

**SUBJECT TO RATIFICATION AT THE 29<sup>th</sup> JULY 2019 PARISH COUNCIL MEETING**

**Minutes of the North Muskham Parish Council held on Wednesday, 26<sup>th</sup> June 2019 at the Muskham Rural Community Centre following the Annual Parish Meeting**

**Present:** Councillor I Harrison, in the Chair  
Councillor S Dolby  
Councillor N Hutchings  
Councillor D Saxton

**Also in attendance:** County Cllr B Laughton, Cllr Mrs Saddington (7.13 arrival) and 4 members of the public

**NM015-20 Apologies for absence**

Apologies for absence were received and accepted from Cllrs Beddoe, Jones and Morris.

**NM16-20 Declarations of interest**

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

**NM17-20 Minutes**

The minutes of the Annual Meeting held on Monday, 13<sup>th</sup> May 2019 were accepted as a true and correct record and signed by the Chairman.

**NM18-20 Update on Issues**

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

**NM19-20 District Councillor Session**

This item would be taken if Cllr Mrs Saddington attended.

**NM20-20 County Councillor Session**

Cllr Laughton congratulated the Parish Council on its' successful bid for two village gateways signs through the Local Improvement Scheme. The Chair thanked Cllr Laughton for his support.

It was noted that the recycling site at the A1 roundabout had recently been levelled. The Chair advised that the occupants were coming to the end of their contract with Severn Trent Water. Lorries had been parking overnight in the gateway, the Chair confirmed he would speak to Laffeys.

The gullies on the A1 roundabout were blocked, and there was a broken drain at the Ashiana. The Clerk would report these through the County Council's Portal.

Cllr Laughton advised that Via were in the process of setting up a new Board following their recent changes.

The County Council had an overspend in young people services of £4m which was becoming a real issue.

The Chair advised that the bus timetable revision, discussed at the May meeting, seemed to have been accepted and comments had been made that the service was not sustainable in its' previous form. Buses were now running at 50% extra capacity so service was now more sustainable.

The Chair thanked Cllr Laughton for his report and reconvened the meeting at 7.09pm.

## **NM21-20 Planning**

19/00688/OUTM – Land Adjacent Rose Cottage, Main Street, North Muskham - Outline Application for Proposed Residential Development with all items other than access as reserved matters

Members noted the changes to the original application. The Clerk had confirmed to the Planning Officer that, given the comments previously made, and the changes outlined, it was not considered that the objections previously made had altered in any way.

19/01082/LBC – Old Hall Farm, Main Street, North Muskham - Reinstatement of fire damaged areas, small scale rear plant room extension and alterations to dwelling

Members noted that this application had previously been considered by the Parish Council under 19/00599/FUL and fully supported. The application was now for Listed Building Consent.

Members were aware of correspondence Cllr Mrs Saddington had sent to the Planning Officer in support of this application, and it was noted that no objections had been raised by neighbours.

After discussion, Members unanimously AGREED that this application be supported. The Parish Council would encourage the Planning Authority to work with the family, especially as it was considered that any impact on the Hall was not as substantial as the development now being built on the other side. Members trusted that the application would receive the humane considerations of the Planning Authority and Conservation Officer.

19/01092/FUL – 10 Crab Lane, North Muskham, NG23 6HH - Householder application for proposed side extension

After consideration, it was unanimously AGREED that this application be supported.

Decision Notice - 19/00784/FUL – Land to the rear of 16 Dickinson Way, North Muskham - Change of use of wasteland, to form domestic garden area at the rear of the property

Members received and noted the decision notice granting planning permission for the change of use.

Response from Planning Department regarding 19/00322/FUL – Tresco, 5 Main Street, North Muskham - Householder application for single storey side extension, porch, loft conversion with rear dormer, and render to all elevations

Members noted the response from the Planning Department in response to the complaint submitted regarding the granting of planning permission at this property. A copy had been circulated to Members for information.

#### Naming of Affordable Housing Development

The Parish Council had been requested to consider names for the new development on Main Street. The Chair suggested that it would be appropriate to research the original land ownership on the Enclosure Map.

It was proposed by Cllr Dolby, seconded by Cllr Hutchings that the Chair's suggestion be accepted and that names be circulated to Members for consideration.

#### PAGE Update

A meeting to be arranged in July, prior to the public enquiry in September.

### **NM22-20 District Councillor Session**

With the arrival of Cllr Mrs Saddington, the Chair suspended the meeting at 7.29pm for her report.

There were two matters that Cllr Mrs Saddington raised, both relating to planning. Members were aware of the situation around Old Hall Stables and Cllr Mrs Saddington's correspondence. Cllr Mrs Saddington's view was that there was a proven need.

Cllr Mrs Saddington advised that she had written to County Highways about the Rose Cottage application. There were concerns about the access and egress and a request had been made for the application to go to Planning Committee.

### **NM23-20 Public 10 Minute Session**

The Chair suspended the meeting at 7.33pm to allow questions from members of the public. No questions were raised and the meeting was reconvened at 7.34pm.

### **NM24-20 Parish Council Matters**

#### **Schedule of meetings to May 2020**

The schedule of meetings previously circulated was confirmed, subject to the July meeting now being held on Monday, 29<sup>th</sup> July 2019.

#### **Capturing Memories Project**

Members noted that the grant application had unfortunately been refused.

On Thursday, 11<sup>th</sup> July, the project would be introducing a new village play, 'The Doings of North Muskham', based on the diaries of Olive Williams. All Members were invited to attend the presentation evening which was being held at St Wilfrid's Church commencing at 7.30pm.

The Chair updated Members on the activities currently being undertaken by the project.

The Clerk was asked to confirm to Dr & Mrs Readman how much remained in the reserve account for the project.

**Safer Neighbourhood Group Notes – 13<sup>th</sup> January and report by Cllr Saxton from 25<sup>th</sup> April meeting**

Members received the notes from the SNG held on 13<sup>th</sup> January. Cllr Saxton updated Members from the 25<sup>th</sup> April meeting. There had been a number of burglaries in the Muskham Ward, one of which was in North Muskham. The graffiti at the skatepark had been mentioned. There was now a portal to report lorries that were ignoring weight restrictions.

The Chair referred to a meeting held some time ago with County Highways and the Highways Agency offering to trial enforcement cameras in the village. The Clerk was asked to seek out previous correspondence and establish if any progress had been made.

**Local Improvement Scheme – Application Outcome**

As previously referred to by Cllr Laughton, the Parish Council's application to the Local Improvement Scheme for two village gateway signs had been agreed. The Clerk would now complete and return the agreement.

A design would now need to be considered, which the manufacturers would turn in to the sign.

After discussion, Members considered that their view was slightly traditional and should include the Church, River, Muskham Cross but not necessarily the Mill and indeed it may be relevant to include the A1 and the East Coast Main Line. The Clerk was asked to consult with other groups in the village to seek their views. Any response would be circulated to Members prior to the next meeting.

**NM25-20 Environmental & Community Issues**

**Section 130A Update**

The Chair updated Members on the response received from the County Council's Legal Team.

The Clerk to request the handyman to maintain the grass in the area and the cut through. The hedge to be cut at the end of August when bird nesting season had finished. If ongoing maintenance were to fall to the Parish Council, then it may look to remove the hedge completely.

**Skatepark Update**

The Clerk updated Members on the report received through Via that children were playing 'chicken', running from the A1 roundabout across to the skatepark. A discussion had been held with the school, who were aware and had spoken to the appropriate age group.

Arrangements had been made for the gap to have a small fence put in front of it and the MRCC had been contacted.

After discussion, it was AGREED that the Clerk contact the school and ask if they could encourage the parents to contact the Parish Council direct.

### **Play Area Update**

The Clerk updated Members on works recently undertaken to the grass matting, pod swing and swings. Volunteers, led by Andy Willey, had completed the replacement of the grass matting underneath the cradle swing, pod swing and swings. The new brackets for the pod swing had been replaced and the galvanised legs installed to the swings.

Delivery was awaited of the new timber and replacement parts for the cradle swings.

Discussion took place on the replacement of the surfacing underneath the multi-play area. A quotation for a bonded mulch surface had been received in the sum of £4,375, with a further quotation awaited from Fenland Leisure. It was noted that Cllr Laughton had pledged £500 towards costs. The Clerk was asked to approach the Friends of the Play Area and request support towards the cost of the multi-play area surfacing.

The Clerk had forwarded details of the Council's Deposit Account for donations to be transferred to, but there were no recent transactions to the account. A request had been made for information on donations made to date to the Friends.

A request would now be made to the Mary Woolhouse Foundation for financial support.

### **Annual Footpath Walk Update**

The annual footpath walk had not raised any concerns.

It was noted that two residents had recently cut the footpath from North Muskham to Cromwell as it was overgrown. The Clerk was asked to thank the residents concerned for their efforts.

The Rights of Way Section had been informed that the footpath had been cut. Via had confirmed that 5 paths (or sections of) were cut in the parish. It was suggested that it may be something to discuss with the new Officer, for the parish to cut the urban paths and Via to cut the more rural ones.

Members AGREED that Via be asked to cut the Cromwell footpath going forward, as the ones in the village were cut by the Parish.

The Chair reported that the footpath through to Crab Lane was overgrown. The Clerk would arrange for this to be cut back by the handyman.

### **Community First Responders Defibrillator**

The defibrillator cabinet had been received. It was AGREED that Cllr Hutchings liaise with Mrs Hill to establish where the cabinet could be placed. An electricity connection

would be required.

### **NSDC Arts Development Programme 2019**

Members received and noted the information outlining the District Council's Arts Development Programme 2019.

### **VE Day – Ringing out for Peace – 8<sup>th</sup> May 2020**

Members noted correspondence detailing the commemorations arranged for the 75<sup>th</sup> Anniversary of VE Day.

On Friday, 8<sup>th</sup> May at 7pm there would be a national 'Ringing out for Peace' initiative of church bells in a collective celebration of VE Day 75.

It was AGREED that the Clerk liaise with Cllr Saxton to establish if the Church could support this initiative.

### **Community Engagement Partnership Presentation – 3<sup>rd</sup> July 2019**

Members received and noted details of the Community Engagement Partnership Presentation being held at Castle House on Wednesday, 3<sup>rd</sup> July 2019.

### **Caravan Events at the Community Centre**

The Chair referred to concerns raised by a resident at the impact caravans accessing the MRCC via Nelson Lane were having, especially when arriving at school collection time.

The Chair invited the resident to speak and explain what had given rise to her concerns in greater detail.

After discussion it was AGREED that the Clerk write to the MRCC to establish if it would be possible for caravans to only arrive before 3pm, or after 4pm on weekdays. Clarification also to be sought if there was an exclusion zone which outlined how close caravans and campers could park to the centre, due to potential safeguarding issues if occupants could see into the areas occupied by the children's groups. There was also a concern that fire spacing between caravans needs to be checked.

Finally, clarification to be sought on what conditions were imposed when dogs were on the field as the resident was concerned that they were not always kept on leads and could be frightening to children using the play area.

## **NM26-20 Highways**

### **Highways Log**

Members noted that all historic items had been cleared from the log.

A discussion took place on the problems being experienced on Main Street relating to the new development. A resident reported that 40t lorries had been observed outside the Church loading and unloading on the street. The Chair asked for any incidents to be reported to the Clerk so that they could be logged and raised direct with the construction company and County Highways if necessary.

The Clerk was asked to log the condition of Vicarage Lane and the reinstatement of the kerb down Great North Road.

The Chair referred to recent traffic problems experienced with the failure of the Castle level crossings and the impact on villages north of Newark. It was AGREED that the Clerk pursue a joint meeting of parishes north of the crossing, and Newark Town Council, with Network Rail to discuss what solution they had for the failures.

**Removal of Signage from Highway – Your Car Centre**

The correspondence forwarded from Cllr Laughton was received and noted.

**NM27-20** Notts Association of Local Councils

**Legal Briefing – Community Infrastructure Levy (CIL)**

Members noted the Legal Briefing on the Community Infrastructure Levy. It was AGREED that the Clerk establish if any CIL payments were pending for North Muskham. The last enquiry was made in March, when information was awaited on whether an exemption was being submitted for the market dwelling element of the new development.

**Date of Annual General Meeting**

Confirmed as Thursday, 21<sup>st</sup> November 2019 at Epperstone

**NM28-20** 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 – May - £248.88
- Payment to HMRC for Clerks wages – May - £62.22
- Village Handyman – May - £220.29
- MRCC – May Meeting & Refuse - £32.15
- Keyhole Webdesign & Hosting (Capturing Memories) – £198.75
- Proludic – Pod Swing - £1,473.40
- Fenland Leisure – Parts for Basket Swings - £669.68
- Mr A Willey – Reimburse for Play Area - £35.41
- Fenland Leisure – Grass Matting for Play Area - £537.60
- WEL Medical Limited – Defib Cabinet - £490.74
- Mr D Shaw – Internal Audit Fee - £60
- Donation to PCC – Minuting Fee - £50

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

Members noted receipt of the first half of the annual precept in the sum of £8,135.

(c) **Financial Report – to 31<sup>st</sup> May 2019**

Members received and noted the financial report as at 31<sup>st</sup> May 2019.

(d) **To note the completion of the Internal Audit**

Members noted completion of the internal audit of the 2018/19 financial year accounts.

(e) **To consider the Annual Governance Statement as at 31<sup>st</sup> March 2019**

Members received and approved the Annual Governance Statement as at 31st March 2019 and AGREED that it should be signed by the Chairman.

(f) **To consider the Accounting Statements as at 31<sup>st</sup> March 2019**

Members received, noted and agreed the Accounting Statement as at 31st March 2019 and AGREED that it should be signed by the Chairman.

The Exemption Certificate would now be submitted to the external auditors.

(g) **To note documentation regarding the renewal of the Council's Insurance Policy**

Members received and noted the documentation regarding the renewal of the Council's Insurance Policy.

**NM29-20** Correspondence

(a) **Use of MRCC for Wakes**

The Chair referred to correspondence sent to the funeral directors by the MRCC bookings secretary regarding availability of the MRCC for wakes. It was AGREED that this information be displayed in the noticeboards.

(b) **Community Plan – Response to Parish Council's Comments**

The Chair referred to the response from District Council in relation to comments submitted by the Parish Council. The response was considered poor and the Clerk was asked to forward the email to the Chair who would take the matter up direct with the District Council's Leader.

**NM30-20** Date of Next Meeting

Monday, 29<sup>th</sup> July 2019

The meeting closed at 9pm