

SUTTON-ON-TRENT PARISH COUNCIL

**Minutes of the Meeting of the Parish Council held at the Methodist Community Centre
on Tuesday, 11th October 2022 at 7.30 pm.**

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

In Attendance 5 members of the public together with County Councillor Laughton and District Councillor Michael

Prior to the commencement of the meeting, the Chair reflected on the loss of HM Queen Elizabeth. The village mourned her loss and a brief silence was called for in remembrance.

22/047 To receive and approve apologies for absence.
There were none given.

22/048 To receive and note any declarations of interest
Councillor Sloan declared an interest in Agenda Item 7.1, as his company were involved in the development.

22/049 Public 10 Minute Forum
The Chair suspended the meeting at 7.34pm to allow for the public session.

A resident referred to the completion of the work at the Strawberry Field junction, and asked if the Parish Council could now pursue the double yellow lining that had been agreed during the planning process.

Reference was also made to the problems that people with pushchairs and wheelchairs had in exiting Footpath No on to Main Street with the bollard, and also the poor surfacing. The Chair advised this would be addressed later on the agenda.

A resident referred to the application at High Marnham Power Station, which was of concern due to the number of lorries 24 hours a day, as the roads were not intended for HGV use. The resident did not consider that it was a suitable site for development. Also, the site had now been withdrawn from Bassetlaw District Council's local plan.

The Chair reconvened the meeting at 7.40pm.

22/050 To receive and approve the Minutes from the meeting held on 12th July 2022
The Minutes of the Parish Council Meeting held on 12th July 2022 were approved as a true record and signed by the Chairman.

22/051 District Councillor Report
The Chair suspended the meeting at 7.43pm to allow District Councillor Mrs Michael to give her report.

Councillor Mrs Michael advised that at a recent meeting of the Trent Valley Internal Drainage Board it was advised that there had been had been problems recruiting staff. It had been decided that, to speed up the delivery of flood alleviation schemes, consultants would be engaged. Apologies were extended to the Parish Council for the delay.

The Newark & Sherwood District Council Community Grants Funding Scheme was available to organisations for funding. The PTA had recently been supported under this scheme.

The Chair thanked Councillor Mrs Michael for her report and reconvened the meeting at 7.47pm.

22/052

County Councillor Report

The Chair suspended the meeting at 7.48pm to allow County Councillor Laughton to present his report.

Councillor Laughton referred to the development at West Burton Power Station for a nuclear fusion plant. The decision represented an £18b investment in the area. The County Council were seeking to ensure that local businesses will now benefit from the proposal.

Councillor Laughton advised that a new Chief Executive Officer, Dave Mather, had been appointed to lead Via, and a new Chairman of the Board would also be appointed.

The use of viafix for potholes had reduced by around 65% in the last three months, which should see potholes being dealt with more efficiently. Councillor Marshall questioned whether this was the case as, in his experience, this was not the case. Councillor Marshall to liaise direct with Councillor Laughton on this matter.

Councillor Laughton advised he would raise the yellow lining at the Strawberry Fields development with officers at Via.

There would be held in Nottingham in November regarding the devolution deal. Invitations would be extended to Parish Council's to attend.

The Chair referred to the condition of the road surface between Old Great North Road and Palmer Road. After discussion, Councillor Laughton was asked if this could be prioritised as one of his transport schemes.

The Chair thanked Councillor Laughton for his report and reconvened the meeting at 7.50pm.

22/053

Nottinghamshire County Council

(a) To note information on the Lengthsman's Scheme

Members noted that a sum of £1,150 would be available to the Parish Council under the Lengthsman's Scheme. It was considered that, while the scheme would be of benefit to the village, the amount offered would not be effective in allowing areas outlined in the agreement to be addressed. The Clerk to review in further detail and report back to a future meeting.

(b) To note information on the Devolution deal for Nottinghamshire

The Clerk advised that details regarding the devolution deal had been circulated to Members, together with a list of frequently asked questions for information.

22/054

To consider an updated report from the Village Hall Working Group

Members noted the updated report and cost estimate received from the Village Hall Working Group, A copy of which had been circulated to Members and placed on the website for information.

Councillor Jones spoke to the report. It was considered that there could be £100k savings and the Working Group had asked Inform Surveying to look at what type of building could be achieved for £400k. Their response was awaited.

After discussion, it was AGREED that the Working Group report back to a future meeting of the Parish Council when the information had been received from Inform Surveying.

The Chair expressed thanks on behalf of the Parish Council to the Working Group for all the work they had undertaken on the project.

Applications

22/01071/FUL - | Land At High Marnham Power Station, Power Station Access, Fledborough Road, High Marnham, Newark, NG23 6SE - The Erection of Unit A - A Finished Product Despatch Warehouse Building (B8 Use) and Packaging Plant (B2 Use) Including Odour Abatement Plant and Solar PV and Unit B - Raw Animal By-Product (ABP) Intermediate Storage Building (B8 Use) Incorporating Mechanical Processing Plant for Crushing, Freezing and Reloading (B2 Use) Including Odour Abatement Plant and Solar PV on Land Comprising Part of the Former High Marnham Power Station at High Marnham

After discussion, it was AGREED that objection be raised to this application given the impact additional traffic would have on the village. There was also a concern around the continuing smell from the existing site.

Delegated authority was given to Councillor Keeton to put together a suitably worded objection, in conjunction with the Clerk, for submission to Bassetlaw District Council.

22/01685/FUL – The Rhymes, Carlton Lane, Sutton-on-Trent - Change of use of private garage for business use, including small office and food preparation area and for food to be consumed off site (retrospective)

After discussion, it was AGREED that this application be supported.

Decision Notices

22/00749/HOUSE – 11 High Street, Sutton-on-Trent – Construction of replacement outbuilding
Members noted that planning permission had been granted for the development as outlined.

22/00841/HOUSE – Malt Kiln Cottage, 9 Station Road, Sutton-on-Trent - Proposed conversion of existing double garage abutting the dwelling into a domestic lounge and erecting a new double garage as an extension of the existing property

Members noted that planning permission had been granted for the development as outlined.

22/01384/TEL25 - T-Mobile Mast 96542 Common Farm Ossington Lane - Removal of 3no Antennae to be replaced with 3no Antennae of an updated design with associated ancillary equipment, removal of 6no MHAs, Installation of 3no MHAs and 3no Active Routers, Installation of GPS Node at 3m on existing Gantry Pole, Installation of 6115 Rack and ERS Rack Inside cabin, Installation of ancillary and attaching equipment

Members noted that planning permission had been granted for the development as outlined.

22/01415/FUL – Sunny View, 2 Grassthorpe Road, Sutton-on-Trent - Demolition of two outbuildings. Erection of one dwelling. Removal of front wall, realignment of front boundary to create visibility splay. Removal of and works to trees in the Conservation Area

Members noted that planning permission had been refused for the development as outlined.

22/01317/HOUSE - Ivy Cottage 41 Main Street Sutton On Trent - Proposed removal of existing single storey rear extension and erection of new part single and part two storey rear extension to include new roof mounted solar panels to the house and garage roof areas.

Members noted that planning permission had been granted for the development as outlined.

22/01495/S73 – Lydenhurst, Great North Road, Sutton-on-Trent - Variation of condition 2 attached to planning permission 21/00453/HOUSE to vary the approved plans to modify the roof to form a gable to the north extension and new roof light arrangement

Members noted that the Section 73 application had been permitted.

Tree Works

Members noted the following applications submitted for tree works:

22/01163/TWCA – Christmas Cottage, 17 Station Road, Sutton-on-Trent - Fell 1 No. Oak Tree

**22/01696/TWCA – Holme Cottage, 1A First Holme Lane, Sutton-on-Trent - T1 Fell 1 No. conifer T2
Fell 1 No. apple tree**

22/01582/TWCA – Naomi, 1 Hemplands Lane, Sutton-on-Trent - Fell 1 No. Cherry tree

22/01816/TWCA - 16A High Street, Sutton-on-Trent - Fell 1 No. Holly Tree

22/056 Financials

a) To record receipts:

- E Gill & Sons – Cemetery Fees - £135
- NatWest Compensation – Call Costs - £100
- NatWest Compensation - £300
- Lincolnshire Co-Operative Services - £851
- NSDC – Second Half Precept - £13,346

b) To approve invoices for payment:

The following invoices were approved for payment:

- Freddie Allen Gardens & Landscapes - £994.50 & £994.50
- Di Wardell – Reimburse for Library Flyer - £41.80
- Royal British Legion – Lamp Post Poppies - £150
- Inform Surveying – Cost Estimate - £1,020
- Replacement Defib Battery - £318
- Insurance Renewal - £777.12
- Newark & Sherwood District Council – £748.80 – Half Year Dog Bin Emptying
- ICO - £35 – Data Protection Renewal

c) To note the Council's Financial Position as at 31st August 2022 & 30th September 2022

Members noted the Council's financial position as outlined in the cashbook which demonstrated spend against budget.

The Clerk referred to the balance of funds remaining from the Platinum Jubilee, which it had been agreed would be split three ways with the sum of £194.47 to the Sports Club, Methodist Church and the Church.

d) To agree the Clerk's wages and PAYE payments from 1st Oct 2021 to 30th Sept 2022

Members noted that no wages had been paid to the Clerk since taking up office on 1st October 2021 due to the problems with the challenges faced with the Council's banking. It was AGREED that the Clerk calculate wages due, together with relevant PAYE to HMRC, and circulate to Members for information.

e) To receive an update on changes to the Parish Council's Banking Mandate and the response to the complaint made to NatWest.

Members noted that the complaint made to NatWest regarding the problems experienced with making changes to the Council's Banking Mandate. It had become apparent during the complaints process that there had been ways the matter could have been escalated but none of these had been offered. A sum of £400 had been received by way of compensation from NatWest.

Councillor Marshall reminded the Clerk about the need to remove the access from his personal accounts.

- f) To consider information regarding the Option to opt out of the SAAA central external auditor appointment arrangements
Members received and noted information regarding the option to opt out of the SAAA central external auditor arrangements. The Clerk advised that there was no reason to opt out of the central arrangements, as the auditors appointed would be experts in the field of local government. Members AGREED to remain with the central external auditor appointment arrangements.
- g) To note the conclusion of the Internal Audit for the financial year ended 31st March 2022
Members noted that the accounts for the financial year ended 31st March 2022 had been subject to Internal Audit. There was one internal control objective that had not been complied with and that was regarding the payment of salaries to employees. The Internal Auditor accepted the challenges the Parish Council had faced with its banking and an explanation could be given to the External Auditor if requested.
- h) To consider the Annual Governance Statement for the financial year ended 31st March 2022
Members were asked to consider the Annual Governance Statement for the financial year ended 31st March 2022. The statement was considered and it was AGREED that this was approved and should be signed by the Chairman and Clerk.
- i) To consider the Accounting Statements for the financial year ended 31st March 2022
The Accounting Statements for the year ended 31st March 2022 as presented and signed by the Responsible Financial Officer were considered and it was AGREED that these be approved and signed by the Chairman.
- These documents would now be published on the Parish Council's website, together with the Notice of Public Rights, and explanation of variances. A copy would also be included in the Parish Council's noticeboards.
- The Clerk explained that PKF Littlejohn had been kept advised of the challenges the Parish Council had faced with gaining access to its bank accounts and when it would be able to submit accounts for external review.
- j) To consider the renewal of the Annual Subscription to the CPRE
After discussion, it was proposed by Councillor Hibberd, seconded by Councillor Jones that the subscription not be renewed at this time.

22/057

Parish Council Matters

- a) To note arrangements that were put in place following the death of HM Queen Elizabeth II and to accept the Proclamation into the Parish Council's archives
Members noted the arrangements that had been put in place following the death of HM Queen Elizabeth II. Thanks were extended to everyone involved in arranging for the Book of Condolence to be available during the period of National Mourning. A copy of the Proclamation, together with the Book of Condolence would be retained in the Parish Council's archives.
- b) To note a letter of condolence to be sent from the Parish to the Royal Family
A letter of condolence would be sent to the Royal Household on behalf of the residents and the Parish Council, and advising that a Book of Condolence was retained in archives.
- c) To note the resignation of two Parish Councillors and the process for advertising Casual Vacancies
The resignation of two Parish Councillors was formally noted. Councillors Hutchinson and Kelly had stepped away from the Council for personal reasons. Following on from the resignation of Councillor Curtis, this left 3 vacancies. The Council will now follow the Casual Vacancy process and, if no election is called, will look to co-opt into those vacancies. Further details will be on the website and noticeboards.

The Chair thanked those Members for their time on the Parish Council and their contribution to the village, especially Councillor Hutchinson who had been a high quality benefactor. It was hoped his knowledge and expertise could still be called on in future.

The Clerk would now progress the casual vacancy notices and, if no election was called, would look to advertise the vacancies for co-option.

d) To consider a request to arrange Defibrillator training

Members agreed to cover the costs of defibrillator training it had been suggested could be of benefit to residents. Details will be on the website and noticeboards should any be arranged.

e) To receive a report on the Clerk's site visit with Officers from Via

The Clerk referred to the site meeting held with Officers from Via to review potential areas for a war memorial and siting of the Jubilee beacon, and to also review problems logged with public footpaths.

Via had confirmed that the two areas highlighted as potential sites for the war memorial and beacon were not adopted highway.

Officers would take up with Rights of Way colleagues, the following:

- Footpath 5 - removal/change concrete bollard causing mobility access issues, from Main Street.
- Footpath 5 - Beck at the end of the footpath no 5 – Unsafe area over bridge, within vicinity of a children's playground. Members of the public are also accessing the footpath through bushes off adjacent private land.
- Footpath 7 – review signage – vehicles accessing White Lane, believing this is a through route.

f) Update Report from Clerk

All items had been covered during the meeting.

22/058

To receive updates and agree actions:

a) Playing Field

(a) **Play Area Work Required**

The Clerk advised that it had not been confirmed that the work had been undertaken at Sternthorpe Close as it had not been possible to speak to the Contractor.

b) Cemetery

It was reported that the soil had been moved. Cllrs Sloan and Marshall would like to replace the broken fencing, and look at an area for excess soil. The Clerk to obtain a quotation.

Cllr Marshall had met with the Middleton family regarding the placement of a bench. An area had been identified where it could be positioned. Confirmed prices for recycled benches to be brought to the November meeting.

The Clerk referred to correspondence received regarding rescinding a grave grant, and the request for the cost to be reimbursed. After discussion, it was AGREED that any refund should be made to the original payee.

c) Highways

This item had been covered earlier on the agenda.

d) Community Speed Watch

There was nothing to report.

e) Public Footpaths

This item had been covered under Minute No 22/057(e)

f) Churchyard

There were no issues to report.

g) Village Hall

This matter had been considered earlier on the agenda.

h) Sports Club

Members received and noted the Notice served on the Parish Council regarding the planning application that had been submitted for rendering works at the Sports Club. Details on the planning application would be circulated to Members once received from Newark & Sherwood District Council.

The Clerk to issue an invoice to the Sports Club for the additional grass cutting undertaken as previously agreed.

i) Library Support Group

There were no issues to report.

j) Social Media & Website

There was nothing to report.

k) War Memorial & Jubilee Beacon

After discussion, it was AGREED that this item be brought back to a future meeting. The Clerk advised that a site meeting had been held with Via to look at the two sites considered suitable; junction of High Street and Church Street; and adjacent to the bus stop on Main Street. Via had confirmed that neither of those two areas were listed as public highway.

l) Any Other Reports

None received.

The Chair thanked Members for their reports.

22/059

Nottinghamshire Association of Local Councils

a) Civility & Respect Project Newsletter & to consider the adoption of a Dignity at Work Policy

This item to be considered at a future meeting.

b) To receive details of the 77th Annual General Meeting to be held on Thursday, 17th November at Oxtou

Members received and noted details of NALC's 77th Annual General Meeting to be held on Thursday, 17th November.

22/060

Correspondence

22/061

To receive items for notification

a) Councillor Mrs Walker asked whether or not the Parish Council would be contribution to the Methodist Chapel floor. To be considered at the next meeting.

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

Next Meeting will be on Tuesday, 8th November 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.