

SUBJECT TO RATIFICATION AT THE 14th OCTOBER 2019 PARISH COUNCIL MEETING

Minutes of the North Muskham Parish Council held on Monday, 16th September 2019 at the Muskham Rural Community Centre following the Annual Parish Meeting

Present: Councillor I Harrison, in the Chair
Councillor P Beddoe
Councillor S Dolby
Councillor N Hutchings
Councillor D Jones

Also in attendance: District Cllr Mrs Saddington, County Cllr B Laughton, and 5 members of the public

NM046-20 Apologies for absence

Apologies for absence were received and accepted from Cllrs Morris and Saxton.

NM47-20 Declarations of interest

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

NM48-20 Minutes

The minutes of the Parish Council Meeting held on Monday, 29th July 2019 were accepted as a true and correct record and signed by the Chairman.

NM49-20 Update on Issues

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

NM50-20 Public 10 Minute Session

The Chair suspended the meeting at 7.06pm to allow questions from members of the public. No questions were raised and the meeting was reconvened at 7.07pm.

NM51-20 District Councillor Session

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

Cllr Mrs Saddington referred to an email received from Newark & Sherwood Homes regarding the recent activity at Church Row Cottages. A copy was given to the Clerk for file.

It was noted that the Lawful Development Certificate at Toll Bar House had been refused. The site would need to be monitored as the applicant may appeal.

The Chair thanked Cllr Mrs Saddington for her report and reconvened the meeting at 7.09pm.

NM52-20 County Councillor Session

This item would be taken if and when Cllr Laughton arrived.

NM53-20 Planning

- (a) 19/01432/FUL – Elm Tree House, Crab Lane, North Muskham – Householder application for new garden room single storey rear extension

Members considered the application for development at Elm Tree House. There was a concern that the development may extend beyond the footprint of the original dwelling.

After discussion it was unanimously AGREED that clarification be sought to establish if the developed area extended the footprint as defined in the original decision notice.

The application would be supported if it had not been extended but written confirmation was required to clarify that point.

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

After discussion it was unanimously AGREED that this application be supported.

NM52-20 County Councillor Session

With the arrival of Cllr Laughton, the Chair suspended the meeting at 7.20pm to allow him to present his report.

Cllr Laughton advised that the new machinery for mending potholes had arrived and had been in operation in Egmanton.

The Chair referred to correspondence with the Rights of Way team back in 2017 regarding the withdrawal of permission for traffic to use a private road to access the garage on the A1. While no direct report or complaint had been received by the Parish Council, it was understood that the owner was now looking to close the road for pedestrians.

The Chair thanked Cllr Laughton for his report and reconvened the meeting at 7.25pm.

NM53-20 Planning (cont)

- (c) Decision Notice – 19/01092/FUL – 10 Crab Lane, North Muskham – Householder application for proposed side extension

Members received and noted the decision notice granting permission for a proposed side extension.

- (d) Decision Notice - 19/01248/FUL – 24 The Grange, North Muskham - Householder application for front single storey extension

Members received and noted the decision notice granting permission for a front single storey extension.

- (e) Decision Notice - 19/01160/S73 – 8 Willow Drive, North Muskham - Application to vary conditions 2 and 7 attached to planning permission 16/00155/FUL to lower floor level by 270mm

Members noted permission had been granted for the variation of conditions at 8 Willow Drive. After discussion it was AGREED that the Clerk circulate the Planning Officer's report to Members for information and to understand the reason behind granting the variation.

- (f) Decision Notice - 19/01181/LDC – Toll Bar Caravan Site, Caravan 1, Vicarage Lane, North Muskham - Certificate of Lawfulness for proposed use of the land for the stationing of touring caravans including as a person's sole or main place of residence
Members received and noted the decision notice refusing to grant a Certificate of Lawfulness at the site.

- (g) Decision Notice – 19/00688/OUT – 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 refusal of planning permission and that the applicant had appealed against the decision.

- (h) Decision Notice – 19/00599/FUL & 19/01092/LBC – Old Hall Farm, Main Street, North Muskham – Householder application for reinstatement of fire damaged areas, erect lean to extension and internal alterations to dwelling
Members received and noted the decision notices granting full and listed building consent at Old Hall Farm.

- (i) Planning Appeal – 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 that the applicant had submitted an appeal following the refusal of planning permission. Comments already submitted by the Parish Council would be forwarded to the Planning Inspector.

After discussion, with the Enclosure Acts now in the ownership of the Parish Council, it was AGREED that the Chair would liaise with the local History Society, and local resident Mr Wishart, to identify if there was any further information available on the land usage. If any further information was forthcoming the Chair to forward to the Clerk for submission.

- (j) Naming of Affordable Housing Development & Event on 21st September 2019
Members noted correspondence outlining that the development at Main Street would be known as Gilberts Field, with a postcode of NG23 6NE.

An information event was due to be held at The Muskham Ferry on Saturday, 21st September between 10.30am and 1.30pm. It was AGREED that the Clerk would attend representing the Parish Council and while there would also seek any information on completion dates and the take up so far.

- (k) Plan Review – Allocations & Development Management Issues Paper 2019
The Clerk confirmed that the Parish Council's comments had been submitted to the District Council and a copy circulated to Members.

A copy of the Newark & Sherwood Plan Review Amended Core Strategy, adopted by Newark & Sherwood District Council on 7th March 2019 had been received and was available for review by Members if they wished.

- (l) PAGE Meeting
The Chair advised that a meeting of PAGE had taken place and a response put together which will be submitted to Nottinghamshire County Council shortly.

No new sites would come forward until 2036, the exception would be an extension to Cromwell.

- (m) Practical Online Workshop for Neighbourhood Planning
The Clerk referred to the Online Workshop for Neighbourhood Planning and confirmed that slides from the presentation had been circulated to Members for information.

Chair explained what a neighbourhood plan would mean for the village. It could be put together by Members of the community.

It was AGREED that the Clerk produce a summary of what would be involved to put out to the community to seek interest from residents if the Parish Council were to proceed with a neighbourhood plan.

NM54-20 Parish Council Matters

Capturing Memories Project

The Clerk referred to the contract that had been issued to a contractor to populate and train volunteers on the project website. The date for completion of the work was December 2020.

Members confirmed the content of the contract was AGREED.

Local Improvement Scheme – Application Outcome

The Clerk confirmed that there had been no response from any organisation contacted regarding the design of the village gateway sign.

It was AGREED that a sub-committee meeting be held to discuss the design on Thursday, 26th September at the Chairman's home commencing at 7.15pm.

Parish Council Conference

It was AGREED that the Chair and Clerk meet with the Policy & Projects Officer at the District Council to discuss an agenda for the conference.

Feedback on First Meeting – Muskham Futures

The Chair referred to the first meeting held to discuss the project, which had been attended by 15 residents. Focus groups had been formed to look at specific issues, including further recycling, wildlife areas, encouraging less use of one use plastic and planting of more trees.

A number of presentations on sustainable alternatives will be arranged over the winter.

The group would put together a package of initiatives, including cost implications, to put before the Parish Council to consider.

The Chair referred to the recent initiative announced by Newark & Sherwood District Council to grant two trees to each residential property. The Clerk was asked to enquire if the District Council would consider requests from Parish Council's.

The next meeting was scheduled to be held at 7.30pm on 16th October 2019 at the Muskham Rural Community Centre.

Arrangements for Remembrance Sunday

Remembrance Sunday was scheduled for Sunday, 10th November 2019. It was AGREED that the Clerk liaise with the Church Wardens to invite Reverend Hibbert to lead the service.

The Clerk was asked to liaise with the MRCC to book the hall and for the contact details of a violinist to perform last post, rather than a bugler.

Cllr Dolby asked if the lamp post poppies would again be put up in the village. It was noted that the poppies had added weight to the remembrance and had been well received by residents.

It was AGREED that they would be put up but only on Nelson Lane and Main Street. A donation would be made to the Royal British Legion.

To set a date for the Christmas Tree & Carol Service

The Clerk was asked to liaise with the Church Wardens to establish the best date for the lighting of the Christmas Tree and Carol Service, either Sunday, 1st or 8th December.

The Clerk was asked to liaise with all parties once a date was confirmed and include the resident who complained about the 2018 tree to help choose the 2019 tree.

Section 130A Update

The Clerk confirmed that a contractor had been to view the hedge on the bridleway and a quotation was awaited. The Clerk would circulate the quotation once received, but was mandated to proceed with the work provided it did not exceed £200.

Skatepark Update

The Chair referred to recent vandalism at the skatepark, which had been temporarily repaired.

A detailed discussion took place on the benefits of the facility to the village and its young people, countered against the cost of repair and ongoing vandalism.

It was AGREED that the Clerk liaise with Cllr Beddoe and a local contractor to discuss the current repairs needed.

Play Area Update

The Clerk confirmed that there had been a delay with the annual play area inspections at District level.

Community First Responders Defibrillator – Update on Cabinet Installation

The Clerk confirmed that the defibrillator was now installed. EMAS were aware and notices had been posted on the Messenger and North & South Muskhams Facebook Page. An article would be placed in the October issue of the Church magazine.

Dogs on Leads Query & Dog Fouling in the Village

The Chair suspended the meeting at 8.15pm to allow a resident to speak on the issue.

The resident explained their concern at the number of dogs off lead and not under control of their owners, particularly along the riverside. There was also an additional concern regarding the amount of owners allowing their dogs to foul and not clearing up after them.

A detailed discussion took place with Members agreeing that both issues were a concern in the village. It was AGREED that the Clerk place notices along the riverside advising that, as a right of way, dogs should either be on a lead or under close control. Messages to also be placed on the Messenger and Facebook page to remind owners of their responsibilities. If there was no improvement then the Parish Council could seek to have the area designated as a 'Dogs on Lead' area.

Conference on Affordable Homes – Tuesday, 12th November 2019

The Clerk confirmed that a place had been booked for the Chair to attend. It was AGREED that Cllr Hutchings also attend the event. A place would be booked and details forwarded to Cllr Hutchings.

East Midlands Airport Future Airspace Programme

After discussion it was AGREED that delegated authority be given to the Chair to complete the consultation for the Clerk to submit.

NM56-20 Highways

Highways Log

Members received and noted the highways log. The item relating to Great North Road to be changed to 'verge on Great North Road' which was encroaching on the highways from the left hand side along the boundary with the A1.

Combined Parish Meeting with Network Rail

Members noted that contact had now been established with Network Rail who were requesting convenient dates from the Parish Council for a joint meeting.

After discussion it was proposed that the Clerk liaise with the MRCC on the availability of Monday, 21st October 2019 at 7.30pm in the Main Hall.

HGV Lorries Parking on Main Street

Members noted that there had been recent parking of HGV lorries on Main Street adjacent to the Church. It was believed that one was owned by a resident of the village.

Parking would be in contravention of the driver's Operators Licence. The situation to be monitored and reported to VOSA if it continued.

Temporary road/Level Crossing Closure – Vicarage Lane, North Muskham – 2200hrs 28th September to 0800hrs 29th September 2019

Details of the closure were received and noted.

Temporary road/Level Crossing Closure – Vicarage Lane, North Muskham – 2355hrs 11th November 2019 to 0515hrs 12th November 2019

Details of the closure were received and noted.

Temporary road/Level Crossing Closure – Bathley Lane, North Muskham – 0115hrs until 0530 hours – Wednesday, 9th October 2019.

Details of the closure were received and noted.

NM57-20 Notts Association of Local Councils

(a) Council News – August 2019

Received and noted.

(b) Election Survey

This had been circulated to Members for completion.

(c) Consultation on 5G Mobile Provision in Rural Areas

It was noted that the National Association would be responding to the consultation on behalf of the sector.

- (d) **Retirement of County Secretary & CEO and Appointment of Admin Assistant**
Members noted correspondence outlining the retirement of the County Secretary, her replacement and the appointment of a new Admin Assistant.

NM58-20 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 – August - £248.88
- Payment to HMRC for Clerks wages – August - £62.22
- Village Handyman – July – £377.80
- Village Handyman – August - £175.19
- MRCC – July Invoice - £32.15
- L J Dye Electrical Services – Installation of Defibrillator - £220
- Fenland Leisure – New Swing Seats & Fixings - £194.40
- Public Works Loan Board - £1,697.24
- Keyhole Web Design – Half Yearly Web Hosting - £30
- Tuxford Lawnmower Centre – Repairs to Husqvarna - £180

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

Members noted the following receipts:

- MRCC – PWLB Loan Contribution - £1,500
- MRCC – Contribution for Play Area Mulch – £1.875
- Mary Woolhouse Foundation – Play Area - £2,500

(c) **Financial Reports to 31st July and 31st August 2019**

Members received and noted the financial report as at 31st July and 31st August 2019.

The Chair queried the spend on the playing fields budget. It was AGREED that the Clerk would analyse spend and circulate to Members.

NM59-20 Correspondence

There was none to report.

NM60-20 Date of Next Meeting

Monday, 14th October 2019

The meeting closed at 9pm