment Report 2025

Last year a large allotment was vacated, and a decision was taken to split it into 2, they have both been let which means we now have 25 allotments.

An inspection was carried out 17th April 2025, all but 2 allotments were being worked. It was felt that these 2 would require letters reminding of their signed agreement to maintain their allotment in good order.

Last year an allotment holder raised the issue of insurance for allotment holders, and we contacted the National Allotment Society of who we are member to check the position.

The NAS were given details of those allotment holders who wanted liability insurance cover against claims made by 3rd parties for accidental bodily injury or property damage (sheds and their contents are not included in the policy) and it was at no cost to allotment holders. The insurance is currently under review and again all allotment holders will be offered any insurance that the NAS can provide.

In July a vehicle damaged the fence at the entrance, the PC agreed to purchase the timber, and 2 allotment holders repair it for us, they also put chicken wire across to prevent dogs entering the allotments as we had had problems with dog fouling.

This month a broken tap was mended by another allotment holder.

The Parish Council would like to thank all allotment holders who continue to help keep the allotments in good working order.

Cllr Wendy Parrett

Appendix 3 - Coddington Trust Fund Report

In 2024 the income for the year was just over £37,000, this is from the rents for the Almshouses and the farmland which the trust owns in Coddington, but also from the Trust Fund's investments.

In 2024 outgoings were £35,700. This was spent on Relief in Need, professional fees, the maintenance and improvement of the Almshouses, their gardens, and surrounding areas. In 2024 over £11,000 was spent on Relief in Need, a significant increase compared to the previous year's relief of £4,000.

There was also progress has been made in resolving the insurance claim and extent of repairs to structural damage to an extension to one of the Almshouses, with planning permission obtained and tendering for the work complete. Work on the demolition and rebuilding of the extension should be carried out this year, with limited disruption to the tenant due to the inclusion of a temporary bathroom in front of the Almshouses.

The Trust Fund has assets in the region of £336,000 invested in various banks or building societies, as well as bonds and shares. Advice was sought on the investment strategy to ensure that the Trust can meet its objectives on the maintaining the Almshouses and providing Relief in Need in the future, after which the trustees agreed to maintain the existing approach.

A few more residents of Coddington have been seeking help from the Charity so far this year, with an increase in help provided compared to previous years. If you are aware of someone in need, please encourage them to apply. All the details are in the Village Newsletter. Applications are treated in the strictest confidence.

David Armstrong - Chairman

Appendix 4 - CODDINGTON VILLAGE HALL - RETIRING CHAIRMAN'S REPORT

As I reached the end of my term of office as Chairman of Coddington Village Hall in January 2025, I was able to look back and report that the Village Hall had gone from strength to strength. As well as the long-awaited upgrade to the toilet facilities which were completed last year, the entrance hallway had also been totally revamped. With a fresh new colour scheme making the area lighter and brighter, the addition of new carpeting has completed the upgrade.

To further enhance the experience of a visit to the Village Hall, new PIR lighting has been installed to the outside porch, meaning Hirers are able to access the Hall safely, especially during dark Winter evenings.

It goes without saying that with an historic venue of this age, there is a continual need to maintain the fabric of the building, and a dedicated band of volunteers are kept busy year-round. From seasonal cleaning of guttering, to painting external surfaces, through to keeping the flower beds colourful and welcoming, there is always much to be done.

Meanwhile, the Trustees work hard to encourage footfall into the Hall by way of fund-raising quiz nights, seasonal fairs and of course the ever-popular "Live and Local" events.

Sometimes it all seems like an uphill battle. However, I was delighted when, following a visit to Coddington a few months ago of the Best Kept Village judges, it seemed our efforts had not gone unnoticed, for at the AGM of the Nottinghamshire Association of Local Councils, I was proud to accept the presentation of a Certificate of Merit Award, in recognition of the community effort shown in the refurbishment of Coddington Village Hall.

This would not have happened without the combined efforts and hard work put in by many people over the years who like me, wish to ensure that the Village Hall continues to be a valuable hub for local groups such as Brownies and the W.I. In addition, the new, fully equipped kitchen means it's perfect for ad hoc events of all kinds. From Christening celebrations, Wakes and birthday parties through to supper evenings or fund-raising events, it is suitable for all occasions.

As I stepped down from office in January this year and handed over the baton to the new Chairman, I felt secure in the knowledge that Coddington Village Hall will long continue to be the jewel in Coddington's crown.

Maggie George

Retiring Chairman January 2025

Coddington Village Hall CIO

Appendix 5 – CCA Report for Parish Meeting – Feb 2025

As you are aware Coddington Community Association is tasked with the management of the building Coddington Community Centre in line with a lease agreement which was rolled over from before the Parish Council took ownership.

We have recently been looking into the Community Centre finances as our out goings currently appear to be higher than our incomings. This has come around since the energy price rises of the last few years. We took the decision not to react suddenly as we knew the prices would settle down.

We have not interfered with systems which appeared on the surface to be working normally.

I was astounded to find out that when the boiler was replaced in Oct 2016, the room thermostat was found to be incompatible and not connected. This decision has resulted in a considerable waste of energy as the boiler comes on at 6am and goes off at 11pm with not control in between. I only found out when I observed the radiators being reset to adjust the temperature.

This is something we can put right quickly but goes to show the quality of supervision being delivered at the time. We are currently paying £500 per month which we thought was down to the Ambirads but now we think otherwise.

We had an Energy Audit and Sustainability report carried out in January which has highlighted that our hot water system no longer matches the function of the building. When the building was originally constructed, it was outfitted with male and female changing rooms with showers and an accessible shower. All of these have now been decommissioned as they were never really used. They are now essential storage areas. The hot water system is maintained and circulated round the building to give instant hot water at the taps and reduce the risk of legionella developing. The report has highlighted that this is not an efficient system and that we would benefit from decommissioning it and installing electric instant hot water units at each point where it is required. We could remove the tank which would provide space in the power room for future expansion of systems. This would also reduce our Legionella risk assessment with respect to stored water.

The main hall heating system was identified as needing improvement as it heats the top of the hall before the bottom despite having the heat deflectors. We are now nearly 20 years on and the development of technology has improved to a point where there are more suitable systems on the market, we need to look at either a heat pump system or infra-red panels – a combination may be better.

When the waste water treatment system was installed the remote electrical box was not installed with future maintenance in mind and does not meet today's regulations with respect to electrical installation standards. Whenever one of the pumps needs to be replaced our centre manager has to access the top of the tanks to remove the pump, feed a new cable and rewire the switch unit. This is an extremely unpleasant and hazardous activity which he should not be performing. There is an upgrade which can be applied to our system which would be more reliable and less hazardous. The upgrade does not use pumps to roll the tanks, it uses compressed air with the equipment located at the surface.

As you are aware the roof needs to be repaired which has resulted from the poor quality of the installation of the Solar panels, the solar panels may need to be removed to complete this.

The maintenance instructions for the solar panels indicates that they need to be cleaned from ground level once a month. This has never been done as they cannot be seen from the ground.

Again, technology has moved on and there are better systems out there which can be located where we can get to them. The existing units are 275 watts where newer ones are 450 watts. Additionally, the newer units utilise daylight as opposed to sunlight.

I would also like to look into battery power storage which could be sited in the power house once older equipment has been removed.

The rear fire door from the main hall goes nowhere which renders it unsuitable for purpose. A path needs to be installed around the building.

Other items that need to be looked at are pieces of equipment which are now 20 years old. We have replaced the lighting in the main rooms but still have a few to go in the corridors and toilets which fail on occasion. The Dorma Doors mechanisms are now obsolete and we cannot get the parts for them. We have them serviced on a regular basis but this will not last for ever. Also we are experiencing issues with some of the smoke detectors.

Lastly, something which we get no income from is where the parents stand at school collection time. This area needs to be paved, unfortunately it is a long way down my list as we get nothing for the service that is provided. Additionally, the way we are spoken to by the parents can be quite rude if we have to intervene for any reason.

We are at a crossroads with some major projects to complete in order to reduce our reliance on fossil fuels which will reduce our carbon footprint. We will be able to reduce our costs in the long run but will need some investment to get there.

These items have different priorities depending on cost, the roof being quite important but looking at the other items

The order that I would like to tackle them are:

- 1) Install a thermostat to control the boiler – immediate cost reduction
- 2) Address our hot water provisions – immediate cost reduction

- 3) Address the heating in the main hall – long term cost reduction and reducing our fossil fuel
- 4) Upgrade the waste water treatment system – HSE and electrical safety issue.
- 5) Install Infra-Red Heating in function room – immediate cost reduction.
- 6) Convert the heating for the building from Gas Boiler to Air Sourced Heat Pumps – reduction in fossil fuel.
- 7) Consider Battery storage
- 8) At some point have a footpath run from the rear of the building to the front around the school side.

The approval from the parish council and assistance in identifying funding would be a great help in achieving these goals to put this asset back at the top of its class with respect to it being an eco-friendly building. Additionally replacing the gas systems with an alternative would reduce the Parish Council costs as we would not need a gas safety check and would achieve a major goal in removing our reliance on fossil fuels.

Malcolm Baker - Chairman