

SUBJECT TO RATIFICATION AT THE 13th JUNE 2022 MEETING

Minutes of the Annual Meeting of the Parish Council held on Monday, 9th May 2022 at the MRCC following the Annual Parish Meeting which commenced at 7pm.

Present: Councillor I Harrison
 Councillor B Bearpark
 Councillor S Dolby
 Councillor N Hutchings
 Councillor D Saxton
 Councillor M Talbot

Also in attendance: Councillor Mrs Saddington (8.20pm)

NM001-23 Apologies for absence

Apologies for absence were received and accepted from Councillor Beddoe.

NM002-23 To Elect a Chairman of the Council – Civic Year 2022/23

The Clerk requested nominations for the position of Chairman of the Parish Council for the Civic Year 2022/23.

Councillor Hutchings proposed Councillor Harrison, seconded by Councillor Dolby. This was carried UNANIMOUSLY.

Councillor Harrison was duly elected as Chairman of the Parish Council and signed the Declaration of Acceptance of Office.

NM003-23 To Elect a Vice-Chairman of the Council – Civic Year 2022/23

The Chairman called for nominations to the position of Vice-Chairman of the Parish Council for the Civic Year 2022/23.

Councillor Talbot proposed Councillor Beddoe, seconded by Councillor Saxton. This was carried UNANIMOUSLY.

The Chairman declared that Councillor Beddoe was duly elected as Vice-Chairman of the Parish Council and would sign the Declaration of Acceptance of Office in due course.

NM004-23 Declarations of Interest

It was AGREED that any declarations of interest would be stated by Members as required during the meeting

NM005-23 Minutes

The minutes of the Parish Council Meeting held on Monday, 11th April 2022 were accepted as a true and correct record.

NM006-23 Update on Issues

The issues document had been circulated to Members for information. The Clerk advised that the cutting back of land in private ownership to the north of the village had been added, and the cutting back of Willows on the riverbank. A case number with the Canal and River Trust regarding the Willows had been forwarded to the Clerk for information.

This matter had been discussed with the Chair prior to the meeting, who had spoken to the Fishing Club and was also seeking to contact the owner of the land and establish their plans.

The Clerk had been asked to establish the minimum width of the footpath.

NM007-23 Public 10 Minute Session

There were no members of the public present.

NM008-23 To appoint any Sub-Committee for the 2022/23 Civic Year**Allotment/Green Hub Sub-Committee 2022/23**

The composition of the Allotment/Green Hub Sub-Committee was currently:

Councillor I Harrison
Councillor N Hutchings
Councillor D Saxton

with Councillor M Talbot joining as contractor for the site.

Councillor Harrison wished to step away so after discussion, Councillor Bearpark was appointed in his place.

NM009-23 To review and determine representation on outside bodies:

- **Muskham Rural Community Centre**
Representation was currently Councillor Hutchings and Councillor Harrison for the two standing places, with Councillor Saxton and Councillor Dolby as nominated people to attend if either of the appointed representatives were unable to.
- **Safer Neighbourhood Group**
Representation to remain with Councillor Saxton.
- **Hospital Liaison Group**
Representation to remain with Councillor Harrison
- **Mary Woolhouse Trust**
Representation to remain with Gary Hobbs.

NM010-23 To review and adopt standing orders and financial regulations

Deferred to the June meeting.

NM011-23 To consider a review of the Council's policies

Deferred to the June meeting.

NM012-23 To note the Council's asset register

Members noted the Council's asset register which would form part of the audit review.

NM013-23 To confirm the dates and times of ordinary meetings of the Parish Council for the Civic Year 2022/23

Members confirmed the second Monday of each month for the Parish Council meetings. The Clerk to circulate a schedule to all Members.

An alternative date would need to be found for the April 2023 meeting as the scheduled date was Easter Monday.

NM014-23 District Councillor Session

This item would be taken if Cllr Mrs Saddington was able to attend.

NM015-23 County Councillor Session

(a) Pre-Consultation North Muskham Footpath

Members noted and considered the documentation circulated from Rights of Way, and also from an active resident in the consultation.

After discussion, it was AGREED that the Parish Council would support the proposal put forward by the resident to seek an extension to that put forward by Rights of Way, to include points C, D and F.

(b) Community Lengthsman Scheme

Members noted that the Clerk had registered an interest in the scheme and would feedback when further information was received.

(c) Report back on Town and Parish Council meeting on NCC Development Plan

The Chair had attended the meeting on Thursday, 5th May. It had been useful to speak with Officers in attendance.

The County Council intended to seek a Mayoral area across the area, to include adjacent counties, which would generate an extra £32m per year over the next 30 years. The County Council would hear if they had been successful in 2023.

(d) HS2 Route

No written response had yet been received. The Chair noted it was just a Scoping Report at the moment.

NM017-23 Parish Council Matters

(a) Allotments/Green Hub Report

The Clerk confirmed that the Community Hub Shed was scheduled for delivery on Tuesday, 10th May 2022. Allotment holders would be advised of the delivery and that arrangements would be made to put it up as soon as possible.

NM014-23 District Councillor Session

(cont) With the arrival of Councillor Mrs Saddington, the Chair suspended the meeting at 8.20pm for her report.

Councillor Mrs Saddington reported that, with effect from 17th May, the District Council would move across to a new governance style, Cabinet led as opposed to Committee.

Work to level out the Newark Castle Crossing had been completed and was much improved. A remote meeting with Network Rail had been arranged to discuss problems along the line, details of which had been forwarded to the Chair.

Councillor Mrs Saddington advised that it was expected she would be elected as Chairman of the District Council for the Civic Year 2022-23.

NM017-23 Parish Council Matters

(cont)

(b) To receive an update on events for the Queen's Platinum Jubilee

The Chair circulated an updated posted outlining the events that were planned over the 4 day period.

An initial site meeting had been held with officers from Via and the Clerk regarding the proposal to revamp the verge at the junction of Main Street and Nelson Lane as part of the commemorations. When the proposals were drawn up they would be forwarded to Via and a further site meeting arranged.

(c) Newark & Sherwood Community Lottery Proceeds

Participants in the lottery had concluded that the preference would be for a seat on the riverbank adjacent to the Church.

(d) To consider a request to facilitate a meeting re hosting Ukrainian Refugee's

After discussion, the request to facilitate a meeting to discuss assistance to refugees from Ukraine was AGREED.

(e) To receive information on the John Smith Charity

As outlined in the Parish Meeting, Councillor Saxton would liaise with the remaining trustee to establish whether the Parish Council could assist with the Charity.

NM016-23 Planning

- (a) 22/00811/FUL – Overdene, Main Street, North Muskham - Demolition of 1no. existing single storey dwelling & attached outbuildings. Erection of 2no. two storey detached dwellings and 2no. detached single storey outbuildings.

After discussion, Members noted that the proposed entrance was off the private road to the right of the property. It was not known whether permission had been granted from the owner to use this road. Members would not want access from Main Street given the narrowness of the road and adjacent properties. It was further noted that the land was higher which would have an impact, however, there were no comments on the portal from neighbours.

It was proposed by Councillor Hutchings, seconded by Councillor Bearpark that the application be supported with the comments raised. This was unanimously AGREED.

- (b) Decision Notice – Tree Preservation Order – The Shades, Main Street
Members noted that the Tree Preservation Order at The Shades had been confirmed.

NM017-23 Environmental & Community Issues

- (a) Skatepark Update

The Clerk advised that a site meeting had been held with a potential contractor for the additional ramp. Specifications for the ramp would be forwarded to him by Councillor Hutchings. Members would be kept updated.

An assessment of materials held would need to be undertaken.

- (b) Play Area Update:

- PR Project Plan
- FCC Ready to Start Plan

The Clerk advised that a PR Project Plan had been forwarded to FCC and a site meeting had been arranged with the contractor on Wednesday, 18th May, to progress the matter. Members would be kept updated.

To note the Quotation for Existing Play Area Surfacing

Members noted the quotation for replacing the older, tiled surfaces under some of the equipment. A discussion would be held with the contractor for the new area to establish if they could undertake the work while on site, and at what cost.

- (c) To consider an Annual Footpath Walk

A date to be arranged in October for Members to walk the footpaths in the village.

NM018-23 Highways

- (a) Highways Log

Members received and noted the highways log. The vegetation on Great North Road had been discussed direct with officers from Via.

NM019-23 Financial Matters

(a) Accounts for payment

The Chair referred to the accounts for payment. It was AGREED unanimously that the following accounts be agreed for payment:

- Clerks wages – April - £260.16
- Payment to HMRC for Clerks wages – April - £65.04
- Village Handyman – £267.25
- PWLB First Payment - £1,697.24
- MRCC – April Meeting – £12.15
- Lindum Construction – Skip Hire - £300
- The Muskham Ferry – Donation - £32.75
- Sixty Stores – Community Shed - £2,154
- NALC Subscription Renewal - £191.80

(b) To note any Receipts

The following receipts were noted:

- First half of annual precept - £9,202.50
- Donation from British Sugar - £350
- Grant from NSDC - £300
- Community Fund Grant - £5,050

(c) Financial Report – to 30th April 2022

Members noted the financial report to 30th April 2022.

The Clerk would circulate to Members a list outlining what needed to be transferred in to the Community Reserve Account from the Current Account, and an updated list of what was held in allocated reserves.

(d) To note the submission of accounts for Internal Audit

The Clerk confirmed that the Parish Council's accounts for the 2021-22 financial year had been submitted for Internal Audit.

(e) To note documentation regarding the renewal of the Council's Insurance Policy

Members noted the renewal received for the Council's Insurance. It was AGREED that the Clerk should tie in to a 3 year deal to contain costs.

NM020-23 Notts Association of Local Councils

(a) Planning Nuts & Bolts Training

Details to be forwarded to Members for information.

NM021-23 Correspondence

(a) Quotation for New Dog Bin – Waltons Lane

Members noted the quotation received from Newark & Sherwood District Council to supply and fit a new dog bin to replace the one on Waltons Lane in the sum of £245.

An alternative quotation to supply one from A J Products, but which the Parish Council would need to fit, had been received in the sum of £85.

It was AGREED that the Clerk should progress a new bin from A J Products.

(b) Request from Muskham Cougars

Members noted the request received from Muskham Cougars for a container to be based at the MRCC. After discussion, Members would be supportive of one additional container. Councillor Hutchings referred to the space underneath the changing rooms which it may be possible to utilise. The matter to be raised with the MRCC Trustees.

NM022-23 Date of Next Meeting

Monday, 13th June 2022

The meeting closed at 7.43pm.