

South Muskham/Little Carlton Parish Council

Draft Minutes of the Parish Council Meeting held on Thursday, 22nd April 2021 at 7.30pm

This was a virtual meeting conducted via Zoom.

Membership: D Catanach, C Brightmore, K Brown, R Gill, G Gilroy, P Jarvis, G Shearing
Members of Public: 2

97.20/21 **Apologies for Absence and Declarations of Interest**

Apologies – There were none given.

Declarations of Interest – None

Open Session

There were no matters raised.

It was noted that there was a pre-election period (purdah) in operation prior to the elections scheduled to be held on Thursday, 6th May 2021 hence no reports by either District or County Councillors.

98.20/21 **Chair's Report**

The Chair extended his thanks to everyone that had taken part in the litter pick on Sunday, 18th April.

The Chair was pleased to note that the hit and run driver had been found, following the incident with a resident from North Muskham on the Great North Road.

The Chair advised that Councillor Laughton had reported that papers for the interactive sign and 40mph limit were being prepared for the May Committee cycle.

99.20/21 **To approve the Minutes of the meeting held on March 2021**

Subject to an amendment to minute number 96.3 to read 'permission for use of the photograph', the minutes were proposed by Cllr Gilroy, seconded by Cllr Brown and approved by all and will be signed by the Chair at a later date.

100.20/21 **Matters arising from the Minutes not covered elsewhere on the Agenda**

It was noted that the defibrillator pads had been replaced by Councillor Jarvis.

The Chair asked that the link to the District Wide Housing Needs Assessment again be forwarded to Members.

101.20/21 **Financial Issues**

101.1 To record Receipts - None

101.2 To approve invoices for payment:

The Clerk advised that new forms had been requested for the changes to online banking. It was hoped that the changes would now progress. Payment for wages and PAYE would be processed once complete.

- Mowing of Beckett's Field - £70
- Severn Trent Water - £29.54
- Nottinghamshire Association of Local Councils - £114.56

101.3 Arrangements for Internal Audit and External Review by PKF Littlejohn

Notification dates had been received for the submission of the 2020-21 accounts to PKF Littlejohn for external review. Documentation has to be submitted by Friday, 2nd July and the Clerk will work towards that and progress everything to comply with legislation.

102.20/21 **Planning**

New Applications:

Links to the applications on the District Council's planning portal had been circulated to Members for review in advance of the meeting.

102.1 21/00721/DISCON – The Old Farmhouse, Main Street, South Muskham - Request for confirmation to discharge condition 4 attached to planning permission 20/01095/FUL Householder application for the installation of 2no. casement windows to first floor. Replace existing ground floor window with timber bi-fold doors

Members noted the request to discharge condition 4 as outlined.

102.2 21/00690/FUL – Garage House, Great North Road, South Muskham - Proposed new dwelling

The Clerk had circulated comments from the previously submitted application to Members for information prior to the meeting.

After discussion, Members unanimously AGREED to support the application.

102.3 21/00890/HOUSE – St Wilfrids House, Church Lane, South Muskham - Erect double garage to rear of property to match dwellinghouse style

After discussion, Members unanimously AGREED to support the application.

102.4 Planning Guidelines

The Clerk had circulated a presentation from a training event held by Newark & Sherwood District Council in September 2020 to Members for information.

102.5 Planning Training

The Clerk to chase the link to planning training through NALC for Councillor Brown.

103.20/21 **Parish Council Matters**

103.1 Update on Request for increase in Dog Bins

The Clerk confirmed that the District Council were awaiting delivery of new bins before being able to progress the installation of the new bin on the A616.

In terms of a new bin at South Muskham, Via had confirmed that waste bins/dog waste bins are not to be attached to lamp columns with maintenance doors. Bins now have to be installed on a dedicated post. There is no verge at the location previously discussed but the Clerk queried whether the verge at the junction of Main Street and Church Lane might be a good position.

After discussion, it was AGREED that the Clerk seek permission to place a dog bin on this green and, if approved, retain the District Council to provide and install a bin as they are going to do on the A616.

Once installed, both bins would be added onto the collection schedule.

103.2 Village Hall (Pavilion, Little Carlton) – Fire Extinguishers

Councillor Jarvis clarified this was the pavilion on Beckitt Field. There were two small fire extinguishers inside which looked to be obsolete.

The Chair observed that extinguishers should be up-to-date to meet insurance obligations.

After discussion it was noted that this had been reviewed previously but Members were not sure on what decision was taken. It was AGREED that the Clerk review previous minutes to determine what had been discussed and the decision taken. Agreed that Clerk review minutes and see if decision taken and what it was.

Councillor Jarvis noted that the Insurance Liability Certificate was also out of date. The Clerk advised that the insurance was due to be renewed in June 2021 and a new certificate would be provided for display in the pavilion.

Councillor Jarvis advised that the replacement Defib pads would expire in 2023, there was also a set that would expire in September 2021. Given that the replacement delivery time was 2-3 weeks it was AGREED that replacement sets be ordered for both village defibs prior to their expiry.

103.3 Report on B6325 Litter Pick

The Chair thanked everyone that had turned out to help with the litter pick on Sunday, 18th April. It was an excellent team effort and demonstrated how good the village community spirit was.

103.4 Support for Volunteer Litter Pickers

The Clerk referred to the offer received from Newark & Sherwood District Council for two household waste bins to be used specifically for litter picked by volunteers. All litter would have to be bagged and the bins would be emptied by the street litter bin team.

After discussion it was AGREED that both would be stored at Councillor Brightmore's address until an appropriate address in South Muskham could be identified.

Councillor Gilroy was aware of one resident who regularly litter picked and would make an approach to see if they would be willing to store the bin.

104.20/21 **Beckitt Field**

104.1 Potential Hire – 2021

The Clerk had been in contact with the potential hirers for 2021. They were currently unable to confirm the date for their wedding but were looking to book 25th September with the Registry Office.

It was AGREED that if an approach was made to use the field, the Clerk liaise with the Muskham Cougars to establish if the booking could be accommodated.

104.2 Anti-Social Behaviour

The Chair referred to the recent anti-social behaviour at Beckitt Field, which had resulted in a broken window at the pavilion.

Councillor Brown confirmed that the Police had been out to view the damage, and a video and photos had been forwarded to them for information. There had not been any further problems.

105.20/21 **Flooding, Drainage & Emergency Planning**

105.1 The Clerk had contacted the Emergency Planning section at Nottinghamshire County Council about delivering training on signage, after 21st June 2021. The Clerk to include an item on the May agenda.

106.20/21 **Highways**

106.1 Logs on the Highway

A Highways Liaison Officer had contacted the Clerk about the logs that had been placed on the highways. Councillor Brightmore had met the Officer on site who advised that a complaint had been received from a resident concerned that the logs were not in character with the village. As it was a complaint it had to be investigated.

Via had been under the impression that the area was a layby but the site visit had confirmed it was a farmers entrance. It had been agreed that the logs would be pushed back 3ft and a further site visit would be undertaken next week by the Officer and his Manager to establish a way forward.

It was noted that the Parish Council would have to comply with whatever decision Via came to.

106.2 Gate adjacent to Village Gateway Signs

The Clerk had been contacted by a Highways Liaison Officer with Via regarding the white gate posts that had appeared on the A616.

The Clerk had liaised with Councillor Brightmore for clarification, which had been forwarded to the Officer. The response outlined that approval was required for any items placed in the highway, regardless of distance from the highway itself and certain items may also be subject to planning approval.

The Clerk outlined that approval under Section 115 would have been secured for the village gateway signs, and it was likely that the gates would need the same permission and be installed by qualified contractors.

Members referred to the meeting held with a representative from Via in October 2020 and recalled the gates being raised then and the suggestion being supported, together with narrowing the road with white lines.

The Chair reflected that, as advice had now been received from Via on what the Parish Council needed to do to retain the gates, it needed to comply with that. It was noted that the intention of the gates was to make everyone aware that Little Carlton was a village and to enhance the environment, especially as the village

wanted to work towards entering the 2022 Best Kept Village Competition. The gates had been put in next to the village gateway signs with the support of the Parish Council.

It was AGREED that the Clerk follow up the matters raised at the October 2020 meeting with Via, and to also investigate whether a Section 115 or planning permission will be required for the gates. A report to be brought back to the May meeting.

107.20/21 Correspondence Received

107.1 Councillor Brightmore asked whether a request could be made to Nottinghamshire County Council for a bridleway to be installed alongside the A616 from the bus stop to the farm entrance. It was considered that this would provide a link for the properties at Burnetts Farm and a safe route for horse riders to gain access to the bridlepaths at Kelham Hills.

Councillor Brightmore would also like to include a request for an interactive crossing sign.

Members considered that this request should be supported by the Parish Council, but it would require the support of the County Councillor. There would need to be an evidence base to support the request and the Chair asked Councillor Brightmore to start to pull that information together from the village.

It was AGREED that this be put on the agenda for discussion at the May meeting.

107.2 District Council Bin Lorries

Councillor Brightmore had witnessed the District Council's bin lorry driving on the grass verge and had forwarded photos to the Clerk.

The Clerk confirmed these had been forwarded to the Waste Management section with a response awaited.

107.3 B6325

It was AGREED that the Clerk continue to log the condition of the pavements on the Great North Road that had overgrowing vegetation and uneven surfacing.

108.20/21 **Other matters arising not on the agenda**

108.1 Fly Tipping

Councillor Brown asked what the correct number was for reporting fly tipping late at night.

The Clerk advised that general fly tipping should be reported through the District Council's portal, but if it was on/blocking the highway it could be reported to the Police on 101.

Councillor Brightmore was pleased to report that the fly tipping on Kelham Lane in February had resulted in a £400 fine being issued. The District Council were also going to pursue the fly tipping incident witnessed by Councillor Brightmore through the courts.

108.2 Horses and Ponies

Following a discussion with Councillor Brown, it was AGREED that a poster outlining the dangers of feeding horses and ponies be forwarded to Councillor Brightmore to include on the Facebook page, and also to the Clerk to circulate to the distribution list.

Next Meeting – Annual Parish Meeting and Annual Meeting of Parish Council – 19th May 2021 at South Muskham & Little Carlton Village Hall (pending notification from NALC on extension of regulations relating to remote meetings).

The meeting was closed at 8.55pm

Minutes approved as a true record –