

## South Muskham/Little Carlton Parish Council

### Minutes of the Annual Parish Council Meeting held on Wednesday 15<sup>th</sup> May 2019 at 7.30pm in the Village Hall, South Muskham

**Membership:** Councillor Mrs K Carr (Chairman)

Councillors: D Catanach, R Gill, P Jarvis

Also present for part of the meeting: County Councillor Laughton and District Councillor Saddington

Members of Public: 5

1.19/20 **To receive Declarations of Acceptance of Office and Disclosure of Interests**

Acceptance of Office were duly signed and Register of Interests circulated.

2.19/20 **To elect Officers of the Council**

i) Chair: Cllr. Karen Carr agreed to take the role of Chair for the duration of the meeting. All agreed to rotate the position amongst councillors for the next few meetings.

ii) Vice-Chair: it was agreed a Vice-Chair would not be appointed at this time

3.19/20 **To co-opt Parish Councillors**

Mr Charles Brightmore has lived in Little Carlton for 17 years and expressed an interest in becoming more involved in the villages. Mrs Kelly Brown has lived in Little Carlton for around 6 years and said she would like to understand more how the council works and how she can contribute to the community. After a short discussion, both Mr Brightmore and Mrs Brown were co-opted onto the council and signed their Acceptance of Office.

Mrs Gill Gilroy was invited to re-join the council and agreed to do so for a period of time until additional members could be co-opted. An Acceptance of Office was signed.

4.19/20 **Apologies for Absence**

Apologies were received and accepted from Cllr. Catanach and Cllr. Brown who was unable to stay for the remainder of the meeting.

5.19/20 **Declarations of Interest**

None

#### **Open Session**

The Chair advised the meeting of the sad news that Mr Nat Donnelly passed away earlier in the day and on behalf of the Council expressed deepest condolences to Mrs Val Donnelly and her family.

**District Councillor Saddington** thanked all those that supported her during the local elections and said that she was looking forward to working for everyone in the community over the next four years. Cllr. Saddington said it had been a very busy year and an honour to be Chair of Notts County Council, a role which she will hand over to the Vice-Chair on 16<sup>th</sup> May. Going forward she will be Vice-Chair of the Children & Young people Committee and also work with Notts Fire and Rescue. Cllr. Saddington thanked all the parish councillors and the clerk for their support and especially Cllr. Carr, wishing her all the best on standing down from the council adding she was sorry to be losing her.

**County Councillor Laughton** echoed Cllr. Saddington's sentiments in respect of Cllr. Carr. Cllr. Laughton advised that the new board for Via EM will be in place in September and also commented on the change in bus timetables which will come into effect on Monday 20<sup>th</sup> May. The No. 39 route had for a long time been heavily subsidised by Marshalls Coaches, a situation that could not be continued. The villages will still be served with a service into Newark but at less regular intervals. Cllr. Laughton commented that he and Cllr. Saddington were enquiring with NCC as to whether Briggs Metals would be asked to submit a planning application for a renewal of an operating licence following the recent fire.

**Village Hall Update** - Mrs Hazel Hall mentioned the recent application to the Calor Communities Fund and encouraged people to vote. She also reported on a very successful Pie Supper held at the hall on 11<sup>th</sup> May in memory of Mrs Edna Richards which raised £850 and in aid of Beaumont House. Mrs Hall queried who was responsible for grass cutting on the children's play area at Forge Close. Clerk to follow up with NSDC.

**Planning** – Mr Cotter attended the meeting as a planning application he has submitted was to be discussed. He advised the members of the plans submitted under 19/00766/OUT were to provide

accommodation for family. Meetings have been held with the NSDC Panning Officer and all recommendations met.

At this point **all agreed** to discuss the application at this stage of the meeting rather than the appointed section of the agenda.

11.19/20

**Planning**

11.2 19/00766/OUT – outline application to demolish the existing garage, erection of a new 4 bedroom dormer bungalow dwelling and garaging for the existing and proposed properties at Westview, Great North Road. Details were circulated prior to the meeting. A discussion followed and **all agreed** to support the application in view of the identified local need.

11.1 19/00782/FUL – application for 3 dwellings at Ashleigh, Great North Road. A discussion followed when it was commented that all previous applications for this location had not been supported. **All agreed** to object with reasons as previously stated.

11.3 Other Planning Matters:

19/00786/OUT – outline application for 5 x 2-bed starter homes and 8 x 2 and 3-bed bungalows on land off the Great North Road. The Clerk has applied for an extension which has been approved meaning this application will be considered at the June meeting.

19/00623/FUL – revised plans for a 2-storey extension at Eden, Great North Road. The Clerk to apply for an extension to the deadline for this to be discussed in June.

6.19/20

**Report from the Chairman**

No further comments

7.19/20

**To approve the Minutes of the meeting held on 17<sup>th</sup> April 2019**

Proposed by Cllr. Jarvis and seconded by Cllr. Gill **all agreed** the minutes be approved as a correct record and were duly signed by the Chairman.

8.19/20

**Matters arising from the Minutes not covered elsewhere on the Agenda**

8.1 New Councillor Training – booked for Cllr. Jarvis. Clerk to provide details to Cllr. Brightmore and Cllr. Brown.

8.2 Dog bin for Little Carlton – Clerk advised that approval from the landowner had been given to place the dog bin on land at the end of FP2A. Prior to placing an order with Glasdon UK, NSDC Trade Waste were contacted to agree the amendment to the contract and the Clerk was advised that NSDC will not go the required distance onto private land to empty the bin. Highways and Rights of way have refused permission for the bin to be located closer to the road. The consequence is that the plan to install an additional dog bin in Little Carlton has to be cancelled.  
In view of NSDC's decision, Cllr. Brightmore offered to empty the bin on a monthly basis and also to install it on the footpath. He was thanked for this and will be contacted by the Clerk to arrange when the bin has been purchased.

8.3 Notice board at Village Hall – repairs completed and in use. Cllr. Carr commented that a notice not relating to parish council business has been put onto the board. Mrs Hall agreed to obtain the key to the board and it was duly provided later in the meeting.

9.19/20

**Financial Issues**

9.1 Receipts:

Precept first tranche @ £5,667

9.2 Invoices paid between meetings to be ratified:

MTC Repairs for the notice board at SM @ £115

NPower qtlly charges for Beckitt Field @ £28.85 (Direct Debit)

9.3 Invoices for payment:

Cllr Carr for the balance of the Chair's Allowance @ £20 – not now to be paid due to pending resignation from the post. The cheque given to Cllr. Carr at the April meeting has been returned.  
Came & Co for insurance renewal at £344.31 (chq 354)

9.4 Accounts and Annual Return for year-end 31<sup>st</sup> March 2019 – Clerk advised that the accounts were completed for audit in April and a meeting has been arranged to hand them over to Mr Lacey on 21<sup>st</sup> May following which they will be presented to the members at the June meeting for approval.

9.5 Bank Mandate – a revised mandate for bank signatories will be required. This will be dealt with at the June meeting along with a discussion on whether to switch to internet banking.

10.19/20

**Review and adoption of Policies**

10.1 Standing Orders – approved and adopted as proposed with a clause added for GDPR compliance

10.2 Financial Regulations – approved and adopted as proposed. It was agreed that Clause 4.3 will be temporarily suspended allowing the Clerk to countersign a cheque should the need arise until a new mandate can be put in place.

- 12.19/20 **Beckett Field**  
12.1 Update on quotes for replacement doors and windows – Cllr. Gill and the Clerk met with Town & Country Joinery who has now responded recommending UPVC replacement doors rather than timber or made-to-measure timber. The Clerk has requested a breakdown of the quote from Elite Windows.  
Cllr. Brightmore and Cllr. Gill to obtain alternative quotes and report back at the June meeting.
- 13.19/20 **Flooding, Drainage & Resilience Planning**  
Nothing to report
- 14.19/20 **Highways**  
Highways Issues Logged – updates provided  
Cllr. Gilroy reported a hole in the Great North Road close to the bollards. Clerk to report  
Cllr. Carr reported the grass cutting at the mini roundabout does not include strimming around the bench. Cllr. Brightmore offered to do this and was thanked.
- 15.19/20 **Safety and Security**  
Safer Neighbourhood Group Meeting Update – theft of fuel from vehicles on the A1 seems to be the major focus with 19 recorded incidents in the last quarter. Speeding through the rural villages travelling criminals targeting high profile vehicles and affluent properties and theft of lead from church roofs are the other main recorded crimes in the area.
- 16.19/20 **Defibrillator at Little Carlton**  
Training dates to be agreed at the June meeting.  
Further email has been sent to British Sugar regarding the promised donation.
- 17.19/20 **Severn Trent Water Latest Update**  
The latest update has been received and reports no further odour. STW have suggested the regular updates cease in October and **all agreed** to this.
- 18.19/20 **Correspondence Received**  
i) Stakeholder Update from Inspector Sutton – noted and posted to website  
ii) NHS Long Term Plan Consultation – noted and circulated  
iii) Draft Minerals Local Plan Public Consultation to be held in July 2019  
**Other Correspondence Received**  
i) Copy letter from Mrs Hunt to Network Rail  
ii) Email from Notts Piscatorial regarding the Minerals Local Plan  
iii) Correspondence regarding the changes to bus timetables
- 19.19/20 **Other Matters arising not on the agenda**  
Cllr. Carr suggested the June meeting consider a Facebook page for the parish as another way of communicating with residents.  
Cllr. Gill reported two incidents of fly tipping on Crow Lane. Clerk to report to NSDC
- Cllr. Carr formally resigned from the Council and was thanked for her work and support for the community over the past years. A bouquet of flowers was presented.

**Next Meeting** - Wednesday 19<sup>th</sup> June at 7.30pm at the Village Hall, South Muskham

There being no further business, the meeting was closed at 9.15pm

Signed as a true and correct record by the Chair on Wednesday 19<sup>th</sup> June 2019