

Sutton-on-Trent Parish Council
Minutes of the meeting held on Tuesday 11th June 2019
at the Methodist Community Centre at 7.30pm

Present: M. Jordan (Chairman), B. Blanchard (Vice Chairman), P. Hibberd, J. Mear, J. Keeton, P. Marshall, R. Jones, S. Pike, I. Hutchinson
Also present: District Councillor Michael, County Councillor Laughton
Clerk: Sandra Akerman
Members of the Public: 11

190601 Apologies for absence

Apologies were received and accepted from Cllr. Hadley and Cllr. Walker

Open Forum (10 minutes maximum)

- a) The pavement along Bulham Lane is at risk of being narrowed and disappearing due to encroaching verges and requires siding up. Cllr. Laughton agreed to follow up with Highways.
- b) There are still issues with the Planning Tracker on the website not displaying all current applications. The Clerk advised that this is a stand-alone part of the site managed by Hugo Fox and that they have been having some technical issues with it. Clerk to follow up.

190602 Declarations of Interest

None recorded

190603 Approval of notes from the Annual Parish Meeting on 14th May 2019

Approved and signed by the Chair

190604 Approval of minutes of the Annual Meeting held on 14th May 2019

The minutes were approved and signed by the Chair.

190605 Matters arising from the minutes not covered elsewhere on the agenda

- a) Village Gateway Signs - the Clerk circulated 5 designs for the central scene for a decision to be made. It was suggested that a vote be taken as to which design to move forward with and one was chosen. The Clerk will speak with Malcolm Lane to confirm the design's suitability following which further details of the successful designer will be made public. In the meantime, the Council thanks those who submitted designs.
NCC Lengthsman Scheme – it was suggested at the last meeting that the scheme may benefit the village as a way of employing a 'handyman'. NCC have advised that no new applications are being accepted to the scheme. Cllr. Laughton to follow up and look at possibility of linking with Tuxford.
- b) Highways issues raised at the last meeting – following a meeting with Mike Keeling (Via EM) the Clerk provided the following updates:
 - i) Streetlighting on Grassthorpe Road – new street lights only installed as a casualty Reduction Measure where it is deemed necessary to avoid injury collisions. This stretch of road does not meet the required criteria for street lights as there have been no reported incidents of injury collision in the last 3 years.
 - ii) Fingerpost for new library location – no suitable sites can be identified for a fingerpost sign (narrow verge widths) or suitable existing post to attach a sign to. sign
 - iii) Footway lining on Grassthorpe Road – the request was to create a shared use along this footpath enabling parking, however this can only be done if a dropped kerb is in place and would require a Traffic Regulation Order which is unlikely to gain approval at this location.
 - iv) Speed limit reduction on High Street – the layout of the road, usage and history of Reported Injury Collisions (none in the last 3 years) were taken into consideration and found that that the criteria for reducing the limit is not met.

1900606 To receive reports from County and District Councillor

Cty. Cllr. Laughton commented on the following:

- The application to the LIS Fund for a new fingerpost on the Great North Road has been successful and funds awarded.
- An amount up to £250,000 has been budgeted for work on Grassthorpe Road in the next financial year. The decision is yet to be made as to what work will be carried out.
- Funding has been promised to the Sports Club to buy blinds

- Via EM is now fully operational within NCC with the board to be finalised and to include two councillors as members

- Cllr. Marshall asked what need to be done to have the pavements around the village resurfaced. A discussion followed and Cllr. Laughton asked for a list of the pavements in the worst condition to be forwarded to him. Cllr. Marshall to arrange.

- Cllr. Marshall also raised the issue of siding-up along the Great North Road between Hemplands Lane and Palmer Road which is long overdue. Cllr. Laughton noted this and the Clerk to log the issue again with Via EM.

- Cllr. Jordan commented that following the heavy rain overnight there had been significant standing water on High Street this morning – some 6-9". Crow Park Avenue was also flooded. Cllr. Laughton confirmed that drainage work is scheduled for later this year.

District Cllr. Michael joined the meeting at 8.05pm

District Cllr. Michael advised the following:

- The IDB have a meeting scheduled on 27th June when an update will be provided on its consultation with land owners
- N&S Homes consultation on bringing operations back in-house to N&SDC is underway

Cty. Cllr. Laughton left the meeting at 8.10pm

The resident survey earlier in the year asked whether the area had a problem with alcohol related anti-social behaviour, to which the majority of responses from the village was no. There is a Public Space Protection Order in place for the playing field to prohibit alcohol and an N&SDC licencing meeting will consider whether this should be lifted. **All agreed** it should remain in place.

190607 **Planning**

a) **Decisions from Newark & Sherwood:**

None to report

b) **New applications:**

i) **19/00882/FUL** Retrospective application for change of use to mixed-use comprising dwelling house, home-boarding and dog grooming parlour at Lydenhurst Great North Road. The Council was advised that the premises has a licence for a maximum of 6 dogs to be home boarded, i.e. not in kennels and that a recent noise complaint has been closed. A discussion followed and **all agreed** to support the application.

ii) **19/00911/ADV** Retrospective application to erect 5 non-illuminated fascia signs on land to the rear of 9-18 Hounsfild Way (Nurseries site). A discussion followed with input from a resident stating this is a conservation area and the detrimental visual impact. Some of the boards are on fences that will be replaced with hedging on completion of the site in approx. 2 years, although the area will be handed over to the surgery for its car park before then. A vote was taken: 5 objections, 1 supporting and 3 abstentions. The Clerk to record an objection to the application.

iii) **19/00971/FULM** application for variation of Condition 9 landscaping condition on application 14/00161/FULM (Nurseries site) removing the prior to commencement element. A discussion was had and **all agreed** to object to the application on the grounds that the proposed landscaping on the original planning approval should be adhered to.

iv) **19/00981/FUL** Application for 5 x 4,000litre underground tanks with associated Secondary Regulator Housing Cabinet and amendments to the already approved equipped play area on land to the rear of 9-18 Hounsfild Way (Nurseries site). A discussion was had concerning the loss of open space as previously stated and future proofing the space around the village hall site. Cllr. Michael advised that in the view of N&SDC previous objections had been met through additional security with a hedge edging, and the site being further from the highway. Following further discussion **all agreed** to object to the application on the grounds of loss of open space

v) **19/00868/FUL** Erection of 4 dwellings and associated garages on land to the rear of 8 Main Street (Re-submission of 18/00599/FUL). Following a discussion **all agreed** to object to the application on the grounds of flood risk and access issues as previously stated.

190608 **Financial**

- ### a) To record receipts – None to report

- b) To agree payments
F Allen Landscapes for grass cutting through May @ £1,205 plus Vat
Clerk's Expenses for April-June @ £213.23
- c) Request for grant aid from Newark & Sherwood Citizen's Advice Bureau – **all agreed** not to make a contribution at this time

190609 Allotments

The Clerk circulated a draft tenancy agreement prior to the meeting. It was discussed that for health and safety and insurance purposes an agreement should be in place. Cllr. Keeton proposed and Cllr. Marshall seconded the proposal and **all agreed**. The Clerk to action with tenants.

190610 Reports

a) **Playing Field**

b) **Cemetery**

There is still no water due to the leak. Cllr. Hutchinson to follow up.

c) **Highways**

Clerk to follow up with STW regarding the cutting back of trees near cables on Main Street.

Cllr. Marshall to follow up with IDB regarding grass cutting along the dyke

Street light on Old Great North Road reported some months ago is still obscured by overhanging trees

d) **Public Footpaths**

Footpath from railway bridge to industrial estate is overgrown. The Clerk to report

e) **Churchyard** – nothing to report

f) **Nurseries Hall**

- Cllr. Jones reported on the earlier meeting with Persimmon. A discussion followed regarding the management of the public open spaces on the site and **all agreed** that the parish council would not propose taking this on. Cllr. Jones to advise Persimmon of this.

- Public consultation has started and survey forms are available and councillors were asked to circulate some too.

- Following the consultation any amendments to the plans will be made prior to a planning application being submitted. Cllr. Jones asked for approval that the Council pay the planning fee of approx. £1,100 (discounted for parish council applications) and **all agreed**.

- Invoices received for printing of survey forms and presentation boards for the public consultation will be paid out the budget for the hall.

g) **Sports Club**

Garth Robertshaw advised the meeting that the open day was a success and that a number of new bookings have been received. Letter received from Turton Building Control Ltd regarding outstanding items requiring action prior to inspection sign off has been received and forwarded for action.

h) **Library Support Group** – nothing to report

i) **Any other reports** - none

190611 To consider correspondence received

- i) Trent Valley IDB April Newsletter – posted to website
- ii) Notts Police Initiative to Protect Wildlife – circulated & posted to website
- iii) SSAFA - outline plans for 76th Anniversary of VE day 8th-10th May 2020
- iv) NHS Mansfield & Ashfield CCG – notice of the Annual Public Meeting on 3rd July from 5.30pm at West Notts College, Mansfield
- v) NHS Mansfield & Ashfield CCG – details of a consultation regarding proposed changes to the Notts CCG structure
- vi) Notts County Council Civic Service 23rd June at Southwell Minster at 3pm – invitation to Chair and guest. Cllr. Blanchard to attend.
- vii) Newark Sherwood Homes Expo 2019 – drop in session

Open Forum (10 minutes maximum)

Notices on the board on Crow Park Avenue cannot be read. Cllr. Hutchinson and Cllr. Mear to replace the Perspex.

190612 Next meeting will be held on Tuesday 9th July at 7.30pm

There being no further business the Chairman declared the meeting closed at 9.15pm

Sutton-on-Trent Parish Council

Minutes of the meeting held on Tuesday 10th July 2019 at the Methodist Community Centre at 7.30pm

Present: B. Blanchard (Vice Chairman), P. Hibberd, J. Mear, J. Keeton,
P. Marshall, I. Hutchinson, S. Hadley, K. Walker
Also present: District Councillor Michael, County Councillor Laughton
Clerk: Sandra Akerman
Members of the Public: 6

In the absence of the Chair, Cllr. Blanchard (Vice Chair) chaired the meeting.

190701 Apologies for absence

Apologies were received and accepted from Cllr. Pike, Cllr. Jordan and Cllr. Jones
Open Forum (10 minutes maximum)

- A resident thanked the Council for replacing the Perspex in the notice board on Crow Park Avenue.
- A resident commented that an objection has been lodged directly with N&SDC against planning application 19/00971/FULM
- A resident commented that objection responses to a number of planning applications discussed at the last meeting do not appear on the N&SDC website. The Clerk confirmed all responses had been submitted. District Cllr. Michael to follow up.

190702 Declarations of Interest

Cllr. Walker declared an interest in point 190708

190703 Approval of minutes from the meeting held on 11th June 2019

Approved and signed by the Chair.

190704 Matters arising from the minutes not covered elsewhere on the agenda

- a) Website Planning Tracker – the Clerk provided a response to the query raised last month as to why not all planning applications appear on the Tracker. This is because it pulls data by post code and not all applications detail a post code on the N&SDC website. District Cllr. Michael agreed to follow up with the planners.
- b) Village signs – the Clerk confirmed the chosen design has been agreed by the manufacturer and prices have been confirmed. The Clerk to confirm an order on Morris Cast Signs. The LIS Agreement was signed by the Chair and Clerk. Details of the chosen design have been posted to the website.
- c) Finger Post Sign (LIS Fund 2019) - the Clerk advised that a hexagonal concrete post is deemed as being of historical value and as such cannot be replaced with a black and white cast sign. Options available are to replace like for like or replace the finger posts. **All agreed** for the Clerk to request a quote to replace the finger posts and filial on this post and also the post near The Shires which previously had a single finger post detailing 'The Village'.

190705 To receive reports from County and District Councillor

District Cllr. Michael commented on the following:

- When the Caledonia site was built the water course was diverted. A recent drainage board meeting agreed to look into whether it can be diverted back.
- Notts Police have confirmed that it would prefer for the Public Space Protection Order relating to the play area in the village remain and not be lifted as proposed by N&SDC.
- Request to consider the N&SDC Community Plan at the September meeting to identify local needs and issues. The Clerk agreed to circulate copies of the plan prior to the meeting.

- In response to queries raised by Cllrs. Keaton and Marshall agreed to follow up with TV IDB regarding access for dyke maintenance, in particular at the rear of the new development.

County Cllr. Laughton commented on the following:

- Confirmation that £500 has been given to the Sports Club for the purchase of new blinds.
- At the request of Cllr. Marshall, agreed to follow up on long standing query regarding siding up of the footpath between Hemplands Lane and Palmer Road
- At the request of Cllr. Marshall, agreed to follow up on the clearing on green debris following grass and tree cutting near the railway bridge.
- In response to a query from Cllr. Hibberd, confirmed the conclusion and outcome of the flood modelling exercise is currently in abeyance due to ongoing negotiations with landowners. District Cllr. Michael agreed to follow up on an estimated decision date.

County Cllr. Laughton left the meeting at 8pm.

At this point in the meeting, it was agreed to consider point 8

190708 New Premises Licence Application at Dunstall Barn Wedding and Event Venue

A discussion was had regarding the required licence and all agreed to respond in support of the application. Having declared an interest at the beginning of the meeting, Cllr. Walker left the room during the discussion.

190706 Planning

a) Decisions from Newark & Sherwood
19/00796/FUL – erection of log cabin for dog grooming salon at 4 High Street: Approved

b) New applications:

i) 19/01139/FUL application for two storey front extension at 2 Barrel Hill Road

Details were circulated prior to the meeting. Following a brief discussion, **all agreed** to support the application.

ii) 19/00971/FULM variation of Conditions 9 (landscaping), 17 (external materials), 19 (boundary treatment) and 25 (approved plans) to include addition of sub-station and fibre at Nurseries Site. A discussion was had and concerns raised that the proposed changes in boundary treatment and materials are not in keeping with the village and a conservation area. Concerns also raised regarding access for drainage maintenance. **All agreed** to object to the application on concerns raised. The Clerk and Cllr. Keaton to draft a response.

c) Planning Committee 2nd July – 19/00868/FUL erection of 4 bungalows on and to rear of 8 Main Street: Refused
Other

d) Planning application 19/00934/FUL received on 8th July and therefore not able to discuss it at the meeting. All agreed to meet again on Tuesday 6th August at 7.30pm to discuss the application.

190707 Financial

a) To record receipts

Cemetery Fees @ £155

Allotments Fees for 2019/20 @ £30

County Cllr. Fund @ £500 (see below)

b) To agree payments:

Community Heartbeat Trust for replacement defib battery @ £282 (no Vat)

Smiths of Derby for annual clock service @ £254 excl Vat

Freddie Allen Landscapes for grass cutting through June @ £710 excl Vat

Methodist Community Centre for room hire 2018/19 @ £205.65 (no Vat)

Sports Club for transfer of County Cllr. Fund @ £500

c) Request for financial support from Sutton Festival

The Clerk read out an email requesting financial support to purchase a new marquee. **All agreed** a donation of £500 and for the parish council to settle the supplier invoice thereby claiming back the Vat element.

190709 Grass Cutting and Maintenance – issues raised by F Allen

- i) Suggestion to mow sports club verges with every cut rather than alternate cuts. **All agreed** to this with no additional cost.
 - ii) A dead silver birch tree at the sports club to be removed at a cost of £150 plus Vat. **All agreed** to go ahead in view of it being close to BT cables
 - iii) Request to consider managing the boundary trees and hedges. **All agreed** for Cllrs. Jordan and Blanchard to meet with Freddie Allen to discuss what can be done and at what cost.
 - iv) Broken goal posts at the Station Road end of the football pitch. Cllr. Mear confirmed these have been removed.
- 190710 Allotments
A request has been received from the tenants for a traditional bonfire to be held on November 5th. After a brief discussion, **all agreed** to allow this to continue.
- 190711 Best Kept Village Competition
The Clerk advised that the village has been unsuccessful in reaching Round 2. Comments received are 'a good effort, only narrowly failing to reach Round 2'.
- 190712 Proposal for a Parish Newsletter
Cllr. Pike asked the members to consider a newsletter to raise the profile of the Council and encourage residents to raise issues and queries. **All agreed** for a full proposal to be presented for consideration at the next meeting.
- 190713 Reports
- a) Playing Field
Cllr. Mear requested two new goal posts to replace those removed. Cllr. Hutchinson to arrange.
 - b) Cemetery
Confirmation that the water leak has been resolved and there is now water at the cemetery. A resident advised there is still a problem with the gate catch. Cllr. Hutchinson agreed to look at the gate and also to provide a chain and lock for the new gates.
The Clerk has received a request for a Garden of Remembrance plot for a non-resident who does have parents buried in the cemetery. All agreed to provide a plot at a cost of £260 plus the usual £100 admin charge.
The Clerk was asked to look at a review of cemetery fees (last reviewed in January 2017) for the next meeting.
 - c) Highways
Advance notice of temporary road closure on Hemplands Lane 15th to 19th July for sewer connection work at the new development.
Cllr. Marshall asked the Clerk to follow up with STW on the overhanging trees on Main Street.
Public Footpaths
 - d) Overgrown hedge on Old Great North Road to be reported
Churchyard
 - e) Overhanging tree branch at the churchyard. Cllr. Blanchard to look at
Nurseries Hall – nothing to report
 - f) Sports Club – nothing to report
 - g) Library Support Group
 - h) Move to the Methodist Community Centre is on schedule for 29th July.
Any other reports - none
 - i)
- 190714 Correspondence received
- i) Email from Normanton-on-Trent regarding a JG Pears planning application for the erection of a finished animal meal warehouse at the High Marnham power station site. A discussion followed and **all agreed** to lodge an objection with Bassetlaw DC on the grounds of a potential for increased highways traffic in the future.

- ii) Notts Police introductory email to the new Bassetlaw, Newark & Sherwood Chief Inspector – noted and to be circulated
- iii) Email from Inspector Sutton regarding press reports that Newark Police Station may close or share resources - noted
- iv) An anonymous letter received complaining about the condition of footpaths, verges etc around the village.

Open Forum (10 minutes maximum)

- Comments received regarding overgrown hedges and pavements.
- A resident asked for an update on the prospect of a war memorial. Cllr. Hibberd provided a brief update with a view to more detail being presented at a future meeting.
- On asking for advice on a planning application currently being handled by the Enforcement Officer at N&SDC, a resident was advised that the Council cannot comment at this time.

Next Meeting will be held on Tuesday 10th September at 7.30pm at the Methodist Community Centre

There being no further business the Chairman declared the meeting closed at 9.20pm

Signed as a true record of the meeting by the Chair on Tuesday 10th September 2019

Sutton-on-Trent Parish Council

Minutes of the Extra-ordinary Meeting held on Tuesday 6th August 2019 at the Methodist Community Centre at 7.30pm

Present: M. Jordan, B. Blanchard, P. Hibberd, J. Mear, P. Marshall,
S. Hadley, K. Walker. R. Jones, S. Pike

Also present: District Councillor Michael

Clerk: Sandra Akerman

Members of the Public: 4

190801 Apologies for absence

Apologies were received and accepted from Cllr. Hutchinson and Cllr. Keeton
Open Forum (10 minutes maximum)

nothing raised

190802 Declarations of Interest

None

190803 Planning

- i) 19/00934/FUL Conversion of redundant barn to form one unit for holiday rental use with associated replacement windows and doors, construction of new wall and gates at Lifford House, 13 Main Street. Details were circulated prior to the meeting.

The Clerk advised the members of two objections already lodged with N&SDC and a discussion followed with input from the applicant.

Cllr. Pike raised a query regarding the Ecology Report and Bat Survey which was not available on the N&SDC website and the applicant responded to specific queries on the length of time taken for the bat survey being 2hours at 5am and 2 hours at 9pm with no evidence found of roosting.

A vote was taken resulting a decision to object (2 abstentions) with the Clerk instructed to comment that if the two objections from a neighbour and Highways were resolved satisfactorily, then the members would be in a position to support the application.

The Clerk to raise a query with the Planning Officer over the Bat Survey not being available to view.

- ii) 19/01364/FUL Application for demolition and replacement of garden walls and removal of two unidentified trees in the Conservation area (Retrospective) at Lifford House, 13 Main Street. Details were circulated prior to the meeting.

A lengthy discussion was had regarding the demolition of the brick wall and the rebuilding materials detailed in the Design & Access Statement. A vote followed resulting in support for the application with the Clerk instructed to comment that the wall being rebuilt using reclaimed brick would be preferable and in keeping with the existing properties on the site.

190804 Village Gateway Signs

Order to be placed, approval required for 50% deposit to be paid on receipt of the first tranche of the awarded funds – **all agreed**.

190805 Any other non-agenda items

- i) Reports of anti-social behaviour at the Main Street bus shelter and play area

A discussion was had regarding incidents at the bus shelter and damage done to the WI garden and the bench. The Clerk was asked to submit an item to Unity regarding road safety in this area.

The Clerk advised that the play area incident has been reported to PCSO Crowhurst with a request to follow up. Notts. Police have requested that anyone witnessing anti-social behaviour report it at the time using the 101 number.

- ii) Resident complaint regarding the Garden of Remembrance and the number of weeds and thistles.
Cllr. Blanchard has attended to the G of R and advised that additional stones are required to cover areas where the weed suppressing membrane is visible. Cllr. Marshall to speak with Freddie Allen on this matter.
- iii) A letter was read out from All Saint's PCC a donation to the Harvest Extravaganza on Sunday September 15th. **All agreed** to donate £250 as requested.

Next Meeting will be held on Tuesday 10th September at 7.30pm at the Methodist Community Centre
There being no further business the Chairman declared the meeting closed at 8.20pm

Signed as a true record of the meeting by the Chair on Tuesday 10th September 2019

Sutton-on-Trent Parish Council

Minutes of the meeting held on Tuesday 10th September 2019 at the Methodist Community Centre at 7.30pm

Present: M. Jordan (Chair), B. Blanchard (Vice Chair), S. Hadley, P. Hibberd,
I. Hutchinson, R. Jones, J. Keeton, P. Marshall, J. Mears, S. Pike, K. Walker

Also present: District Councillor Sylvia Michael, County Councillor Bruce Laughton

Clerk: Sandra Akerman

Members of the Public: 4

190901 Apologies for absence - None

Open Forum (10 minutes maximum)

- A resident raised the issue of overgrown hedges encroaching onto footpaths around the village, in particular parts of High Street and the Old Great North Road. The Clerk was asked to put a notice in Unity and County Cllr. Laughton agreed to report the Old Great North Road.
- A query was raised regarding a new show site and entrance at Kybotec. Cllr. Laughton to follow up with Highways.

190902 Declarations of Interest - None

190903 Approval of minutes from the meeting held on 9th July 2019 and the extra-ordinary meeting held on 6th August 2019

Approved and signed by the Chair.

190904 Matters arising from the minutes not covered elsewhere on the agenda

- a) Finger Post Signs – the Clerk provided an updated quote for renovation of the two concrete finger posts on the Great North Road. Funds provided by the NCC LIS and Cllr. Laughton cover the costs in full. **All agreed** to proceed with an order and the required 15% deposit.
- b) Cemetery Fees Review – comparison fees for nearby parishes were circulated. A discussion was had regarding the current expenditure levels followed by a proposal by Cllr. Keeton seconded by Cllr. Hibberd to increase the fees in line with those charged in Balderton. Proposal was agreed by a vote of 10:1. **All agreed** that no fee be charged for re-opening a grave or Garden of Remembrance plot to inter cremated remains.

190905 To receive reports from County and District Councillor
County Cllr. Laughton commented on the following:

- Local Minerals Plan is out for consultation. Focus is on extracted gravel being retained locally thus reducing transportation. The amounts of sand and gravel agreed for extraction over the life of this plan has been reduced from 31million tonnes to 19 milion. An extension requested at the Cromwell site has not been accepted into the plan. The plan also includes oil exploration and fracking.

Cllr. Laughton agreed to follow up on the following requests:

- Cllr. Blanchard - hedges on Grassthorpe Road from the beck to the mill to be trimmed and for the drains at the Co-op on High Street to be cleared.
- Cllr. Hutchinson – drain outside the church is blocked with vegetation
- Cllr. Marshall asked why the police speed detector van cannot be used in the village. The Clerk to raise this again at the next safer Neighbourhood Group meeting.

County Councillor Laughton left the meeting at 7.55pm

District Cllr. Michael commented on the following:

- The IDB is to speak with NCC regarding dyke maintenance
- No decision has been made by the IDB regarding the diverting of the dyke at Caledonian back to Carlton
- Planning at 13 Main Street for the barn conversion has been approved by N&SDC and approval is expected shortly for the replacement of the wall
- A meeting was held last week with Robert Jenrick, Via EM Notts Police and Highways England to discuss ways of dealing with land trespass and the issue of fuel theft on the A1

- The Licencing Committee want to remove the Public Space Protection Order on the playing field and will shortly be sending a consultation regarding anti-social behaviour to the Council. Cllr. Michael suggested the Chair and Clerk be given authority to respond to this on behalf of the Council to ensure a response meets the next committee meeting deadline of November. **All agreed.**

190706

Planning

a) New applications:

19/00934/FUL – Conversion of redundant barn at 13 Main Street: additional information received resolving concerns raised in July. Application now supported and approved by N&SDC.

b) Decisions from Newark & Sherwood (for information only):

iii) 19/00882/FUL - Change of use to mixed-use comprising dwelling house, home-boarding and dog grooming parlour at Lydenhurst Great North Road: Approved

iv) 19/00971/FUL - variation of Conditions 9, 17, 19 and 25 to include addition of sub-station and fibre at Nurseries Site: Approved (await revision of S106)

v) 19/00981/FUL - Application for 5 x 4,000litre underground gas tanks at Nurseries Site: Approved

vi) 19/01139/FUL – Application for 2 storey front extension at 2 Barrel Hill Road - Refused

vii) 19/01145/TWCA – request to remove a tree under a TPO at 5 High Street: Granted

190907

Financial

a) To record receipts

i) Payment from Sutton Festival as balance of cost for new marquee at £755

ii) Cemetery fees at £225

iii) VAT Refund for first 6 months of 2019/20 at £5,599.33

To ratify payments made between meetings:

b) i) Gala Tents for new marquee for Sutton Festival at £1,274.99 excl Vat – agreed at July meeting (donation of £500 and fund VAT equivalent element)

ii) All Saints PCC for donation to Harvest Extravaganza at £250 – agreed at August meeting

iii) Community Heartbeat Trust for replacement defibrillator pads x 3 sets at £112.00 excl Vat

iv) PKF Littlejohn for external audit at £360 incl Vat

v) F Allen Landscapes for July at £864 incl Vat

agree payments – **all agreed**

i) Clerk Expenses for July–September at £110.12

c) ii) F Allen Landscapes – August invoice at £855 excl Vat

iii) HMRC quarterly PAYE at £29.20

If Year Position and Budget (figures for information)

Internal Audit Report 2018/19 – received with no matters giving cause for concern, all regulatory requirements met.

d) Insurance Renewal – quote received with slight increase on the previous year of £31.97 for a premium of £931.24 including IPT at 12%. **All agreed** to proceed for the renewal on 1st October.

e) f)

190908

N&SDC Community Plan

Cllr. Michael asked for any suggestions as to how the District Council could provide assistance to the village and agreed to follow up on improved recycling and a review of the current policy around tackling dog fouling.

190909

Standing Orders

Proposal to amend Standing Orders to include a provision of voting by ballot if required.

All agreed

190910

University of Liverpool Study on Nottinghamshire

Cllr. Hibberd provide detail around recent local press reports that Sutton-on-Trent is the unhealthiest village in Nottinghamshire and highlighted the anomalies in the data behind the headline.

190911 Social Media – Next Door App

The Chair asked for everyone to take care when interacting on social media and confirmed that the road markings along Crow Park Avenue and Grassthorpe Road are related to pending drainage work.

190912 Reports

a) Playing Field

- i) Work identified as required on hawthorn trees – **all agreed** for this to be done at the price quoted by Freddie Allen
- ii) Public Space protection Order Notice – as discussed earlier
- iii) Annual inspection of equipment - Clerk to follow up with Wicksteed Leisure

Cemetery

- b) i) Cllr. Blanchard raised an issue regarding the condition of the benches at the cemetery with the view that they will possibly require replacing in the near future. Cllr. Hutchinson agreed to look at the one near the gates.
- ii) Cllr. Marshall advised that Freddie Allen has agreed to add gravel to the Garden of Remembrance.

Highways

- i) Ventilation shaft on Grassthorpe Road – to be replaced with an Inspection Chamber.
- c) Clerk to request N&SDC re-site the waste bin currently on the above ground pipe.
- ii) Cllr. Marshall reported an overgrown laurel bush at the electricity box on MainStreet. Clerk to follow up.

Public Footpaths – nothing to report

Churchyard – nothing to report

Nurseries Hall

- d) Cllr. Jones reported that the planning application is currently being prepared.

e) Sports Club

- f) i) Request to increase the number of grass cuts by 21 (weekly March-Oct) – more detail to be requested prior to making a decision. Clerk to follow up.

- g) ii) Payment received for final instalment on refurbishment – Clerk to make payment.

Library Support Group

Successful and well supported re-opening of library at the Methodist Community Centre on Friday 6th September.

h) Any other reports:

- i) Defibrillator on Main Street – overgrown tree requires cutting back, two missing panes in telephone box. Cllr. Mears agreed to replace the Perspex panes. Cllr. Marshall and Cllr. Hadley to look into cutting back the tree.
- i) ii) Bench opposite 41 Main Street – damage to armrests and one base leg detached. Cllr. Mears to look at.

Cllr. Marshall left the meeting at 8.50pm

190913 Correspondence received

- i) NSDC – notice that the Trade Waste Service at the cemetery will change to a Monday instead of Friday from 19th August
- ii) Notts ALC AGM – 21st November at Epperstone 6.30pm for 7.30pm start
- iii) Parish & Town Conference at North Muskham on Saturday 2nd November 9am-12pm
- iv) NCC Minerals Local Plan public consultation 30th August – 11th October
- v) CPRE conference on affordable housing Tuesday 12th November
- vi) Resident correspondence on various subjects – details circulated to councillors
- vii) Thanks received from the PCC for the kind donation to the Harvest Extravaganza
- viii)

- Copy correspondence from Chair of Normanton PC to Bassetlaw Planning Officer regarding
- ix) the J G Pears planning application for High Marnham
 - x) Notts Police crime figures for July
 - NCC Winter Service offering – Clerk to place an order for 5 free bags of salt to be delivered
 - xi) to Marshalls.
- Planning application 19/01624/FUL single storey rear extension for garden room and conversion of garage to an office at The Pines Barn, Great North Road: extension to response deadline agreed. To be discussed at the October meeting.

190914 Other Items not on the agenda

- Cllr. Jordan passed on a request to include extracts from past council minutes from 1890s onwards in Unity – **all agreed**
- Cllr. Keeton asked the Clerk to follow up with STW regarding cutting back the trees at the bus stop on Main Street as they are now overhang9ng the road and pose a danger to pedestrians.

Open Forum (10 minutes maximum)

- A resident reported the pavement on Station Road is on very poor condition – Clerk to report to Via EM
- A resident reported the catch on the cemetery gate is broken – Cllr. Hutchinson to look at
- A resident raised a query regarding the Lengthsman Scheme discussed at a meeting earlier in the year and was told that the scheme is no longer taking new applicants.

Next Meeting will be held on Tuesday 8th October at 7.30pm at the Methodist Community Centre

There being no further business the Chairman declared the meeting closed at 9.05pm

Signed by the Chair on 8th October 2019

Sutton-on-Trent Parish Council

Minutes of the meeting held on Tuesday 8th October 2019 at the Methodist Community Centre at 7.30pm

Present: M. Jordan (Chair), B. Blanchard (Vice Chair), S. Hadley, R. Jones, J. Keeton, P. Marshall, J. Mears, S. Pike, K. Walker
Also present: District Councillor Sylvia Michael, County Councillor Bruce Laughton
Clerk: Sandra Akerman
Members of the Public: 3

191001 Apologies for absence
Apologies were received and accepted from Cllr. Hibberd and Cllr. Hutchinson

Open Forum (10 minutes maximum)

- Properties on the new development have the same post code as Hounsfield Way leading to deliveries for the site being misdirected. Cllr. Michael to follow up.
- A query was raised regarding the proposed war memorial as Armistice Day is approaching. The Clerk advised that the item is scheduled for further discussion at the November meeting.
- Flooding on High Street outside the Co-op is getting worse. It appears the drainage pipe runs uphill to the dyke at the back of the car park. Cllr. Laughton agreed to follow up and prioritise this issue.
- Cllr. Mears raised the issue of flooding on Crow Park Avenue at the Grassthorpe Road end. Cllr. Laughton advised this is scheduled for work.
- Cllr. Laughton also agreed to follow up on other points raised:
 - i) Blocked drain on main Street outside Marshalls yard entrance
 - ii) Gully along High Street outside the Old England is deep and lower than the road making it dangerous for cyclists
 - iii) Re-painting of white lines on Great North Road
- The Clerk to report the following:
 - i) Overgrown conifers on Station Road
 - ii) Street light nbr 7 on Old Great North Road obscured from overgrown trees (previously reported in February)
- Cllr. Mears queried the issue of a new entrance and show site at Kybotech on Grassthorpe Road which was raised at the last meeting. Cllr. Laughton confirmed the site had been inspected with no issues identified.
- A member of the public disagreed with the comment detailed on the agenda regarding the pavement on Station Road (see below)

191002 Declarations of Interest – None

191003 Approval of minutes from the meeting held on 10th September 2019
Approved and signed by the Chair.

191004 Matters arising from the minutes not covered elsewhere on the agenda

- i) Finger Post Signs – the Clerk confirmed details of the signs had been sent to Malcolm Lane and clarified the wording for the second sign at Main Street/Great North Road to read 'The Village'. Full payment is due on completion (no payment made with order).
First proofs for the gateway signs should be available in November and will be circulated by email for approval if not at the meeting.

191005 To receive reports from County and District Councillor
District Cllr. Michael commented on the following:

- Newark & Sherwood have set up a fund for parishes to apply for aid in promoting the development and delivery of projects which contribute to the Community Plan and support focus groups, purchase equipment etc. The fund of £200,000 per year will run for three years from April 2020 and will require matched funding. More information to be provided when available.
- A Fly-Tipping Working Group has been set up with a 12-month targeted campaign 'Not in Newark & Sherwood' which will include advertising, working with the waste management, public protection and communications teams and Notts Police to combat increasing fly-tipping in the area.
- A cross-council project team has been established to consider a response to climate change issues. Targets include 10,000 trees to be planted by 2023 and a free tree planting scheme is already available for residents and parishes to introduce more native specimens.
- Flooding 2018 – improvement options are being worked on including a potential storage area for the Bulham Lane drain.

County Cllr. Laughton commented on the following:

- Following a recent meeting with Robert Jenrick, Notts Police, Via EM and Highways England to discuss steps that can be taken to address the issue of diesel theft on the A1, Highways England have installed signage on the A1 laybys and have agreed to look at introducing a waiting time limit on the laybys to discourage overnight parking.

Cllr. Marshall asked about the speed detector van being deployed along the Great North Road. The Clerk has it as an issue to raise at the Safer Neighbourhood Group Meeting on October 24th.

191006 Planning

- a) New applications:
 - i) 19/01624/FUL – application for single storey rear extension for garden room and conversion of garage to an office at The Pines Barn, Great North Road. A discussion was had and **all agreed** unanimously to support the application.
 - 19/01735/FUL – application for an agricultural store at 43A Great North Road. A discussion was had and **all agreed** unanimously to support the application.

Decisions from Newark & Sherwood (for information only):
 - b) /00911/ADV – erection of advertising signs and flag at Nurseries site - approved
- Other planning:
- c) /00868/FUL – 4 dwellings on land to the rear of 8 Main Street – appeal lodged

191007 Financial

- a) To record receipts
 - i) LIS Fund (75% of award) at £6,000
 - ii) N&SDC second tranche of precept at £12,105
- b) ratify payments made between meetings:
 - i) Morris Cast Signs as 50% deposit with order for gateway signs at £4,443 incl Vat
 - ii) TV IDB for drainage in the new section of the cemetery at £3.68

agree payments:
- c) i) F Allen Landscapes September invoice at £864 incl Vat

191008 Parish

Newsletter

Cllr. Pike made a proposal for a council newsletter and Facebook page to work alongside the website and *Unity* magazine and Facebook. The proposal for the newsletter to be email based and include details on councillors, who to contact at district and county level etc. **All agreed** this was a good step forward in involving the community with the council and would also work with a welcome pack for the new development residents.

Cllr. Pike to put further proposals together for the November meeting and the Clerk to speak with the Persimmon Sales Office about including a village Welcome Pack in any handover documentation.

191009 Meeting with Normanton-on-Trent, Dunham and South Clifton PCs – 3rd October

The Chair and Clerk attended a meeting with representatives of Normanton & Low Marnham, South Clifton and Dunham parish councils. The object of the meeting was for the four parishes to meet on a quarterly basis, rotating hosting, to discuss issues that impact the area, e.g. highways, J G Pears etc. A discussion followed and **all agreed** to retain the dialogue, attend meetings when relevant issues were to be discussed, and to host when requested. The Clerk was asked to respond to Normanton PC.

County Councillor Laughton left the meeting at 8.20pm

191010 Reports

a) Playing Field

Cllr. Mears asked whether consideration could be made for a skateboard park at the playing field. A discussion followed and the Clerk was asked to contact North Muskham PC for information on costs relating to their facility and to look at insurance implications.

b) Cemetery

Overgrown hedges – the Chair met with Freddie Allen to discuss the hedges and received a quote of £900-£1,000 for the work. To be discussed again at the November meeting.

c) Highways

i) Resident complaint regarding poor condition of pavements on Station Road – reported to Via EM with response of no hazard defects identified at this time.

ii) Overgrown hedge at Western Power Switch Box on Main Street – under investigation

iii) The Clerk advised that STW have been contacted again about cutting back the overgrown trees at the bus stop on Main Street.

Public Footpaths – nothing to report

d) Churchyard – nothing to report

e) Nurseries

Hall

f) Cllr. Jones advised the meeting that the planning application is almost completed. It was confirmed that the planning fee will be paid when required.

Sports Club – nothing to report

g) Library Support Group – nothing to report

h) Any other reports

i) • The Clerk asked for volunteers to put up the lamp post poppies just before 1st November and to take down on 12th. Cllrs. Pike, Hadley, Marshall and Keeton volunteered.

• Weston PC are hoping to invite a N&SDC Planning Officer to give some training to councillors and an invitation is extended to Sutton-on-Trent. Dates and location to be confirmed for those councillors interested in attending.

191011 Correspondence received

i) Email thanking the Council for its support of the All Saints Harvest Extravaganza

ii) Resident correspondence regarding anti-social behaviour outside the Co-op on High Street, to be raised at the safer Neighbourhood Group meeting on 24th October.

iii) Resident correspondence regarding concerns over light pollution on the new development and the impact on wildlife. Comments forwarded to N&SDC Planning

iv) Community Library has applied to the Lincs Co-op Community Champions fund

v) Update from All Saints Church that the faculty to install Lord Snell's medal has been granted and suggestion for a commemoration event once installed

vi) Information received from a neighbouring parish clerk regarding a recent sale of land on Carlton Lane. No planning applications submitted to date.

vii)

- Copy of correspondence from Normanton PC Chairman to Robert Jenrick regarding J G Pears
- viii) planning application for the power station site
 - Notts CC advice that ultrafast broadband is now available for Crow Park Lane and Snell Close
 - ix) Notts Police Crime Stats for August – Clerk advised a number of incidents were reported for Sutton in the period

Open Forum (10 minutes maximum)

- A query was raised regarding the proposed Facebook and email newsletter for those not using computers. Cllr. Pike responded saying that the plan is to work alongside the existing *Unity* magazine to engage as many residents as possible.
- Cllr. Jordan commented that the archive minutes are to be shared with *Unity* as agreed at the last meeting with copies available to councillors. Clerk to obtain and circulate.

Next Meeting will be held on Tuesday 12th November at 7.30pm at the Methodist Community Centre

There being no further business the Chairman declared the meeting closed at 8.45pm

Signed by the Chair as a true record on Tuesday 12th November 2019

Sutton-on-Trent Parish Council

Minutes of the meeting held on Tuesday 12th November 2019 at the Methodist Community Centre at 7.30pm

Present: M. Jordan (Chair), B. Blanchard (Vice Chair), S. Hadley, R. Jones, S. Pike, K. Walker, P. Hibberd

Also present: District Councillor Sylvia Michael, County Councillor Bruce Laughton

Clerk: Sandra Akerman

Members of the Public: 6

191101 Apologies for absence

Apologies were received and accepted from Cllrs. Mears, Hutchinson, Keeton and Marshall

Open Forum (10 minutes maximum)

- A resident commented that it was nice to see the lamppost poppies this year but it was felt that they should have been more evenly distributed around the village. Cllr. Pike advised the decision was made to focus on the areas around All Saints and the Methodist Chapel. The Clerk was asked to source an additional 50 poppies for next year. A vote of thanks was given to the councillors for putting up and taking down the poppies.
- A resident raised a concern regarding the water levels following the recent heavy rain stating that the dykes coped well but that homes on Mill Close were very close to being flooded. (Cllr. Hibberd to forward photos.) The question was raised as what was being done about the water flow from Carlton into the Cuckstool Dyke, which if the pumps fail would flood Middle and Far Holmes Lane and raise the potential for power cuts etc.
- Cllr. Laughton acknowledged that there are still some people out of their homes on the Old Great North Road following the 2018 floods. Crow Park Avenue was highlighted as close to flooding and NCC officers were out last Thursday. The pipe at Crow Park/Grassthorpe Road has been cleared of roots and sealed and drainage work is scheduled for February. The flap valve is closing under the pressure of water so a two-stage storage system is being considered. Cllr. Laughton assured residents that the NCC understand the issues. Cllr. Laughton commented on the positive action of the IDB upgrade to the pumps that has been carried out.
- A meeting to discuss flooding is scheduled at NSDC next week and Cllr. Michael is attending the next IDB meeting on 27th November. Cllr. Michael also commented that the IDB is looking into diverting the Carlton water back.
- Cllr. Jones mentioned the problems at Dawn Lake which is linked to the Carlton water flow and one house on The Shires very close to flooding last week. The Clerk confirmed this had been reported to NCC Flood Risk Management.
- Cllr. Walker commented that the entry road into the new development was flooded on Thursday to pavement level which gives concern for when the road is adopted from the developers.

191102 Declarations of Interest – None

191103 Approval of minutes from the meeting held on 8th October 2019

Approved and signed by the Chair

191104 Matters arising from the minutes not covered elsewhere on the agenda

- i) Request for speed detector van on Great North Road – the Clerk to gain clarity around when the van can be deployed, i.e. speed limits. In the meantime, the police have agreed to deploy a unit with a speed detector gun. Cllr. Jones advised that following a recent survey he carried out near the Carlton interactive sign, he noted 1 car per minute exceeding the 40mph limit.
- ii) Welcome Pack for new development residents – All Saints and the Methodist Chapel have already put a pack together and the Clerk suggested providing information regarding the Council for that. **All agreed.**

191105 To receive reports from County and District Councillor

District Cllr. Michael commented on the following:

- Providing feedback on the query regarding postcodes for the new development, Cllr. Michael advised separate postcodes have been allocated. A resident commented that the

Hounsfield Way postcode is still recorded for the development on the NCC website. Cllr. Laughton to follow up.

- Playground Public Space Protection Order – the Clerk provided a response to the consultation which was agreed with the Chairman. Inspector Sutton was approached to support the Council's view that the PSPO remain in place. Unfortunately, because incidents of ASB have not been reported frequently, it is not seen as an ongoing issue by the Police, so there is little evidence to support retaining the order. The meeting acknowledged there have been issues in other areas of the village and Cllr. Michael will put the case for retaining the order at the Committee meeting on 14th November. A final decision is due in January. The Clerk was asked to put a notice in *Unity* to report any ASB via the 101 number. Cllr. Michael suggested writing a letter to the Public Protection Business Manager requesting the order remain in place. **All agreed** the Clerk to do this.
- Highways England has undertaken to provide electric charging points within a 20-mile radius of 95% of motorways and A roads. Three new sites in Newark: Appletongate car park (charging for 2 vehicles), Riverside car park (charging for 8 vehicles) and Castle House (charging for 4 vehicles). HE will fund for 10 years. Phase two of the scheme in June 2020 will move into other areas such as Southwell and will require funding from NSDC.

Cllr. Laughton commented on the following:

- Central Government funding levels are unknown at this time due to the upcoming General Election which will impact on setting Council Tax for 2020/21.
- A planning application for a 2-year extension to the south of the Cromwell gravel site has been submitted.

191106 Planning

a) New applications:

- 19/01785/DIS106 – consultation regarding the handover of surgery car park at Nurseries Site. A discussion was had regarding the understanding that the car park will be offered to the parish council by NSDC. **All agreed** to support the proposal to transfer ownership to NSDC. The Clerk was asked to clarify the current situation regarding the area and what the process would be for ownership transfer should that be agreed.
- 19/01811/FUL – demolition of existing garages and development of one 1-bed bungalow on land adjacent to 1 The Meerings. A discussion as had regarding the proposal and comments submitted by residents and given on the night noted. **All agreed** to object to the application on the grounds of highways and the loss of off-street parking, loss of communal area. The removal of the garages will also be noted for concern as to the impact on a neighbouring boundary wall.

Decisions from Newark & Sherwood (for information only):

- 19/01735/FUL request to refer to Planning Committee – application withdrawn by the applicant
- 19/01659/TWCA permission granted for work on trees at The Warren, High Street

Detail of new Planning Scheme of Delegation and Referral to Committee

- c) Cllr. Michael provided detail of the newly introduced scheme for referring applications to planning committee for developments of up to 9 dwellings.

191107 Financial

a) To record receipts

Lincs Co-operative Funeral Services for various cemetery fees at £385

b) ratify payments made between meetings:

- B Blanchard for materials to repair the cemetery bench at £71.52
- 123.Reg for annual domain renewal at £11.99
- N&SDC for 6 months of dog bin emptying at £592.80 excl Vat
- F Allen Landscapes for October grass cutting incl sports & playing field at £960 excl Vat
- Information Commissioner for annual fee at £35 (£40 less £5 discount for DD payment)

Cllr. Laughton left the meeting at 8.30pm

191108 Village Gateway Signs

The Clerk advised that a first proof of the pattern should be available in December. In the meantime, **all agreed** the wording for the strap plate should read 'Please Drive Carefully'.

191109 Parish Newsletter & Facebook
Cllr. Pike advised that a Facebook page had been set up. Information on councillors and the council will be added, shares for local business. An email newsletter is also being looked at with links to the website. Details to be included in the welcome packs.

191110 War Memorial
Cllr. Hibberd advised that various options are being considered as is a proposed location. A resident suggested a memorial in the cemetery as that is accessible at all times unlike the church and chapel which house plaques.

191111 Reports

a) Playing Field

- i) Public Space Protection Order Consultation – covered earlier in the meeting.
- ii) Request to consider a skate park – the Clerk provided information gathered on costs, insurance implications and potential issues such as litter and damage. **All agreed** not to proceed.
- iii) Cllr. Jordan commented that part of the fence had been kicked over and damaged requiring new posts to be installed. Cllr. Jordan and Cllr. Mears to look at. It was suggested that an improved perhaps metal fence be considered in the future.
- iv) The Clerk has chased Wicksteed Leisure and the annual equipment inspection should be carried out early in December.

Cemetery

- i) Overgrown hedges – quote to be discussed. **All agreed** not to proceed with F Allen Landscapes at this time.
- ii) Cllr. Blanchard was thanked for repairing the bench.

Highways

- i) Cllr. Laughton advised earlier in the meeting that a 7-day Notice has been served on residents to cut back the hedges on the Old Great North Road as discussed at the last meeting. Via EM were thanked for their work on this.
- ii) Street light on Old Great North Road - Via EM have written to the resident to request the tree be cut back
- iii) Trees at Main Street – Clerk contacted STW via Robert Jenrick's office and is awaiting action following a positive response

Public Footpaths – nothing to report

Churchyard – nothing to report

Nurseries Hall

- d) Damian Ellis confirmed that the planning application is almost completed. The Design & Access Statement was circulated prior to the meeting and **all agreed** to accept it subject to any required amendments for ecology and flood risk assessment. **All agreed** that the application be submitted as soon as possible.

Sports Club

- i) Damian Ellis advised that bookings are healthy and increasing. The refurbishment is almost completed with plans for phase 2 for the car park and recladding being discussed.
- ii) The NSDC Free Tree Scheme for PCs was discussed and the sports club have requested the full 50. **All agreed** the Clerk to submit a request.

Library Support Group

Cllr. Walker advised that all is going well.

Any other reports

- i) Safer Neighbourhood Group Meeting – the Clerk gave a brief report on reported incidents from the last quarter with thefts from the new development and vehicle theft being the most common.

i)

191112 Correspondence received

- i) NCC consultation on Home Education Policy – details available on request

- ii) NCC consultation on school admissions 2021/22 – details available on request
- iii) Details of national 'Ringing Out of Peace' celebrating VE Day on 8th May 2020
- iv) NSDC Free Tree Scheme – see above
- v) NCC Planning Application Validation Consultation

Open Forum (10 minutes maximum)

- A resident asked if the war memorial could be in place for the VE Day celebrations in May 191113 Other items not on the agenda

- Cllr. Jordan has found a book about Laxton 'Some Memories of Laxton' in the archives and all agreed it should be given to the village
- Cllr. Blanchard advised the Lord Snell medal case is ready to be installed in the church.
- The Clerk advised the meeting with Network Rail scheduled for 13th November has been postponed.
- The defibrillator at the Co-op was deployed at the weekend but not needed. It has been checked and ready for use.
- The Clerk asked if any councillors are interested in joining a planning training session at Weston from an NSDC Planning Officer probably in the New Year

Next Meeting will be held on Tuesday 10th December at 7.30pm at the Methodist Community Centre

There being no further business the Chairman declared the meeting closed at 9.10pm

Signed by the Chair on 10th December 2019

Sutton-on-Trent Parish Council

Minutes of the meeting held on Tuesday 10th December 2019 at the Methodist Community Centre at 7.30pm

Present: M. Jordan (Chair), B. Blanchard (Vice Chair), S. Hadley, R. Jones, S. Pike, K. Walker, I. Hutchinson, J. Mears, J. Keeton

Also present: District Councillor Sylvia Michael, County Councillor Bruce Laughton

Clerk: Sandra Akerman

Members of the Public: 2

191201 Apologies for absence

Apologies were received and accepted from Cllrs. Marshall and Hibberd

Open Forum (10 minutes maximum)

Nothing raised

191202 Declarations of Interest – None

191203 Approval of minutes from the meeting held on 12th November 2019

Approved and signed by the Chair

191204 Matters arising from the minutes not covered elsewhere on the agenda

- i) Village Gateway Signs and Finger Post Sign Updates – Clerk provided details of the sign pattern and advised that a completed proof is expected for approval prior to casting in January.

Measurements have been taken for the upgrade of the two finger post signs and the manufacture of the lettering is underway.

Surgery car park – a discussion was had regarding the proposal to accept transfer of the car park

- ii) from Persimmon and enter an arrangement with the Hounsfeld Surgery for use. Following a conversation with the practice, it transpires that the practice would prefer a direct transfer from NSDC. A discussion followed and **all agreed** the Clerk to contact NSDC stating it agrees to the transfer of ownership with the intention of giving use of the car park to the surgery with an undertaking to maintain the area.

191205 To receive reports from County and District Councillor

District Cllr. Michael commented on the following:

- The electric vehicle charging points at Riverside Park and Appletongate are installed and operational.
 - The licensing committee November meeting was cancelled so the discussion about the play area PSPO has been deferred to the January meeting.
 - An update from the last IDB meeting was provided, including confirmation that the broken flap bolts have been replaced. The pumps stopped working following the rainfall on 14th November but were operating again with an hour raising concerns over the level of the electrical panel. The Bulham Lane drain worked well during the recent poor weather although it is acknowledged that some upstream storage would improve the situation. Cllr. Jones asked about the dyke flooding from Dawn Lake and was advised this being looked at as part of the overall scheme. Cllr. Hadley asked what the timescale for improvements was and was advised it was in part dependent on funding sources.
- r. Michael advised a further update would be provided in January.

Cllr. Laughton attended the Falls Group Christmas Lunch on 8th December and highlighted the support that Marshalls Coaches gives to the group. The Occupational Therapist is retiring soon and Cllr. Laughton is speaking with the CCG for an update on a replacement to ensure this essential group continues.

Cllr. Laughton advised that the application forms for the 2020/21 LIS Fund will be circulated in January.

Cllr. Mears requested an additional street light between Crow Park Avenue and Snell Close, Cllr. Jones reported the poor condition of Carlton Lane for approx. 400 yards from Main Street and Cllr. Blanchard reported street lights 3 and 4 on Palmer Road are not working. Cllr. Laughton took the details of these issues.

Cllr. Laughton left the meeting at 8.05pm

191206 Planning

a) New applications:

19/02126/FUL application for one new 2-storey dwelling with double garage on land at the rear of Aviemore, Old Great North Road (amendment to 18/00272/RMA – approved April 2018). A discussion was had after viewing the plans and following a vote **all agreed** to support the application. The Clerk was asked to highlight a neighbouring residents concern over the conifer hedge boundary between the properties being recognised as not belonging to the applicant.

b) Decisions from Newark & Sherwood (for information only): None

191207 Financial

a) To record receipts

i) Various cemetery fees totalling £860

b) agree payments and ratify payments made between meetings:

i) Community Heartbeat Trust for replacement defibrillator pad at £50.40 (paid 25 Nov)

ii) Wicksteed Leisure for playground inspection at £45 plus Vat

c) discuss and agree a budget for 2020/21
Proposed figures were circulated prior to the meeting. Following a discussion which included agreement on training and digital mapping requested by the Clerk **all agreed** to accept the figures as proposed.

191208 Reports

a) Playing Field

Wicksteed Inspection Report – circulated to councillors prior to the meeting. The comments received were noted and Cllr. Mears agreed to look at replacing the rope ladder.

b) Cemetery – Cllr. Hutchinson advised that the gate would be mended this week.

c) Highways

i) Main Street – road sweep requested and reported blocked gullies 28th Nov (completed 2nd Dec)

ii) Cllr. Mears advised the street sign for the Meerings has broken off. Clerk to contact NSDC.

iii) Cllr. Mears asked for an update on the overgrown hedge on the Old Great North Road. The Clerk to follow up with Via EM.

Public Footpaths

d) i) Broken handrail on footbridge off Ingram Lane reported 6th Nov – additional photos provided 6th December and a further inspection to be carried out.

ii) Cllr. Mears reported the hedge between the allotments and playing field needs cutting back and agreed to speak with an allotment holder.

Churchyard – nothing to report

Nurseries Hall

e) Road Risk Assessment – Cllr. Jones advised that an assessment is required to meet planning application requirements. It was proposed and **all agreed** to discuss the quotes received in a closed session at the end of the meeting as commercially sensitive information would be disclosed.

f) Sports Club

- Bookings are good and the club is being well used. A comment was made that the recent hedge cutting had made a big improvement. The committee is looking at the cost of having some sections of the pitch having a closer cut.

Library Support Group

- Cllr. Walker reports that the support groups is working well but that disappointingly, since the library moved, the school children are no longer using it as a group. The Clerk agreed to ask Cllr. Hibberd to raise this at a governors meeting.

Any other reports - None

i)

191209 Correspondence received

- i) Resident contact regarding The Holmes during the recent poor weather
- ii) LC provided detail on a Home Office consultation on strengthening police powers to deal with unauthorised encampments
- iii) RE renewal is due in January and membership to be renewed at £36

Open Forum (10 minutes maximum)

Nothing raised

191210 Other items not on the agenda

- Emergency Plan – draft plan to be submitted by the Clerk for discussion and adoption in February
- Planning Training for councillors – Tuesday 21st or Tuesday 28th January 2020 venue and numbers to be confirmed
- Notts CC Broadband rollout for Grassthorpe Road – request to attend the January meeting to provide information. **All agreed** and the Clerk to arrange.
- Notice of a planning appeal for application 19/01139/FUL at Barrell Hill Road – supported by the parish council and declined by NSDC

Next Meeting will be held on Tuesday 14th January 2020 at 7.30pm at the Methodist Community Centre

There being no further business the Chairman declared the public section of the meeting closed at 8.40pm

Closed Session – to discuss quotes for a Flood Risk Assessment

Cllr. Jones provided information regarding the need for a Flood Risk Assessment (FRA) and that two quotes had been obtained. The Financial Regulations state that for expenditure over £2,000 three quotes should be considered, however it is unlikely a third company would be in a position to provide details and it was agreed to continue with the two received.

Cllr. Jones thanked Damian Ellis for his work in obtaining the details on behalf of the Village Hall Working Group and went through the quote details provided. He added that it is important that the planning application be submitted as soon as possible to be in a position to move forward when the developer transfers over the land and is ready to complete the committed work on the car park area.

The proposal was which company to move forward with for the FRA and **all agreed** to use the company previously contracted by Persimmon.

There being no further business the meeting was closed at 9.50pm.

Signed as a true record by the Chair on Tuesday 14th January 2020

Sutton-on-Trent Parish Council

Minutes of the meeting held on Tuesday 14th January 2020 at the Methodist Community Centre at 7.30pm

Present: M. Jordan (Chair), B. Blanchard (Vice Chair), S. Hadley, R. Jones, S. Pike,
K. Walker, I. Hutchinson, J. Mears, J. Keeton, P. Marshall. P. Hibberd
Also present: District Councillor Sylvia Michael, County Councillor Bruce Laughton
Clerk: Sandra Akerman
Members of the Public: 3

Before the meeting started the Chairman congratulated Cllr. Brian Blanchard on achieving 40 years of service to the Parish Council. Cllr. Blanchard was awarded a long service certificate at the Notts ALC AGM in November 2019.

200101 Apologies for absence - None

Callum Jones, NCC Broadband Engagement Officer joined the meeting to provide information on the Better Broadband for Nottinghamshire project and in particular the impact on Sutton-on-Trent. 604 premises are now connected to fibre via the roadside cabinets and with 130 being connected via Fibre to Premises for the more rural areas. Information as to which properties are connected can be found on an interactive map at www.nottinghamshire.gov.uk/broadband. NCC acknowledges there are areas that are not included in the network and additional funding has been secured for this work.

Fibre has been delivered to parts of Grassthorpe Road and details of those premises connected has been left with the Clerk. 58 premises in the village are not yet on the network.

A question was asked regarding internet speed and whether this was affected by the number of people access the network. Callum advised that connection speed depended on the ISP and its abilities.

Further information was left with the Clerk and will be made available via the parish website and Facebook page.

Callum was thanked for attending the meeting.

Open Forum (10 minutes maximum)

A member of the public commented that Strawberry Fields on the new development has now been allocated its own post code – NG23 6SE. However, if this code is input to Google the map directs you to High Marnham Power Station. District Cllr. Michael is to take this up with N&SDC and Cllr. Hibberd offered to report it to Google.

200102 Declarations of Interest – None

200103 Approval of minutes from the meeting held on 10th December 2019
Approved and signed by the Chair.

200104 Matters arising from the minutes not covered elsewhere on the agenda

- i) Surgery car park – the Clerk gave an update following a conversation with Foys Solicitors regarding the transfer of the land. Solicitor details have been provided to the Persimmon legal team who have advised the transfer will not be progressed until the issue of future maintenance is resolved. The Chair agreed to speak with the surgery to discuss the subject. The Clerk asked for confirmation that she could act on behalf of the Council in dealing with Foys on this and any other matter that may occur in the future. **All agreed.**

200105 To receive reports from County and District Councillor

strict Cllr. Michael commented on the following:

- The planning application on land adjacent to The Meerings (19/01811/FUL) has been approved at committee stage with the condition that the proposed wooden fence on the boundary to the existing property be a brick wall.
- The planning appeal against the decision for planning at 8 Main Street (19/00868/FUL) has been dismissed on the grounds of being in Flood Zone 2.
- The subscription garden waste collection will be carried out by Newark & Sherwood from 1st April. Costs will be £35/year as before.
- A drainage board update will be presented at the February meeting.

County Cllr. Laughton commented on the following:

- A replacement has been found for the retiring Occupational Therapist at the Falls Group, although to meet existing commitments the day the group meets may have to change. Mr Garth Robertshaw is liaising with the group and Cllr. Laughton thanked him for that. Thanks also go to Marshalls Coaches for their continued support of the group in providing free transport for villagers to attend.
- NCC are introducing a permit system for working on the highways for planned maintenance. Costs for permits are expected to range from £90-£150 with high costs for larger projects. The income generated will be used to employ inspectors for the work.
- NCC is well aware of the number of potholes and deterioration of the road surfaces across the district. The new repair machines will be delivered in March. A number of queries were raised in regard to highways which Cllr. Laughton noted to follow up:

Cllr. Keaton queried the online reporting system which appears to show potholes having been repaired when they neither haven't been marked up for repair nor had any repairs carried out.

Cllr. Marshall asked if the standing water on the road into the new development has reported which it has. He also asked for an update on reducing the 50mph zone down to 40mph.

Cllr. Mears queries if a recent request for a dropped kerb has been looked at and it has.

Cllr. Blanchard passed on comments from residents on Carlton Back Lane on the poor state of the road and level of standing water. It was commented that it requires resurfacing.

Cllr. Hibberd asked about the road surface on the Great North Road at Carlton on the A1 south approach. The sub-surface is concrete which is contributing to the highway failing. The price to remove the concrete and resurface is over £250,000 so alternative options are being considered.

Cllr. Marshall again requested the speed detector van for the Great North Road. Clerk to request at the Safer Neighbourhood Group meeting at the end of January.

A member of the public commented on the improvement due to the hedge cutting on the Great North Road.

Cllr. Laughton left the meeting at 8.10pm

200106 Planning

- a) New applications – None to consider
- b) Decisions (for information only):
19/00818/FUL J G Pears at High Marnham – approved by Bassetlaw DC

200107 Financial

- a) To record receipts - None
- b) agree payments and ratify payments made between meetings:
 - iii) Parish Online for digital mapping subscription at £90 plus Vat
 - iv) Clerk expenses for October – December at £144.30
 - v) SCIS UK Ltd – anti virus licence renewal for council laptop at £23.28 plus Vat
 - vi) All Pests for pest control for the period Jan 2020-Jan 2021 at £780 (no Vat)
 - vii) MS Nickless for work carried out at the sports club at £1975.54 plus Vat (funds to be received from the sports club)

viii) Royal British Legion for additional lamp post poppies at £150 (no Vat)
discuss and agree the precept for 2020/21

- c) e Clerk had circulated figures for discussion prior to the meeting and following a discussion Cllr. Blanchard proposed an increase of 5% (increase of £1.67/year for a Band D property). Cllr. Mears seconded and **all agreed**.

200108 Reports

- a) Playing Field – nothing to report
b) Cemetery

i) The gate has been repaired and thanks to Cllr. Hutchinson for this.
ii) Cllr. Blanchard commented that there were a lot of moles in the cemetery at the moment.
iii) The Clerk suggested discussions should be had regarding bringing the new section of the cemetery into operation perhaps which is likely to happen later this year. Cllr. Blanchard agreed to visit the cemetery with the Clerk to discuss.

Highways

- c) i) Cllr. Marshall commented on the proposed resurfacing of Grassthorpe Road in February and the disruption to bus services. The Clerk agreed to circulate the notice received from Via EM to councillors. Details: Monday 10th - Sunday 16th February temporary closure of Hemplands Lane (entire length) and Grassthorpe Road from Hemplands Lane to approx. 50 meters north of Bulham Lane. Note the work is weather dependent.
ii) Cllr. Mears stated the broken bench on Main Street is to have the arm replaced.

Public Footpaths

- iii) Emergency repairs have been carried out on the footbridge off Ingram Lane.
d) iv) A member of the public raised the hedge on the path near the allotments requires
v) Cllr. Keaton commented on the increased level of dog fouling across the village. District Cllr. Michael agreed to speak with the N&SDC Dog Warden and the Clerk to put notices on Unity and on Facebook pages. Cllr. Mears offered to put posters along Bulham Lane.
vi) Clerk to request a pavement clean from N&SDC.

Churchyard

The display with Lord Snell's medal is now on the wall and a larger plaque with accompanying wording is to be arranged.

- e) Nurseries Hall

r. Jones advised the Flood Risk Assessment is still awaited.

Sports Club

- f) Mr Garth Robertshaw advised that bookings are good and the club is being well used. The roadside hedge has been cut back and light at the entrance repaired.
g) The Clerk was asked for an update on the free trees ordered from N&SDC for the sports club and was told that when ready they will need to be collected from Sconce & Devon Park. Cllr. Hutchinson offered to arrange collection.

Library Support Group

Cllr. Walker reported that the support group is working well but the school children had still not using it. Cllrs. Hibberd and Hadley will speak with the school.

- h) Any other reports - None

i)

200109 Correspondence received

- i) Environment Agency December newsletter regarding J G Pears – posted to website
ii) Resident correspondence requesting a skate park and contact from a potential supplier – circulated
iii) Notts Police crime states for November
iv) Notts Police & Crime Commissioner December issue of The Beat – posted to website
v) NSDC - May 2019 election recharges will not be finalised until February
vi)

- Correspondence from a resident regarding the lack of police presence in the village - circulated
vii) and the points made to be raised at the SNG meeting.
Royal British Legion regarding lamppost poppies – the Clerk has ordered a further 50 poppies
as requested in November at £3/each (see finance above)

200110 Other items not on the agenda

- The Clerk advised that a Planning Officer will be providing training for councillor in conjunction with Weston PC on Tuesday 28th January. The training will be held at the Methodist Hall, Sutton and start at 6.30pm. An email will be circulated to those who expressed an interest confirming the details.
- Cllr. Keaton asked if any contact had been made by Severn Trent regarding the trees on main Street. The Clerk will chase.
- Cllr. Pike raised the issue of vehicles being parked partially on pavements around the village making it difficult for children, wheelchair users and pushchairs to use the pavements. A notice to be out in Unity and on the Facebook pages.
- District Cllr. Michael confirmed that the Licensing Committee will meet on 12th March when it will discuss the Protection Order on the playing field.

Open Forum (10 minutes maximum)

A resident commented that the roads on the village are too narrow which is why people park on the pavement. A positive comment was also made regarding the hedge cutting at the playing field.

Next Meeting will be held on Tuesday 11th February 2020 at 7.30pm at the Methodist Community Centre

There being no further business, the Chairman thanked everyone for attending and declared the meeting closed at 8.50pm.

Signed by the Chair as a true record on Tuesday 11th February

Sutton-on-Trent Parish Council

Minutes of the meeting held on Tuesday 11th February 2020 at the Methodist Community Centre at 7.30pm

Present: M. Jordan (Chair), B. Blanchard (Vice Chair), S. Hadley, R. Jones, S. Pike,
K. Walker, I. Hutchinson, J. Mears, J. Keeton, P. Marshall. P. Hibberd

Also present: County Councillor Bruce Laughton

Clerk: Sandra Akerman

Members of the Public: 5

200201 Apologies for absence

Apologies received and accepted from District Councillor Michael

Open Forum (10 minutes maximum)

- A resident raised concerns regarding vehicles parked on a blind corner at Main Street / Carlton Lane. **It was agreed** that the Clerk write to the business owner at the relevant address to highlight the issue.
- A resident raised the extremely poor condition of the road surface along Carlton Back Lane and was advised this was reported to County Cllr. Laughton at the last meeting and would be reported again. The Clerk was also asked to request a road sweep. County Councillor Laughton joined the meeting at 7.40pm and spoke with the resident directly.
- A resident asked when the building of a bungalow on land at The Meerings would be built and was advised that the applicant has 3 years from the decision date to build and that plans are available to view online or at Castle House.

200202 Declarations of Interest – None

200203 Approval of minutes from the meeting held on 14th January 2020
Approved and signed by the Chair.

200204 Matters arising from the minutes not covered elsewhere on the agenda

- i) Surgery car park – the Chair advised that following a meeting with the Hounsfield Practice confirmation was given that it would be responsible for ongoing maintenance of the new car park. The Clerk was asked to update Foy's Solicitors. It was also commented that with the additional houses on the new development the surgery may well need to expand in the near future and a query was raised as to whether the land adjacent would be available. Cllr. Laughton to forward the query to Cllr. Michael to follow up and it was suggested the Clerk also speak with the N&SDC Planning Officer about a possible extension of the car park boundary.

200205 To receive reports from County and District Councillor
County Cllr. Laughton commented on the following:

- With the resurfacing work underway on Grassthorne Road, it has become apparent that a number of residents have had difficulty in accessing the surgery. It was commented that the site team had been very helpful when these instances occurred. Cllr. Laughton also asked the members to note any issues with the work for snagging.
- The *MyNotts* App is now live and can be used to report potholes, defective street lights, overgrown trees etc. and access information on other services. Councillors and residents are encouraged to use the app to report defects to NCC.
- A resident asked if the footway on Hemplands Lane is also scheduled for resurfacing as it is in a poor condition. Cllr. Laughton was not aware of this being included in the scheme.
- Cllr. Marshall raised the poor condition of the Great North Road between North and South Muskham and asked if this road is scheduled for resurfacing. Cllr. Laughton advised that this work is planned but no date is available as yet.

- Cllr. Laughton confirmed that there may be a resolution to appointing a replacement for the Occ. Therapist at the Falls Club.

Cllr. Laughton left the meeting at 8pm

200206 Planning

- a) New applications – None to consider
- b) Decisions (for information only):
/01811/FUL – land adjacent to 1 The Meerings: approved
19/02289/TWCA – permission granted for removal of trees at 10 Main Street

200207 Financial

- a) To record receipts:
 - i) Lincs Co-op Funeral Services totalling £783
 - ii) E Gill & Sons totalling £716
- b) agree payments and ratify payments made between meetings:
 - i) F Allen Landscapes for work on trees at the playing field and sports club at £360 plus Vat
 - ii) Smiths of Derby for parish clock annual service at £262 plus Vat
 - iii) Office 365 renewal for email account at £45.60 plus Vat
 - iv) N&SDC 2020/21 rental for the playing field at £100 (no Vat)

C request for contribution towards VE Day commemoration was discussed and **all agreed** a
- c) donation of £200 be made.
Pygott & Crone request for confirmation regarding letting of gaits on Sutton Holmes. The Clerk
- d) confirmed the gaits will be entered into the annual auction on 19th February.

200208 Village Gateway Signs & Finger Posts – Update

The Clerk circulated drafts of the gateway sign patterns for approval. **All agreed** for the signs to be sent for casting. The suggested wording for the strapline was ‘Please Drive Carefully’ and **all agreed** to this. The village name will be spelt as Sutton-on-Trent and **all agreed**.

The finger posts signs have been replaced and it was commented that they are a big improvement. **All agreed** to pay the invoice from Malcolm Lane at £1,277 plus Vat. Funds of £1,030 granted by the NCC LIS Fund 2019 have been requested with the balance covered by a grant already received for £300 from County Cllr. Laughton.

200209 Reports

- a) Playing Field
Cllr. Mears to arrange to mend the fence when the weather improves.
- b) Cemetery – Nothing to report
- c) Highways
Letter from Via EM regarding resurfacing of Grassthorpe Road/Hemplands Lane in February
- d) Public Footpaths
Cllr. Mears commented that the path between Great North Road and Carlton Back Lane is impassable. To be reported to Rights of Way.
- e) Churchyard – Nothing to report
- f) Nurseries Hall
Cllr. Jones advised that the FRA report has been received and subject to there being no issues the planning application will be submitted to N&SDC very soon.
- g) Sports Club
 - Mr G Robertshaw commented that there had been instances of dog fouling on the sports pitch. The committee will post notices, however if this continues it may be necessary to ban dogs from the field.
 - Cllr. Hutchinson has agreed to arrange collection of the 50 free trees from N&SDC (25 Field Maple and 25 Silver Birch were requested). Cllr. Blanchard suggested a small number could be planted along one hedge line of the new cemetery and will liaise with Aaron Smith.

- Cllr. Blanchard also commented that the work carried out by F Allen Landscapes at the sports club (removal of a dead tree – refer 200207 b) above) will be paid for by the sports club. The Clerk was asked to contact the Treasurer regarding this.

Library Support Group

- h) Cllr. Walker confirmed that the school children have begun to visit the library again.
Any other reports
- i) Cllr. Pike advised that the Facebook page now has 21 followers and encouraged everyone to like and follow the page. She is also going to set up an Instagram page and requested links to both on the website. The Clerk to action.

200210 Correspondence received

- i) NCC Local Improvement Scheme 2020/21 Briefing – applications required by 28th Feb. A brief discussion followed and the Clerk was asked to look into applying for funds to replace a swing and the picnic table at the play area. **All agreed.**
A resident queried whether more benches could be sited around the village.
- ii) Network Rail meeting rescheduled for Wednesday 19th February – details circulated to councillors
- iii) Invitation to commemorate the end of World War II at Southwell Minster on Sunday 10th May – councillors to be asked again at the next meeting.
- iv) Invitation to Western Power Annual Stakeholder Workshop on 3rd March at Trent Bridge Cricket Ground
- v) Notts Police crime stats for December 2019
- vi) N&SDC detail on a review of open spaces in the district
- vii) Planning application 20/00196/FUL – extension to response deadline for consideration in March
Copy of resident letter to Robert Jenrick MP regarding drainage on High Street
- viii) CPRE Newsletter
- ix) Notice of Flood Warden Training on Wednesday 19th February
- x)

200211 Other items not on the agenda

- Cllr. Hutchinson raised complaints received regarding noisy motorbikes/quad bikes in the early hours of the morning.
- The Clerk advised that the speed detector van has again been requested for the Great North Road
- Cllr. Marshall received a query from residents about installing a fence alongside the dyke on First Holme Lane. It was agreed that this was unlikely to be possible.
- Cllr. Marshall and Cllr. Keeton raised concerns about the STW work on trees on Main Street and the unfenced drop into the dyke that has resulted. The Clerk to follow up with STW.
- Cllr. Hibberd asked if the *Unity* notes this month can again include a piece about dog fouling and reported that a resident had placed poo bags for use around the village.

Open Forum (10 minutes maximum)

- A resident asked if the council was planning a litter pick to coincide with the Great British Spring Clean 20th March – 13th April. **All agreed** to organise a Community Litter Pick on Saturday 21st March and that Persimmon should be contacted with a request to litter pick the new development.
- A resident raised concerns over suspicious callers in recent weeks pertaining to be from EON and **all agreed** to include a comment in *Unity* regarding home safety.

Next Meeting will be held on Tuesday 10th March 2020 at 7.30pm at the Methodist Community Centre
There being no further business, the Chairman thanked everyone for attending and declared the meeting closed at 8.40pm

Signed by the Chair as a true record on Tuesday 10th March 2020

Sutton-on-Trent Parish Council

Minutes of the meeting held on Tuesday 10th March 2020 at the Methodist Community Centre at 7.30pm

Present: M. Jordan (Chair), B. Blanchard (Vice Chair), S. Hadley, K. Walker,
I. Hutchinson, J. Mears, J. Keeton, P. Hibberd

Also present: District Councillor Sylvia Michael

Clerk: Sandra Akerman

Members of the Public: 5

200301 Apologies for absence

Apologies received and accepted from Cllr. Pike, Cllr. Marshall and Cllr. Jones

Open Forum (10 minutes maximum)

- A resident asked if there was any progress to report on the village memorial. Cllr. Hibberd advised that a number of discussions are ongoing regarding possible locations. A quote has been requested for a stone monolith style memorial and Cllr. Hadley is talking with a local blacksmith about possible design options. There is also a difference between the two Rolls of Honour which is being addressed.
- A resident asked for an update on the village hall project and its funding. Cllr. Jordan responded saying that the planning application has been submitted. Some funds are in place with more required to fund the complete project. Cllr. Jones has requested this as an agenda item for the April meeting.
- A resident asked about the Bassetlaw Draft Local Plan and raised resident concerns regarding possible increased levels of traffic through the village. An objection has been lodged on behalf of a number of residents. The Chair advised that more detail would be available later in the meeting (see agenda point 200308)

200302 Declarations of Interest – None

200203 Approval of minutes from the meeting held on 11th February 2020

The minutes were approved and signed by the Chair.

200304 Matters arising from the minutes not covered elsewhere on the agenda

- i) PSPO on the play area – notice has been given that the recommendation to the Licensing Committee on Thursday 12th March will be to revoke the PSPO. Cllr. Michael advised that there are around six such orders to be discussed and she will be arguing to retain the order at the play area.
- ii) Councillor biographies for Facebook and website – on behalf of Cllr. Pike the Clerk asked those councillors who had not provided a short biography to do so. All gave permission for those submitted to be used on the website and Facebook.
- iii) VE Day Commemoration Service - Cllr. and Mrs Blanchard to attend.
- iv) Community Litter Pick on Saturday 21st March – notices have been posted around the village. Meeting at 9.30am at Marshalls Coaches. N&SDC are providing equipment which the Clerk will collect. Grassthorpe are holding a litter pick on the same day and have agreed to return all equipment to Castle House,
- v) LIS Fund 2020 – the Clerk advised an application has been submitted for a replacement picnic table and two pieces of play equipment. A decision is expected in May following which a decision can be made on what equipment to acquire.

200305 To receive reports from County and District Councillor

District Cllr. Michael reported on the following:

- The IDB noted the pumps stopped working during the recent flooding. The new kiosk is being modified and will be raised to prevent cutting out occurring going forward.

- Following the high-water flow in November and December, flood control options have been reviewed and resulted in a survey and hydraulic modelling to be completed. Funding for the modelling was approved at the February IDB meeting.
- Newark & Sherwood DC have voted to increase the Council Tax by £5 from which 90p will be allocated to the IDB. From every £100 of Council Tax: £78 to NCC, £13 to Notts Police, £6 to NSDC and £2 to Fire Service (rounded)

200306 Planning

a) New applications

20/00196/FUL proposed new porch at 19A Main Street – a discussion was had following which **all agreed** to support the application.

b) Decisions (for information only):

19/02126/FUL one detached dwelling to the rear of Aviemore, Great North Rd - approved

200307 Financial

a) To record receipts:

- iii) Lincs Co-op Funeral Services totalling £100
- iv) E Gill & Sons totalling £135
- v) LIS Fund 2019 at £1,030
- vi) Sports Club at £150

agree payments and ratify payments made between meetings:

- ##### b)
- v) Notts ALC Annual Subscription at £240.44 (no Vat)
 - vi) NSDC Trade Waste charges for the cemetery 2020/21 at £91.78 (no Vat)
 - vii) NSDC Dog Waste Bin Contract October - March at £592.80 plus Vat
 - viii) Woods Hardwick for Flood Risk Assessment at village hall site at £2,450 plus Vat
 - ix) Clerk expenses Jan – March at £146.61
 - x) HMRC for PAYE at £18.20
 - xi) CHT for defibrillator annual support at £126 plus Vat – approval required from Steve Hall before this is paid.

T Claim for October-March to be submitted for £3,513.30

c)

200308 Bassetlaw Draft Local Plan

The Clerk outlined the draft plans for Cottam and High Marnham Power Station sites and advised the members of attendance with the Chair at a meeting with Bassetlaw DC and neighbouring parishes on 26th February. A letter has been submitted to Bassetlaw raising concerns regarding potential increased levels of traffic through the village as a result of development at High Marnham. Another meeting is to be scheduled for the end of March and updates will be provided when available.

200309 Reports

a) Playing Field

- i) Cllr. Mears advised the hedge alongside the allotments has been cut back

b) Cemetery – Nothing to report

c) Highways

- i) A resident was grateful for the drains outside the Co-op being unblocked.
- ii) A resident commented the footpath between Station Road and Sternthorpe Close is overgrown and needs siding up. The Clerk to report.
- iii) A resident reported a large pothole on Grassthorpe Road just before the bridge. The Clerk to report

Public Footpaths

- ##### d)
- i) A resident asked if the footpath across the new development will be properly reinstated once building has finished and was advised this would be the case.

- ii) It was also commented that a new streetlight on the footpath alongside the surgery is not working. This is an issue for Persimmon as this will not have been adopted by NCC as yet.
- e) Churchyard – Nothing to report
- f) Nurseries Hall
 - i) Planning application has been submitted and the required fee of £1,180 paid and acknowledged.
- Sports Club
- g) i) Request for additional grass cuts through the season – a discussion was had and **all agreed** the Clerk to forward the request to the Sports Club Committee for review
 - ii) Cllr. Hutchinson advised the free trees from N&SDC will be collected on Friday 13th March. He was thanked for his help with this.
- Library Support Group
- h) i) Cllr. Walker advised that whilst a couple of volunteers had stepped down replacements had been found.
 - Any other reports – None to report
- i)

200310 Correspondence received

- i) NCC Waste Local Plan – Issues & Options Consultation open between 27th Feb and 9th April
- ii) NCC Minerals Local Plan – submitted to Secretary of State
- iii) Police & Crime Commissioner latest update *The Beat* – posted to the website
- iv) N&SDC Housing Needs Study – notices posted
- v) Notts Police crime stats for January
- vi) Feedback from meeting with Network Rail regarding Newark Castle level crossing
- vii) Notts Building Preservation Trust are advertising for a Trust Administrator

200311 Other items not on the agenda

- i) The Clerk advised that the Council is required to register its ownership of two gaits on Sutton Holmes with the Commons Registry. Proof of purchase in 1985 and copy deeds are being provided by Larken & Co. **All agreed** for the Clerk to act on behalf of the Council on this matter.
- ii) Cllr. Keeton asked if Persimmon could be approached to clean up the development site and do their own weekly litter pick. The Clerk to contact the Site Manager.
- iii) Cllr. Keeton asked about the Speed Detector Van and was advised by the Clerk that it was requested again at the last Safer Neighbourhood Group Meeting.

Open Forum (10 minutes maximum)

- A resident asked if District Councillor Michael could provide an update on the status of the S106 staged payments due from Persimmon at the next meeting. Cllr. Michael agreed to this.

Next Meeting will be held on Tuesday 14th April 2020 at 7.30pm at the Methodist Community Centre

There being no further business, the Chairman thanked everyone for attending and declared the meeting closed at 8.30pm

These minutes were accepted as a true record at the meeting on 12th May 2020 and signed by the Chair.