

SUTTON-ON-TRENT PARISH COUNCIL

**Minutes of the Parish Council Meeting held at the Methodist Community Centre
on Thursday, 10th February 2022 at 7.30 pm.**

Present: Councillor P Hibberd (Chair)
Councillor B Blanchard
Councillor S Hadley
Councillor R Jones
Councillor S Sloan
Councillor Mrs K Walker

In Attendance 11 members of the public together with District Councillor Mrs Michael and County Councillor Laughton

The Chair welcomed everyone to the meeting. It was explained that the meeting was on a different date to normal due to scheduling issues and problems becoming quorate.

21/125 To receive and approve apologies for absence.
Apologies were received and accepted from Councillor I Hutchinson, P Marshall and S Sloan

21/126 To receive and note any declarations of interest
There were no Declarations of Interest

21/127 Public 10 Minute Forum
The Chair suspended the meeting at 7.32pm to allow for the public session.

There were no questions so the Chair reconvened the meeting.

21/128 To receive and approve the Minutes from the meeting held on 11th January 2022
The Minutes were approved as a true record and signed by the Chairman.

21/129 District Councillor Report
The Chair suspended the meeting at 7.33pm to allow District Councillor Mrs Michael to present her report.

The Internal Drainage Board had met on 28th January. Members of the Board were scheduled to attend the Parish Council on 8th March so would provide an update at that time.

Network Rail had advised that the work to rectify the Castle Level crossing, scheduled to be in the New Year, would now be undertaken in May.

The Asset and Development Service with Newark & Sherwood District Council would be undertaking maintenance work in and around Crow Park and The Meerings. The Chair advised he would be available should any walk around the village be planned with the team.

Councillor Mrs Michael referred to the draft non-designated heritage assets criteria that Newark & Sherwood District Council had circulated to Parish Council's. The District Council were keen to hear from Parishes regarding assets or property that were not otherwise protected by any other means, i.e., within a Conservation Area or with Listed status.

Councillor Mrs Michael referred to contact made by the Co-Op Community Co-Ordinator, who may be able to assist with funding. The Clerk advised that direct contact had been made with the Parish Council. Funding may also be available from Newark & Sherwood District Council for the Queen's Jubilee. The Clerk confirmed that no information had been received as yet.

The Chair thanked Councillor Mrs Michael for her report and reconvened the meeting.

(a) Draft Non-Designated Heritage Asset Criteria Final Draft

Members had no suggestions on assets that needed to be protected under this criteria at this time.

21/130

County Councillor Report

The Chair suspended the meeting at 7.37pm to allow County Councillor Laughton to present his report.

Councillor Laughton advised that the slip road coming off the A1 into Cromwell was scheduled to be resurfaced and double yellow lines put in.

The County Council had waived charges for any community wanting to have a road closure as part of Platinum Jubilee celebrations. The Clerk would need to apply as normal. Councillor Laughton advised that an event was being planned in the Castle area of Newark.

There would be an increase in the number of patching gangs to deal with the backlog of potholes in the highway.

Nottinghamshire County Council had been chosen as a pilot council for devolution, as outlined in the recent White Paper. Briefing meetings will be held with parishes on the 5th and 25th May and Councillor Laughton would encourage representatives from the Parish Council to attend once details were circulated.

The Chair thanked Councillor Laughton for his report and reconvened the meeting at 7.41pm.

(a) Draft Waste Local Plan

The Clerk to review the plan and report back to Members if any proposals impacted the community.

21/131

Planning

21/02520/FULM - Orchard Farm, Great North Road, Sutton On Trent - Two sub-divided storage buildings to create 26 units, to replace existing storage containers

Members considered the application and unanimously AGREED to support it.

22/00132/S73 - 1 Barrel Hill Road, Sutton On Trent - Variation of condition 2 attached to planning permission 20/02132/FUL to amend the approved parking layout plan

Members noted the request to vary condition 2 attached to the planning permission. Comments submitted by County Highways objected to the variation, and these issues had been referred to in the objection submitted by the Parish Council previously.

After consideration it was unanimously AGREED that this variation not be supported.

22/00072/HRN - Hutchinson Engineering Services Ltd, Ingram Lane, Sutton On Trent - Proposed removal of 90m of hedgerow and replace with a new indigenous hedge

Members considered the application and unanimously AGREED to support it.

Decision Notices 21/01864/FUL – 11 High Street, Sutton On Trent - Conversion of former Cobblers Shop to a holiday let including internal alterations and a side extension

Members noted the decision notice granting approval for the development as outlined.

21/132

Financials

a) To record receipts: - there were none.

b) Accounts for payment: -

Members noted and approved the following accounts for payment:

- LBS Pest & Wildlife Solutions - £246 – Pest Control, Cemetery
- Smith of Derby - £333.60 – Service of Church Clock

- PKF Littlejohn - £213 – Additional Charge for External Audit
- PKF Littlejohn - £360 – External Audit Fee
- Sutton-on-Trent Methodist Community Centre - £78.75 – Room Hire Sept-Dec 2021
- NSDC - £100 – Annual Rent for Playing Field, Sternthorpe Close – 01.02.22-31.01.23
- 123 Reg - £14.39 – Domain Renewal (suttonontrent.org.uk)
- Microsoft 365 - £54.72 – Licence Renewal

- c) To receive an update on changes to the Parish Council's Banking Mandate
The Clerk advised that there were a few issues with accessing the digital documents for signature, but the changes were progressing.
- d) To note the distribution of CIL Funds due 1st April to 30th September 2021
Members noted correspondence received from Newark & Sherwood District Council outlining that £884.78 of CIL Funds were due to the Parish Council for the period 1st April to 30th September 2021.

21/133

Parish Council Matters

- a) To note the resignation of Councillor Mear
The Chair referred to the resignation due to ill-health recently received from Councillor Mear. The Chair extended thanks on behalf of the Parish Council to Councillor Mear for his 40 years of service to the community, his knowledge and practical skills around the village would be sorely missed.

The Chair proposed that an amount of £100 be allocated from his Chairman's Allowance to fund a gift for Councillor Mear in recognition of his service. This was unanimously AGREED.

- b) To consider the Working Groups Report on the Village Hall Project
Councillor Jones referred to the report of the Working Group, a copy of which had been circulated to Members for information and consideration.

The report contained a number of recommendations that the Parish Council would be asked to consider.

Members noted points 1 to 3 of the report which outlined the current position and achievability for the scheme.

It was proposed by Councillor Jones, seconded by Councillor Hadley that, in line with the recommendation, the Parish Council revise the scheme to seek an alternative way forward. This was unanimously AGREED.

The Chair noted that the Parish Council had to accept that circumstances had changed and it was sensible to review the requirements and find a solution. £500,000 was a substantial amount to have to raise. At the time the village hall was proposed there were far inferior facilities at the Sports Club than now and the Trustees there were to be commended for their work.

The Chair considered that facilities in the village needed to be complementary to each other, rather than in competition.

The Chair suspended Standing Orders at 8.07pm and invited questions from members of the public present.

A resident noted that there was a concern on the VAT, and the implications on cost and queried what they were. The Clerk explained that the rules on VAT relating to local authorities were complex and specialist advice would be required.

It was noted that it was a great opportunity for the village to acquire a community facility, but it was good to recognise that things had changed over the years. If a smaller facility was built, then it could be extended in future years. The facility needed to be something that people in the village want and will use.

The Chair thanked residents for their input and reconvened the meeting at 8.14pm.

Returning to the report, Councillor Jones referred to the two recommendations at the end of paragraph 5:

1. That the Council asks the Working Group to undertake the necessary work to produce a proposal in accordance with paragraph 5.4 which subject to Council approval, would then be presented for consultation within the village.
2. That the Parish Council now proceed to establish the VAT position relative to the scheme.

Referring to the first recommendation, the Chair considered there was a need to document what each facility would have and recommended that further work be undertaken by the Working Group.

It was proposed by the Chair, seconded by Councillor Hadley, that recommendation 1. above be accepted, subject to the Working Group, in due course, establishing what functions should be reviewed and were required.

It was proposed by Councillor Jones, seconded by Councillor Blanchard, that recommendation 2, in relation to the VAT position, be progressed. This was AGREED unanimously.

The Chair had asked Councillor Laughton what the process would be to improve the pathway from the Bulham Lane junction to the Sports Club. There had not yet been any engagement with land owners, but there was an option to discuss this with them to determine if there were any options to increase the size of the pathway.

The Clerk had met with a Senior Officer from Via on site, who had not raised any highway objections to extending the pathway, subject to permission from landowners. The Chair considered that this may be a jubilee project for the village, with links to make the village hall project achievable by downgrading requirements to be fulfilled by the sports club.

Councillor Jones recognised that all things that had been discussed were about doing work to bring the project forward which would be subject to public consultation and include key stakeholders.

- c) To consider assigning a Councillor responsibility for the village defibrillators.
The Chair referred to the recent problems around one of the village defibrillators. It was AGREED that the Clerk be added to the contact log and that the March meeting consider allocating responsibility for defibrillators to a nominated Member.
- d) To consider arrangements to commemorate HM The Queen's Platinum Jubilee
The Clerk advised that contact had been made with some of the organisations in the village. The Chair suggested that, to take the matter forward, a meeting be arranged with all interested parties.

As part of the Parish Council's commemorations, Councillor Jones referred to the suggestion at the January meeting that 5 trees be purchased as part of the Sports Club canopy scheme. The Chair proposed, seconded by Councillor Hadley, that 5 trees be purchased at a cost of £150. This was unanimously AGREED.

A request had been received from the PTA of the Sutton-on-Trent Primary & Nursery School for a contribution towards the cost of a Platinum Jubilee Commemorative Medal. A total cost for all 120 children was £142.56, which included engraving. This was AGREED.

- e) To note the minutes from the Safer Neighbourhood Group held on 13th January 2022
Members received and noted the minutes from the meeting held on 13th January 2022. The next meeting would be held on 21st April 2022.
- f) Update Report from Clerk
Members noted that an update report had been circulated for information.

21/134

To receive updates and agree actions:

- a) Playing Field
There were no matters to report.
- b) Cemetery
 - (a) **Review of Cemetery fees**
Members noted the Clerk's report regarding a review of Cemetery fees. The recommendation included that the scale of fees charged by the Parish Council be reviewed to include an interment fee.

It was AGREED that this recommendation be accepted and a report be brought back to the 8th March 2022.

- c) Highways
The Clerk referred to complaints received from members of the public regarding speeding Tarmac lorries through the village. The Clerk to follow up and report back to Members.

Members noted the accident on the Great North Road, outside a property where concern had been previously expressed at cars parking on the highway. The Clerk advised that the Police had been informed and asked if they could visit

- d) Community Speed Watch
Councillor Hadley advised that the speed watch would pick up as the daylight hours changed.
- e) Public Footpaths
Councillor Marshall had received a report from a member of the public regarding the fence and clapper gate being broken on the path between Carlton Back Lane and Carlton Windmill. The Clerk to report to the Rights of Way team.
- f) Churchyard
There were no issues to report.
- g) Nurseries Hall
This had been covered under minute number 21/133(c).
- h) Sports Club
All the trees allocated as part of the Queen's Jubilee Canopy had been sold. Planting of the 38 trees would take place at an event on Sunday, 19th February.

The Annual General Meeting was scheduled to be held in March. A strategy will be presented at the AGM outlining the vision for the next 3-5 years and beyond. A copy will be forwarded to the Parish Council for information.

Discussions had been held with the Football Association, who had asked for more information.

i) Library Support Group

Councillor Mrs Walker reported that the Library was now open on a Friday. Contact had been made with the school regarding their support for the service.

j) Social Media & Website

The Clerk advised that access to the Facebook site was now accessible and the website was up-to-date.

k) War Memorial

There was nothing to report.

l) Any Other Reports

The Chair thanked Members for their reports.

21/135 Nottinghamshire Association of Local Councils

There were no items to raise.

21/136 Correspondence

There were no items to note.

21/137 To receive items for notification

The Chair noted the number of residents present, who were interested in arrangements for the Queen's Platinum Jubilee. It was noted this would be a momentous, once in a lifetime event and needed to be celebrated in a memorable way.

The Chair proposed, seconded by Councillor Jones that a sum of £1,500 be allocated to the celebrations. The Clerk would liaise with all those present at the close of the Parish Council to arrange a joint meeting.

There were no items for discussion.

Close: There being no further business the Chairman closed the meeting at 8.52pm

Next Meeting will be on Tuesday, 8th March 2022 at 7.30pm in the Methodist Community Centre.

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