

SUBJECT TO RATIFICATION AT THE 9th DECEMBER 2019 PARISH COUNCIL MEETING

Minutes of the North Muskhams Parish Council held on Monday, 11th November 2019 at the Muskhams Rural Community Centre following the Annual Parish Meeting

Present: Councillor P Beddoe, in the Chair
Councillor N Hutchings
Councillor D Jones
Councillor D Saxton

Also in attendance: District Cllr Mrs Saddington, County Cllr B Laughton, and 2 members of the public

In the absence of Cllr Harrison, it was proposed by Cllr Saxton, seconded by Cllr Hutchings that Cllr Beddoe be appointed as Chairman for the meeting.

NM75-20 Apologies for absence

Apologies for absence were received and accepted from Cllrs Dolby, Harrison and Morris.

NM76-20 Declarations of interest

It was AGREED that any declarations of interest would be stated by Members as required during the meeting.

NM77-20 Minutes

The minutes of the Parish Council Meeting held on Monday, 14th October 2019 were accepted as a true and correct record and signed by the Chairman.

NM78-20 Update on Issues

Members received and noted the updated issues document, attached to the minutes as Appendix 1.

NM7The Public 10 Minute Session

9-20 The Chair suspended the meeting at 7.04pm to allow questions from members of the public.

A resident expressed concern at the narrowness of the road adjacent to the new development on Main Street as work commenced to install the footpath. There was a concern at the impact on road safety at this point when people crossed from the pavement on the opposite side of the road. The road was used by HGVs and farm traffic, in addition to normal vehicles.

The Chair advised that the Clerk had been in contact with the Planning Officer for the development, with the matter passed to Planning Enforcement for investigation. A response had been received advising that the construction of the pavement should be included within the site boundary plan and not infringe upon the existing vehicular carriageway. It should not encroach and narrow the road. If the pavement did extend

onto the public highway the County Council highways team should be made aware.

After discussion it was AGREED that correspondence from the Planning Enforcement team be forwarded to Cllr Laughton who would raise the matter direct with highways.

The meeting was reconvened at 7.23pm.

NM80-20 District Councillor Session

The Chair suspended the meeting at 7.24pm to allow Cllr Mrs Saddington to present her report.

Cllr Mrs Saddington advised there was nothing to report other than the potholes on Great North Road had been reported to highways.

The Chair thanked Cllr Mrs Saddington for her report and reconvened the meeting at 7.25pm.

NM81-20 County Councillor Session

The Chair suspended the meeting at 7.26pm to allow Cllr Laughton to present his report.

Cllr Laughton confirmed there was nothing to report but asked what the present position was regarding the closure of the lane to the garage. The Clerk confirmed that a meeting had been held on 16th October, with the matter now being investigated by the Rights of Way and Legal Team.

Cllr Laughton confirmed that he would liaise with highways on the Main Street Development.

The Chair thanked Cllr Laughton for his attendance and reconvened the meeting at 7.28pm.

NM82-20 Parish Council Matters

(a) **Capturing Memories Project**

The Clerk confirmed that the launch of the website had been publicised. It would take place after the Parish Council's meeting on 9th December, followed by drinks and nibbles.

Cllr Saxton advised that the project were looking to capture memories of people that had served on the Parish Council, in addition to information recorded in the minutes. A 'Muskhams Feast' was also planned in Summer 2020.

(b) **Local Improvement Scheme – Application Outcome**

The Clerk confirmed that photographs had been forwarded to the designer, who would now put a design together for approval by the Parish Council. A quotation in the sum of £6,516 had been received for the two signs, which the Clerk confirmed was

the amount applied for and granted through the Local Improvement Scheme. If strap plates were required these would be an additional £220 each. These were not included in the application.

(c) **Parish Council Conference**

The Clerk reported that the conference had been well supported and good feedback received from those that had attended. A copy of the slides used during the event would be forwarded to Members for information.

The Chair asked for the support of Members on the day.

(d) **Review of Remembrance Sunday**

Members confirmed that the event had gone well, with the change to the format of starting the service outside well received. Cllr Saxton suggested putting together a template for the service for future years. This was AGREED.

(e) **To confirm arrangements for the Christmas Tree & Carol Service**

The Clerk advised that a date of 27th November at 10am had been given for the tree to be chosen. As Cllr Dolby was unable to attend, it was AGREED that Cllr Hutchings would attend. An invitation would be extended to the resident who had complained last year to attend.

(f) **Amendment to Scheme of Delegation – Planning**

The Clerk had forwarded details of the amendments to Members for information.

NM83-20 Environmental & Community Issues

(a) **Skatepark and Play Area Update including Public Meeting**

The Clerk confirmed that the inspection reports for both areas had now been received and forwarded to Members for information.

There were areas identified as moderate risk in the skatepark report which Members were already aware of, as these had resulted in part of the skatepark being closed recently.

A discussion took place on the recent damage, and the lack of respect shown for the closure and the facility in general. The Chair noted that the generation that had fought for the facility with the Parish Council had now moved on and the current users were unaware of the effort it had taken to provide the park for their enjoyment. The skatepark had been successful in removing anti-social behaviour from residential areas.

The Chair put forward two motions;

- that the Clerk, with the involvement of the Chair, research contractors to undertake the repairs
- that a public meeting be called in the first quarter of 2020

This was proposed by Cllr Hutchings, seconded by Cllr Jones and AGREED unanimously.

(b) **Muskham Futures Update**

The Chair referred to the successful litter pick that had been organised by the group on 9th November 2019. The group had also planted bulbs.

Clarification had been requested on insurance and the Clerk confirmed that volunteers were covered under the Council's insurance provided that a risk assessment had been undertaken.

(c) **NSDC Parish Council Free Tree Scheme**

The Clerk advised that the District Council were now offering 50 free trees to Parish Council's. It was AGREED that this offer be accepted, with 10 trees of each variety to be requested.

(d) **Safer Neighbourhood Meeting – 24th October 2019**

Cllr Saxton reported back on the meeting held on 24th October. With Christmas approaching it was AGREED that a link be put on the Muskham Messenger to the Police website advising residents on precautions to take during the Festive season.

NM84-20 Highways

(a) **Highways Log**

Members received and noted the highways log.

Items to be added were the potholes on Vicarage Lane, the drains on Great North Road and a street light number 7 out on Waltons Lane.

(b) **Closure of Lane to Garage - Update**

This item had been covered under minute number NM81-20.

(c) **Combined Parish Meeting with Network Rail**

The meeting scheduled for Wednesday, 13th November, had been cancelled at the request of the Chair.

Members had been asked for availability in January and the Clerk was liaising with Network Rail for a new date.

NM85-20 Financial Matters

(a) **Accounts for payment:**

The Chair referred to the accounts for payment. It was AGREED unanimously that the following accounts be agreed for payment:

- Clerks wages – October - £248.88
- Payment to HMRC for Clerks wages – October- £62.22
- Village Handyman – October – £151.16

- MRCC – October Invoice - £32.15
- MRCC – Muskham Futures Meeting - £24.30
- Poppy Wreath – Remembrance - £32
- NSDC – Half Year Dog Bin Contract - £326.04
- Sherwood Signs – Dog Signs for Riverside - £96

(b) **To note any Receipts:**

Members noted the following receipts:

- Mary Woolhouse Foundation - £2,500

(c) **Financial Report to 30th October 2019**

Members received and noted the financial report as at 30th October 2019. The Clerk referred to the Playing Field budget line and the explanation of spend on the play area.

NM86-20 Correspondence

(a) **NALC – Code of Recommended Practice on Local Authority Publicity**

The Clerk referred to information received from NALC outlining the code of recommended practice on local authority publicity in the run up to an election.

(b) **Decision Notice - 19/01625/FUL – 3 Meadow Close, North Muskham – Householder application for single storey rear extension, side extension and rendering and storm porch**

Members noted receipt of the decision notice granting planning permission as outlined in the application.

NM87-20 Date of Next Meeting

Monday, 9th December 2019

The meeting closed at 8.15pm