

# SUTTON-ON-TRENT PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held at the Methodist Community Centre  
on Tuesday, 12<sup>th</sup> July 2022 at 7.30 pm.

**Present:** Councillor B Blanchard  
Councillor S Hadley  
Councillor P Hibberd (Chair)  
Councillor B Kelly  
Councillor Mrs K Walker

**In Attendance** 2 members of the public together with County Councillor Laughton

**22/034 To receive and approve apologies for absence.**

Apologies were received and accepted from Councillors T Hutchinson, R Jones and S Sloan, together with District Councillor Mrs Michael.

**22/035 To receive and note any declarations of interest**

There were none made.

**22/036 Public 10 Minute Forum**

The Chair suspended the meeting at 7.31pm to allow for the public session.

A resident asked whether it would be possible to provide a PA system to assist members of the public with hearing the meeting. The Chair advised this would be investigated.

There were a number of issues with footpaths around the Strawberry Field development, that had been previously raised. Footpath 3 (Hogarth Paths) and the bridge, Footpath 5 and Footpath 7. The Clerk to arrange a site meeting with Via.

A question was raised about the future of the Jubilee Beacon and the War Memorial. The Chair advised this was on the agenda for consideration.

A resident referred to the recent anti-social behaviour outside the Co-Op on High Street. Police had been contacted via the 101 system, but despite assurances no Officer had yet attended to speak to the residents. The Clerk had outlined in Unity the contact numbers to use and would also promote on Social Media.

The Chair asked the Clerk to invite Inspector Ward and the Beat Team back to the September meeting. The Clerk to also make contact with the Community Team at Newark & Sherwood District Council to establish if they can assist, particularly around the Co-Op area.

The Chair reconvened the meeting at 7.40pm.

**22/037 To receive and approve the Minutes from the meeting held on 14<sup>th</sup> June 2022**

The Minutes of the Parish Council Meeting held on 14<sup>th</sup> June 2022 were approved as a true record and signed by the Chairman.

**22/038 District Councillor Report**

No report was presented as District Councillor Mrs Michael had given her apologies.

**22/039 County Councillor Report**

The Chair suspended the meeting at 7.42pm to allow County Councillor Laughton to present his report.

Councillor Laughton advised that a new Chief Executive Officer, Dave Mather, had been appointed to lead Via.

The use of viafix for potholes had been significantly reduced, leading to more appropriately repaired potholes. This was starting to make an impact.

A new Chief Executive Officer, Adrian Smith, has been appointed to Nottinghamshire County Council replacing Anthony May who has left to be CEO at Nottingham University Hospital Trust.

The Chair thanked Councillor Laughton for his report and reconvened the meeting at 7.46pm.

**22/040**

## **Planning**

### **Applications**

**For noting - 22/01255/NMA – Lydenhurst, Great North Road - Application for a non-material amendment to planning permission 21/00453/HOUSE for modification of the roof to form a gable to the north extension and new roof light arrangement**

Members noted the application as outlined.

### **Decision Notices**

**22/00785/HOUSE – Christmas Cottage, 17 Station Road – Erection of single storey rear extension**

Members noted the decision notice granting planning permission for the development as outlined.

### **Tree Works**

Members noted the following applications submitted for tree works:

**22/01265/TWCA – 1 Main Street, Sutton-on-Trent - Fell 1 No. dead tree within boundary hedging fronting First Holme Lane**

**22/01232/TWCA – White Cottage, 2 Middle Holme - Apple - clear fallen branch, reduce crown and re-balance Fell group of dead Elms**

**22/01215/TWCA – Badgers Lair, 1 High Street - Fell 1 No. Laburnum to ground level**

**22/01187/TWCA – Singleton House, 19 Rose Farm Drive - T1 Acer - Crown Reduce by 2m T2 Maple - Crown lift eastern canopy, back to main stem to just above the garage ridgeline to provide clearance Maple adjacent to T2 - Crown lift eastern canopy, back to main stem to just above the garage ridgeline to provide clearance T3 Ash - Fell T4 Ash - Fell**

## **22/041 Financials**

a) To record receipts:

- Return of Deposit – Celebration China Hire - £25

b) To approve invoices for payment:

The following invoices were approved for payment:

- Freddie Allen Garden & Landscapes- Grass Cutting - £994.50
- Ellis Healey Architecture – Display Board Printing - £198

c) To receive an update on changes to the Parish Council's Banking Mandate

The Clerk updated Members on the present position with the Parish Council's Banking Mandate. Members would be notified if there was any progress prior to the next meeting.

**22/042**

## **Parish Council Matters**

a) To note the resignation of a Parish Councillor

The Chair referred to the resignation received from Cllr Curtis on ill health grounds. Thanks were extended to Cllr Curtis for her tenure and for her interest in joining the Parish Council. Members extended their thanks and wished her well for the future.

The Clerk would advise Newark & Sherwood District Council and start the process to advertise a vacancy.

- b) Update Report from Clerk  
The Clerk advised that actions from the previous minutes had been completed. The Chair advised that he would investigate Members using Office 365, which would also allow for the Clerk to better update and inform Members on projects and issues.

22/043

**To receive updates and agree actions:**

- a) Playing Field

(a) **Play Area Work Required**

The Clerk advised that the contractor had confirmed the works would be completed within the next four weeks. The quotation for the wet pour to replace the surfaces underneath the equipment had not yet been received.

Photographs of the Strawberry Field play area had been sent to the Management Company now responsible for its maintenance and upkeep. An urgent response had been requested.

- b) Cemetery

The Clerk advised that the first interment had been made in the new part of the Cemetery. Councillor Blanchard questioned why the move had been made as it was considered there were still spaces available in the existing Cemetery.

The Clerk advised that two burial plots, side by side, had been requested, hence the move to the new section.

- c) Highways

The Clerk advised that the interactive speed sign on Grassthorpe Road would be repaired shortly. Via had advised there had been a problem with their contractor.

- d) Community Speed Watch

There was nothing to report.

- e) Public Footpaths

Issues had been raised in the public session.

- f) Churchyard

There were no issues to report.

- g) Village Hall

There was no report to Council from the Working Group this month. The Clerk advised that a letter of instruction to act was awaited from the Council's Solicitors.

- h) Sports Club

A comedy night was being held at the Club on Saturday, 16<sup>th</sup> July. Ticket sales were slow at the moment but it was hoped they would pick up.

- i) Library Support Group

Cllr Walker advised that a meeting had been held with the group recently and no issues had been raised.

- j) Social Media & Website

The Clerk advised there was little to post on Social Media at the moment. As outlined in the public session, details of the best way to contact the Police would be shared.

k) War Memorial & Jubilee Beacon

The Chair referred to the potential project for a combined War Memorial in the village, and approaches made by Members and the wider community for a permanent place for the Jubilee Beacon manufactured and donated by Cllr Hutchinson.

In the Chair's opinion there were two areas where these could be accommodated; the junction at Church Street/Main Street, and also the area adjacent to the Bus Shelter on Main Street.

Discussion took place on whether there was any requirement for an additional memorial, as there were currently three in the village, one in the Chapel, one in the Church and one on the Lychgate. However, it was noted that there was no memorial that contained all the names in one place.

It was AGREED that a report be brought to the September meeting offering proposals for:

- a permanent siting for the Jubilee Beacon
- a central position for a combined War Memorial

Via would be asked to review the two potential areas when a visit is arranged to review the footpaths.

l) Any Other Reports

None received.

The Chair thanked Members for their reports.

**22/044**

**Nottinghamshire Association of Local Councils**

a) Civility & Respect Project Newsletter

Members noted the Civility & Respect Project Newsletter.

**22/045**

**Correspondence**

The Clerk referred to a thank you letter received following the Clerk's response to them on the Sternthorpe Close play area.

Correspondence from the CPRE had been received regarding the Council's renewal. Consideration to be given to this at the September meeting.

**22/046**

**To receive items for notification**

Cllr Kelly referred to a request made to have a Post Box put outside the Co-Op. The Clerk to raise with the Sorting Office.

The Chair referred to an article about a memorial bench in Retford, which may be suitable to incorporate into any permanent Jubilee commemoration. Information to be included in the report for the September meeting.

**Close:** There being no further business the Chairman closed the meeting at 8.32pm

Next Meeting will be on Tuesday, 13<sup>th</sup> September 2022 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.**