

# **SUBJECT TO RATIFICATION AT THE 9<sup>TH</sup> NOVEMBER 2021 PARISH COUNCIL MEETING**

## **SUTTON-ON-TRENT PARISH COUNCIL**

**Minutes of the Parish Council Meeting held at the Methodist Community Centre  
on Tuesday, 12<sup>th</sup> October 2021 at 7.30 pm.**

**Present:** Councillor P Hibberd (Chair)  
Councillor B Blanchard  
Councillor S Hadley  
Councillor I Hutchinson  
Councillor R Jones  
Councillor J Keeton  
Councillor P Marshall  
Councillor J Mear  
Councillor S Sloan  
Councillor Mrs Walker

**In Attendance** 5 members of public

**21/075 To receive and approve apologies for absence.**  
Apologies were received and accepted from District Cllr Michael and County Cllr Laughton.

**21/076 To receive and note any declarations of interest**  
There were no Declarations of Interest

**21/077 Public 10 Minute Forum**  
The Chair suspended the meeting at 7.31pm to allow for the public session.

A member of the public thanked the Parish Council for putting the Nursery Hall Business Plan on the website. However, there was nothing to explain how the £350,000 balance was going to be raised. They noted that it was 18 months since planning permission had been granted, and inflation was now rising which would impact on the cost of materials.

Councillor Jones responded that the Council were waiting for the cost estimate to better understand the size of the task in front of it. Once that has been received the Council would then consider how to proceed.

There were no other questions so the Chair reconvened the meeting at 7.36pm.

**21/078 To receive and approve the Minutes from the meeting held on 14<sup>th</sup> September 2021.**  
Subject to an amendment to minute number 21/070 'Cemetery' to read Cllrs Marshall and Sloan the Minutes were approved as a true record and signed by the Chairman.

**21/079 To receive and note matters arising from the minutes not covered elsewhere on the Agenda.**  
Councillor Jones referred to the query regarding the Queen's Jubilee Green Canopy and tree planting. The proposal is to co-ordinate arrangements for 70 trees. The Parish Council is not eligible to apply for trees through the Woodland Trust as it did not own the land where the trees would be planted.

It was AGREED that this item be included on the November agenda for further discussion. The Clerk to investigate other areas where trees may be available.

**21/080**

**To receive reports from County and District Councillors:**

No reports were presented as apologies had been given.

**21/081**

**Planning**

A link to the planning application on Newark & Sherwood District Council's planning portal had been circulated to Members in advance of the meeting.

21/02017/HOUSE – Cowpat Cottage, 23 Far Holme Lane – Erection of conservatory with tiled dormer cheek abutement (resubmission of 21/00863/HOUSE)

Members unanimously supported the application.

Members received and noted the following Decision Notices granting planning permission:

21/01418/FUL – Spikomat, Old Great North Road – Proposed extension to existing commercial Properties

21/01562/HOUSE – The Old Library, 10 Main Street – Demolition of existing single storey section and replacement with part single storey and part two storey extension (Resubmission 20/02456/HOUSE)

21/01342/HOUSE – Northern House, 18 Old Great North Road – Proposed part single, part two storey side/rear extension

21/01720/FUL – Orchard Farm Storage, Great North Road – Demolition of existing storage building and construction of replacement storage building and associated parking

Members noted the following tree works:

21/01722/TWCA – Vine House, 6 Main Street – CA1 Maple – Fell tree due to proximity and interference of roots adjacent boundary wall

21/01991/TWCA – The Forge, High Street – 2 No. Conifers – remove due to damaging path, garage floor and central heating pipes

**21/082**

**Financials**

a) To record receipts: NSDC – 2<sup>nd</sup> Half Precept - £12,710.50

b) The following accounts were approved for payment:

- Freddie Allen Gardens & Landscaping - £1,026

The Clerk confirmed that the balance of the current account as at 30<sup>th</sup> September 2021 was £98,217.68

c) To note matters relating to the Council's 2020-21 Annual Governance and Accountability Return and the External Auditor's Interim Report

The Clerk referred to correspondence received from PKF Littlejohn, which included an Interim Report. The required actions outlined had now been taken and the period for the exercise of public rights was now running until 5<sup>th</sup> November. The interim report and Notice of Audit and right to inspect the Annual Return had been published on the Parish Council's website.

**21/083**

**Parish Council Matters**

a) Casual Vacancy

The Clerk advised that the date for 10 electors within the parish to call for the vacancy to be filled by an election was Tuesday, 12<sup>th</sup> October 2021. If no request was received then the Parish Council could proceed to fill the vacancy by co-option.

b) Report on the Safer Neighbourhood Group – 30<sup>th</sup> September 2021

The Clerk updated Members on matters raised at the meeting on 30<sup>th</sup> September. There had been burglaries reported in Southwell and Farnsfield. Hawkers had also been reported, with the Police advising that they should be reported through the 101 channel. Members asked that this be included within the article for Unity.

- c) To consider the Councils Renewal of Membership to RCAN  
After discussion it was AGREED that the membership be renewed for a further year and for the benefits of membership to be reviewed prior to the 2022 renewal. The annual cost was £95 plus VAT.
- d) To note Newark & Sherwood District Council's Street Naming & Numbering Policy and Public Notice  
Members noted the information relating to the District Council's Street Naming & Numbering Policy.
- e) NCC Local Flood Risk Management Strategy 2021-2027 Consultation  
Members noted documentation relating to the consultation currently being run by the County Council on the Local Flood Risk Management Strategy 2021-27.

This led onto a wider discussion regarding the drains and responsibility of the Internal Drainage Board. The Chair referred to three areas:

- Water still on High Street
- Storage facility near the A1
- Deflection of water to Carlton drain

There were increased concerns as winter approached.

The Chair had recently toured the dykes with Mr Hadley, and thanks were extended to him for all the valuable information he had provided.

Members were awaiting a report from the Internal Drainage Board which was long overdue. Once the report had been received and reviewed by Members, an invitation could then be extended to Andrew McGill (IDB) to attend a meeting of the Parish Council.

After discussion it was AGREED that delegated authority be given to Councillor Keeton to draft a letter to the Internal Drainage Board regarding the report, to be circulated and approved by Members prior to submission.

In due course the report from the IDB and the Parish Council's response would be included in Unity.

**21/084**

**To receive updates and agree actions:**

a) Playing Field:

Concerns had been received regarding some potentially unsafe equipment on the play area at Strawberry Fields. After discussion it was AGREED that the Clerk raise this with Persimmon and to also seek confirmation of responsibility. It was noted that there were no notices on the site advising who to contact, which the Clerk would also raise. The Clerk to also seek confirmation around litter and dog waste bins on the site.

b) Cemetery:

Councillor Marshall advised that pest control would be undertaken week commencing 18<sup>th</sup> October. The installation of a water butt to catch rainwater was being investigated with Councillor Hutchinson.

A letter of thanks to be sent to Mr Morley for all the work he had put in to maintain the Cemetery. It was much appreciated.

It was AGREED that the Clerk liaise with Councillor Marshall to visit the Cemetery as soon as possible.

c) Highways:

Councillor Mears reported that a lorry had been parked on the wrong side of the road waiting to gain entry into Mercia, rather than the layby that had been installed as part of the planning process. It was AGREED that the Clerk raise this direct with Mercia.

d) Community Speed Watch update: .

Councillor Hadley advised that there would be an article in Unity this month. More volunteers were always welcome.

e) Public Footpaths:

The Chair reported that there was vegetation overgrowing onto the pavement on Old Great North Road, impeding passing. The Clerk to log onto the portal.

Councillor Hutchinson reported that the grass footpath between Sutton-on-Trent and Weston was overgrown. The Clerk to also log onto the portal.

Members noted that there were a number of footpaths that were in a poor state of repair, which Councillor Michael was going to raise with Rights of Way. It was AGREED that the Clerk review previous minutes and liaise with Councillor Michael on the present position.

f) Sports Club:

Members noted that funding was at 35% against the phase 2 development plan. There was still a way to go but fundraising had started well.

g) Library Support Group:

Councillor Mrs Walker reported that the library was still open 2 days but on a Tuesday had increased opening hours to three. More volunteers were always welcome. The Clerk to include in the Unity article.

h) Social media and website update:

The Chair noted there was no owner of this at the time. Consideration to be given to the Clerk to take responsibility.

i) War Memorial:

Councillor Hibberd reported that a lighting column would need to be moved if the area on High Street was accepted. Councillor Laughton had been asked to fund this. (JS check LIS).

J) Village/Nursery Hall:

Councillor Jones hoped that information regarding the cost estimate should be available by December.

Funds had been transferred to Newark & Sherwood District Council and a question raised with officers regarding aligning the 8 year period. Officers were consulting with planning and the legal department to seek clarification. There was no indication when it would be possible to proceed with the transfer.

k) Churchyard

Councillor Blanchard reported no problems. In terms of the grass cutting contract, Councillor Blanchard asked when this was due to be renewed. The Chair confirmed that it had been rolled over for a year on existing terms and condition. It was AGREED this be included as an item on the November agenda.

The current contractor be asked to cut underneath the trees and to cut the edges back.

k) Any other reports:

Members reported that the guttering on Snell Close was dropping off and the gardens were in a poor state of repair.

It was AGREED that the Clerk raise this with the Estates Department at Newark & Sherwood District Council.

The Chair thanked Members for their reports and advised that areas of responsibilities may need to be reviewed.

**21/085**

**Nottinghamshire Association of Local Councils**

Members noted that the AGM would be held at Epperstone Village Hall on Wednesday, 17<sup>th</sup> November from 6.30pm.

Details to be circulated to Members and the Clerk advised should anyone wish to attend.

**21/086**

**Correspondence**

There was none to note.

**21/087**

**To receive items for notification**

No items were raised.

**There were no items for discussion.**

**Close:** There being no further business the Chairman closed the meeting at 8.27pm

Next Meeting will be on Tuesday, 9<sup>th</sup> November 2021 at 7.30pm in the Methodist Community Centre.

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