

## South Muskham/Little Carlton Parish Council

### Draft Minutes of the Parish Council Meeting held on Wednesday 16<sup>th</sup> January 2019 at 7.30pm in the Village Hall, South Muskham

**Membership:** Councillor Mrs K Carr (Chairman)

Councillors: H Clack, R Gill, Mrs S Gannon, Mrs G Gilroy, D Catanach

Also present for part of the meeting: Cty. Cllr. Bruce Laughton

Members of Public: Two

131.18/19 **Apologies for Absence**

Apologies were received and accepted from Cllr. Gill, Cllr. Gannon and District Cllr. Saddington.

132.18/19 **Declarations of Interest**

None

#### **Open Session**

##### **Report from County Councillor Bruce Laughton**

Approval has been gained for a 50mph speed limit on the A616 from Ollerton to South Muskham but not beyond to Newark.

A number of complaints have been received about the build quality of Castle House. Also some anti-social behavior has been reported in the building which now houses seven groups.

Newark Police Force is to be increased by three officers.

Newark & Sherwood Homes are looking at vehicle parking as a priority.

Cllr. Laughton took the opportunity to thank Network Rail for the new boundary fence at North Muskham which had made a significant improvement in the quality of life.

Cllr. Clack advised the meeting that a resident had a fall on Appletongate on Wednesday due to a defective pavement. Cllr. Laughton to follow up.

Cllr. Laughton left the meeting at 7.40pm to attend another parish council meeting.

The Chairman welcomed Lee Jones, Senior Asset Engineer (Signaling) and Melanie Kitching, Route Level Crossing Safety Specialist from Network Rail and thanked them for their time.

Cllr. Carr outlined the reasons for the concerns regarding safety at the level crossing referring to the 'near miss' incident last July. A question was asked about the procedure for lowering the barriers and safety precautions taken, as public perception is that there is little or no monitoring of the crossing.

Lee Jones (LJ) responded saying that everyone was aware this is an extremely busy line and that the method and procedure for managing the crossing is safe. He also stated that with the older systems, which this is, there is no requirement to record crossings and that the cameras available only provide a view of the track between the barriers and not outside of the barriers, i.e. on the road either side.

Operation and monitoring is done from Doncaster by a signaller responsible for six crossings. Once started, the barrier sequence is automated: the signaller will visually check the crossing is clear and activate the sequence which triggers the amber lights to flash for approx. 8 seconds before a second visual check and the red light for the barriers to drop. This represents a very small window of opportunity to see any pedestrian or vehicle that may be on the crossing, meaning that the crossing could be clear when the sequence is started but a vehicle could enter the crossing during the amber light flashing. Cllr. Carr stated that cars had been seen crossing the lines when the amber lights are flashing.

Melanie Kitchen (MK) responded agreeing that it does happen regularly.

Cllr. Clack asked how many incidents occurred on the East Coast Main Line and was advised there are very few across the 2,000 crossings between Kings Cross and Edinburgh. Pedestrian incidents are very rare, generally incidents involve vehicles crossing on a red light.

Cllr. Carr asked if it was possible to post notices to inform pedestrians about the process and timings involved. LJ responded saying this was not practical as timings were variable at different crossings and it would be irresponsible to 'encourage' people to run a red light. In addition the lights sequence is tied to the Highway Code and it is deemed that pedestrians should know this.

MK also advised that sometimes the barriers appear to be closed very quickly after being opened and this is often as a result of the signaller trying to control traffic and reduce waiting times.

Cllr. Carr asked about standardised notices at crossings and referred to photos taken of the three crossings local to the parish. MK advised that all signage at level crossings is determined by legislation. Additional signage such as posters for the Samaritans would be seen at potential suicide hazard spots. LJ also commented that excessive signage can be confusing for pedestrians and motorists and isn't guaranteed to be read.

MK suggested should further detail be required, the Network Rail Community Safety Manager can give a talk regarding level crossing safety.

Cllr. Carr commented on when work is conducted overnight and the volume of rubbish that is often left behind. MK will feed this back to the relevant department and said that this is not tolerated asking that if this is noted in the future for it to be reported at the time using the Network Rail Helpline.

The Chairman closed the discussion by thanking both Lee and Melanie for attending and giving their time to speak with the Council. They duly left the meeting.

Mrs Hazel Hall updated the meeting on recent activities on behalf of the Village Hall Committee. The cause of draughts at the windows has been investigated and rectified. The People's Lottery application was not shortlisted at the second stage and so will go no further. Anticipating this, the committee had already decided to fund some of the more urgent projects including:

- Upgrading the outside lighting on the car park side of the building including adding a new sensor to ensure movement is detected in that area.
- Existing heating system to be replaced within the next two weeks. At the same time an electric supply will be provided to the existing garage.
- An estimate for Cavity Wall insulation has been accepted and will be installed as soon as possible
- A re-conditioned ride on mower has been purchased and delivered.

In addition a planning application has been submitted for a new garage to provide additional storage. This was part of the People's Lottery application and may well not proceed straight away.

The Chair commended Mrs Hall and the Village Hall committee for their work and commitment to the hall.

#### 133.18/19 **Report from the Chairman**

The Chair advised the meeting that Cllr. Mrs Gannon has tendered her resignation from the Council with immediate effect. The Chair and members expressed their thanks to Cllr. Gannon for her contribution and work on GDPR and the new email system which had taken the Council to another level of compliance. The Clerk was asked to follow the required procedure to advertise the vacancy with a view to filling it by co-option.

SA

The Chair also advised the meeting of a letter of condolence sent to the Chair of Collingham Parish Council following the tragic event in December when three members of a family lost their lives in a house fire. The letter has been acknowledged.

#### 134.18/19 **MINUTES**

Proposed by Cllr. Clack and seconded by Cllr. Gilroy, **all agreed** that the Minutes of the meeting held on 21<sup>st</sup> November 2018 be approved as a correct record and were duly signed by the Chairman.

#### 135.18/19 **Matters arising from the Minutes not covered elsewhere on the agenda**

##### i) Casual Vacancy

The meeting welcomed Mr Paul Jarvis and his application to join the Council. Mr Jarvis has lived for three and half years in Little Carlton and found the village very welcoming leading him to want to be a part of the community and help where he could. He said he thought the Council was a group he would like to join. Mr Jarvis was asked to leave the room and following a brief discussion **all agreed** he would be an asset to the Council. Mr

Jarvis returned to the room and was invited to join the meeting. The Acceptance of Office was duly signed and the Chair welcomed Cllr. Jarvis.

136.18/19 **Financial Issues**

- i) Invoices for Payment:  
Electricity at Beckett Field - nPower 3<sup>rd</sup> quarter payment of £29.33 taken by Direct Debit on 20<sup>th</sup> December
- ii) Receipts  
None to report
- iii) NS&I Account  
Cllr. Clack signed a letter to amend contact details on the account.
- iv) Agree the Budget and Precept for 2019/20  
Draft figures were circulated prior to the meeting. Clerk provided additional information on the grass cutting contract at Beckett Field. A discussion followed on various points within the budget including website and IT costs and the impact of these new costs on the precept whilst benefiting the community. It was also agreed to make provisions for election expenses in future years to build a fund for potential costs in contested elections. **All agreed** the figures as discussed. There followed a discussion regarding the precept for 2019/20 and **all agreed** that whilst an increase equivalent to an annual increase of £7.09 per household would still leave the Council making a loss on the year, reserves held were of a sufficient level to cover additional expenditure in line with the Council's work and plans. Clerk to submit the precept request as agreed to N&SDC and draft a notice to communicate to residents.
- v) VAT Refund Scheme for Village Halls  
Clerk advised that details of the scheme are still pending from government.

SA

137.18/19 **Planning**

- i) 18/02307/FUL South Muskham Village Hall – erection of a garage for storage use. Details circulated prior to the meeting. A concern was raised that light from the second window into the small hall may be blocked by the garage. **All agreed to support** the application.
- ii) 18/02363/FUL Sunningdale, Bathley Lane – self-build dwelling and garage. Details circulated prior to the meeting. A brief discussion was had and **all agreed to support** the application.
- iii) 18/02349/FUL Ashleigh, Great North Road – erection of 5 dwellings. Details circulated prior to the meeting. A discussion was had regarding previous applications and objections on the grounds of increased traffic and unsustainability. **All agreed to object** to the application stipulating previously raised concerns. Clerk requested to copy Cllr. Saddington on the response and request the decision be put to Planning Committee.
- iv) 18/02219/FUL Caunton Road, Bathley – email sent to N&SDC supporting Bathley PC and Highways objections. Acknowledged and thanks received.

SA

138.18/19 **Beckett Field**

- i) Drainage channel clearance and hedge cutting – work to commence at the end of January, weather permitting. Clerk to advise the Cougars of pending work.
- ii) Pavilion repair/refurbishment – Clerk to follow up with Cllr. Gill as to what work is required and report back at next meeting.

SA

SA

139.18/19 **Flooding, Drainage & Resilience Planning**

- i) Request for non-return valve on Great North Road  
Clerk advised an email has been sent to Trent Valley IDB requesting a response to this long standing request. Copy to be sent to Cllr. Laughton
- ii) The Emergency Plan telephone cascade updated by Cllr. Carr. Clerk requested to circulate updated sheets of the plan to Flood Wardens. There is a requirement for a plan for contacting vulnerable people in South Muskham. Cllr. Gilroy and Cllr. Carr to look at areas to be allocated to wardens.
- iii) Flood Warden Equipment Checklist to be circulated for signature.

SA

SA

GG/KC

SA

140.18/19 **Highways**

- i) Footpaths map  
Cllr. Catanach to provide a proof of the A4 map before 25 copies being run off.

DC

- ii) Via EM meeting 18<sup>th</sup> December  
Cllr. Clack and Clerk met with Mike Keeling to discuss the drainage on the A616. This issue has been logged and is being looked into. Clerk to chase for an update. SA  
Also raised was the possibility of a cycle path along the A616 between Little Carlton and South Muskham. NCC have advised it is unlikely that a high requirement to cycle along this route would be identified and as such it would not be deemed as a priority request and unlikely to proceed further.
  - iii) Temporary Road Closure Notices  
Overnight on Great North Road on various dates through January for A46 roundabout junction improvements. Circulated via Parish Distribution List and notice boards.
  - iv) Other Highways Issues Logged  
Concrete blocks at Bathley Lane and mini roundabout reported to Via EM on 2<sup>nd</sup> January  
Fly tipping of green waste on Rookery Lane reported to N&SDC on 3<sup>rd</sup> January - removed on 7<sup>th</sup> January.
- 141.18/19 **Safety and Security**
- i) Safer Neighbourhood Group Meeting on 9<sup>th</sup> January – Clerk attended and advised the major issue for Police at present is the level of diesel theft from lorries parked on the A1 and subsequent damage to land. It was also reported that burglaries in the quarter Oct-Dec increased and that Egmonton church had lead stolen from its roof in November.
  - ii) Inspector Heather Sutton Stakeholder Updates – received weekly and will be circulated to councillors. Links to monthly blog posts will be included on the website. SA
  - iii) PCSO Crowhurst – invited and attending the February meeting to provide an update on the area.
- 142.18/19 **LIS Fund 2019/20**
- i) To consider the village hall request to applying for funding for solar panels – withdrawn by village hall committee
  - ii) To consider options available for gateway signs – a discussion was had and **all agreed** for an application to be submitted for five signs covering the two villages in a dark oak wooden slat design. Clerk and Cllr. Carr to submit the application before the deadline of 28<sup>th</sup> February. SA/KC
- 143.18/19 **SMLC Website**  
The website is now live at [www.smlcpc.org](http://www.smlcpc.org) It is a work in progress and still requires photos of Little Carlton. Cllr. Carr thanked the Clerk for her work on building the site and said it gave an excellent representation of the parish.
- 144.18/19 **Defibrillator for Little Carlton**  
The Chair advised that British Sugar have confirmed a donation of £350 towards the purchase of a defibrillator. Clerk to investigate purchase options and report back at the next meeting. SA
- 145.18/19 **Telephone Kiosk Adoption**  
Mrs Walsh has advised the telephone has been removed and is following up with BT for confirmation that the adoption process is complete. The kiosk needs refurbishment and then a decision is needed as to what it will be used for, e.g. book exchange, plant swap, information point. Clerk to investigate local person to do the refurbishment. SA
- 146.18/19 **Elections in May 2019**  
Clerk advised the timetable with key dates to be aware of. Guidelines and nomination papers to be circulated when made available by N&SDC. In the meantime details of the election and what being a councilor means will be publicized to encourage nominations. SA
- 147.18/19 **Correspondence received and circulated**
- i) Robert Jenrick Newsletter
  - ii) Inspector Heather Sutton Blog
  - iii) RCAN/Western Power winter resilience
- Correspondence received in addition to that detailed above**
- i) Crime Stats for October detail the burglary in Little Carlton. A link to the Crime Map can be provided to those councillors who request it.

- ii) Newark Community First Aiders – details regarding free first aid training on resuscitation for adults and children. To be shared with the Village Hall Committee. SA
- iii) Resident email with photo of standing water following resurfacing of Church Lane. Sent to Via EM resulting in a site visit and temporary road closure w/c Monday 14<sup>th</sup> Jan for kerb and gully work. The meeting was advised that it did not appear that any additional work has been done. Clerk to contact the Scheme Manager to clarify. SA
- iv) Notice of Newark Town Mayor’s Charity Quiz Night on Monday 18<sup>th</sup> February
- v) Notice of Western Power Distributions Stakeholder Workshop at Nottingham Trent Cricket Ground on Wednesday 13<sup>th</sup> February
- vi) Inspire – details of mobile library visits – to be posted on notice boards
- vii) Patient & Public Engagement in CCG Event – 14<sup>th</sup> February. To be forwarded to Cllr. Gilroy SA
- viii) NCC – notice that permission granted for extension of deadline for completion of work at Muskham Lakes. Work to be completed, excluding landscaping, by 30 June 2019.

148.18/19 **Other Matters arising not on the agenda**

- i) Request for road cleaning on Great North Road sent to British Sugar and acted upon. Cllr. Clack stated the road was dirty again with sugar beet along the kerb. Clerk to contact Highways regarding road sweeping. SA
- ii) Maintenance of notice board area by Forge Cottages – Cllr. Clack to speak with a local resident regarding the possibility of looking after the area. Quote to be requested. HC
- iii) Field edging and weeds opposite Forge Close – Clerk to contact Manor Farm regarding cutting back and also for possible inclusion as an emergency contact in the plan. SA
- iv) Village Hall Committee have advised there is space to store diesel for the generator in the garage. Clerk to purchase two 10-15litre jerry cans and fill with diesel for storage. SA
- v) Notice board at village hall – the Council was unaware this was a council board. Clerk to investigate what needs to be done to rectify the ‘misting’ of the panes to enable it to be used going forward. SA
- v) Request for an additional dog bin in Little Carlton at the end of the public footpath going out of the village on Bathley Lane. Clerk to gain permissions, update schedule with N&SDC and acquire a bin from Glasdon UK. SA

**Next Meeting** - Wednesday 20<sup>th</sup> February 2019 at 7.30pm in the Village Hall, South Muskham.

There being no further business, the meeting was closed at 10.10pm