

## SUTTON-ON-TRENT PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at the Methodist Community Centre, Sutton-on-Trent on Wednesday, 10<sup>th</sup> October 2023 at 7.30 pm.

**Present:** Councillor M Allen  
Councillor B Blanchard  
Councillor S Hadley  
Councillor P Hibberd (Chair)  
Councillor J Keeton  
Councillor P Marshall  
Councillor S Sloan  
Councillor A Smith  
Councillor S Tyrer  
Councillor K Walker

**In Attendance** 2 members of the public

The Chair welcomed everyone to the meeting.

**23/047 Apologies for Absence**  
Received and accepted from Councillor Moody and District Councillor Michael

**23/048 To receive and note any declarations of interest**  
There were none.

**23/049 Public 10 Minute Forum**  
The Chair suspended the meeting at 7.32pm to allow for the public session.

A resident asked whether or not it was the Parish Council's intentions to consult with the public on the design of the war memorial, to give the village chance to see what was proposed.

The Chair advised that the war memorial was a standing item on the agenda, and any decisions made were included within the minutes. Nothing specific was planned at this time on any additional consultation.

A resident referred to some omissions from the Parish Council's website regarding contact details for new Members. It was also requested that the draft minutes be published within two weeks of the meetings, as outlined on the website. The Chair advised the Clerk would be tasked to do this and to deal with the missing information.

Footpath 5 was still closed and it was understood that an extension of 6 months had been granted by Rights of Way to enable the resident to complete the work. The Clerk confirmed that the Parish Council had not been consulted on the closure, or the extension. The Chair advised that steps would be taken to contact the householder, and the Clerk would raise the matter with the Rights of Way team.

The Chair thanked residents for their input and reconvened the meeting at 7.36pm.

**23/050 To receive and approve the Minutes from the meeting held on 13<sup>th</sup> September 2023**  
The Minutes of the Parish Council Meeting held on 13<sup>th</sup> September 2023 were approved as a true record and signed by the Chairman.

**23/051 District Councillor Report**  
The Clerk advised that, although District Councillor Michael had given apologies, a report had been provided for Members.

The Internal Drainage Board had produced plans for the work they wanted to undertake but now had to consult on and agree them with the land owner.

The introduction of the glass recycling scheme had been put back to the end of December/early January, with community plan priorities being changed by the new administration.

Members asked the Clerk to establish whether or not the existing bottle banks would be removed once the scheme was introduced.

**Cllr Mrs Michael asked to investigate.**

Councillor Blanchard advised that the jitty between Snell Close and Sternthorpe Close was overgrown and asked that it be reported to the District Council.

**Reported to NSDC, who then advised that responsibility of Via. Reported and photos sent.**

**23/052**

### **Newark & Sherwood District Council**

To consider whether to respond to the Regulation 19 Consultation on the Local Development Framework Plan Review – Second Publication Allocations & Development Management Development Plan Document

The Clerk reminded Members that Sutton-on-Trent was listed as a Principal Village in the current Local Development Framework.

After discussion, it was AGREED that no response to the consultation was required.

To note the District Council's review on CCTV

The Clerk referred to correspondence received from the District Council who were obliged to undertake a statutory review of their CCTV coverage.

To note and consider correspondence regarding the appointment of Flood Wardens

Members noted the correspondence received regarding the appointment of Flood Wardens. After discussion, it was AGREED that Councillor Sloan's interest be registered with the Environment Agency and Nottinghamshire County Council.

**18.10.23 – added to Facebook page.**

The Clerk to also publicise on social media, the noticeboards and include in Unity, with a request for volunteers to come forward.

**23/053**

### **To consider any matters that need to be brought to the attention of County Councillor Laughton**

Councillor Smith updated Members on the flooding at the junction of Grassthorpe Road and Crow Park Avenue. Repairs had been undertaken to the drains, with the tree root being cut back and removed. The area would be monitored when there was heavy rainfall, and any problems would be reported back to Via.

**Pooling took place after heavy rain last week. AS asked if sent photos in to Via and whether needs any help.**

The Clerk was asked to log the surface of Crow Park Avenue again, and to also raise with District Councillor Michael.

**Email sent to Cllr Michael on 12.10.23. Logged on portal and email sent to Louise at Via.**

The Clerk advised that the yellow zig zag lines at school had been logged for repainting. A request had also been made for the parking enforcement vehicle to visit due to the inconsiderate and dangerous parking by parents. The Clerk was also asked to follow up on the issue with the railings outside the school.

In response to a question from Councillor Allen, the Clerk updated Members on the position with the yellow lines at Strawberry Fields. The Clerk had been advised that there had been a delay in locating the funds for the scheme. The suggestions put forward by the Parish Council to extend the scheme

would be put before the County Council's Cabinet in November. Thereafter, the proposals would be put out for consultation.

**23/054**

## **Planning**

(a)

### **Applications**

There were no applications to consider.

### **Decision Notice**

There were no decision notices to receive.

### **Tree Works**

Members noted the following tree works:

23/01359/TWCA – Grangefield, Main Street, Sutton-on-Trent - Remove and replace one Yew and one Ash. Tree to be replaced within 6 months of tree removal, maintained for next 5 years replacing if the tree dies, species to be Field Maple, Beech, Scots Pine, Oak, Yew, Lime, Western/Eastern Hemlock or similar – NO OBJECTION

23/01566/TWCA – Ashleigh House, 15 Far Holme Lane, Sutton-on-Trent - T1 - Mature large Bramley Apple Tree - Crown reduce and rebalance by 1-2 metres of extension growth. T2 - Semi-mature Purple Acer (Maple) Tree - Crown reduce by 2 metres of extension growth. T3 - Large mature Cherry Tree - Crown reduce by 1.5 - 2 metres of extension growth. – NO OBJECTION

Members expressed concern at the amount of tree works that were being submitted, and the lack of opportunity for the Parish Council to make any comment or objections. It was AGREED that the Clerk raise this with District Councillor Michael to see if there was any way in which this could be addressed.

**Email sent to Cllr Michael and response received. Forwarded to Members.**

**23/055**

## **Financials**

a) To record receipts:

- NSDC – 2<sup>nd</sup> Half Precept - £13,479

b) To approve invoices for payment:

The following invoices were approved for payment:

- Clerk's Wages – September 2023 - £284.25
- HMRC PAYE – September 2023 - £71
- Freddie Allen Gardens & Landscapes - £1,326
- Sage Accounts - £9.60
- ICO – Data Protection Renewal - £35
- Freddie Allen Gardens & Landscapes - £1,326
- PKF Littlejohn – External Audit Fee - £252
- Clear Councils – Insurance Renewal - £788.09
- NSDC – Half Year Dog Bin Emptying - £823.68
- Methodist Community Centre – Falls Group Hire June to Sept - £160

c) Financial Report as at 30<sup>th</sup> September 2023

Members received and noted the Council's financial position as at 30<sup>th</sup> September with a balance of £84,417.31 in the current account and £103,025.90 in the deposit account.

To note renewal of the Parish Council's insurance for the year 1<sup>st</sup> October 2023 to 30<sup>th</sup> September 2024

Members noted the renewal of the Parish Council's insurance with The Clear Group (formerly BHIB), and the savings over the year.

To note the completion of the External Audit, recommendations made, and publication of the Notice of Conclusion of Audit

Members noted the completion of the External Audit and the recommendations made regarding ensuring that the Parish Council has regard to the level of reserves held when considering future precept requests.

The Clerk explained that the Parish Council had been the subject of an intermediate review this year. The only comment made was regarding the Scottish Widows bank statement that was dated prior to 31<sup>st</sup> March. The Clerk to address this for future years. The Notice of Conclusion of Audit, together with the External Audit report had now been published on the Parish Council's website. A copy had also been placed in the Crow Park Avenue noticeboard.

**23/056**

**Parish Council Matters**

To receive an update on the position with the double yellow lining at Strawberry Fields

This item had been covered earlier on the agenda under Minute No 23/053.

To receive the minutes of the Trentside Parishes Meeting held on 4<sup>th</sup> September 2023

Members received and noted the minutes of the Trentside Parishes Meeting held on 4<sup>th</sup> September.

To consider the adoption of a Safeguarding Policy

The Safeguarding Policy circulated to Members was considered. It was proposed by Councillor Hibberd, seconded by Councillor Sloan that the Policy be accepted as circulated. This was unanimously AGREED.

**Copy sent to Kate Pike.**

To receive a report on the condition of litter and dog bins and consider further action

Members considered the report put together by Councillor Walker on the condition of the litter and dog bins in the village.

The report was taken in two parts, with dog bins being considered first. It was noted that the dog bin on Barrel Hill required replacing, with a further 2 in need of monitoring. It was AGREED that one dog bin be purchased at a cost of £85.

With regard to the litter bins, the Clerk advised that these were provided by Newark & Sherwood District Council with no cost to the Parish Council for emptying. After discussion, it was proposed by Councillor Hibberd, seconded by Councillor Hadley, that 11 new bins be purchased at a cost of £935, with a further £100 for fixings. This was unanimously AGREED.

**18.10.23 – Email sent to AJ Products for a quotation**

The Clerk was asked to approach County Councillor Loughton to see if this project could be supported by a donation from his Divisional Fund.

**18.10.23 – Email sent to Cllr Loughton**

**23/057**

**To receive updates and agree actions:**

a) Playing Field

**To consider a proposal for the Sternthorpe Close playing field**

Members noted the report from Councillor Allen which contained proposals for the Sternthorpe Close playing field.

Members noted that a grant of £2,000 had been awarded by Newark & Sherwood District Council to replace the resurfacing underneath the equipment on the play area, which the Parish Council would have to match fund.

After discussion, it was AGREED that a site meeting take place on Wednesday, 11<sup>th</sup> October at 5.30pm to review the area and determine priorities to move forward.

b) Cemetery

**To receive an update on progress on the purchase of Cemetery software**

The Clerk advised that an initial meeting had been held with a specialist scanning company, Pear Technology. Costings were awaited. A report would be brought back to a future meeting.

**To note a request from the Commonwealth War Graves to install a sign indicating war graves at our Cemetery**

Members noted the request from the Commonwealth War Graves to install a war graves sign at the Cemetery. It was AGREED that the request be approved with the Standard size to be installed. The Clerk to progress.

c) Highways

**To consider a request to support Normanton-on-Trent with Marnham Parish Council for HGV signage at Grassthorpe Bridge**

Members noted the request from Normanton-on-Trent with Marnham Parish Council. It was AGREED that a letter of support be provided.

**To consider correspondence regarding parking on Main Street**

The Clerk referred to correspondence received from a resident expressing concern at the inconsiderate parking on Main Street, particularly around the Lord Nelson. It was AGREED that this matter be included in the Unity article and that the landlord of the Lord Nelson be approached.

d) Community Speed Watch

There were no matters to report.

e) Public Footpaths

Councillor Smith referred to the condition of a number of pavements around the village, particularly along the Great North Road. After discussion, it was AGREED that the Clerk revisit the Lengstman Scheme to establish if this could now be of benefit.

f) Churchyard

There were no matters to report.

g) Village Hall

The Chair updated Members on discussions held with the Section 106 team at Newark & Sherwood District Council around the potential capability to unlock the Section 106 funds from the Persimmon Development, to use elsewhere.

An application would need to be submitted for this to be considered and details on how this should be done were awaited.

**Chaser email submitted to Andy Hardy again.**

h) Sports Club

Councillor Smith advised that phase 2 works had not yet started. 95% of the funding was received with the 5% balance awaited.

i) Library Support Group

There were no matters to report.

j) War Memorial

Councillor Smith updated Members on the response from Via regarding their preference for the position of the War Memorial, which was the verge at Strawberry Fields.

A number of matters relating to the position proposed for the school had been questioned by Councillor Smith. Via had requested a Section 115 form be submitted.

A further report would be presented at the November meeting.

k) Any Other Reports

There were none.

The Chair thanked Members for their reports.

**23/058 Nottinghamshire Association of Local Councils**

There were no matters to consider.

**23/059 Correspondence**

The Clerk referred to an email received requesting the Parish Council to highlight the [www.saveourheritagevillages.co.uk](http://www.saveourheritagevillages.co.uk) campaign against an industrial sized solar farm on the opposite side of the River Trent, affecting the villages of North & South Clifton, Ragnall and Fledborough. The Clerk to highlight this on social media.

**Details posted on Facebook page.**

**23/060 To receive items for notification**

Councillor Marshall referred to confirmation received from the Woodland Trust that the hedgerow whips would be delivered between 6<sup>th</sup> and 17<sup>th</sup> November 2023.

Delegated authority was given to Councillor Marshall to arrange for the whips to be planted as soon as possible after delivery, up to £750.

**Close:** There being no further business the Chairman closed the meeting at 9.05pm

Next Meeting will be on Tuesday, 14<sup>th</sup> November 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.**