

Minutes of North Muskham Parish Council held on Monday, 13th November 2017 at the Muskham Rural Community Centre

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

Also in attendance: District Councillor Mrs Saddington, County Councillor Laughton (arr. 7.28pm) and 8 members of the public.

Prior to the commencement of the meeting the Chair requested a minutes silence in remembrance of Brenda Dickinson, a former Parish Councillor, who had worked tirelessly for many different sections of the North Muskham community.

1. Apologies for absence

Apologies for absence were received and accepted from Councillors P Beddoe, Mrs J Hurry, and P Morris.

2. Declarations of interest

The Chairman declared a potential interest in Item 7(b). It was AGREED that any declarations of interest would be stated by Members as required during the meeting.

3. Minutes

The minutes of the meeting held on Monday, 9th October 2017 were accepted as a true and correct record and signed by the Chairman.

4. Public 10 minute session

The Chair suspended the meeting at 7.05pm to allow members of the public present to raise any questions.

No questions were raised and the Chair reconvened the meeting at 7.06pm.

5. District Councillor Session – Cllr Mrs S Saddington

The Chair suspended the meeting at 7.07pm to allow Cllr Mrs Saddington to present her report.

Cllr Mrs Saddington advised that there was very little to report this month, apart from the news that the Chief Executive, Mr Muter, was due to leave the authority on 4th February 2018 to take up a post in the Channel Islands.

The Chair thanked Cllr Mrs Saddington for her report and reconvened the meeting at 7.08pm.

6. County Councillor Session – Cllr B Laughton

It was agreed that this item would be taken if, and when, Cllr Laughton was able to attend.

7. Planning

- (a) 17/01749/FUL – 17 Dickinson Way, North Muskham – Retrospective application for change of use of wasteland to rear of garden to residential use, removal of existing fence and erection of 2m fence at the new boundary

The Chair reminded Members of the background to the application now before Council.

As the applicant was in attendance, the Chair suspended the meeting at 7.09pm to allow them to inform Members of the reason for the retrospective application. In response to a question put by the Chair, the applicant advised that the term 'wasteland' had been the description given by the Nottinghamshire Wildlife Trust.

The Trust had advised the applicant that, in the long term, it was very expensive for them to maintain the land going forward.

The Chair thanked the applicants for attending and informing Members and reconvened the meeting at 7.12pm.

Following discussion, it was noted that while the Parish Council may have concerns about how the Wildlife Trust had acted in selling the land, which it considered to be a buffer zone, that was not the fault of the applicant. Members now needed to consider the application before them.

It was proposed by Cllr Dolby, seconded by Cllr Catanach, and unanimously AGREED that the application be supported.

It was noted that no application had been received for any change of use to land to the rear of 19 Dickinson Way. The Clerk was asked to seek the views of the Enforcement Officer on whether or not permission was required as the original fence was still in place.

The Chair asked the Clerk to invite the Nottinghamshire Wildlife Trust to the December meeting of the Parish Council to gain a better understanding of the current situation and plans for the wildlife reserve and also to seek reassurances regarding potential further sale of land as it was a well regarded asset for the village.

- (b) Planning Enforcement Matters

Ferry PH

The Chair updated Members on the latest advice from the Enforcement Officer regarding the situation with the motor homes parking on the Ferry car park.

The Chair suspended the meeting at 7.21pm to allow a resident to update Members on the present position.

It was noted that there had not been any activity over the last week. Notices had been placed on cars in the car park asking them not to park and notices had been removed from the fence.

The Chair thanked the resident for the update and reconvened the meeting at 7.23pm.

After discussion, it was proposed by Councillor Saxton, seconded by Councillor Catanach, that the Clerk should ask the Enforcement Officer to seek a response from the land owner on the current position and it noted that, whilst the activity may have ceased, residents still needed clarification as the pub had a legal right to have a motor home parked on 28 nights during a one year period. On the basis of the information recorded in the logs, no further parking would presumably not be allowed until 15th September 2018.

6. County Councillor Session – Cllr B Laughton

With the arrival of Cllr Laughton, the Chair suspended the meeting at 7.28pm to allow him to present his report.

Nottinghamshire Minerals Local Plan

Cllr Laughton confirmed that the plan was now out for consultation.

In the meantime, an application had been submitted for an extension at Barton Fabis, which was due to be considered in January.

Cllr Laughton noted that a meeting of PAGE had been arranged for 29th November. The Chair confirmed that the questionnaire would be completed and, subject to the agreement of Members, it would be sent to the PAGE consultant to make any comment required. The aggregate demand had changed and that had been PAGE's request during the initial consultation.

Vehicular Access to Garage

Cllr Laughton asked what the present situation was with regard to the restriction of motor vehicles using the road to access the garage. The Chair confirmed that vehicular access was restricted with the installation of a gate, but pedestrian access was still available. Advice had been taken from the Rights of Way Officer and it was noted that the owner had a lawful right to close access. An application to challenge the closure was likely to take up to 10 years and could result in just a restricted bridle way and no vehicular access. As such the Parish Council did not intend to pursue this matter.

There were problems with residents driving to the end of the road and parking inconsiderately close to the A1 slip road. It was proposed by Councillor Dolby, seconded Councillor Catanach, that the Clerk write to Nottinghamshire County Council and inform them of the changes and the risk of collision, close to the A1.

Land at A1 Roundabout

Cllr Laughton advised that he had spoken to the adjacent land owner regarding the application.

The Chair thanked Cllr Laughton for his report and reconvened the meeting at 7.33pm.

The Chair proposed that, with the permission of Members, agenda item 9(a) Update on Section 130A Submission be brought forward to enable participation by Cllr Laughton.

9. Environmental & Community Issues

(a) Update on Section 130A Submission

It was noted that notices had been served on the 3 land owners with a closing date of 10th November 2017.

The Clerk had written to the County Council to ask when an update could be expected and a response was awaited.

Cllr Laughton asked to be copied in to any correspondence received on the matter.

8. Parish Council Matters

(a) Christmas Tree & Lights

Members noted and ratified expenditure on two additional sets of Christmas lights at a cost of £48 per set plus delivery. These would attach to the existing sets of lights and enhance the display on the tree.

The tree was scheduled to be collected on 30th November and erected over the 1st and 2nd December. The switch on would take place on Sunday, 3rd December at 4pm.

It was AGREED that invitations should be extended to Reverend Hadley and Reverend Hibberts to attend, together with Cllrs Laughton and Mrs Saddington, and residents via the Muskham Messenger and village noticeboards.

It was further AGREED that a sum up to £150 be spent on refreshments which should be served at the Muskham Rural Community Centre following the switch on ceremony.

(b) Submission of Play Area Project to WREN

The Clerk asked for clarification from the Chair on which lease should be submitted with the application, as two had been received, one dated 28th September 1981 and another dated 5th June 2007. The Chair confirmed that the 5th June 2007 lease was the correct one to submit.

The Clerk advised that this would now be submitted and Members advised of the date successful applicants would be contacted.

(c) Inspection Reports – Play Area & Skate Park

The Clerk advised that the play area and skate park had been inspected with the Village Handyman following the completion of the annual inspection.

A request has been made for a representative from Proludic to come and look at some items on the play area, particularly around some comments on the chain sizes. The grass matting would need to be looked at by a contractor and it was AGREED that the Clerk should make enquiries and report back to a future meeting.

A representative from Nottingham Grounds Maintenance was meeting the Clerk on site at the skatepark on Thursday, 16th November to look at the surfaces and comments made within the report. The Clerk advised that it was disappointing to note that further damage had been undertaken, with the ventilation gaps kicked through. The Village Handyman had been asked to undertake a repair.

Unfortunately, diary commitments had meant that it had not been possible to meet on site with Nottinghamshire County Council. The Clerk had requested dates over the next couple of weeks, either early morning or lunch time, to ensure this meeting takes place. Cllr Beddoe was aware and was being kept updated.

9. Environmental & Community Issues

(a) Update on Section 130A Submission

This item had been considered earlier on the agenda.

(b) Community First Responders

The Chair highlighted that the number of community first responders in the village had reduced, and would reduce further when Cllr Mrs Hurry was away.

After discussion it was AGREED that the Clerk should contact the group and ask if the Parish Council could be of any assistance in encouraging recruitment. A report to be brought back to the December meeting.

10. Highways

(a) Highway Repair Log

Members received and noted the highways log.

Cllr Catenach reported that there were potholes on Waltons Lane, from the junction with Willow Drive down towards Main Street. The Clerk advised this would be submitted via the online portal.

11. Financial Matters

(a) Accounts for payment:

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

- Clerks wages – October - £231.90
- Balance of Clerk's Wages – SO v actual - £51.90

- Village Handyman – Sept to October hrs - £222.37
- Grant Thornton – External Audit - £120
- NSDC – Play Area Inspection - £53.76
- Royal British Legion – 2 x wreathes - £34
- Smiths Timber Merchants – Skatepark - £15.82
- Smiths Timber Merchants – Skatepark - £13.79
- MRCC – September meeting & refuse - £31.75
- MRCC – October meeting & refuse - £31.75
- MRCC – half of grass cutting 2016 Q3 & Q4 - £151.87
- MRCC – 31st August meeting - £11.75
- HMRC – April to October PAYE - £405.20
- Village Handyman – October to November - £274.03
- Refreshments for Remembrance Sunday - £35.27

The Chair thanked everyone for attending and participating in the Remembrance Sunday commemoration. The memorial stone and flagpole had provided a focal point for the community. It was AGREED that the Clerk should liaise with Reverend Hadley regarding the 2018 event to ensure it was in the diary.

(b) Receipts:

There were none to report. Cllr Dolby advised that he would contact the Newark Rotary Club regarding their grant towards the repair of the skatepark.

(c) Financial Report – to 31st October 2017

Members received and noted the financial summary as at 31st October 2017.

The Clerk referred to the adjustments that needed to be made to the accounts to accurately reflect the amounts held in reserve, and monies that needed to be transferred in to the current account.

A VAT reclaim has been completed and will be submitted to HMRC.

It was AGREED that the Clerk should complete a projected expenditure to 31st March 2017 so that Members were fully apprised when considering the Precept for the 2018/19 financial year.

(d) Completion of External Audit

Members received and noted the successful completion of the external audit. The Clerk confirmed that notices would now be placed in the noticeboards and on the website.

12. Nottinghamshire County Council

(a) Residents Survey on Nottinghamshire County Council Services

It was AGREED that the Clerk should send the link through to Members.

- (b) Nottinghamshire Fire & Rescue Service – Public Consultation on the Introduction of Mixed Crewing and Alternative Crewing

It was AGREED that the Clerk should send the link through to Members.

- (c) Notice of Public Participation – Statement of Community Involvement Second Review

It was AGREED that the Clerk should send the link through to Members.

- (d) Invitation to Conference of Parish and Town Councils – Tuesday, 12th December 2017 – 5.30pm to 8.30pm

The Chair referred to correspondence received from Nottinghamshire County Council regarding an invitation to their conference for Parish and Town Councils scheduled to be held on Tuesday, 12th December from 5.30pm to 8.30pm. It was AGREED that the Chair and Clerk should attend.

After discussion, it was AGREED that the Clerk should liaise with the Nottinghamshire Association of Local Councils to make a formal request for NALC to organise a conference that would have items on it pertinent to parish councils. An offer of the MRCC as a venue to be made.

13. Notts Association of Local Councils

- (a) Legal Briefing – Payment of Fees to the information Commissioner’s Office

Members received and noted the briefing. The Clerk confirmed that she was attending a training session on 28th November 2017.

- (b) Call for Nominations to the Smaller Council’s Committee

The Chair advised that he was interested in submitting an application to join the Smaller Council’s Committee.

It was AGREED that the Clerk would forward the documentations for completion and submit appropriately once complete.

14. Date of Next Meeting

Monday, 11th December 2017

The meeting closed at 8.15pm