

## SUTTON-ON-TRENT PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at the Methodist Community Centre  
on Tuesday, 18<sup>th</sup> April 2023 at 7.30 pm.

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

**In Attendance** 5 members of the public and District Councillor Mrs Michael.

**22/130 To receive and approve apologies for absence.**  
Received and accepted from Cllrs Jones, Marshall and County Cllr Laughton.

**22/131 To receive and note any declarations of interest**  
There were none.

**22/132 Public 10 Minute Forum**  
The Chair suspended the meeting at 7.31pm to allow for the public session.

A resident noted that the yellow lines had still not been put in place at Strawberry Fields. The Clerk advised that this had been raised with Via who had confirmed that responsibility now sat with Development Control at the County Council. A chase would be made.

**22/133 To receive and approve the Minutes from the meeting held on 14<sup>th</sup> March 2023**  
The Minutes of the Parish Council Meeting held on 14<sup>th</sup> March 2023 were approved as a true record and signed by the Chairman.

**22/134 County Councillor Report**  
No report was presented as Cllr Laughton had given his apologies.

**22/135 Planning**

(a) **Applications**  
23/00443/HOUSE – The Pines, Great North Road – Demolish existing lean to. Erection of two storey rear extension  
Members received and noted the application and AGREED to support it without comment.

**Decision Notices**  
20/02294/HOUSE – 28 Church Street, Sutton-on-Trent – Removal of porch, conservatory, side extension and stable outbuilding. Erection of single storey porch with connection carport, single storey side extension and two storey rear extension  
Members received and noted the decision notice granting permission for the development as outlined.

**Tree Works**  
Members noted the following tree works.

- 23/00170/TWCA – Badgers Lair, 1 High Street, Sutton-on-Trent – 1 No. Beech tree – Crown lift over the highway >5.3m and deadwood with several crossing/rubbing smaller branches

**Financials**a) To record receipts:

- Grave Grant Purchase - £308
- E Gill & Sons (Memorials) Ltd - £67
- Gaits Proceeds - £191.91

b) To approve invoices for payment:

The following invoices were approved for payment:

- Clerk's Wages – March 2023 - £177.63
- HMRC PAYE – March 2023 - £177.62
- Sutton-on-Trent Methodist Church – Room Hire Jan to March - £54
- Clerk's Expenses – Postage - £11.10
- Clerk's Expenses – Mileage (Oct 21 to Feb 23) - £347.79
- Sherwood Hire Ltd – Deposit for Toilets for Coronation Event - £82.50
- Ebay – Coronation Cake Toppers - £21.35
- Microsoft 365 Renewal - £64.80
- Smiths of Derby – Parish Clock Service - £350.40
- Freddie Allen Landscapes – Grass Cutting - £994.50

c) To note the Council's Financial Position as at 31<sup>st</sup> March 2023

Members received and noted the Council's financial position as at 31<sup>st</sup> March 2023.

d) To note arrangements for the 2022-23 Annual Governance and Accountability Return

Members noted the arrangements for the 2022-23 Annual Governance and Accountability Return.

e) To note the submission of the 2022-23 Financial Year End Accounts for internal audit

The Clerk advised that the accounts for the year ending 31<sup>st</sup> March 2023 were ready for submission for internal audit. A copy of the AGAR and full cashbook had been circulated to Members for information.

f) To consider a request for financial support from the Falls Group

Members noted the request for financial support from the Falls Group. The Chair confirmed that the matter had been raised with County Councillor Laughton who was investigating funding streams at the County Council.

After consideration, it was AGREED that the Clerk thank the Falls Group for their letter and seek clarification on what kind of support would be acceptable given that the Parish Council cannot donate funds to an individual. As an example, an offer of support with room hire for the Methodist Community Centre could be made.

**Parish Council Matters**a) To receive an update on arrangements for a Celebration for the Coronation of King Charles III

The Clerk updated Members on the arrangements for the celebrations, which would take place on Sunday, 7<sup>th</sup> May 2023 in the Church Gardens between 12 Noon and 5pm. The Lord Nelson was also holding an event that evening from 7pm. It was noted that there would also be a Coffee Morning at the Methodist Community Centre on Saturday, 6<sup>th</sup> May with a live screening of the Coronation.

A poster had been produced which would be distributed to all households.

b) To receive details on arrangements for the 2023 Local Elections and the Statement of Persons Nominated

Members noted information relating to the Statement of Persons Nominated for the 2023 Local Elections. As only eight people had nominated themselves to stand, the Clerk

explained this would be deemed an Uncontested Election and all those who had submitted nominations would be elected to the Parish Council. The Clerk also explained that the Parish Council would be able to immediately co-opt into the vacancies.

The Chair noted that Cllr Jones had not submitted his papers for re-election so would no longer be on the Parish Council from 4<sup>th</sup> May 2023. The Chair wished to record thanks to Cllr Jones for his years of service to the village. He had been substantially involved in the Village Hall project and his input had been invaluable.

- c) To receive minutes from the Parishes Together Group held on 28<sup>th</sup> March 2023, to consider a Draft Constitution and to note the date of the next meeting

The Clerk advised that the previous minutes and confirmation of the date of the next meeting had not been received. Details would be circulated to Members on receipt. The Draft Constitution was noted without comment.

- d) Update Report from Clerk

No report was presented as all items were covered under the agenda.

**22/138**

**To receive updates and agree actions:**

- a) Playing Field

The Clerk advised that an updated quotation was awaited from one contractor to cover all equipment so that a direct comparison could be made with those already received. Details would be circulated once received.

- b) Cemetery

Members noted that the application to the Woodland Trust for hedgerow whips had been successful. Delivery would be in November. Cllr Sloan advised that the new benches had been installed.

- c) Highways

The Clerk was asked to report a large pothole outside the old library.

- d) Community Speed Watch

Cllr Hadley advised that the matter of the speedwatch was raised at the Safer Neighbourhood Group held recently. Members noted that there was a requirement to purchase new signage, a calibration fork and a clicker counter. After discussion it was proposed by Cllr Hibberd, seconded by Cllr Keeton and AGREED that delegated authority be given to the Clerk and Cllr Hadley of up to £400 to purchase the items so that the speedwatch team could recommence their monitoring.

- e) Public Footpaths

There was nothing to report.

- f) Churchyard

The Clerk confirmed that an application had been submitted to Newark & Sherwood District Council for work to the trees in the Churchyard.

- g) Village Hall

It was AGREED that consideration of the revised Business Plan be deferred until the May meeting.

- h) Sports Club

It was reported that 100% of the funding required for the phase 2 works had been achieved. It was hoped that all works would be complete by mid-Summer.

- i) Library Support Group

There was nothing to report.

j) Social Media & Website

It was AGREED that this item be removed from future agendas.

k) War Memorial & Jubilee Beacon

A report would be presented to a future meeting.

l) Any Other Reports

District Councillor Mrs Michael advised that there would be a Beat Surgery at the Co-Op on High Street at 4pm on 22<sup>nd</sup> April 2023.

The Chair thanked Members for their reports.

**22/139**

**Nottinghamshire Association of Local Councils**

(a)

To note the dates for New Councillor Training

Members noted the dates for New Councillor Training. If any Member wished to attend they should confirm with the Clerk.

(b)

To note a consultation on the Infrastructure Levy

After discussion it was AGREED that delegated authority be given to the Chair and Vice-Chair to review the consultation with the Clerk and consider a response.

**22/140**

**Correspondence**

There was none to consider.

**22/141**

**To receive items for notification**

There were none.

**Close:** There being no further business the Chairman closed the meeting at 8.01pm

Next Meeting will be on Tuesday, 16<sup>th</sup> May 2023 at 7.30pm in the Methodist Community Centre. This would be the Annual Meeting of the Council.

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