

South Muskham/Little Carlton Parish Council

Minutes of the Parish Council Meeting held on Wednesday 15th July 2020 at 7.30pm

This was a virtual meeting conducted via Zoom.

Membership: D Catanach, C Brightmore, K Brown, R Gill, G Gilroy, P Jarvis, G Shearing
Members of Public: Two

- 13.20/21 **Apologies for Absence and Declarations of Interest**
Apologies – Cllr. Brightmore, District Councillor Saddington, County Councillor Laughton

Declarations of Interest - None

Open Session

Mrs Hazel Hall provided an update from the village hall and opened with a thank you to the Parish Council for its support in the successful application to NSDC for funding towards the solar panel project. Unfortunately the application to Severn Trent for the remaining costs was unsuccessful. The project will go ahead with work due to commence very soon.

The new garage base was laid in March with construction on the garage to commence this week. During lockdown the hall has been repainted throughout, the floor in the main hall has been reconditioned and the car park and gates cleaned.

The hall has re-opened with a number of changes to the cleaning regime with a new contract being signed. Only the larger hall is available to hire due to social distancing requirements. Bookings are slow and most events have been cancelled until September. Two regular groups have returned for weekly meetings.

A resident commented on the poor and dangerous condition of the footway alongside the Great North Road towards Church Lane. The grass has recently been cut, but there is still overhanging vegetation and the surface is very uneven. The Clerk was asked to report this to Via EM again.

- 14.20/21 **Chair's Report**

The meeting was advised of the sad news of a bereavement to the family of County Councillor Laughton and the Clerk was asked to send condolences.

- Severn Trent carried out pipe repair work on the Great North Road recently and replaced a manhole cover which has reduced the noise when lorries drive over it.
- It is good to see the Muskham Cougars back at Beckitt Field and the Council wishing them, luck in this year's campaign.
- The Chair also recorded thanks to Cllr. Brightmore for all his work and dedication to the parish.
- The support provided through lockdown has gone well and the Chair thanked everyone who was involved in that.
- The Chair commented on the success of The Muskham Pantry having just opened. It is doing well and is an asset to the community.
- Finally it is noted that North Muskham residents are also experiencing issues with speeding through the village.

- 15.20/21 **To approve the Minutes of the meeting held on 20th May 2020**

The minutes were approved by all and will be signed by the Chair at a later date.

- 16.20/21 **Matters arising from the Minutes not covered elsewhere on the Agenda**

- 16.1 Resident request for additional dog bins in South Muskham – information was provided to advise residents that 'any bin will do'. At the moment it is viewed that there are sufficient bins, but the situation will be monitored over the next few months.

- 17.20/21 **Financial Issues**

- 17.1 To record Receipts

i) NCC LIS Fund balance of £2,550

- 17.2 To ratify payments made between meetings:

i) Trent Valley IDB rates for 2020/20 at £10.57 (chq 384)

Email: clerk@smlcpc.org Tel: 07488 325125

- ii) C Brightmore for removal of trees from Beckitt Field (approved in May) at £400 (chq 385)
 - iii) C Brightmore for grass cutting at £80 (chq 386)
 - 17.3 To approve invoices for payment
 - i) Chairman's Allowance at £75 – the Chairman declined the payment and requested it be retained in council funds. The members thanked him.
 - ii) Clerk Expenses March to June at £541.44 (Chq 389)
 - iii) C Brightmore for grass cutting through June at £80 (Chq 387)
 - 17.4 Insurance Update for village signs
The Clerk advised that the new signs have been added to the Council's insurance policy and that there is no increase in premium.
 - 17.5 Village Hall WiFi
The Council has funded the WiFi contract for the last two years and is being asked to again. Mrs Hazel Hall has negotiated a two year contract at a reduced rate and **all agreed** to fund this at £316.80 per year (Chq 390)
 - 17.6 Email & Domain Renewal
The Clerk advised that the renewal for the domain name and email access for 1 year is due on 28th July at £39.49 plus Vat. **All agreed** this should be renewed.
Renewal of email hosting is due on 28th August for the Clerk and Councillor emails and ensures the Council adheres to GDPR recommendations. Renewal cost is £349.90 plus Vat for one year. **All agreed** this to be renewed.
The renewal charges are paid by a credit card provided by the Clerk and these costs have been included in the expense claim detailed in 17.3 above
 - 17.7 Water Plus at Beckitt Field
Contract and supply charges were suspended in March and restarted from 15th July.
 - 17.8 Request to consider switching to Internet Banking
The Clerk requested the Council consider switching to Internet banking to ensure payments to suppliers etc. are made in time, especially in view of no face to face meetings being held at the present time. A discussion followed and **all agreed** to apply for internet banking subject to two people (the Clerk and Chairman) being authorized to make payments. The cheque book and signatories would be retained in case of emergencies. The Clerk was asked to look into this further and report at the next meeting.
- 18.20/21 **Planning**
 - 18.1 New Applications
 - i) 20/01095/FUL Application for new windows within existing elevation at Old Farm House, Main Street, South Muskham. Following a discussion **all agreed** to support the application.
 - ii) F-4118 Change of use of former sports field to land for conditioning topsoil material at British Sugar, Great North Road. The meeting agreed to discuss the application under Planning rather than Correspondence. A discussion was had regarding the proposal and some concerns were raised over whether adequate provision had been made for dealing with excess water. After a review of the information provided, **all agreed** this was not a problem and to support the application.
 - 18.2 Decisions (for information)
20/000495/FUL – Replace existing extension with two storey side & single storey rear extension at Grange Farm Mews – Approved
- 19.20/21 **Beckitt Field**
 - 19.1 Muskham Cougars Contract for 2020/21
After a brief discussion regarding the contract for the coming season, **all agreed** to a goodwill gesture to reduce this year's fee to £100 in view of the difficulties the team have experienced following the flooding earlier in the year and the lockdown period.
 - 19.2 To discuss quotes for a fire extinguisher inspection, PAT Testing and the provision of a general waste bin at the cricket pavilion
Fire extinguishers should be inspected regularly, however there are no records as to when this was last carried out. The Clerk had obtained a quote for this and a risk assessment which it was felt was expensive. Cllr. Brown offered to provide details of an alternative provider.
The proposal to provide a green waste bin at the pavilion was discussed and **all agreed** one was not required.

- 19.3 To discuss acquisition of a picnic table and possible location
Cllr. Brightmore has acquired a table through the generous donations from Staythorpe Farming Ltd, JC Surfing Ltd, and James Miller Kelham Ltd. Thanks go to those local companies for their support of the village. **All agreed** the table should be located in the bottom corner of the car park area near the grass maze as suggested by Cllr. Brightmore.
- 19.4 To discuss a proposal to paint the cricket pavilion
Cllr. Brightmore has offered to repaint the pavilion and **all agreed** to this with an attempt to use a similar green to last time. Cllr. Gill to liaise with Cllr. Brightmore.
- 19.5 To discuss a request to hire Beckitt Field
A lengthy discussion was held taking into consideration health and safety aspects of hire, the suitability of the facilities and consideration of the surrounding residents. **All agreed** that if any hire was to be entered into it would be to residents only and not widely publicised and that Muskham Cougars have priority. The Clerk was asked to request more details from the resident who raised the request and report back at the next meeting.
- 19.6 To discuss a proposal for a summer fete to be held at Beckitt Field in 2021
Cllr. Brightmore had raised this as a proposal and it was agreed that the idea was a good one but would require a lot of organizing, so it was suggested that smaller fete than suggested would be the way forward. Members were asked to give some thought to the idea and discuss further at the next meeting.

20.20/21 **Flooding, Drainage & Emergency Planning**

- 20.1 Covid-10 Risk Assessment
Document received from NCC Flood team and circulated to all Councillors and Flood Wardens
- 20.2 Standing water on Bathley Lane near Brammersack Close
The Clerk advised the meeting of a resident's concerns that heavy & prolonged rain causes a rush of water from Brammersack Close which pools in the road and is a threat to their property. Via EM had been contacted and stated this was a dyke problem at Beckitt Field. The Clerk has informed Via that the drainage channel at Beckitt Field has been cleared twice in last 15 months and requested a review of the drains. Contact has also been made with TV IDB requesting details of dyke maintenance and clearance but to date there has been no reply.
The Clerk was asked to chase both Via and the IDB. Sandbags have been provided to the resident.

21.20/21 **Highways**

- 21.1 Petition for speed reduction on A616
The petition was submitted to the Communities & Place Committee in December 2019 and in March a report was issued recommending a response to the petition which was that the criteria for adjusting the speed limit were not met. Details of the report have been circulated to councillors.
The Clerk also advised that details of recent near misses, Speed Watch and the tube count data were forwarded to Robert Jenrick on 26th May requesting his support for the speed limit to be reduced and also with the issues along the Great North Road. The information has been acknowledged as received, but there has been no further response. The Clerk was asked to chase and in return requested that details of any incidents witnessed in both villages be provided to be included on a log that is being kept.
- 21.2 Speed Watch Signage
The Clerk has asked Notts Police if they can provide signs and is awaiting a reply. Cllr. Gilroy asked if a speed gun and bag can be acquired for South Muskham as at the moment the two villages are sharing one. **All agreed** to this and the Clerk to investigate.
- 21.3 To discuss a proposal to improve the area around the noticeboard at Forge Close
Cllr. Gilroy has weeded and tidied the area with the help of Mrs Hunt and asked if some flowers could be planted to brighten the area up. **All agreed** and Cllr. Gilroy to look at this. Thanks go to Mrs Hunt who looks after the piece of waste land opposite the village hall, purchasing plants and making it a pretty area and an asset to the village.
- 21.4 Request for bus shelter at Bathley Lane to be re-painted
Cllr. Brightmore raised the request which the Clerk submitted to NCC. The response was that the shelter was stained in 2019, however as a resident had commented on its condition additional budget had been found and it would be treated again later in the summer.

- 21.5 Removal of place signs where close to gateway signs
This request has been submitted to Via East Midlands. To be reviewed in September before following up.
- 21.6 Cllr. Gilroy has received a number of complaints regarding the state of the road surface along the Great North Road, the volume of traffic and size and weight of lorries using the road. All of this contributes to excessive noise and vibrations suffered in properties along the road and Church Lane.
A discussion followed and it was agreed that a request for a weight limit is not likely to succeed as this is an emergency route from the A1. The Chairman suggested he write to Highways (copy Cty. Cllr. Laughton) to request a visit to view some of the affected properties and **all agreed** to this. The Clerk was asked to investigate the costs of a seismology report to assess the levels of vibration. The Clerk was also asked to follow up on when the promised resurfacing of the road scheduled for February may take place.
- 22.20/21 **Policies**
22.1 Standing Orders and Financial Regulations
The Clerk advised these two standard policies had been revised to bring them in line with NALC model regulations. **All agreed** to adopt them.
- 23.20/21 **Telephone Box**
The agreed work on the inside of the telephone box has been delayed indefinitely due to the ill health of the contractor. Residents are already using the area for books etc. and **all agreed** to let that continue.
- 24.20/21 **To discuss and agree arrangements for future meetings**
The Clerk advised that legislation passed in March to allow meetings to be held virtually is in place until May 2021. NALC guidelines advise that unless there is a very good reason for a face to face meeting and a risk assessment is carried out (everyone sitting 2 meters apart including adequate provision for public attending) then should carry on with virtual meetings for foreseeable future.
All agreed that going forward meetings should be held monthly to keep the length of agenda under control (except for August and December) and also be held by Zoom until January 2021 when the situation will be reviewed. The budget will be agreed in November and if need be a pre-budget meeting will be arranged.
- 25.20/21 **Correspondence Received**
i) Trent Valley IDB Newsletter for May 2020 – posted to the website
ii) Presentation from NSDC on Newark Town Deal
iii) Resident emails regarding the new signs and work done in villages
iv) NSDC details on the re-opening of non-essential shops on 15th June – noted and circulated
v) NCC Covid-19 updates – noted and circulated
vi) Latest Stakeholder Update from Inspector Sutton – circulated to councilors
vii) Changes in Police cover for the area as PCSO Crowhurst has moved on and replaced by PC Deborah Bakin with PCSO Richard Dunn as support. The Clerk to provide contact details to all councilors.
viii) Police & Crime Commissioner June Newsletter ‘The Beat’ – posted to website
ix) NALC – no update as to when face to face meetings can be held
x) NALC – Model Code of Conduct Consultation until 17th August – the Chairman requested the link to this
xi) NSDC Planning Enforcement Plan consultation until 31st July – the Chairman requested the link to this
xii) Reports from Cllr. Saddington on meeting with Network Rail – circulated to councilors and distribution list. Crossing inspections are due to start this week.
xiii) NSDC anti-litter campaign ‘Don’t be a tosser’ – Clerk to contact Environmental Services for more information on acquiring signs for the Great North Road and A616
xiv) Resident requested a statement of welcome be made to the Muskham Pantry – this was covered earlier in the meeting

26.20/21 **Other matters arising not on the agenda**

- 26.01 i) Cllr. Jarvis has been contacted by residents asking whether a kerb-side glass collection is to be made available. The Clerk advised that NSDC have no plans for this at this time.
ii) Cllr. Gill has received complaints of a number of incidents of dog fouling on Beckitt Field when it was opened to dogs during lockdown. Cllr. Brown commented that she walked the field every evening and only came across fox excrement which does look very similar and did not believe there had been any dog fouling.

Next Meeting - Wednesday 16th September 2020 at 7.30pm

There being no further business, the Chair thanked everyone for attending and the meeting was closed at 21.41

Approved by the Council on Wednesday 16th September 2020