

DRAFT MINUTES SUBJECT TO RATIFICATION AT THE MEETING ON 31ST JULY 218

Minutes of the North Muskham Parish Council held on Monday, 9th July 2018 at 7pm in the Muskham Rural Community Centre

Present: Councillor I Harrison, in the Chair
Councillor E Catanach
Councillor D Saxton

Also in attendance: 7 members of the public

NM16-19 Apologies for absence

Received and accepted from Cllrs P Beddoe, S Dolby and P Morris.

NM17-19 Declarations of interest

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

NM18-19 Minutes

The minutes of the meeting held on Monday, 11th June 2018 were accepted as a true and correct record and signed by the Chairman.

NM19-19 District Councillor Session

As Cllr Mrs Saddington was not present, no report was presented.

NM20-19 County Councillor Session

As County Cllr Laughton was not present, no report was presented.

NM21-19 Public 10 Minute Session

The Chair suspended the meeting at 7.02pm to allow members of the public present to raise any questions.

No matters were raised and the meeting was reconvened at 7.03pm.

NM22-19 Planning

(a) Decision Notice – 18/00821/FUL – Elm Tree House, Crab Lane, North Muskham –
Householder Application for Proposed Cart Shed

Members received and noted the decision notice granting planning permission for the proposed cart shed.

(b) Affordable Housing Scheme

The Chair advised that the application had not yet been considered by the District Council's Planning Committee. It was understood that the applicant was seeking to address some of the heritage concerns but no written confirmation had been received.

The Parish Council will keep residents informed as and when it was in receipt of any

information.

(c) CIL Payments

The Chair referred to information received from the Infrastructure/S106 Officer at Newark & Sherwood District Council in response to an enquiry from the Clerk regarding any outstanding CIL Payments due to the Parish Council.

After discussion the Clerk was asked to seek confirmation on the amount outlined of £100 per dwelling as the Parish Council would be concerned if the majority of funds were retained by the District Council for larger infrastructure projects, which whilst useful to the District as a whole, the proportion coming to the village appeared inappropriate and did not appear similar to that received with developments in the villages since the apparent introduction of this amount in 2013.

(d) Land at Langford Quarry, Newark Road, Near Collingham

Members noted that previous concerns had been raised regarding this application on the potential for noise and dust pollution.

The application was now due to be considered by the County Council's Planning & Licensing Committee on 17th July 2018 and the Parish Council had been invited to send a representative if it was felt appropriate.

It was acknowledged that attendance at the Committee was not required, however, the Chair would review the application to ensure that any potential nuisance from noise and dust had been addressed.

NM23-19 Parish Council Matters

(a) Casual Vacancy

The Clerk confirmed that no request for an election had been received by Newark & Sherwood District Council so the Parish Council were clear to fill the vacancy created by Mrs Hurry's resignation by co-option.

An application by Mr David Jones had been received and circulated to Members for consideration.

The Chair suspended the meeting at 7.12pm to allow Mr Jones to add any further information in support of his application. Mr Jones advised he was passionate about village life and felt strongly that the community had a duty to protect its older residents and bring on the younger ones.

The Chair thanked by Mr Jones and reconvened the meeting at 7.14pm.

After discussion, Councillor Catanach proposed, seconded by Councillor Saxton, that Mr Jones' application be accepted and he should be co-opted on to the Parish Council. This was AGREED unanimously.

The Clerk invited Mr Jones to sign his Declaration of Acceptance of Office and to join Members at the table.

(b) Potential Parish Council Conference

The Chair explained the situation for requesting the Parish Council arranges this Conference, as the District Council had confirmed that they would no longer arrange an annual event.

A date of Saturday, 13th October was suggested, and the MRCC had confirmed that the Community Centre was available. The cost was £25 an hour for the duration of the event.

It was AGREED that the Clerk should now liaise with Newark & Sherwood District Council to confirm that the Parish Council was proceeding with the event and seek assistance in sending out invitations. Parish Councils would be sent suggested content but asked to put forward additional items for consideration and discussion. Headline speakers would be sought from the District and County Councils and NALC. It was cons that there should be a couple of presentations, break out sessions and workshops.

Costs for the event could be offset by inviting exhibitors/suppliers to the event who would pay a fee to attend.

(c) To consider new Standing Orders

The Clerk referred to the first draft of proposed new Standing Orders that had been circulated to Members.

It was AGREED that the existing Standing Orders be circulated to Members, with a view to the matter being considered at the September meeting.

(d) Further Damage to Skate Park

The Clerk reported that, since the June meeting, there had been further damage to the vents recently installed at the skatepark by Via.

It was AGREED that the vents should be removed by the village handyman, no later than Tuesday, 10th July. An inspection would be undertaken by Members after the meeting.

The Chair referred to an offer made by the Muskhams Rural Community Centre to raise Money for a repair and renewal fund for the skatepark at their next large event.

It was AGREED that the Committee be thanked for their offer which the Parish Council were delighted to accept.

(e) Request from MRCC re HERAS Fencing

The Chair referred to a request from the MRCC to use the HERAS fencing to make a secure compound to store goal posts.

After discussion it was AGREED that the MRCC could utilise the non-usable panels but, given further recent damage, the good panels would need to be retained in case the skatepark needed to be closed off.

(f) Local Improvement Scheme – Change of Award to Village Gateway Sign

Given the deterioration of the current village sign, a request had been made to change the award made under the Local Improvement Scheme from a noticeboard to a village gateway sign.

While this had been agreed, there was a shortfall between the award made (£1,878) for a noticeboard, and the provision, design and installation of a Cropwell Style village gateway sign (£3,120).

It was AGREED that the Clerk should approach the District and County Councillors who represented the village to establish if they could provide financial support for the difference. If they could then permission was granted for the Clerk to proceed with a design for the sign.

The Clerk confirmed that the WI had been advised of the Parish Council's intentions.

It was noted that the trees on the green had overgrown to such an extent that they were covering the existing sign. It was AGREED that the Clerk should report them to the County Council and ask for their crowns to be lifted.

NM24-19 Environmental & Community Issues

(a) Update on Section 130A Submission

The Chair confirmed that he had met with the Senior Rights of Way Officer recently, who had agreed to proceed with the licensing of various impediments.

The Chair had clarified what impediments should be removed including gates, chains . The licence would also state that there should be no discouragement to people being able to access the land. The area was part of the highway and people should be able to use the whole width.

Removal of the impediments will open up the vista and would confirm the intention not to allow any other impediments to grow.

The County Council would undertake the initial cut, after which residents would be required to maintain it to the agreed level.

The Chair has suggested that chains and other such impediments could be removed immediately, with hedges to be cut after the bird nesting season.

(b) Monitoring of development on land adjacent railway line off Great North Road

There were no issues to report at this time.

(c) Rural Bus Service – Response from Marshalls

The Clerk had contacted Marshalls but no response had, as yet, been received. It was AGREED that the Clerk should now ring rather than email and report back to Members on the response.

(d) Capturing Memories Project

The Chair confirmed that he had met with Mr & Mrs Readman who were very keen to take the project forward and wished to thank the Parish Council for the opportunity. The Clerk had posted a message on the Muskham Messenger to advise that the project was now proceeding.

At the end of the project there would be latency including potentially in various media and arts including drama and a number of presentations.

(e) WW1 Commemorations

The Clerk advised that the requested sample Lamp Post Poppy had unfortunately not been received in time for the meeting. It was AGREED that as soon as it arrived Members would be invited to meet to discuss ways of installing them on the lamp posts.

Councillor Saxton had undertaken an audit on the number of lamp posts throughout the village. There were 127, excluding Mill Lane and the A1 roundabout. Pledges had been received for 92 poppies which, together with the £250 from the MRCC, would enable poppies to be placed throughout the village.

The Clerk confirmed that there was still time to apply for grant funding for a beacon of light event. The closing date was Friday, 13th July.

The beacon would see the start of commemorations culminating in Remembrance Sunday on 11th November. A date of Saturday, 8th September, commencing at 7pm for 7.30pm was agreed (subject to discussion with the landlord of the Ferry), with invitations to be extended to the Chair of the County Council and Newark & Sherwood District Council. The event should involve representatives from both Churches in the village too.

Councillor Saxton confirmed that he had raised the Remembrance Sunday service at the June meeting of the PCC. It had been agreed that, for the first time ever, only one service should be held and that be the one at the MRCC on Sunday, 11th November. Reverend Hadley had requested that the Large Hall be booked and the Clerk confirmed this had been done. As it would normally be a combined service, the congregation from South Muskham and Little Carlton would need to be included. An invitation would also be extended to Bathley to attend. It was AGREED that representatives from each parish should read out the names of those that had fallen from their respective villages.

Councillor Saxton was requested to continue as the liaison between the Parish Council and the PCC.

- (f) Release of Sky Lanterns and Helium Balloons – Request from NSDC
Members received and noted the request from Newark & Sherwood District Council to adopt a policy on prohibiting the release of sky lanterns and helium balloons on its land, in line with the policy they had adopted in March 2018.

It was AGREED that the MRCC be requested to adopt and implement the policy on the playing field and to incorporate it within their terms and conditions of booking.

It was also AGREED that the MRCC be requested to move towards minimising the use of plastic where possible.

- (g) Muskham and Sutton-on-Trent Safer Neighbourhood Group – Meeting 12th July
Councillor Saxton confirmed that he would be attending the meeting on 12th July, the Clerk had asked that damage to the skatepark vents be reported at the meeting.

In terms of how other information was gathered and reported at the meeting, Councillor Saxton was asked to enquire and report back to the Parish Council.

A post to be placed on the Muskham Messenger reminding villagers that anything suspicious should be reported via 101, if a crime was in progress then 999 should be called, for anything else villagers would be asked to send through to the Parish Council email so that it could be reported to the Group.

NM25-19 Highways

- (a) Highways Repair Log
Members received and noted the highways repair log.

Councillor Catanach reported that Church Lane, South Muskham was to be resurfaced but Vicarage Lane, North Muskham was in a much worse condition and queried how the County Council prioritised repairs.

It was AGREED that the Clerk should seek clarification from the County Council (including Councillor Laughton in the request) and report back to the September meeting.

The Chair confirmed that he was scheduled to meet the Headteacher of Muskham Primary School on Wednesday, 18th July, where he will raise the lack of markings on Nelson Lane (previously reported) and also the height of the boundary hedges.

- (b) Noise Attenuation – A1 – Request from Resident
The Clerk advised that a request had been received from a resident seeking information on the A1 noise attenuation scheme. An update had been requested from the Environment Team of Highways England. Any response would be shared with the residents and members.

- (c) Advance Roadworks Bulletin – Church Lane Level Crossing
Members received and noted the advance roadworks bulletin outlining closure of the Church Lane Level Crossing overnight on Saturday, 28th July and Saturday, 4th August for overhead line resilience work.

NM26-19 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:
- MRCC – Hire of Hall & Refuse – June - £31.75
 - Hire of Power Scythe - £122.26
 - Toolstation – Litter Pick Supplies - £10.86
 - Village Handyman - £333.97
 - Village Handyman’s Insurance - £165.91
 - Clerk’s Wages - £242.40
 - HMRC PAYE – June - £60.60

The Chair explained that the power scythe had been hired by a resident to clear the footpath to Cromwell. Reimbursement had been made on this occasion and the Rights of Way team had been advised that it had been cut, with a request for the footpath to be maintained at the end of July.

- (b) To note any receipts
- £46.50 from Nottinghamshire County Council (Cromwell Parish Council’s part of SSA Planning PAGE invoice)

- (c) Financial Report to 30th June 2018
Members received and noted financial documentation outlining the Council’s financial position as at 30th June 2018.

The Clerk outlined that the sum of £4,010 was held in reserves in the current account, in addition to the £3,000 contribution from the County Council for the skatepark. Permission was sought to move this from the current account to the Community Reserve Account. This was AGREED unanimously.

The Clerk requested permission to purchase a new Stihl strimmer for use by the village handyman. The current one, purchased in 2009, was no longer fit for purpose. The Clerk was mandated to spend up to £250 (plus VAT) on a replacement.

NM27-19 Correspondence

- (a) Decision Notice - 18/00990/FUL – Silver Service Carers – Proposed Access/Egress Alterations and Staff Car Park
Members received and noted the decision notice granting planning permission.

- NM28-19** Date of Next Meeting
Monday, 10th September 2018

The meeting closed at 8.15pm