

**SUBJECT TO RATIFICATION AT THE 10<sup>th</sup> MARCH 2025 MEETING**

**Minutes of the Parish Council held on Monday, 10<sup>th</sup> February 2025 at the MRCC commencing at 7pm.**

**Present:** Councillor I Harrison (Chair)  
Councillor G Hobbs  
Councillor N Hutchings  
Councillor S Dolby  
Councillor Mrs A Luke  
Councillor S Preston  
Councillor M Talbot

**Also in attendance:** 10 members of the public & County Councillor Laughton

**NM149-25 Apologies for absence**

Apologies for absence were received and accepted from District Councillor Mrs Laughton.

**NM150-25 Declarations of Interest**

Councillor Hutchings declared a pecuniary interest in Agenda Item 9(a).

**NM151-25 Minutes**

The minutes of the Meeting of the Parish Council held on Monday, 13<sup>th</sup> January 2025 were accepted as a true and correct record.

**NM152-25 Public 10 Minute Session**

The Chair suspended the meeting at 7.01pm for the public session.

No questions were raised so the meeting was immediately reconvened.

**NM153-25 To consider any matters that need to be raised with District Cllr Mrs Saddington**

No matters were raised.

**NM154-25 Newark & Sherwood District Council**

(a) To receive details on the Crop Drop Scheme

Members noted details of the District Council's Crop Drop Scheme. The Clerk was asked to circulate to the Allotment Sub-Committee, place a copy in the Parish Council's noticeboards and circulate on the Muskham Messenger and Facebook pages.

**NM155-25 To consider any matters that need to be raised with County Councillor Laughton**

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

**NM156-25 Nottinghamshire County Council**

(a) To receive any decision notices in relation to the applications submitted in relation to Cromwell Quarry

The Clerk advised that no decision notices were yet available in relation to the applications submitted for extensions and changes at Cromwell quarry.

**NM157-25 Planning**

(a) 24/01912/LBC – The Shades, Main Street, North Muskham - Alterations to form new vehicular access to existing house. Conversion of outhouse to residential accommodation with new cladding and rooflights

Prior to consideration of this item, Councillor Hutchings removed himself from the meeting due to a pecuniary interest.

The Clerk advised that there had been an amendment to the application and the 'alterations to form new vehicular access to existing house' had now been removed by the agent.

Councillor Talbot referred to the public right of way and queried whether that land was within the boundary of 'The Shades'. Councillor Hobbs advised that, even if the land was within the boundary, the right of way should not be an issue. Rights of way cannot be changed without consultation.

The Chair suspended Standing Orders to allow residents to speak on the application. A number of concerns were raised which related to:

- The discrepancy and changes in the number of car parking spaces
- The potential for a piecemeal development, which would see the applicant coming back in the future for a new vehicular access
- The perceived late siting of notices from Newark & Sherwood District Council advising of the applications
- Reference made in the previous application in relation to the removal of trees and a boundary wall
- The inclusion of cladding onto a Listed Building

The Chair thanked residents for their input and reconvened the meeting.

The Chair advised that Members could only consider the application that was before them, as could Newark & Sherwood District Council. It was noted that reference was made to the trees in the previous decision notice refusing planning permission.

After discussion, it was AGREED that the Clerk seek an extension to allow Members to attend a site visit to look at issues raised by residents. If no extension of time could be granted by the Planning Officer it was AGREED that objection be raised to the application.

(b) Decision Notice – 24/01805/HOUSE – 1 Eastfield, North Muskham – Single storey side extension

Members received and noted the decision notice in relation to 1 Eastfield. The Chair referred to Condition 3 which stated that:

'The materials to be used in the construction of the external surfaces of the extension hereby permitted shall match those used in the existing building in terms of type, colour and texture, size, profile, and bonding pattern.

Reason: In the interests of visual amenity'

(c) To note the application submitted to Newark & Sherwood District Council to register an Asset of Community Value

The Clerk confirmed that an application had been submitted to Newark & Sherwood District Council to register land in the ownership of Nottinghamshire Wildlife Trust as an Asset of Community Value.

(d) Neighbourhood Plan Update

Councillor Hobbs referred to the updated circulated to Members in advance of the meeting. It was noted that, while there were 18 members of the group, there were no representatives from the south side of the village. A post would be issued on the Muskham Messenger and Facebook pages to encourage residents from that part of the village to come forward as volunteers.

South Muskham & Little Carlton Parish Council had confirmed they would be willing to join the Steering Group, but no response had yet been received from Bathley. Identification of land ownership within the village was progressing, and was some 70% complete.

Documents relating to the Neighbourhood Plan were available on the Parish Council's website.

The next meeting of the Steering Group would be held on Thursday, 13<sup>th</sup> February.

The Chair thanked Councillor Hobbs for the update.

## **NM158-25 Parish Council Matters**

(a) Allotments/Green Hub Report

- **To consider an amendment to the adopted Allotment documents to ban the use of tyres on the allotments.**

The Clerk referred to the issues of tyres being used on the plots and the problems of disposal when a plotholder doesn't remove them when leaving a plot. It was AGREED that the documents be amended to include a ban of the use of tyres on the allotments.

- **To receive an update on any plot uptake following the recent advert**

Councillor Preston advised that, unfortunately, there were now 8 plots vacant and there had been no uptake following the recent advert. It was AGREED that one more advert be placed on the Messenger and Facebook prior to consideration of offering plots out to a wider area. The Sub-Committee were looking to hold an open day at the MRCC to promote the allotments and encourage plotholders to come forward.

Councillor Preston advised that an inspection still needed to be undertaken and it was AGREED that this would be over the weekend of 8<sup>th</sup>/9<sup>th</sup> March.

(b) Solar Developments:

**GNR, Foxholes and Kelham solar proposals**

The Chair advised that the Joint Parishes Action Group (JPAG) had met with the appointed consultant who would support the Group and carry out representation during the process.

A lobbying letter was in the process of being compiled to various agencies, statutory bodies, local, regional and national elected representatives to raise awareness of the project and the cumulative impact on the area as a whole.

A public meeting, attended by 100 people, had been held in North Muskham to update residents on actions taken so far and the part that they could play in the process.

The JPAG consultant would be compiling representation to the Phase 2 Community Consultation and all parishes on the group would be compiling their own response in addition to that representation focusing on issues local and relevant to their parishes.

The Chair advised that the Foxholes development had still not been determined.

The District Council's Planning Committee had considered an application at Kelham and had refused that, contrary to the Officer's recommendation.

(c) Emergency Plan Update

Councillor Hobbs referred to the update that had been circulated to Members in advance of the meeting.

A draft was currently with the Chair for review and once complete the plan would be placed on the 10<sup>th</sup> March agenda for consideration by Members.

A briefing session would be held at the MRCC on Saturday, 5<sup>th</sup> April 2025. Resilience items had been purchased and will need to be tested during this session.

In terms of the Community Flood Plan, which formed part of the Emergency Plan, that had been submitted to Nottinghamshire County Council for review. Flood Wardens would be attending signage training at Colwick on 11<sup>th</sup> February 2025.

Councillor Hobbs had arranged for electrical works to the MRCC to accommodate the generator to be undertaken on Sunday, 23<sup>rd</sup> February. Arrangements in relation to access to keys for the generator needed to be determined.

Councillor Hutchings referred to the annual village clean up, which was normally arranged in April. After discussion, it was proposed this be held on Saturday, 5<sup>th</sup> April. The Clerk would request support from Newark & Sherwood District Council with equipment and collection of the waste.

- (d) To note concerns of residents regarding development at 'North Marsh' and actions taken by the Parish Council

The Chair advised that a meeting had been arranged with the Rights of Way team on Friday, 14<sup>th</sup> February where concerns raised by residents regarding the changes around 'North Marsh' and access would be discussed.

The Clerk was asked to investigate whether a Section 106 Agreement was entered at the time of the original Wilcon Homes development.

- (e) To consider the establishment of a Personnel Sub-Committee, outline it's remit and appointment of Members

The Chair referred to the need for a Personnel Sub-Committee to look after the welfare of the Parish Council's employees. The Chair suggested a Sub-Committee of three Members, with the Sub-Committee reporting back to Full Council. After discussion it was AGREED that the Sub-Committee would comprise of the Chair, Vice-Chair and Councillor Mrs Luke. A remit would be considered at the first meeting.

- (f) To receive feedback from the Parish Council's submission to the A46 proposals

Members noted the feedback from the Parish Council's submission to National Highways.

- (g) To consider an event to commemorate V E Day

Members noted that the 80<sup>th</sup> Anniversary of V E Day was on Thursday, 8<sup>th</sup> May 2025. It had been confirmed that there would be a National Beacon Lighting at 9.30pm on that date.

After discussion, it was AGREED that the Clerk and Councillor Mrs Luke liaise with the MRCC and look to arrange an event to commemorate the Day. A report would be brought back to the March meeting.

- (h) To note the receipt of documents relating to the John Smith Charity and to determine appropriate action

The Chair outlined to Members the remit of the John Smith Charity that was created to give 'aid to the destitute' and covered Holme, North Muskham and Bathley. The North Muskham Trustee had indicated that they wanted to pass the documents across to the Parish Council and step away from the Charity.

The Clerk would report back to the March meeting after the documentation had been collected and reviewed.

**NM155-25 To consider any matters that need to be raised with County Councillor Laughton**

**(cont)** With the arrival of Councillor Laughton, the Chair suspended the meeting at 8.04pm for his report.

Councillor Laughton referred to the Local Government Reform. Price, Waterhouse & Cooper had been appointed to assist with putting together a proposal for consideration by the Secretary of State. The Reform would see the abolishment of all District and Borough

Councils. The Secretary of State would only accept unitary proposals that were sustainable as far as the number of constituents was concerned. The public would not be consulted on proposals, the only consultation would be undertaken with the Police and Fire Authority and the NHS.

Councillor Laughton referred to funding that would be cascaded down from the East Midlands Mayor for capital projects, particularly transport.

The Chair asked that consideration be given to the resurfacing the road on the opposite side of the Cattle Market roundabout, outside the Lorry Park, as it was in very poor condition.

The Chair thanked Councillor Laughton for his report and reconvened the meeting at 8.18pm.

- (i) To note completion of changes to the Parish Council's website to a .gov.uk domain name ([www.northmuskhamspc.gov.uk](http://www.northmuskhamspc.gov.uk)) and the move across to .gov.uk emails  
The Clerk advised that the changes would be progressed before the March meeting.

#### **NM159-25 Environmental & Community Issues**

- (a) Play Area – To receive an update on the date for commencement of resurfacing  
Members noted that no notification had been received from the application for funding from the Local Communities Fund.

After discussion, it was AGREED that a communication be issued to the community to update on the present position with the resurfacing project.

The Clerk was asked to liaise with the contractor to determine how long the works would take to complete once the weather conditions allowed work to commence.

- (b) To note receipt of the Annual Inspections on the Play Area and the Basketball Pad  
Members noted receipt of the Annual Inspections. Following a question from Councillor Talbot, the Clerk advised that the inspections were arranged and co-ordinated through Newark & Sherwood District Council.

Discussion took place around the requirement for inspections outside of the annual inspection regime. The Clerk advised that the District Council had previously offered a quarterly inspection and enquiries would be made to determine if this service was still available. The Clerk confirmed that the Village Handyman undertook weekly inspections.

- (c) To receive an update on proposals for a community cafe and hub at the MRCC in partnership with the Methodist Church and an update on the MRCC lease and constitution  
The Chair updated Members on the visit made to Tallents Solicitors with the Clerk to discuss changes to the constitution and whether it was possible, and to identify, the best legal vehicle for the café hub.

In relation to the legal charge on the Community Centre in favour of the Big Lottery, advice was that, given the amount of time that had elapsed, the Lottery would probably release that and the MRCC should pursue that release.

**NM160-25 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:

- Clerk's Wages – January - £323.30
- PAYE – January – £80.80
- Village Handyman – January - £
- Refund of Allotment Deposit - £100
- Resilience Items – £794.54
- Microsoft 365 Licence - £84.99
- Crowdfunding Refunds - £255
- WaterPlus - £18.94
- Cllr Hobbs – Mileage - £25.20
- Land Registry Fees – Neighbourhood Plan - £154
- Printing Costs – Neighbourhood Plan - £14.50
- Amazon – A3 Paper - £12.99
- Amazon – A3 Printer Cartridge - £12.10
- Tuxford Lawnmower Centre – New Belt - £143.23
- Resuscitation Council UK – Cllr Luke Life Support Instructor Course - £75
- IONOS – Domain Name Renewal - £11.99
- St Wilfrid's Church – Neighbourhood Plan Meeting - £25
- John Miller – Christmas Trees - £200
- MRCC – Room Hire (December) - £13.75
- Land Registry Fees - £14

To note any Receipts

The following receipts were noted:

- Newark & Sherwood Community Lottery - £161

(b) Financial Report as at 31<sup>st</sup> January 2025

The financial report as at 31<sup>st</sup> January 2025 was received, with Members noting a balance of £60,004.99 across all the Council's accounts.

(c) To consider a contribution to the MRCC for the disconnection of an electricity supply.

After discussion it was proposed by Councillor Dolby, seconded by Councillor Preston and AGREED that a contribution be made to the MRCC for the disconnection of the electricity supply to the external light.

It was noted that this work could only be undertaken by the power company.

- (d) To consider a request from the MRCC to assist in the recognition of the long service of two residents by the provision of benches and planters

Discussion took place on the request from the MRCC for benches at the play area. It was noted that the funds raised through the Newark & Sherwood Lottery could be used, subject to agreement of the lottery committee. It was proposed by Councillor Hobbs, seconded by Councillor Preston that 50% of the costs be met, with the Parish Council covering the cost of the concrete plinth.

**NM161-25 Highways**

- (a) Highways Log

Members noted that there were yellow markings around the damage to the road caused by the recent Motorbike fire.

The Clerk would continue to log the condition of Waltons Lane and Great North Road. The Clerk was also asked to follow up with Newark & Sherwood District Council regarding the recent street sweeping request.

**NM162-25 Notts Association of Local Councils**

- (a) To consider a response as a Parish Council to the Government's Consultation on Standards

After discussion, it was AGREED that the response put together by the Chair be submitted as the Parish Council's response to the consultation. Individual Members were encouraged to also complete the survey.

**NM163-25 Correspondence**

There was none to consider.

**NM164-25 Date of Next Meeting**

Monday, 10<sup>th</sup> March 2025