

**SUBJECT TO RATIFICATION AT THE 14<sup>th</sup> JULY 2025 MEETING**

**Minutes of the Meeting of the Parish Council held on Monday, 9<sup>th</sup> June 2025 at the MRCC commencing at 7pm.**

**Present:** Councillor I Harrison (Chair)  
Councillor S Dolby  
Councillor A Luke  
Councillor S Preston  
Councillor M Talbot

**Also in attendance:** District Councillor Mrs Saddington

**NM024-26 Apologies for absence**

Apologies for absence were received and accepted from Councillors Hobbs and Hutching and County Councillor Laughton.

**NM025-26 Declarations of Interest**

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

**NM026-26 Minutes**

The minutes of the Annual Meeting of the Parish Council Meeting held on Monday, 12<sup>th</sup> May 2025 were accepted as a true and correct record.

**NM027-26 Public 10 Minute Session**

There were no members of the public present.

**NM028-26 District Councillor session – Cllr Mrs S Saddington**

This item would be taken if and when Cllr Mrs Saddington arrived.

**NM029-26 Newark & Sherwood District Council**

**(a) To consider an application to the Flood Resilience Grant (Round 2)**

The Clerk advised that the District Council were offering a further £2,500 to support flood resilience in communities.

After discussion, it was AGREED that in liaison with the Chair and Vice-Chair, the Clerk submit an application for items that would be beneficial and bolster that resilience.

**(b) To receive an update from Planning Enforcement in relation to Gilbert's Field**

Members noted an update received from Planning Enforcement in relation to the agreement reached with NCHA to plant 4 trees in Oct/Nov 2025.

After discussion, the Clerk was asked to seek assurance that NCHA would plant the trees properly, given the depth needed to reach the soil and ensure that adequate

maintenance, especially with regard to watering, was put in place.

**NM030-26** County Councillor session – Cllr B Laughton

No report was given as Councillor Laughton had given his apologies.

**NM031-26** Nottinghamshire County Council

(a) **To consider a response to the Public Consultation on the Draft Local Nature Recovery Strategy (LNRS) for Nottinghamshire and Nottingham**

Members noted that the Wildlife Trust Nature reserve at Manor House Drive was not included on the habitat map.

After discussion, it was AGREED that delegated be given to the Chair and Clerk to submit a response to the LNRS and that it be brought to the attention of the Planning Consultation working with JPAG in relation to the GNR Solar Park.

**NM032-26** **Planning**

(a) 25/00787/S73 - Cherry Tree Cottage, Vicarage Lane, North Muskham - Application for variation of conditions 02 and 08 to substitute approved plans with revised drawings including solar panels, air source heat pump, landscaping and outbuildings noted attached to planning permission 23/01922/FUL

No objection was raised to the application as outlined.

(b) Decision Notice – 25/00103/OUT – New Manor Park, Main Street, North Muskham - Outline application with all matters reserved for erection of single dwelling

Members noted the decision notice outlining planning permission had been granted for the development as outlined.

(c) To receive any update in relation to application no 25/00395/FUL – Ashiana Restaurant & Hotel, Great North Road, North Muskham - New hotel room block, replacement and additional car parking. Relocation of flood lighting pole

After discussion, it was AGREED that the Chair arrange a meeting with the owner to discuss matters previously raised. This would then be followed up in writing.

(d) To receive an update on planning enforcement matters

The Clerk updated Members on matters currently with planning enforcement.

(e) To receive an update on the Neighbourhood Plan

Councillor Luke advised that no meeting was being held in June as the Steering Group were undertaking consultation at the Summer Fayre at the MRCC on Saturday, 21<sup>st</sup> June.

**NM033-26** **Parish Council Matters**

(a) Allotments/Green Hub Report

Councillor Preston extended thanks from the Allotment Sub-Committee for the work undertaken to the water storage system.

The Clerk had circulated a list of allotment ploholders to clarify the number of vacant plots. It had been confirmed that there were 3 plots currently available. After discussion, it was AGREED that an inspection of the allotments be undertaken prior to the July Parish Council meeting.

The Clerk was asked to follow up with the contractor in terms painting the container, works agreed to plot 13 and the fence.

- To note remedial works undertaken to water storage and ratify spend  
Members noted the remedial works undertaken to water storage and ratified the spend of £613.14.

- (b) To confirm arrangements for the Summer Fayre on 21<sup>st</sup> June 2025  
Arrangements were confirmed for the Summer Fayre. The Parish Council were responsible for the BBQ with supplies to be purchased by the Clerk and Chair.

- NM028-26** District Councillor session – Cllr Mrs S Saddington  
(cont) With the arrival of Councillor Mrs Saddington, the Chair suspended the meeting for her report.

There were no matters to report back to the Parish Council in relation to the District Council. In the absence of County Councillor Laughton, Councillor Mrs Saddington advised that the new administration at the County Council had suspended all meetings in June while new Members settled into their roles.

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

- (c) To receive an update on Health Matters  
Councillor Luke advised the Health Group would next meet at the end of June.

Efforts continued to arrange face to face Dementia training in the community.

A request from South Muskham & Little Carlton may be received in relation to arranging defib training.

- (d) To receive an update in relation to JPAG and the GNR Solar Park  
The Chair advised that the next meeting of JPAG would be held on 11<sup>th</sup> June 2025.

The submission of the application to the Planning Inspectorate had not yet taken place, with advice received that this would now likely not be until August/September at the earliest.

**NM034-26 Environmental & Community Issues**

- (a) Play Area  
The Clerk was asked to forward a copy of the Play Area Inspection to the Chair for

review.

- To note the purchase and installation of a new litter bin  
Members noted a new litter bin had been purchased for the play area. After discussion, it was AGREED to postpone installation until the new picnic benches were in place.
- To receive a quotation for two new picnic benches  
After discussion, it was AGREED that the Clerk purchase two new benches at a cost of £415.06 each plus VAT. Members noted there would be additional costs to install.

(b) To receive an update on the Emergency Plan  
There was no update to receive.

### **NM035-26 Highways**

(a) Highways Log

The Clerk advised that all overgrown hedges reported at the May meeting had been logged with Via.

A request had been received for a meeting with Via in relation to Great North Road and Waltons Lane. The Chair asked for Members to be included once a date was confirmed.

The Chair referred to overgrown trees impacting on the bridleway at the entrance from Mackleys Lane. The Clerk would log this with the Rights of Way team.

(b) To agree works to the riverside footpath  
After discussion, it was AGREED that confirmation be sought on the legal width for a bridleway. However, it was AGREED that the work outlined at the Crab Lane end of the footpath be progressed.

(c) To receive an update on the A1 Apleyhead to Newark Resurfacing Scheme  
Members received the update and noted that there were two weekend closures in June; from 14-15 June and 28-29 June. The Clerk would alert residents via social media and the Muskham Messenger.

### **NM036-26 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 – May - £323.30
- PAYE – May – £80.80
- Village Handyman – May - £451.30
- MRCC – Room Hire - £41.25

- BMB Financial Services – Internal Audit - £75
- Talbot Builders – Allotment Works – £613.14
- Cre8 Studios - Neighbourhood Plan Printing - £130
- Gary Hobbs – Refund Printing - £16
- Gary Hobbs – Refund Land Registry Fees - £28
- Gary Hobbs – Refund Locksmiths - £49
- Clerk – Mileage Refund - £26.19
- Luke Pickering – Play Area Resurfacing - £7,182
- William Electrical & Property – Generator Supply Cable - £89.04
- Ian Harrison – V E Day Refund - £26.15
- Ian Harrison – Litter Pick Refund - £6.89

(b) To note any Receipts

The following receipts were noted:

- Newark & Sherwood Community Lottery – £121.5
- NCC LCF Fund - £3,125

(c) Financial Report – to 31<sup>st</sup> May 2025

Members noted the financial report as at 31<sup>st</sup> May 2025, with a balance of £58,895.32 across the Council's accounts.

(d) To receive the Internal Auditors report

Members received and noted the Internal Auditors report.

(e) To consider the Annual Government Statement 2024/25

Members received and approved the Annual Governance Statement as at 31st March 2025 and AGREED that it should be signed by the Chairman.

(f) To consider the Accounting Statements 2024/25

Members received, noted and agreed the Accounting Statement as at 31st March 2025 and AGREED that it should be signed by the Chairman.

Documents in relation to the AGAR would now be submitted to PKF Littlejohn for review and the notice for the public rights posted.

**NM021-26 Notts Association of Local Councils**

(a) June Newsletter

A copy of the newsletter had been circulated to Members for information.

(b) To receive details of the 2025 Annual General Meeting

Members received and noted details of the 2025 Annual General Meeting which would be held on Wednesday, 15<sup>th</sup> October 2025 between 1.30pm and 4.30pm at Calverton Village Hall.

**NM022-26 Correspondence**

- (a) To receive correspondence from the Newark Branch of the Royal British Legion  
Members noted the correspondence received from the Newark Branch of the Royal British Legion thanking the Parish Council for the donation of £150 from the V E Day commemorations.
- (b) John Smiths Charity  
The Chair referred to documents received in relation to the John Smiths Charity. After discussion, it was AGREED that Bathley Parish Council and Holme Parish Meeting be contacted in relation to closure of the Charity and equal distribution of the remaining funds between the three communities.
- (c) Commonwealth War Graves  
The Clerk referred to correspondence received from the Commonwealth War Graves Commission in relation to St Wilfrid's Church. Councillor Talbot was tasked to complete the application.
- (d) Memorial Bench  
The Clerk referred to a request received from a family to provide a memorial bench and plaque for their mother who had recently passed away. The Clerk was asked to liaise with the family on any preferred location.
- (e) County Council Civic Service – Sunday, 6<sup>th</sup> July 2025  
Members noted the invitation to attend the Civic Service at Southwell Minster at 3pm on Sunday, 6<sup>th</sup> July 2025.
- (f) Roadworks Bulletin  
Members noted the bulletin advising of the closure of the crossing on Vicarage Lane from 0130 hours to 0515 hours on Tuesday, 17<sup>th</sup> June 2025.
- (g) 25/00192/CPRIOR – Georges Cottage, Main Street, North Muskham  
The Clerk referred to a decision notice received in relation to the above property. It had been confirmed that prior approval was not required for change of use to a residential annexe.

**NM023-26 Date of Next Meeting**  
Monday, 14<sup>th</sup> July 2025

The meeting closed at 9pm.