

Draft South Muskham/Little Carlton Parish Council

Minutes of the Parish Council Meeting held on Wednesday 15 November 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

Also present 11 members of the public, together with Cllrs Mrs S Saddington for part of the meeting

56.17/18	<p>An Apology for Absence was received and accepted from Cllr Mrs G Gilroy. Cllr Mrs K Walsh was also not present. Cllr B Laughton sent his apologies</p>	
57.16/17	<p>Declarations of Interest Subject to a declaration of pecuniary interest under Minute 61. in respect of re-imbusement of approved expenses for Cllr H Clack, no other declarations of interest were received</p>	
	<p>OPEN SESSION</p> <p>Defibrillator Mrs H Hall asked if more residents could be made aware of the presence of the defibrillator at the Village Hall and to circulate information on how to use it. Cllr Mrs Carr wished to re-assure potential users that clear instructions were available when operating the machine but, importantly, the first action in any emergency would be to call 999. The defibrillator was primarily for the use of first responders. She accepted that wide circulation of a notice setting out basic points about the defibrillator might be helpful to interested or concerned potential users, and consideration would be given to sourcing or producing such information. She would also look at the possibility of further formal training.</p> <p>Advertising Events Along the Highway Mrs Hall thanked the Chairman for his efforts in retrieving the banner removed by Highways. She had now read the information provided by Highways and expressed her surprise that after so many years of having no problems with public advertising, action was now being taken without notice. Mrs Hall would be advising the Church of the position, in advance of their advertising efforts in respect of the Craft Fair next week: that there was no issue with using the private fence, for which the owner had already given prior permission, but not to put peg boards on the grass verges.</p> <p>Cllr Mrs S Saddington passed on apologies from reported Cllr Laughton. She advised briefly on the current round of consultation re. the Minerals Plan (see Min 67 below) and mentioned that information would shortly be available regarding a revised NCC Communities Initiative Fund. Cllr Saddington was interested to hear about a possible local parishes' initiative with regard to reducing speeding along the A616 (see also Min 65); and she answered a number of general questions raised by Councillors and the public present on items of procedure with regard to Planning Applications. She then left the meeting extending best wishes for a Happy Christmas.</p>	KC
58.16/17	<p>MINUTES AGREED that the Minutes of the meeting held on 20 September 2017 be approved as a correct record and signed by the Chairman.</p>	
59.16/17	<p>MATTERS ARISING not included elsewhere in the Minutes Use of Beckitt Field. The Chairman reported that terms and conditions for use had been forwarded and acknowledged. No firm commitment had yet been received.</p>	
60.16/17	<p>PARISH COUNCIL : CASUAL VACANCY Cllr L Francis formally reported that he would be leaving the Parish shortly and would be resigning as a Parish Councillor with effect from the end of November. On behalf of the</p>	

	<p>Council, the Chairman wished to thank Cllr Francis for his significant contribution to improve all things relating to the Parish. His particular professional expertise had been invaluable in working through a number of important and complex technical and detailed issues. His involvement on behalf of the Council in respect of the local Hospital Consultative Group, recent initiatives with regard to Highways issues, together with his invaluable practical skills and willingness to spend considerable periods of personal time carrying out maintenance work on village seats, noticeboards and especially the Cricket Pavilion and Store had been very much appreciated. He would be very much missed and the Parish Council wished him and Brenda well in their new surroundings.</p> <p>In accordance with statutory provisions, the Clerk would notify the District Council and the formal process to advertise the casual vacancy would follow.</p> <p>Cllr Francis' departure would require the appointment of another member of the Parish Council as Vice-Chairman. Cllr Clack proposed Cllr Mrs Karen Carr and this was fully supported by the Parish Council, and accepted by Cllr Mrs Carr.</p>	Clerk
61.16/17	<p>FINANCIAL MATTERS</p> <p>1 Invoices now received for payment. The following invoices were approved and cheques made out:</p> <p>Chq 100286 £420 (£350 + VAT) in respect of two invoices from Aspburys regarding professional advice, Ashleigh site Chq 100287 £38.65 (£32.21+£6.44) Nwk Locksmiths, per Cllr Clack reimbursement for addn keys Beckitt Field</p> <p>D/D NPower £30.40 (28.95+vat) electricity charges (est) Beckitt Field 7 July to 19 October 2017</p> <p>2 Minerals Plan A Refund of £300 had now been received from PAGE in respect of outstanding from work relating to the 2004 Minerals Plan.</p> <p>3 Financial Out-turn Statement : Position to Date and Budget 2018-19. For the purposes of audit, the Chairman confirmed that the information presented was in line with the detail set out on the Council's HSBC bank statement. The information would provide useful background to assist Councillors prepare for discussion and approval of the 2018-19 Budget at its January meeting.</p> <p>4 Review of Clerk's Hours and Pay The Parish Council considered a statement from the Clerk requesting a review of hours, based on the actual position over the past three years and to date. It was unanimously AGREED that the contracted hours be formally increased to 22 per month, effective from 1 April 2017. The Chairman reported that he had circulated a request Councillors to consider also the Clerk's level of pay and it was unanimously AGREED that the salary be increased to nationally agreed NJC SCP 30, with effect from 1 November 2017.</p>	<p>All Next Mtg</p> <p>Clerk to action</p>
62.16/17	<p>PLANNING ISSUES</p> <p>1 PLA17/01989/FUL Domanci Cottage, Bathley Lane Householder application for proposed first floor extension over existing ground floor with single storey rear extension. Previous application (PLA17/01405/FUL) refused by NSDC on the grounds that the size, massing and siting of the proposed 1st floor extension was too large and detrimental to the visual amenity of the dwelling and street scene. The Parish Council had raised no objections previously and, again, unanimously AGREED to SUPPORT this re-submission on the following grounds</p> <ul style="list-style-type: none"> • Local Need. It was important to encourage more young people to live and remain in the Parish; • The design and size of the extension was sympathetic to the Village 	

63.17/18	<p>FLOODING AND DRAINAGE ISSUES The Parish Council continued to request action in respect of the following outstanding issues from the Internal Drainage Board.</p> <p>Maintenance of Dykes and Drainage Channels. The Council awaited information regarding maintenance schedules within the Parish, following a suggestion that small improvements for easier access at the Pumping Station, Little Carlton would improve access to the nearby dyke.</p> <p>Bathley Hills The Council suggestion, following the 2007 floods, for the creation of a restriction north of Little Carlton so that, in the event of flash flooding on Bathley Hills, the flood water could be contained on farm land, rather than potentially flooding homes.</p> <p>Stop Boards In the event of flash flood via Bathley Hills, some water would find its way into South Muskhams. The Council still awaited a response on what procedures were in place for the placement of stop boards, stored at Colwick, to be deployed at the bend in the Gt North Road, just north of Church Lane. This would be managed by the EA in case of river flooding but not surface water events.</p> <p>Environment Agency work in Church Lane, maintenance procedures, flood embankment behind Orchard View. Clearance work recently undertaken by EA; report pending following inspections and clearance. Confirmation awaited re future maintenance procedures following consultations between EA and STW.</p>	KC KC KC KC
64.17/18	<p>EMERGENCY PLAN</p>	
1	<p>Independent Electricity Supply, Village Hall Cllr Francis reported that despite visits from other contractors only one quote had been received, and that from a local contractor. The final cost for this work would be a significant investment. However it was AGREED that as so much progress had been achieved over the past year: a fully functioning Emergency Plan in place, and volunteers ready, plus upcoming organised training with regard to Risk Assessments and Road Closure procedures, it would be appropriate to complete the outstanding work and make the arrangements for a Generator connection to be fitted at the Village Hall. A provision would be included within the Budget at the next meeting. Meanwhile Cllr Mrs Carr agreed to contact R Butcher at Notts County Council to ask whether any financial assistance was available towards such costs. The Clerk would investigate the criteria for the new NCC Communities Fund mentioned by Cllr Saddington, and the Chairman would speak to Cllr B Laughton to see if any contribution could be made from his Divisional Fund.</p>	Clerk KC Clerk HC
2	<p>Training with regard to Risk Assessments relating to Flooding Issues and including Road Closure Training for Volunteers. The date for a meeting with NCC Emergency Planning Office and VIA, to undertake an on-site review of potential road closures as a result of flooding, followed by appropriate and specific training was still outstanding. [Post minute note: Meeting now arranged for the afternoon of Monday 4 December]</p>	
65.17/18	<p>HIGHWAYS AND THE ENVIRONMENT</p> <p>1 Footpaths update from NCC re damaged waymarkers and provision of Map was still outstanding.</p> <p>2 Speeding Issues : A616 2.1 Meeting with neighbouring parish councils regarding speeding issues on A616 held 23 October 2017. Cllrs Francis and Mrs K Carr reported back on the meeting, which had been called by Kneesall, Kersall & Ompton PC (KKO) after an earlier meeting with Robert Jenrick MP, when traffic speeds and road management were high on the agenda. A working group to include representatives from KKO, SMLC, Wellow and Caunton was proposed (with the likely Group name of PAST (Parishes Against Speeding Traffic)) to progress possible ways to secure improvements for the A616. Further information was awaited.</p>	Clerk to chase

	<p>2.2 Repeater Signs through Little Carlton. Subject to checks on infrastructure, design checks with the Department of Transport, and funding issues, VIA have requested two additional back-to-back 50mph repeater signs to be installed in the more residential area of Little Carlton.</p> <p>3 STW Bad Odour Cllr Mrs K Carr referred to the half yearly update received from STW. She was pleased to report that newer technology would be in place at the outstation at South Muskham within the next couple of months. She would continue to monitor.</p> <p>4 Dog Bin Provision proposals to include two new bins at Bathley corner, Little Carlton, Junction Church/Main Street, & re-siting bin nr the Church. Information was still awaited from NSDC</p>	Clerk to chase
66.17/18	<p>SAFETY & SECURITY</p> <p>In Cllr Mrs Gilroy's absence, Cllr Gill had attended the Safer Neighbourhood Group Meeting on 5.10.17. Speeding and flying tipping problems were the main topics on the agenda. Cllr Gill reported on local burglaries and the appearance of a white van with false number plates.</p> <p>More recently Cllr Mrs Gilroy reported that the local Police Community Support Officer had taken up concerns previously raised regarding speeding on the Gt North Road and residents had twice recently noted the presence of a Police van on the Road.</p>	
67.17/18	<p>NOTTS LOCAL MINERAL PLAN</p>	
	<p>1 Issues and Options Consultation on a new Minerals Local Plan to cover the period 2016 to 2036 is a first stage in preparing the new Plan and is currently out for public consultation to 14 January 2018. Details are available on the NCC website Nottinghamshire.gov.uk/minerals and information is also available at Newark Library.</p>	
	<p>2 Meeting of PAGE (Parishes Against Gravel Extraction) had been arranged for 29 November 2017 to consider a formal response to the current consultation and the Chairman and Cllr Gill would represent the Parish at that meeting.</p>	
68.17/18	<p>CORRESPONDENCE RECEIVED AND NOTED</p> <p>1 Letter from MP advising on future consultation regard a Travellers' Policy</p> <p>2 NCC 'Your Future Your Say' on County Council Services. Residents' Survey 19 October to 24 November 2017. Online at nottinghamshire.gov.uk/residentssurvey or by phone: 0300 500 80 80</p> <p>3 Newark & Sherwood Homes' AGM Thursday 23.11.17 at 3.30pm, Castle House</p> <p>4 VHMC Increase in hourly Village Hall rates to increase by £1 per hr wef 1.1.18</p> <p>5 Newark Custody Suite Notts Police response to R Jenrick, MP</p> <p>6 Notts Fire & Rescue Service public consultation on the Introduction of Mixed Crewing and Alternative Crewing. Comments by 17 December 2017. Details found at http://www.opinionresearch.co.uk/nfrs</p> <p>7 NCC Conference for Parish/Town Councils Tuesday 12 December 5.30 to 8.30pm at County Hall, West Bridgford and the Consultation period ends midnight on 18 December 2017.</p> <p>8 NCC Notice of Public Participation – Statement of Community Involvement Second Review. The draft document can be viewed at http://www.nottinghamshire.gov.uk/planning-and-environment/minerals-and-waste-planning-policy/statement-of-community-involvement and the Consultation period ends midnight on 18 December 2017.</p>	

69.17/18	<p>MATTERS OUTSTANDING not otherwise reported at the Meeting</p> <p>Telephone Kiosk Cllr Mrs Walsh was not at the meeting to report on progress.</p> <p>Speed Signs. Under Min 65(2) above, the resident at Plum Tree Cottage asked whether the 30mph speed sign at the entrance to Little Carlton, along the Bathley Road, could be moved further away from the Village so that drivers had slowed down before entering the residential area. It was AGREED to raise the matter with VIA and report back to the next meeting.</p> <p>NSDC Offices. Cllr Mrs Carr reported that Cllrs Francis, Walsh and Carr attended Castle House NSDC Offices in October. They were pleased to note that a comprehensive service was being offered in the building by NSDC, DWP, Citizens' Advice and Local Volunteering Services.</p> <p>Councillors' Expenses Cllr Gill raised again (Min 73, 15.3.17) the personal printing costs incurred by Councillors in order to deal properly with the increasing level of electronic mail, specifically committee papers, downloading plans and related documents, and, in the case of himself and Cllr Mrs Gilroy, printing out regular information for parish noticeboards. It was unanimously AGREED that essential printing required to carry out the duties of a Parish Councillor, was a legitimate expense which should be met by the Parish Council, that Standing Orders should be amended to reflect this change, and that wherever possible should cover such expenses incurred backdated to 1 April 2016. The Clerk, as Responsible Finance Officer, would check how this could effectively and appropriately be implemented.</p> <p>Street Lamp, A616 nr Bus Stop, Little Carlton Cllr Gill reported that the light had not been working for some time.</p>	<p>KW</p> <p>Clerk Next Mtg</p> <p>Clerk</p> <p>Clerk to action</p>
70.17/18	<p>DATE OF NEXT MEETING : Wednesday 17 January 2018 at 7:30hrs at South Muskham Village Hall.</p> <p>Meeting closed at 10 pm</p>	