

# SUTTON-ON-TRENT PARISH COUNCIL

Minutes of the Parish Council Meeting held via Zoom on Monday 8<sup>th</sup> March at 7.30 pm

**Present:** P. Hibberd (Chair), B. Blanchard, R. Jones, S. Pike, J. Mears, J. Keeton, P. Marshall,  
**In Attendance:** County Cllr. Laughton, District Cllr. Michael, Cllr Laughton and three members of public  
**Locum Clerk:** LJ Campbell

## 210301 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr. Hutchinson, J. Mears, S. Hadley and K. Walker.

**Open Forum (10 minutes maximum)** –it was suggested that this should be a separate item for future agendas.

Mr. G Ladd requested a copy of the PC Budget. A member of public asked for terms of reference for the village hall working group; he was informed that as it is a working group and not a sub-committee it is not required to have terms of reference so Agenda's and Minutes are not required. The working party reports back to the PC on a monthly basis and any updates can be found in the PC Minutes.

## 210302 NOMINATION OF VICE CHAIR

James Keeton was nominated and seconded as Vice Chair. It was agreed to start advertising for a new Councillor through social media, the website and the Unity; Clerk and Cllr Pike to action.

## 210303 DECLARATIONS OF INTEREST

There were no declarations of interest.

## 210304 APPROVAL OF MINUTES FROM MEETINGS HELD ON 8<sup>TH</sup> FEBRUARY 2021

The Minutes of the meeting held on 8<sup>th</sup> February 2021 were approved as a true record and will be signed at a later date.

## 210305 MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE ON THE AGENDA

None

## 210306 TO RECEIVE REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

Cllr Michael asked that residents falling within the latest Covid vaccination cohort should still register for an appointment even if they have not received their letter of invitation; Cllr Marshall informed the PC that there is a bus service to Newark Showground vaccination centre – Cllr Pike agreed to put this on the website. Cllr Jones asked Cllr Michael to follow-up if any CIL funds could be made available to the Village Hall fund.

Cllr Laughton reported that CV numbers appear to be dropping and that there is a shortage of vaccine but they are expecting a large delivery on 11<sup>th</sup> March. Cllr Laughton reported that the budget has been set and NCC will be increasing their precept by 2% and 1% towards adult social care. Cllrs asked about the funding options from NCC towards the Village Hall fund. Cllr Laughton gave his apologies for the next meeting as he goes into Purdah on 28<sup>th</sup> March.

## 210307 PLANNING

a) *Applications: None at the time of setting the Agenda:*

21/00453/HOUSE – Lindenhurst: removal of existing conservatory, new side porch and two storey side an single rear extension. NO OBJECTION

21/00233/HOUSE – Cherry Trees: erection of a garden summer house: NO OBJECTION

21/00298/HOUSE – The Manor House: New external stair to existing first floor of barn/garage store, removal of existing timber balcony, new window over first floor entrance door, replace existing windows, and new ground floor door – NO OBJECTION

21/00299/LBC – The Manor House: Certificate – NO OBJECTION

b) *Decisions from NSDC (for information only):*

21/000086/TWCA – South Crest: felling of 4 Birch trees: PERMITTED.

## 210308 CAR PARK AT THE DOCTORS SURGERY

Clerk requested to send the licence to Cllr Keeton to action.

## 210309 NSDC FUNDING PROJECTS

Clerk to contact LIS funding and clarify the status of the grant that was applied for and confirm it is still live.

**210310**

**FINANCIAL**

- a) To record receipts: there were no receipts to record.
- b) To agree payments: three payments totalling £812.78 were authorised for payment
- c) The Chairman's allowance: Cllr Hibberd explained that he will not be drawing the Chairman's Allowance as a lump sum but will instead use it throughout the year towards PC activities. It was agreed that the £50 towards the previous Clerk's charity would be paid to the current locum Clerk to allow her to pay the Charity (this could not be done directly through the banks as a bank card was required). The legality of paying a £100 leaving gift voucher to the retired Chairman from public monies was mentioned and required further investigation; Cllrs were asked if they would accept contributing individually for a gift in the event that it could not be paid through the precept. To finalise at the April meeting.

**210311**

**GDPR**

Cllr Hibberd recommended that, due to GDPR guidelines, Cllrs should consider having their own PC email address; Cllr Hibberd will provide a proposal for discussion at the April meeting.

**210312**

**REPORTS/STRATEGIC ROLES**

In the role of Chair, Cllr Hibberd suggested the introduction of Strategic Roles for Cllrs to cover the reported areas and asked Cllrs to consider their roles for discussion at the April meeting.

**a) Playing Field**

There was nothing new to report.

**b) Cemetery**

Cllr Blanchard received a request to plant the memorial tree, initially planned at the end of the cemetery, at the front of the cemetery as it is a flowering tree and will be better appreciated; motion proposed, seconded and carried. It was agreed to refund the two unused grave plots 3381 and 3382.

**c) Highways**

Cllr Keeton asked Cllr Laughton when the road next to The Grange will be repaired as it is very bad; Cllr Laughton for action. Cllr Hibberd reported a small rubbish bin attached to a lamp post at the end of Palmer Road which is continually full; the Clerk was asked to investigate what bins we have in the village and if some can be replaced with larger ones as well as who is responsible for the maintenance of them.

**i) Community Speed Watch update**

There was nothing new to report.

**d) Public Footpaths**

Cllr Pike informed the PC that she has spoken to the footpath officer regarding the installation of a gate leading to the bridge across the dyke and was informed that she was required to apply for permission which has now been done and a gate will be installed once an inspection has been conducted. The footpath between Station Road and Stainforth Close which has completely overgrown and reduced the path size considerably; Cllr Michael will report. After receiving complaints from parishioners, concerns were raised about the footpath at the Persimmon development and the Clerk was asked to write to Persimmon and ask about the possibility of tarmacating it.

**e) Churchyard**

All ok, nothing to report

**f) Nurseries Hall**

The Council noted that the issues of concern regarding the site on transfer had now been raised direct with Persimmon.

The business plan as proposed by the Working Group was presented and it was agreed the Council would give careful consideration to this.

It was noted that a reply was awaited from the District Council on the matter of a financial contribution to the capital cost of the project.

It was noted that the Working Group was close to presenting a project management proposal to the Council.

The Council agreed that the membership of the Working Group was in need of review as the number of councillors participating on it had declined from 4 to 1.

- g) Sports Club  
Mr Smith informed the PC that the Club remains closed as per government guidance but hopes to open up in July.
- h) Library Support Group  
No further update
- i) Social media and website update  
Cllr Pike set up a Face Book page for the purposes of doing a shout out for litter pickers to manage the excess litter along the flood banks; the response was excellent and lots of bagged rubbish was disposed of by Marshalls. Cllr Pike proposed using the News section of the website for regular and informal updates; the PC agreed that it could. The PC gave Cllr Pike the remit to manage the social media and website on behalf of the Parish Council. Cllr Hibberd thanked Cllr Pike for setting up the Council Next Door group, which has 134 members already and for doing a great job on setting up the Face Book page and updating the website. Some concerns received by parishioners included the overflowing dog bins which the Clerk reported that due to Covid NSDC were short staffed and were relying on agency staff who may have missed some bins; another issue reported was the uneven bitumen on the raised pavement along Bulham.
- j) War Memorial  
Cllr Hibberd is waiting for a quote from VIA to move the light column on the proposed site at the corner of High Street and Church Street; Cllr Laughton offered to fund the moving of the light column. Cllr Hibberd has located the old light stand which has been offered to the PC as part of the War Memorial and offered to take a photo for circulation to Cllrs.
- k) Any other reports

**210313**

**CORRESPONDENCE RECEIVED:** A letter was received from Mr Lowney thanking the PC for all their support and condolences for the loss of his wife and past clerk, Sandra Akerman.

**210314**

**OTHER ITEMS NOT ON THE AGENDA**

Open Forum (10 minutes maximum)

Public participation

A parishioner suggested that specific decisions should be noted on the Agenda. Another parishioner asked about the proposed location of the War Memorial and was informed that no decision has been made yet and public consultation will take place before the location is confirmed.

Close: The Chairman closed the meeting at 20h56.

Next Meeting will be on Monday 12<sup>th</sup> April 2021 at 7.30pm via Zoom.