

**SUBJECT TO RATIFICATION AT THE 10<sup>th</sup> FEBRUARY 2020 PARISH COUNCIL MEETING**

**Minutes of the North Muskham Parish Council held on Wednesday, 22<sup>nd</sup> January 2020 at the Muskham Rural Community Centre, Nelson Lane, North Muskham**

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

**Also in attendance:** County Cllr Laughton, District Cllr Mrs Saddington and 11 members of the public

**NM103-20 Apologies for absence**

An apology for absence was received from Councillor Beddoe.

**NM104-20 Declarations of interest**

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

**NM105-20 Minutes**

The minutes of the Parish Council Meeting held on Monday, 9<sup>th</sup> December 2019 were accepted as a true and correct record and signed by the Chairman.

**NM106-20 Presentation on Muskham Futures and agree mandate re Community Shop**

With the agreement of Members, the Chair brought agenda item 9(b) forward.

The Chair advised that the Parish Council had supported some meetings of the Muskham Futures group to date. The Parish Council was also supporting a volunteer group established to help with maintenance of certain public areas in the village, by providing insurance and equipment.

A presentation had been put together by the Chair outlining the project, with two potential issues for the Parish Council, allotments and a community shop.

The Chair explained the reasons behind looking at a community shop, which it was considered could be at the changing room end of the MRCC and an option drawing had been put together by Nick Hutchings, in his capacity of Architect. The MRCC was well attended morning and afternoon by parents and carers during the day with visitors to classes and groups and a shop would add value to the building, assist in mitigating social isolation and provide an opportunity to reduce CO2 emissions and provide a sustainability hub for the village. Advice had been sought from the Plunkett Foundation, which had helped establish 350 community shops in the UK.

The shop would be “provided by the community, for the community”, the Plunkett Foundation would assist and send a mentor once a survey had been completed to ascertain demand. Of the options available, it was considered that a Community Benefit Society would be the best way to proceed for tax and charitable status.

Councillor Hutchings talked through the draft plans. The estimated cost was between £80-90k for new build which could be delivered in 15 weeks from the grant of planning permission. The Parish Council had yet demonstrated they would support it.

The Chair referred to potential funding resources, including Newark & Sherwood District Council’s community grant scheme.

The Chair opened up the floor for questions from residents.

A resident asked about the sustainability of the new build if the community shop didn’t take off. The Chair advised that it could be adaptable and used for other purposes but emphasised the fact that community shops are much more successful than commercial shops in rural communities.

A resident highlighted that the original purpose of the field was for sports and they would not want to see any changing rooms removed as it was the main purpose of buildings on the site.

The Chair suggested the main use of the field was to provide a community centre with playing facilities but that in the 10 years since the building had been built, the changing rooms had only been utilised 5% of the time, which was a waste of space and resource. The Parish Council supports the building through a PWLB Loan. There was a need to look at utilisation of the space if the demand was not there. Children playing in teams that used the field tended to arrive ready to play, did not change and only used the toilet facilities.

It was suggested by one member of the public, in order to measure viability, a portacabin should be used initially. There were others present that did not see that being conducive to tradeability.

The Chair referred to information from the Plunkett Foundation. Established community shops had an average of 177 members, with a success rate of 94% rather than 46% for small businesses.

Cllr Mrs Saddington commented that having a coffee space would make the shop more attractive to people and would help it to survive.

The Chair advised that, if the Parish Council agreed, the first step would be to manage a survey. If that came back positive, then the Parish Council would consult formally with the Trustees of the Muskham Rural Community Centre. If they were in agreement, a Management Board would be created.

The Chair asked if members of the public had any further questions.

The Chair commented that the new build could be an environmental and sustainability hub for the village and for him, on a personal basis, a portacabin would not appeal. This question could be included within the survey.

A resident commented that financially, good investment was critical. If there was sufficient adaptability in the construction, an extension to MRCC was one of the best investments that could be made.

Councillor Morris asked if it would be better to use the play area end of the MRCC and convert the changing rooms for the play group, and also questioned why the last two shops in the village had failed. The Chairman reiterated the findings of the Plunkett Foundation regarding community v commercial success in rural communities and a business case was needed and would be supported and overseen by Plunkett mentors,

Councillor Hutchings advised that it would not be feasible to use the play area end as it was already established as the bar area for the MRCC, which would diminish its availability and use in the daytime for funerals etc and use on Saturdays

The Chair advised that the Plunkett Foundation would assist with the business case and had the knowledge of what worked around the country. A business case would be put together before any submission to planning.

The Chair referred to the proposals outlined in slide 14 which the Parish Council were asked to consider:

1. whether to endorse the ambition to provide a village shop for North Muskham at the MRCC.
2. whether to endorse and support the recommended form of the shop and its management
3. the potential granting of £5,000 as section 137 monies to the scheme
4. carrying out and managing a survey of the village and surrounding villages and, subject to the response, to form and lead a project management team with a mandate and request to the MRCC for the scheme to progress
5. requiring the project management team to report back to the Parish Council and MRCC on a monthly basis

After discussion, the Chair proposed that the first, third and fourth points be accepted, this was seconded by Cllr Dolby and carried unanimously.

The Chair thanked everyone for attending, noting that while there was a long process ahead a good start had been made. Residents were thanked for questioning the viability of the community shop.

#### **NM107-20 Update on Issues**

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

#### **NM108-20 Public 10 Minute Session**

The Chair suspended the meeting at 8.03pm to allow questions from members of the public.

A member of the public advised that a transport company had relocated to Vicarage Lane and queried if they were aware of the weight limit. It was AGREED that the Clerk would draw this to the attention of Cllr Mrs Saddington.

The meeting was reconvened at 8.05pm.

#### **NM109-20 District Councillor Session**

Cllr Mrs Saddington had attended for agenda item no 9(b) regarding Muskham Futures and the Community Shop. There was no additional report to present.

#### **NM110-20 County Councillor Session**

No report was presented as Cllr Laughton had unfortunately had to leave the meeting early.

#### **NM111-20 Planning**

- (a) **Decision Notice – 19/02136/FUL – 8 the Grange, North Muskham – Householder application to demolish summerhouse and erect a brick studio**

Members received and noted the decision notice granting planning permission.

**Decision Notice – 19/02155/LDC – 2 Willow Drive, North Muskham – Certificate of Lawfulness for proposed garage and attic conversion**

Members received and noted the decision notice issuing the Certificate of Lawfulness.

#### **NM112-20 Parish Council Matters**

- (a) **Local Improvement Scheme – Application Outcome**

The Clerk referred to the site meeting recently held with an officer of Via to determine the site for the two gateway signs following the submission of a Section 115 application. Information on the location had been forwarded to Members and the locations were AGREED.

An update on the design would be presented to the February meeting of the Parish Council.

- (b) **Presentation on Muskham Futures and agree mandate re Community Shop**

This item had been taken earlier on the agenda.

#### **NM113-20 Environmental & Community Issues**

- (a) **Skatepark and Play Area Update including Public Meeting**

The Chair referred to the further damage to part of the skatepark and the damage to the fencing that had been put up to prevent it from being used.

A quotation had been received from Nottingham Grounds Maintenance (previous contractors) in the sum of £11,000 plus VAT to remove and replace 30 boards on the skate ramps with skatelite. The cost for temporary repairs to the damaged areas was expected to be between £400 and £500. There would be opportunity to look inside the structure and identify if there were any points of failure when temporary repairs were effected.

The Chair suggested that there were a number of options available to Members:

1. carry out initial repairs in the sum of £400-£500 which would allow time for option 2.
2. to hold a public meeting with users to identify need
3. repair in line with the quotation received
4. make a decision to remove it completely

After discussion, Councillor Hutchings proposed Option 1, this was seconded by Councillor Dolby.

Councillor Jones proposed Option 4 was preferable, this was seconded by Councillor Saxton.

The Chair noted that there were two proposals in front of Members. A vote was taken on the proposal put forward by Councillor Jones, seconded by Councillor Saxton, no further support was given to this proposal so it fell.

The Chair referred to the proposal put forward by Councillor Hutchings, seconded by Councillor Dolby. This was carried by four votes for, with two against.

It was noted and agreed by all Members that if, when the contractor opened up the structure to effect repairs it was found to be compromised internally; the repair would be made but complete removal may have to be considered. A price would be sought from the contractors should this prove to be the case.

Councillor Dolby noted that there was a need to engage with Social Media, on the Messenger and in the Church Magazine should a meeting be arranged with users.

The Clerk advised the Handyman had reported the grassed humps adjacent to the play area were being used as a ramp. The Clerk was asked to liaise with the Trustees of the MRCC to ensure they were aware and see if anything could be done to prevent it.

The Clerk advised that a request for a meeting had been received from the play area fundraising committee. The Clerk to progress.

(b) **Newark & Sherwood District Council – 50 free trees scheme**

The Clerk confirmed that the application form had been submitted to Newark & Sherwood District Council. The Chair suggested that the Parish Council advertise for interest but warned against inappropriate planting near boundaries to roads and pavements etc. The Clerk to advertise requests for details of where to go.

(c) **Confirmation of Orders re Footpath 1 Diversion and Footpath 14 creation**

Members noted the confirmation of orders regarding the diversion of Footpath 1 and the creation of Footpath 14.

The Clerk to check with rights of way regarding the suitability of the style plus the blockage outlined in a residents email.

**NM114-20 Highways**

(a) **Highways Log**

Members received and noted the highways log.

Potholes outside Trent Farm House and along the length of Old Great North Road to be added to the log and the online portal.

With the permission of the Chair, a resident reported problems with Marshalls Coaches and the timings with the trains to Lincoln from Castlegate. Because of the change to the scheduling there is now a wait an hour either side to get the bus back to the village. The Clerk to report to Transport Services so that it can be logged if there are any future changes to the timetables.

(b) **Combined Parish Meeting with Network Rail**

The Clerk confirmed the meeting would be held on Wednesday, 19<sup>th</sup> February at 7pm in the Muskham Rural Community Centre. Confirmation had been sent to Parish Councils as agreed.

(c) **Section 130A Land – North Muskham**

The Chair referred to the draft cultivation licence sent through from Nottinghamshire County Council.

After discussion, it was AGREED that the Clerk send the licence to Members for consideration. Unless there were any objections then the Parish Council would enter in to the licence. It was noted that the cost of maintenance of such would be a minimum of £360

**NM115-20 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 – December - £248.88
- Payment to HMRC for Clerks wages – December- £62.22
- Village Handyman – December - £121.24
- Mr I Harrison – Reimbursement for disposal of Christmas Tree - £5.00
- Community Heartbeat – Defib Pads & Spares - £87.60
- WEL Medical – Defib Battery - £186

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

There were no receipts to note.

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

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

(d) **Budget 2020/21 Financial Year**

In conjunction with the Chairman, a draft budget had been put together for the 2020/21 financial year and circulated to Members.

A sum needed to be included to allow for the acquisition of the Community Land in the sum of £750 and a line included for the maintenance of the Section 130A land. A sum of £400 to be included.

The Clerk reported that it was expected there would be a CIL contribution given the development on Main Street. Confirmation was awaited of how much that sum would be.

(e) **Precept Estimates 2020/21**

Members considered what level of Precept should be set for the 2020/21 financial year. It was currently set at £16,270.

After discussion it was AGREED that the Clerk should calculate what the effect would be if the Precept were increased by £1,000 and £2,000 and circulated to Members. This was proposed by Councillor Dolby, seconded by Councillor Hutchings and AGREED.

**NM116-20** Correspondence

There was nothing to report.

**NM117-20** Date of Next Meeting

Monday, 10<sup>th</sup> February 2020

The meeting closed at 9pm