

## South Muskham and Little Carlton Parish Council

<p><b>Chairman:</b> Howard Clack The Paddocks, Ollerton Road Little Carlton, Newark NG23 6BP Tel: 01636 701520 <a href="mailto:howard.clack@btinternet.com">howard.clack@btinternet.com</a></p>	<p><b>AGENDA</b> <b>Parish Council meeting</b> <b>South Muskham Village Hall on</b> <b>Wednesday 15 March 2017</b> <b>at 7.30pm</b></p>	<p><b>Clerk:</b> Christine Slim 4 Hatton Gardens Newark, NG24 4BX  Tel. 01636 650667 <a href="mailto:smlc.parishcouncil@gmail.com">smlc.parishcouncil@gmail.com</a></p>
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1	<b>Apologies for absence</b>
2	<b>Declarations of Interest</b>
	<b>Public Session</b>
3	<b>To approve the Minutes of the meeting held on 18 January 2017.</b>
4	<p><b>Matters Arising from the Minutes not elsewhere on the Agenda</b></p> <ul style="list-style-type: none"> <li>• <b>Telephone Kiosk – progress</b></li> <li>• <b>Parish Defibrillator</b></li> </ul>
5	<p><b>Financial Matters</b></p> <p><b>Payments for Signature inc</b> Chq 100251 £37.76 STW Beckett Field 18.8.16 to 6.2.17 Chq 100252 £35.00 ICO Annual Renewal Data Protection Registration Chq 100253 £75.00 Whate Electrical Services 5 yr Electrical Check Cricket Pavilion Chq 100254 £191.00 HMRC 4<sup>th</sup> quarter PAYE return, Clerk's payroll Chq 100255 £101.95 (£84.96 + VAT) NSDC annual dog bin emptying service Chq 100256 £28.24 Petty Cash (to re-instate £50 float at 31.1.17) Chq 100257 £298.04 C Slim (£106.80 travel/other exps 2016-17 plus £191.24 addn net pay in respect of 20 excess hrs 16-17, agreed under Budget considerations 18.1.17) Chq 100258 VHMC hire of Village Hall for meetings 2016-17. To be completed at the end of the meeting to include hire on 15.3.17</p> <p><b>2017-18 payments</b> To agree to payment of annual subscription in the sum of £103.15 to Notts ALC in respect of 2017-18 (for issue after 1 April 2017)</p> <p><b>Printing Costs incurred by Parish Councillors</b> As agreed at SMLC 18.5.16 Minute 10: To receive any requests for re-imburement of expenses eg printing costs incurred by Members in respect of the current civic year</p> <p><b>Grants Received</b> £200 from NCC Divisional Fund towards refurbishment costs for the Telephone Kiosk (reported and acknowledged under Public Session : 18.1.17) £627.96 from Notts ALC for use towards purchase of a Parish Council owned computer, related software, and associated costs with transferring information across from the Clerk's personal computer</p> <p><b>External Auditors</b> Reference the Smaller Authorities Audit Appointments for Nottinghamshire, the appointment of PKF Littlejohn for the five year period commencing 1 April 2017</p>
6	<p><b>Planning Issues</b></p> <p><b>PLA16/01761/OUT Ashleigh, Gt North Road, S Muskham</b> proposed erection of up to five dwellings. To receive any update</p> <p><b>PLA16/01832/FUL Field House, Bathley Lane, Little Carlton</b> Householder application to replace existing roof of garage with tiles to match house. Increase overall roof height of garage by 1.9m, creating storage room with access via external staircase at rear. Replace front hedge/timber panelled fence with 6ft brick wall, to include entrance to provide pedestrian access to front door. Approved by NSDC</p>

7	<b>Nottinghamshire Minerals Local Plan</b> Report back on PAGE Meetings
8	<b>Highways Issues</b> , including <ul style="list-style-type: none"> <li>• Update on Work at Mini Roundabout &amp; re-location of Benches</li> </ul>
9	<b>Safety &amp; Security</b>
10	<b>Flooding Risk</b> , including <ul style="list-style-type: none"> <li>• Any updates on outstanding issues</li> </ul>
11	<b>Correspondence Received</b> <b>Citizens Advice (Newark &amp; Sherwood)</b> request for financial aid <b>Local History Group</b> letter received from Jim Wishart re joint Group with NMuskham <b>NSDC Community Infrastructre Levy (CIL)</b> second stage of the review relating to the Draft Charging Schedule (any comments to be received by 7 April 2017)
12	<b>Matters Outstanding</b>
13	<b>Next Scheduled Meeting : Annual Parish Council meeting Wednesday 17 May 2017, South Muskham Village Hall</b>  <b>This will follow on at 7.30pm or at the end (whichever is the later) of the Annual Parish Meeting which will commence at 7 pm</b>

Signed *Christine Slim*

**Clerk to the Parish Council**

**9 March 2017**

**Draft South Muskham/Little Carlton Parish Council**

**Minutes of the Parish Council Meeting held on Wednesday 18 January 2017 at 7.30pm in the Village Hall, South Muskham**

**Membership:** Councillor H Clack(Chairman)

Councillors: Mrs K Carr, D Catanach, L Francis, R Gill, Mrs G Gilroy & Mrs K Walsh

1 member of the public was present, and Cllr Mrs S Saddington attended for part of the meeting

56.16-17	There were no <b>Apologies for Absence</b> ; all members being present	
57.16-17	<b>Declarations of Interest</b> Subject to a declaration of interest from Cllrs H Clack and L Francis (Min 60 refers) no other declarations of interest were received.	
58.16-17	<b>Minutes</b> <b>AGREED</b> that the Minutes of the meetings held on 16 November and 7 December 2016 be approved as a correct record and signed by the Chairman.	
59.16-17	<b>Matters Arising from the Minutes</b> <b>Telephone Kiosk.</b> Cllr Mrs Kim Walsh confirmed that British Telecom was currently processing the Parish Council application to adopt the Kiosk at the corner of Church Lane/Main Street.  <b>Village Benches.</b> It was now <b>AGREED</b> that a new bench would replace the current dilapidated bench on the green by the mini roundabout; it would be sited on a concrete base to the left of the existing bench and nearer to the neighbouring fence. VIA to be asked to provide an estimate for such work; they had already agreed that they were responsible for keeping the grass at this site maintained during the grass growing season. On behalf of the local horticultural society, Cllr Mrs K Walsh had offered to maintain a planter next to the seat but from discussion with VIA Officers it was felt that this would not be approved on safety grounds. The bench at the entrance to Forge Close would remain as at present, and it was now proposed that, with the agreement of Mr S Paske (responsible for the design and for overseeing the production), the new bespoke bench would be sited in the grounds of the Parish Church.	KW  Clerk  Bespoke bench: RG To spk w SP. GG to liaise w Church
	<b>Public Session</b> <b>Hoax Calls.</b> Two local residents reported receiving hoax telephone calls in the past few days: one pertaining to be from the Police and another HM Customs & Excise. Residents are reminded to be cautious of responding to requests for personal information over the telephone. <b>Village Hall.</b> Mrs Hazel Hall reported that improvements continued to be carried out at the Village Hall: to fully comply with fire regulations/disability regulations, the internal double doors to the Main Hall were to be replaced; a new storage cupboard had been provided; and the Hearing Loop had been ordered, thus completing the overall improvements to the acoustics in the Main Hall  <b>Cllr Mrs Sue Saddington</b> <b>Telephone Kiosk.</b> Cllr Saddington confirmed that she would be making arrangements for a grant of £200 from her NCC Divisional Fund to be made towards refurbishment costs in respect of the Telephone Kiosk and this was gratefully acknowledged. <b>Traffic Congestion : Sugar Beet Lorries.</b> Cllr Saddington was disappointed that she had not to date received a response from the Factory following her concerns at the traffic problems caused by queuing lorries and she would be contacting them again in this regard.	SS  SS
60.16-17	<b>Financial Matters</b> <b>Invoices for Payment</b> The Council unanimously <b>AGREED</b> to the payment of <ul style="list-style-type: none"> <li>• £748.80 (£624.00 + VAT) Chq 100245 Aspbury Planning, fees/expenses re. Ashleigh PLA objection</li> <li>• £20.00 Cllr L Francis Chq 100246 (£18 travel expenditure &amp; £2 car parking costs)</li> <li>• £17.99 Cllr H Clack Chq 100247 (£10 weed spraying, £7.99 Anti freeze for the mower)</li> <li>• £143.40, HMRC, Chq 100248, third quarter income tax re. Clerk's salary</li> <li>• £21.45 (£17.87 + VAT) per C Slim Chq 100249 re. HP printer ink</li> </ul> <b>Probable Out turn 2016-17 &amp; Budget 2017-18</b> A draft outline of the probable position at 31 March 2017 and likely Budget for the following year had been circulated for Members' consideration.	SS

	<p><b>Probable Out turn 2016-17</b> was expected to result in £5635 saving in expenditure against the Budget approved in January 2016. This ‘saving’ being mainly as a result of the removal of £2000 earmarked for future Mower replacement, and the non-use of contingency funding in respect of the Cricket Pavilion (£1000), Minerals Plan (£1000), a General Contingency provision (£1500) and Professional Fees provision (£375).</p> <p><b>Budget 2017-18.</b> Many of the Council’s general overheads remained the same, or subject to an estimated 3% inflation increase. However, following detailed consideration, a number of significant areas of expenditure were reviewed, as follows:</p> <p><b>Maintenance of the Cricket Pavilion and Beckitt Field.</b> Earmarked funds of £2000 had been provided, in both the 2015-16 and 2016-17 budgets, towards future replacement of the Mower. Importantly, in addition to having a reliable mower and regular servicing and upkeep costs, the Parish Council was aware of the very many years it had depended on the goodwill and hard work of volunteers – and in particular to Mr Les Johnson – to undertake the work of cutting the grass. The Council had therefore been in touch with NSDC with a view to contracting out the grass cutting service and it was now unanimously <b>AGREED</b> that the Mower be sold and the Council enter into an annual contract, the cost of which would depend on the number of cuts required to maintain the grass. The earmarked reserve for this year would be removed and the £2000 provided last year would be returned to the Council’s General Fund Balances. The budget provided for 2017-18, in the sum of £2500, would also include funds for refurbishment work to the Store and the annual utility costs in respect of water and electricity.</p> <p><b>Contingency provisions</b> It was agreed</p> <ul style="list-style-type: none"> <li>• that the Parish Council continue to make provision for possible expenditure (£1000) to cover unexpected expenditure in respect of <b>Professional Fees</b>, such as those required recently in respect of the Parish’s objections against the Ashleigh planning application;</li> <li>• that the 2016-17 unused <b>Minerals Extraction</b> provision (£1000) be carried forward to 2017-18;</li> <li>• that the <b>General Contingency</b> 2016-17 provision (£1500), again unused to date, be carried forward and included in the 2017-18 budget; and</li> <li>• that a new budget of £1500 be provided in 2017-18 to cover general maintenance of such items as notice boards, grit and rubbish bins, village seats, telephone kiosk, and any other agreed ways to maintain and enhance the general appearance of the Parish. In 2017-18 this would include limited improvements allowed by Highways in respect of the mini roundabout area (the Parish Council currently holds £1330 in grant aid towards such work).</li> </ul> <p>In approving the 2017-18 Budget the Council had assessed any significant risks to achieve its objectives during the forthcoming year and was confident that it had adequate measures in place to manage any risks. A copy of the approved Budget to be attached to the Minutes.</p> <p><b>Precept 2017-18 &amp; Parish Rate</b> The agreed Budget included a <b>Precept</b> of £9785 which would result in an increase to the annual <b>Parish Rate for a Band D property of 70p per household (from £49.21 to £49.91).</b></p> <p><b>Council Tax Referendum</b> (Min 48. 16.11.16) The Government had agreed not to extend referendum principles to parish and town councils in 2017-18.</p>	<p>Clerk</p> <p>Clerk to advise nsdc</p>
<p>61.16-17</p>	<p><b>Planning Matters</b></p> <p><b>PLA16/01761/OUT Ashleigh, Gt North Road, S Muskham</b> proposed erection of up to five dwellings. Formal objection forwarded to NSDC on 23 December 2016.</p> <p><b>PLA16/01832/FUL Field House, Bathley Lane, Little Carlton</b> Householder application to replace existing roof of garage with tiles to match house. Increase overall roof height of garage by 1.9cm, creating storage room with access via external staircase at rear. Replace front hedge/timber paneled fence with 6ft brick wall, to include entrance to provide pedestrian access to front door, was considered by members of the Parish Council and no objections made.</p> <p><b>PLA16/01596/FUL Holly House, Gt North Road, S Muskham.</b> Replace existing gates &amp; pillars with new 8ft high gates &amp; pillars. Formal approval by NSDC.</p> <p><b>PLA16/01613/FUL Paddock View, Bathley Lane, Little Carlton</b> New entrance porch, new pitched roof over existing bay window, new side window &amp; alteration to existing rear first floor window. Formal</p>	

	<p>approval by NSDC.</p> <p><b>PLA16/01922/FUL Greenoaks, Kelham Lane, Little Carlton</b> Proposed change of use of wooded area to a wildlife habitat. Formal approval by NSDC</p> <p><b>NSDC PLAN REVIEW preferred approach – Sites &amp; Settlements, Town Centre &amp; Retail Consultations.</b> Review out for consultation to 24 February 2017. Cllr Francis advised that the Review did not affect small communities like ourselves and therefore proposed that no response was necessary. This was unanimously <b>AGREED</b>.</p> <p><b>NCC3/15/02039/CMM Muskham Lakes, Gt North Road</b> application to remove planning condition no 7 – the excavation of two stock ponds, construction of a central bank in Bridge Lake through importation of inert materials and associated bank improvement works on Chestnut Lake to improve the habitat and promote sport development in the community and rural area. It was understood that neighbouring residents had been consulted individually. The Parish Council unanimously <b>AGREED</b> that they had no objection to the application.</p>	Clerk
62.16-17	<p><b>Nottinghamshire Minerals Local Plan</b></p> <p>The NCC approved Plan had now been submitted to the Secretary of State for examination. A Public Inspector would be appointed and round table hearings would take place in Spring 2017 to discuss specific issues. All information relating to the examination would be made available on the NCC website <a href="http://www.nottinghamshire.gov.uk/mineralslocalplanexamination">http://www.nottinghamshire.gov.uk/mineralslocalplanexamination</a> including correspondence between NCC and the Public Inspector. In addition to local concerns with regard to Flash Farm, Averham, there was also outstanding Tarmac’s late application to develop land between the Gt North Road and Averham. It was <b>AGREED</b> that an early meeting of the local PAGE group should be arranged to discuss continued joint involvement or otherwise and also to confirm the position in respect of S Simms, PAGE-appointed consultant, particularly with regard to fees paid or still outstanding.</p>	Clerk/ HC
63.16-17	<p><b>Parish Defibrillator.</b> The Parish Council thanked Cllr Gilroy for her successful efforts to obtain a Parish Defibrillator, which would be located at the Village Hall. It was now understood that the equipment could not be locked and Parish Council representatives on the Village Hall Management Committee were asked to request the VHMC to consider locating the defibrillator within the Village Hall, possibly close to the fire exit door in the Main Hall. The defibrillator is for use by first responders only, who have been specifically trained in its use. A first responder would be given an access code to the Village Hall by the emergency services</p>	GG, KW
64.16-17	<p><b>Highways</b></p> <p>The Chairman and Vice-Chairman reported back on their Site Meeting with NCC Officer M Duckworth, 30 November 2016, covering a number of concerns regarding Highways issues, including aspects relating to the area around the mini-roundabout, advertising, drainage and the disappointing news that whilst re-surfacing of Church Lane may be included in the 2017-18 NCC Budget, other priorities might continue delay the work.</p> <p><b>South Muskham/Little Carlton Speed Limit Order (3256) 2016 Update</b></p> <p>VIA had acknowledged the Parish Council Response, agreed at the December meeting, but advised that it would be unlikely that the request for extensions to the 30mph speed limits on the A616 and B6325 approaches to the roundabout would be included. This was on the basis of guidance that drivers associated lower speed limits with adjacent roadside development; also extension further away from the main body of the village might have a detrimental effect on compliance with the 30mph limit proposed as part of Schedule 1. The Parish Council <b>AGREED</b> that they would reply to this advice and re-inforce their request for the extensions to be formally included in the consultation process.</p>	LF
65.16-17	<p><b>Safety &amp; Security including</b></p> <ul style="list-style-type: none"> <li>• Cllr Mrs G Gilroy reported back on her attendance at the <b>Muskham &amp; Sutton on Trent SNG Meeting</b> held on 12 January 2017. Cllr Clack asked what had happened to the scheme of Safer Neighbourhood Watch and Cllr Gilroy agreed to make enquiries.</li> <li>• <b>Speed Watch.</b> It was suggested that a second Speed Watch team might be organised to cover the A616 through Little Carlton. Cllr Gilroy stated that, as at South Muskham, an available pool of six volunteers would probably be sufficient, two people at any one time. Training would be given and the available Speed Gun could be shared between the two villages. Any one in Little Carlton interested in finding out more could speak to Cllr Gilroy (Nwk 705688 ).</li> <li>• <b>Safer Nottinghamshire Board : Draft Strategy &amp; Delivery Plan 2017-19</b> NOTED</li> </ul>	GG

66.16-17	<p><b>Flooding &amp; Drainage Issues</b></p> <p>Whilst considerable progress had been achieved over the past six months, it was <b>AGREED</b> that every effort should now be made to ensure that the following outstanding issues had been fully addressed with the following authorities:</p> <p><b>Environment Agency.</b> Awaiting outcome of planned CCTV investigation scheduled for February / March regarding manhole chambers and pipes that pass under the flood bank from Church Lane to the field drain. Concerns had been raised with regard to the flood bank at the point where it ties in with the railway embankment and whether the bank might be vulnerable to water leaking back through the defence line during flood conditions. The ENV have surveyed this location and cannot find any weakness in the flood defences but they will add this site to their list of key review sites during flood conditions.</p> <p><b>Trent Valley Drainage Board.</b> Awaiting a report back from their engineering team relating to available access for purposes of cleaning the dyke running by the Pumping Station, Little Carlton.</p> <p>Awaiting a response to our request for the creation of a restriction with removable boards in the Brammersack Dyke north of Little Carlton so that in the event of flash flooding on Bathley Hills the water could be contained on farm land, to avoid the possibility of flooding homes.</p> <p>Also in the event of flash flooding on Bathley Hills some water would find its way into South Muskham unless stop boards were deployed at the bend in the Gt North Road, just north of the Church Lane junction. Currently ENV were responsible for the placement of stop boards in the event of a fluvial incident. The Parish Council has asked what procedures the Drainage Board has in place to insert stop boards at this location in the event of a flash flood from surface water. Awaiting a response</p> <p><b>NCC Flood Risk Management Team.</b> In their role to over view and co-ordinate all services in respect of flooding procedures and implementation of emergency plans, NCC have been made aware of the concerns raised by the Parish Council and we are awaiting their observations on how best to get these matters resolved.</p> <p><b>Risk Assessments</b></p> <p>Cllr Mrs Karen Carr was pleased to report that the necessary information was now available for this work to be carried out. As a priority this would be in respect of the role of Flood Warden, held by Jo Longmire.</p>	<p>KC/RG</p> <p>RG</p> <p>RG</p> <p>RG</p> <p>KC</p> <p>KC</p>
67.16-17	<p><b>Newark Healthcare Consultative Group</b></p> <p>News that the Newark to Kings Mill Hospital bus service was to be removed from the end of January 2017 was met with disappointment. Considerable discussion followed on a suggestion from the local parish council's Newark Healthcare Consultative Group that all parish councils in the Newark &amp; Sherwood District be asked if they would be prepared to part-fund continuation of such a service; NSDC had already agreed not to provide any financial support. Whilst it was appreciated that the loss of this service would cause considerable distress to many without easy means of travelling to Kings Mill Hospital, use of such transport was not likely to be beneficial to local residents, who would have the additional problem of getting from home to Newark Hospital and back again. It was very much hoped that, as at present, friends and neighbours would rally to help local residents who would otherwise be without the means of getting to visit family patients in the major county hospitals.</p> <p>With regard to the ongoing and future use of Newark Hospital, Cllrs Kim Walsh, Karen Carr and Gill Gilroy attended the recently held Newark Hospital Member Event to hear presentations from Nurses and Managers about the current services available at the Hospital. The professionals were keen to encourage those in need of medical care to enquire whether the procedure or clinic was available in Newark Hospital. The Gateway system for appointments tended to offer the first available time slot from the hospitals in the District, rather than the best location for the patient.</p>	
68.16-17	<p><b>Next Scheduled Meeting : Wednesday 15 March 2017, 7.30pm South Muskham Village Hall</b></p>	
	<p>Meeting closed at 21:55 hrs</p>	