

SUTTON-ON-TRENT PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at the Methodist Community Centre
on Tuesday, 14th March 2023 at 7.30 pm.

Present: Councillor B Blanchard
Councillor S Hadley
Councillor P Hubbard (Chair)
Councillor R Jones
Councillor J Keeton
Councillor P Marshall
Councillor S Sloan
Councillor K Walker

In Attendance 6 members of the public, District Councillor Mrs Michael and County Councillor Laughton.

22/116 To receive and approve apologies for absence.
There were none.

22/117 To receive and note any declarations of interest
There were none.

22/118 Public 10 Minute Forum
The Chair suspended the meeting at 7.31pm to allow for the public session.

No questions were raised and the meeting was immediately reconvened.

22/119 To receive and approve the Minutes from the meeting held on 14th February 2023
The Minutes of the Parish Council Meeting held on 14th February 2023 were approved as a true record and signed by the Chairman.

22/120 District Councillor Report
The Chair suspended the meeting at 7.42pm to allow District Cllr Mrs Michael to present her report.

Cllr Mrs Michael advised that a kerbside glass collection had been agreed and would be introduced from September 2023. Collection would be on an 8 week cycle, with 140 litre bins for households.

There had been a change to the collection of certain items of bulky waste that needed to be incinerated (sofas, etc).

Statistics had been released on fly tipping, and other anti-social behaviour elements around waste. There had been 42 notices issued for fly tipping, 828 for litter (805 of which had been issued by the District Council's partner, WISE), 16 for no Waste Transfer Licences and 9 for dog fouling. There had also been two prosecutions for fly tipping which had seen a fine being levied.

The District Council had agreed a 1.94% increase on its Council Tax.

In response to a question by Councillor Marshall, Cllr Mrs Michael confirmed that there was a meeting of the Internal Drainage Board shortly and an update would be available after that time.

The Chair thanked Cllr Mrs Michael for her report and reconvened the meeting at 7.46pm.

22/121 County Councillor Report
The Chair suspended the meeting at 7.47pm to allow Councillor Laughton to present his report.

Cllr Laughton had attended a high level meeting with the Minister of Energy to discuss the development at West Burton Power Station. The County Council will have responsibility for

ensuring that a robust transport policy was in place for the site so will be assessing traffic issues. It may be that a new road will be installed to service the site.

The Mayoral procedures were moving forward. From May 2023 there will be a Mayoral office funded by Central Government running in parallel with the upper tier authorities.

The Chair thanked Cllr Laughton for his report and reconvened the meeting at 7.50pm.

22/122

To receive a report on the recent survey undertaken regarding the Village Hall Project and to determine a way forward

A report had been circulated to Members in advance of the meeting with a breakdown of responses, together with a number of questions that had been raised by residents.

Cllr Jones noted that there was a similar %age support to last time but done in a different format. It was noted that the object of the survey was to establish if the Parish Council still had a mandate to move forward with the project.

It was AGREED that a detailed response should be sent to residents who had raised comments during the survey process. A number of residents had expressed concern over what was meant by a 'phased' development. Cllr Jones observed that Phase 1 meant that the building would be complete on the outside. Delegated authority was given to the Clerk and Cllr Jones to respond to residents.

It was unanimously AGREED that the project should now proceed.

It was further AGREED that:

1. Planning permission for the amended building should now be progressed.
2. A report be brought to the April meeting to establish how to set up the fundraising group

Cllr Jones asked that consideration be given to earmarking a further 5% as a contingency fund for the project.

22/123

Planning

(a)

Applications

23/00249/LDCP – 4 Frederick Close, Sutton-on-Trent - Application for a Lawful Development Certificate for proposed conversion of garage to form living room including replacing garage door with window

Members received and noted the application.

Decision Notices

None had been received at the time of issuing the agenda.

Tree Works

Members noted the following tree works.

- 23/00326/TWCA – 20 Hemplands Lane, Sutton-on-Trent - T1 Cherry tree - 25% crown thin and cut back by 1metre to maintain health of tree; and T2 Common Holly - Fell to reduce danger of unstable tree and prevent restriction of tree growth

22/124

Financials

a) To record receipts:

- Sutton-on-Trent Sports Club - £5533.35

b) To approve invoices for payment:

The following invoices were approved for payment:

- Clerk's Wages – February 2023 - £177.63

- HMRC PAYE – February 2023 - £177.62
 - Sutton-on-Trent Methodist Church - Balance from Platinum Jubilee Grants - £194.47
 - Sutton-on-Trent Sports Club – Balance from Platinum Jubilee Grants - £194.47
- c) To note the Council's Financial Position as at 28th February 2023
Members noted the Council's financial position as outlined in the cashbook which demonstrated spend against budget. The Clerk advised that, although the cashbook reconciled against the current account balance of £104,686.90 it did not balance against budgetheads. An updated spreadsheet will be circulated once this had been achieved. The balance of the reserve account was £68,314.48.
- d) To note the conclusion of the External Audit for the 2021-22 Financial Year and to receive the External Auditor's report
The Clerk confirmed the conclusion of the External Audit for the 2021-22 Financial Year and advised that the actions required in terms of the Public Notice would now be actioned. A copy of the report had been circulated to Members for information.
- e) To appoint an Internal Auditor for the 2022-23 Financial Year End Accounts
The Clerk sought permission from Members to appoint Mr Harness as the Internal Auditor for the 2022-23 Financial Year End Accounts. This was AGREED.

22/125

Parish Council Matters

- a) To receive feedback on the training by Newark Community First Aid
The Clerk advised that, while it was disappointing that only 5 people had attended, the feedback was that the training was appreciated and everyone was very interested in learning the skills.
- The Clerk suggested that it may be an idea to arrange further training during the Summer months. It was AGREED that this be included within the Unity article, with residents asked to register their interest should further training be arranged.
- b) To receive an update on arrangements for a Celebration for the Coronation of King Charles III
The Clerk advised that a further meeting had been arranged for Friday, 17th March 2023. It was noted that the District Council were offering funding for the Coronation, based on Precept. The Clerk had submitted an application for the £300 offered. This would give an overall budget of £1,800.
- c) To receive details on arrangements for the 2023 Local Elections
Information relating to arrangements for the 2023 Local Elections had been circulated to Members. The election would be announced on 20th March, with the deadline for receipt of completed nomination papers 4th April 2023.
- d) To receive minutes from the Parishes Together Group held on 28th February 2023
Members noted that Cllr Blanchard had attended the meeting on 28th February. A copy of the minutes had been circulated for information. The next meeting was scheduled to be held at Marnham Village Hall on 28th March 2023. An agenda would be forwarded once received.
- e) To note the outcome of an application to Newark & Sherwood District Council's Community Grant Fund
Members noted that the Parish Council had been successful with the application to the Community Grant Fund towards the replacement of the surfacing under the play area equipment at Sternthorpe Close. A grant of £2,000 had been awarded. The Clerk advised that while two quotations had been received, a third was awaited. A copy would be circulated to Members when received.
- f) To consider arrangements for the Grass Cutting Contract

The contract would continue for another two years, with the contractor confirming that costs would be held at the current level.

g) Update from Clerk

Members noted the report from the Clerk. After discussion, Members confirmed that in relation to minute number 22/105 they were in agreement that the bollard should be removed at the end of FP5. The resident who had originally raised this as an issue would be updated.

Councillor Marshall queried whether the issue at FP10 should also be with Rights of Way. The Clerk to raise with the appropriate Officer.

22/126

To receive updates and agree actions:

a) Playing Field

Members noted the request from the Management Company at Strawberry Fields towards maintenance and upkeep of the play area at the development. Members considered that the play area had never been fit for purpose, and the issues with it had been raised on a regular basis with Persimmon and now the Management Company. The equipment should be under warranty and should be addressed through that with the developer.

It was noted that a service charge was now being made by the Management Company on the residents and that should cover works to the play area. It was not considered a duty of the Parish Council to contribute towards it or accept responsibility for the area. The Management Company needed to take a firmer line with the developer.

The Chair understood that regular meetings were now being held with residents which were minuted and would seek to engage with them.

b) Cemetery

Cllr Sloan advised that the water tank will be progressed. Measurements for the hedging would be taken and forwarded to the Clerk to enable an application to be made to the Woodland Trust for their community packs.

c) Highways

The Clerk was asked to establish with Cllr Laughton whether or not the resurfacing of Main Street had been included in the programme for 2023-24.

d) Community Speed Watch

Councillor Jones asked if the Speed Camera Vehicle could be requested to visit the village. The Clerk to progress.

It was AGREED that the changes to the Community Speed Watch would be raised at the next meeting of the Safer Neighbourhood Group.

e) Public Footpaths

Councillor Marshall observed that the brambles that had been overhanging at Nursery Lane had been cut back.

f) Churchyard

Councillor Blanchard confirmed that, other than the tree works which the Clerk had referred to in her report, there were no outstanding issues.

g) Village Hall

Councillor Jones advised that the risk assessment for the project would be completed for the April meeting.

h) Sports Club

A donation had been received towards the Phase 2 works which meant that 95% of the funds required had been received. The defibrillator cabinet had been fitted, which means the defib should be live in the next few weeks. An application to the Football Association for funding had been rejected.

i) Library Support Group

Councillor Walker advised that school visits were now taking place. A further 'milkshake and cookies' afternoon on 31st March 2023.

j) Social Media & Website

Contact details for individual members to be added on to the website.

k) War Memorial & Jubilee Beacon

The Chair referred to the report produced for the Parish Council on a new war memorial, a copy of which had been circulated to all Members for consideration.

Outlined within the report were examples of two war memorials, one in sandstone, and one in marble. Members were asked to choose which material they preferred. After discussion, it was AGREED that the sandstone material was more in keeping with the character of the village.

Also outlined within the report were 4 locations. After discussion, it was considered that of the 4, there were three that would accommodate a memorial. The Chair proposed that a vote be taken on each location to determine which was preferred by Members. The three locations were:

- a. Pavement on the junction of High Street, Church Street and Main Street.
- b. Grassed Area on the entrance to Strawberry Fields.
- c. Grassed Area at the front of the primary school on Church Street.

Members were asked to vote on each location. Councillor Blanchard voted for location a.; no Members voted for location b.; and all other Members present voted for location c.

The Clerk to liaise with Via on suitability.

l) Any Other Reports

There were none.

The Chair thanked Members for their reports.

22/127 Nottinghamshire Association of Local Councils
There were no matters to consider.

22/128 Correspondence
There was none to consider.

22/129 To receive items for notification
There were none.

Close: There being no further business the Chairman closed the meeting at 8.30pm

Next Meeting will be on Tuesday, 18th April 2023 at 7.30pm in the Methodist Community Centre.

PLEASE NOTE THAT THIS IS A SUMMARY OF THE DRAFT MINUTES WHICH HAVE NOT YET BEEN APPROVED.