

SUBJECT TO RATIFICATION AT THE 21st SEPTEMBER 2023 MEETING

Minutes of the Parish Council held on Monday, 11th September 2023 at the MRCC, Nelson Lane, North Muskham at 7pm.

Present: **Councillor I Harrison (Chair)**
 Councillor S Dolby
 Councillor A Oliver
 Councillor S Preston
 Councillor M Talbot

Also in attendance: 10 members of the public and Councillor Mrs Saddington

NM060-24 Apologies for absence

Apologies for absence were received and accepted from Councillors Beddoe, Hutchings and County Councillor Laughton.

NM061-24 Declarations of Interest

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

NM062-24 Minutes

The minutes of the Parish Council Meeting held on Monday, 10th July 2023 were accepted as a true and correct record and signed by the Chair.

NM063-24 Public 10 Minute Session

The Chair suspended the meeting at 7.03pm for the public session.

A resident referred to the lack of a seat at the north end of Main Street near the Memorial Cross. The Chair advised that, at the request of residents, a seat had recently been installed on the green at Manor House Drive.

A resident asked for clarification around the wording of Minute No NM053-24. The Clerk provided an explanation.

A resident referred to works that had been started at the Cromwell gravel site. The Chair confirmed that the Parish Council were aware of the work which had been subject to consultation. This had been supported as it was the Parish Council's view that it was preferable to have extensions to existing gravel sites, rather than any new ones.

Residents were thanked for their input and the meeting was reconvened at 7.05pm.

NM064-24 To consider any matters that need to be raised with District Cllr Mrs Saddington

The Chair welcomed Cllr Mrs Saddington to the meeting and suspended the meeting at 7.06pm for her report.

Cllr Mrs Saddington advised that there were no matters to report from the District Council but updated the meeting on matters relating to Newark Hospital that would be considered at the County Council's Health & Scrutiny Committee on 12th September 2023.

Cllr Mrs Saddington explained the improvements that had been made with the provision of a new operating theatre, and two minor surgeries rooms, together with a car park for NHS staff which would alleviate parking for visitors to the hospital. An investment of £5.6 million had been made by the NHS, which should see up to 2,600 more operations per year being undertaken at Newark. Major surgery would still be undertaken at Kings Mill and Queens Medical Centre.

The NUH were looking for permission to undertake a consultation to make permanent the temporary overnight closure of the Urgent Care Centre that was currently in place. Consultation events had been arranged at Farndon Memorial Hall on Tuesday, 26th September between 9.30am and 11.30am; the MRCC at North Muskham on 12th October between 11am and 12 Noon, with two virtual events on 4th October at 6.30pm and 14th October (time tbc). There was also an online survey that residents could complete.

Residents were encouraged to attend to raise any questions and concerns they had over the proposed changes, and the improvements that had been made at Newark Hospital.

The Health Scrutiny Committee would be streamed live on YouTube should residents wish to watch.

The Chair thanked Cllr Mrs Saddington for her report and encouraged residents to attend the consultation sessions to raise their concerns and ask questions. Details of the consultation events would be posted on social media by the Clerk.

NM065-24 To consider any matters that need to be raised with County Councillor Update – Cllr Laughton

There were none.

NM066-24 Highways

With the agreement of Members, the Chair brought forward Agenda Item 11 for consideration.

The Chair referred to recent reference to the closure of the private lane that allowed residents access to the garage by vehicle, on foot or by cycle, with a number of residents suggesting this should be re-opened.

The Chair gave the background to this item, outlining that in 2017 the owner stopped vehicular access down the lane. Access on foot and by cycle was allowed, until that permission was withdrawn in 2019 by the owner.

The Parish Council were involved in both occasions when access was stopped. In 2017 the Rights of Way team at Nottinghamshire County Council were engaged, with advice given that should a rights of way claim be pursued it could take up to 10 years to determine given the backlog of applications. Further, it was considered that the best access that could be achieved would be a restricted by-way.

The matter was again addressed in 2019 given concerns raised by residents at people walking along the A1 verge to gain access to the garage and services, particularly young people.

Rights of Way were again engaged with and meetings held with the County Council's Legal Department. The last correspondence was in November 2019, just prior to the COVID pandemic.

The Chair suspended the meeting at 7.32pm to allow questions from members of the public.

Discussion took place around the rights of the owner of private land to close access and the ability to request a right of way across private land. A query was also raised around whether the lane was initially put in place to provide emergency vehicular access to the services when the A1 was built. This could potentially be established by raising an enquiry with National Highways.

A resident considered that the first step that needed to be taken would be to establish the legal owner of the lane.

The Chair confirmed that the Parish Council had been provided with a map that indicated where the extent of highways land ceased. That would be shared with residents.

The Chair thanked residents for their input and reconvened the meeting at 7.37pm.

After discussion, it was AGREED that the Clerk raise the ongoing concerns with the Rights of Way team at the County Council, with a request for a response to the matters raised back in 2019 in time for the 9th October 2023 meeting. A request to also be made of National Highways to establish whether they had any rights/ownership of the lane.

NM067-24 Nottinghamshire County Council

(a) To consider a response to the consultation on the Waste Local Plan

Members noted this was the final consultation prior to submission of the Waste Local Plan, with initial consultation in February 2022. It was AGREED that the Clerk circulate to Members, with any comments to be forwarded to the Clerk.

(b) Winter Service 2023/2024 - Offers to Assistance to Parish Councils

Members noted the offer of assistance to Parish Councils and AGREED that the free bags of salt be accepted. Delivery to be arranged through Councillor Oliver.

- (c) To note confirmation of the Rail Crossing Diversion Order – Bathley Footpath No 8 and North Muskham Footpath No 1
Members received and noted the legal documentation relating to the Rail Crossing Diversion Order.

NM067-24 Planning

- (a) Decision Notice – 23/00062/HOUSE – Cherry Tree Cottage, Vicarage Lane, North Muskham – Demolish the rear and side single-storey extensions and rear garage buildings and to erect a two-storey rear extension build over the existing front single-storey infill extension, new porch and rear double garage
Members noted the decision notice outlining the refusal of planning permission for the development as outlined.
- (b) Decision Notice – 23/00279/FUL – Zimaru, Trent Close, North Muskham – Removal of existing building and build replacement dwelling
Members noted the decision notice granting planning permission for the development as outlined.
- (c) Decision Notice – 23/00564/HOUSE – 9 Dickinson Way, North Muskham – Demolish porch and erect rear single-storey flat roof extension with covered area; form utility room door on south elevation
Members noted the decision notice granting planning permission for the development as outlined.
- (d) Decision Letter - 3/23/01202/CMA – Muskham Primary School - Resurfacing of playground and access drive, and surfacing of car park. Associated drainage works including replacement/relocation of existing soakaways, installation of linear channel drain and new soakaway
Members noted the decision notice granting planning permission for the development as outlined.
- (e) To note the agreed timetable for the Allocations and Development Management Development Plan Document
Members received and noted the timetable. Further information would be received and presented to Council as the plan progressed.
- (f) To note the application made to Newark & Sherwood District Council to register land to the north of the village as an Asset of Community Value
The Chair referred to the background that had led to an application to Newark & Sherwood District Council to register land to the north of the village as an Asset of Community Value. The deadline for comments to the District Council was 18th September, with there then being a 4 week period in which the application would be determined. The deadline for that determination was 16th October 2019.

The land could be sold during that period of time and it was understood that, as it was currently for sale, bids had to be submitted to the Estate Agent by Friday, 8th September.

The number of bids were unknown but it was hoped that the Parish Council would be able to engage with the successful bidder.

The Parish Council were aware of concerns of residents in the area adjacent to the land and that would be monitored once the sale was complete.

NM068-24 Parish Council Matters

(a) Allotments/Green Hub Report

Councillor Preston reported back on the Allotment Sub-Committee meeting.

A query was raised over the number of allotment plots vacant. The Clerk confirmed that currently plots 2 and 11 were vacant. The Clerk would liaise with Councillor Preston outside of the meeting on any plots that were uncultivated.

A request had been made to replace the membrane previously purchased with an alternative one that was permeable. It was AGREED that the Clerk purchase this direct once details were provided.

Councillor Talbot confirmed that soil for the gully would be delivered to site later in the week. This would be delivery only.

(b) To note applications made for funding towards the purchase of land to the north of the village and for a community shop and hub

The Chair updated Members on the present position with the applications for funding. While it was disappointing that funding had not been secured, the Parish Council were pursuing other options.

The Chair was keen to stress that the focus would be on providing a community hub for the village, with full consultation being held with the village before any decision was made.

(c) To receive an update on steps taken to secure the MRCC from future illegal encampments

The Chair outlined steps that had been taken to secure the MRCC from future illegal encampments. A meeting had been held with Officers from Newark & Sherwood District Council and their advice taken on how to best minimise any future occupation.

Some of those recommendations had been implemented, with further measures still to be introduced. The cost implications of the occupation were currently around £15,000 which the MRCC would be liable for. There was the possibility of grant funding from Newark & Sherwood District Council and, if a request was made to the Parish Council, Members would consider a donation to the MRCC to help with costs.

There had been some concerns around the Police response to the encampment which had been raised with Inspector Ellam. A response had been received and was read to the meeting. A copy would be circulated to all Members for information.

- (d) To receive a report on the first meeting of the Neighbourhood Plan Steering Group
The Chair advised that an initial meeting had been held with volunteers who had come forward to be part of the Steering Group. A WhatsApp group had been established and decision notices relating to the planning applications for residential development on Main Street and Rose Cottage had been forwarded to the group so they had an understanding of policy.

The Clerk was pursuing an application for funding through Locality.

A second meeting would be required shortly.

- (e) To receive an update on the village speedwatch initiative
Councillor Oliver advised that there were still insufficient volunteers to enable an effective speedwatch scheme to be implemented in the village.

It was AGREED that Councillor Oliver contact the initial volunteers to reconfirm their support as a volunteer. The Clerk would also put a request out on social media and on the website to try and encourage more people to come forward. An update would be brought back to the 9th October Parish Council meeting.

Concern was expressed at the speed of traffic coming through the village and the Clerk was asked to contact Via to establish if a 20mph speed limit could be introduced. There was currently an advisory zone in place around the school.

- (f) To note changes to the Hugo Fox Platform for the Village Website
The Clerk referred to changes to the Hugo Fox Platform that currently hosted the Parish Council's website. The platform had been free but a charging structure was being introduced from 4th October 2023.

After discussion it was proposed by Councillor Talbot, seconded by Councillor Preston and unanimously AGREED that the Silver Package be adopted, at a cost of £19.99 per month.

NM069-24 Environmental & Community Issues

- (a) Skatepark and Play Area
The Clerk advised there were no matters to report.

Councillor Talbot reminded the Clerk about the memorial plaque that had been removed from one of the replaced benches. The Clerk advised the family would be contacted as they were looking to arrange a joint memorial.

NM070-24 Highways (cont)

- (a) Highways Log
Councillor Talbot advised that the 30mph speed sign had still not been repaired. The Clerk to raise direct with Via.

Councillor Talbot also referred to the problems being experienced with lorries delivering straw to Burnetts Farm, both in volume and the amount of straw being deposited on the highways. The Clerk updated Members on action taken to date. The details of the contractor now provided would be passed on to Officers at Via. The Clerk queried whether there may now be a change of use at Burnetts Farm which would require planning permission.

Given the return of the dark nights, the Clerk asked to be advised of any street lights that may be out. Location and street light number would be required to enable problems to be logged.

Finally, the condition of pothole repairs was raised. Councillor Talbot reported that there were significant ones to the south of Main Street and asked if they could again be logged with a follow up visit by an Inspector once repairs had been made to assess quality.

NM071-24 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:

- Clerk's Wages – July - £284.20
- PAYE – July – £71
- Clerk's Wages – August - £284
- PAYE – August - £71.20
- Village Handyman – July – £253.85
- Notts Wildlife Trust – Donation towards works - £500
- MRCC – 50% Grass Cutting April to Sept 2023 - £262.15
- Quality Bailiffs - £8,340
- Refund of Allotment Deposit - £50
- NSDC – Pre-Application Fee - £110
- MapServe - £74.14
- WaterPlus - £83.30 – Allotments Water
- Martin Talbot Builder - £136.65 – Polythene for Allotment
- Village Handyman – August - £391.70
- PKF Littlejohn – External Audit Fee - £378
- PWLB Loan - £1,697.25

(b) To note any Receipts

The following receipts were noted:

- Newark & Sherwood Community Lottery - £122 & £152.50

(c) Financial Report – to 31st August 2023

Members noted the financial report to 31st August 2023.

The Clerk advised that, on reconciliation, there was 0.01p difference on the account. This would be investigated and, once found, a balanced summary would be circulated to Members.

Members noted that the balance across all the Council's accounts was at £38,406.55 as at 31st August.

(d) To note the conclusion of the External Audit for the 2022-23 Financial Year and the External Auditor's report

The Clerk advised that PKF Littlejohn, the Council's External Auditors, had completed their review of the 2022/23 AGAR without comment. The Notice of Conclusion of Audit, together with the External Auditor's Report, would now be posted.

NM072-24 Notts Association of Local Councils

(a) D-Day 80th Anniversary

Further information had been received from the Pageant Master. It had already been agreed that the Parish Council would take part in the national celebrations, with a beacon lighting celebration.

Councillor Talbot advised that the Church would be looking to hold a fundraising Afternoon Tea to coincide with celebrations.

NM073-24 Correspondence

(a) There was none to consider

NM074-24 Date of Next Meeting

Monday, 9th October 2023

The meeting closed at 8.45pm.