SUTTON-ON-TRENT PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held at the Methodist Community Centre on Tuesday, 12th May 2026 at 7.30 pm.

Present: Councillor M Allen
Councillor B Blanchard
Councillor M Grayson
Councillor S Hadley
Councillor P Hibberd (Chair for the first item)
Councillor P Marshall
Councillor M Moody
Councillor S Sloan
Councillor S Tyers (Chair)
Councillor K Walker

In Attendance 5 members of the public, District Councillor Mrs Michael (late) and County Councillor Laughton

26/001 **To elect a Chairman of the Council for the Civic Year 2026/27**

The process to elect a new Chairman of the Council for the Civic Year 2026/27 was explained to Members. The incumbent Chair, Councillor Hibberd, advised that he would not be seeking nomination to the role for the 2026/27 Civic Year. In the absence of any nominations to the office for the year, Members elected Councillor Tyers to Chair this meeting only.

The Clerk advised that an item would be included on the June agenda to enable Members to give further consideration to put themselves forward for the role.

The Chair extended thanks to Councillor Hibberd on behalf of all Members for his outstanding service to the community.

26/002 **To elect a Vice-Chairman of the Council for the Civic Year 2026/27**

The Chair called for nominations for the office of Vice-Chairman of the Council.

Councilor Tyers nominated Councillor Keeton, with a further nomination received from Councillor Hibberd for Councillor Allen.

The nominations were put to a recorded vote with six votes received for Councillor Allen, and four votes received for Councillor Keeton.

Councillor Allen was therefore duly elected to the office of Vice-Chairman for the Civic Year 2026/27 and signed the Declaration of Acceptance of Office.

26/003 **Apologies for Absence**

Apologies for absence were received and accepted from Councillor Keeton and from District Councillor Mrs Michael who would be late due to a prior meeting.

26/004 **To elect officers of the Council for the Civic Year 2026/27**:

The following representatives were nominated to look after the areas below:

- Playing Field – Councillor Allen
- Cemetery – Councillors Grayson, Marshall & Sloan
- Highways – Councillors Moody & Sloan
- Community Speed Watch – Councillor Hadley
- Public Footpaths – Councillors Allen & Moody
- Churchyard – Councillor Blanchard
- Village Hall – Councillor Keeton
- Sports Club – Councillors Allen & Moody
- Library Support Group – Councillor Walker
- War Memorial – Councillor Grayson & the Clerk

- Defibrillators – Resident, Mr Hall
- Allotments – Councillor Grayson & the Clerk
- Biodiversity – Councillor Tyers

26/005 **To receive and note any declarations of interest**
There were none made.

26/006 **Public 10 Minute Forum**
The Chair suspended the meeting at 7.35pm for the Public Session.

A resident asked whether the Rights of Way team could be asked to confirm when the remaining works would be undertaken to the paths at Strawberry Fields.

Back at 7.43pm

26/007 **To approve the Minutes of the Parish Council Meeting held on 14th April 2026**
Subject to an amendment to the time to read 7.30pm and not 6.15pm, the minutes of the meeting held on 14th April 2026 were accepted as a true and correct record and signed by the Chair.

26/008 **District Councillor Report**
This item would be taken when District Councillor Mrs Michael arrived from her previous meeting.

26/009 **Newark & Sherwood District Council**
There were no matters to consider.

26/010 **County Councillor Report**
The Chair advised this item would be taken if and when Councillor Laughton arrived.

26/011 **Nottinghamshire County Council**
To receive details of the Lengthsmans Scheme
Members noted details of the Lengthsmans Scheme but considered that further information was required before making any commitment. The Clerk advised that a Teams meeting would be requested with the Lengsthman Co-Ordinator to clarify details, especially in relation to liability insurance.

26/012 Planning

(a) Applications
To consider revised information in relation to the below applications:
25/02126/FUL – Mercia Garden Products Ltd, Old Great North Road, Sutton-on-Trent - Change of use of land from sales display area to staff car park.
25/02125/FULM – Mercia Garden Products Ltd, Old Great North Road, Sutton-on-Trent - Construct a Warehouse with integral office and showroom accommodation
Members noted that a new Transport Statement had been issued by the applicant. However, it was not considered that this addressed the concerns of the residents. Councillor Hibberd proposed that the Planning Officer be advised that, while the Parish Council noted the new Transport Statement, the objections previously raised remained valid. This was unanimously AGREED.

(b) Decision Notices
There were none to receive at the time of setting the agenda

(c) Tree Works
26/00601/TWCA – Grasmere, 15 Palmer Road, Sutton-on-Trent - T1 - Leylandii - Tree to be removed in full to stump
26/00557/TWCA – The Lawns, 28 Old Great North Road, Sutton-on-Trent - Conifer - Removal of broken branch that is hanging over Station Road, currently being held up with cargo banding to prevent it fully breaking and falling into the road.

26/00544/TWCA – The Lawns, 28 Old Great North Road, Sutton-on-Trent - Pear Trees - Removal of dead branches
26/00543/TWCA – The Lawns, 28 Old Great North Road, Sutton-on-Trent - Willow - Removal of dead broken branches
Members received and noted the applications for tree works as outlined.

26/013 **Financial Issues**

(a) Members noted the following Receipts -

- NSDC First Half Precept - £14,997
- NatWest Interest - £74.36
- Allotment Rent - £35

(b) The following invoices were approved for payment:

- Future Farming – Grass Cutting - £1,136.50
- Clerk's Wages – April 2026 - £327.15
- HMRC PAYE – April 2026 - £81.60
- Newark & Sherwood District Council – Greener Gateways - £67.68

26/010 (cont) **County Councillor Report**

With the arrival of Councillor Laughton, the Chair suspended the meeting at 7.53pm for his report.

Councillor Laughton advised that the outcome of the Local Government Review should be known prior to the end of July. This would lead to Unitary elections in May 2027, with District Council's running alongside any new authority until May 2028.

The County Council had invested in two new machines to help with the backlog of pothole repairs.

Councillor Moody referred to markings on the B1164 outlining where repairs needed to be undertaken before surface dressing. However, this did not include the junction from the A1. Councillor Laughton would query the scope of the work.

Councillor Laughton extended his thanks to the previous Chair, Cllr Hibberd, on his service and dedication to the Parish Council during his tenure.

The Chair reconvened the meeting at 8pm.

26/008 (cont) **District Councillor Report**

With the arrival of District Councillor Mrs Michael, the Chair suspended the meeting at 8pm for her report.

Councillor Mrs Michael advised that the District Council had invested in a drone, and adopted a drone usage policy. This would be a useful tool to have if there were illegal encampments, to help with planning enforcement and flooding, etc.

Councillor Mrs Michael updated Members on the position with the illegal encampment on Moorhouse Road, Egmanton. The District Council now deployed a skeleton staff over Bank Holidays in case of emergency.

The introduction of the food waste service had been postponed to October 2027 due to operational changes.

It was proposed that changes be made to what applications can be taken to Planning Committee, which would see an increase in delegated decisions by Officers.

The Chair thanked District Councillor Mrs Michael for her report and reconvened the meeting at 8.04pm.

(c) Financial Report as at 30th April 2026
Members noted that the balance of the current account as at 30th April 2026 was £65,271.54 and £106,508.91 in the deposit account.

(d) To receive the Council's Risk Register
Members received and noted the Council's Risk Register.

(e) To receive the Council's Asset Register.
Members received and noted the Council's Asset Register.

(f) To ratify the appointment of an Internal Auditor for the 2025/26 accounts
Members ratified the appointment of a new Internal Auditor for the 2025/26 financial accounts.

(g) To note the year end balance of the 2025/26 accounts and their submission for internal audit
The Clerk advised Members that the year end balance of the 2025/26 accounts stood at £184,988.70. They would now be submitted for internal audit.

26/014 Parish Council Matters

(a) To note the closure of the Examination Hearing for the GNR Solar Park
Members noted that the Examination Hearings for the GNR Solar Park had closed on 28th April 2026. The Planning Inspectorate had until 28th July 2026 to consider their response.

(b) To receive the minutes from the Safer Neighbourhood Group Meeting held in February 2026
Members received and noted the minutes from the Safer Neighbourhood Group meeting held on 5th February 2026.

(c) To receive information from the Methodist Community Centre in relation to Fire Safety
Members noted the information received from the Methodist Community Centre in relation to Fire Safety. Councillor Hadley retained the role as Fire Warden.

(d) To note a request received from a resident in relation to the replacement of a bench at Elms Corner
Members noted a request received from a resident to replace the memorial bench at Elms Corner.

After discussion, the Clerk was asked to contact the resident to establish if they would accept the donation of a seat from the Parish Council. No objection was raised to the replacement of the memorial bench.

(e) To receive the Parish Council's Standing Orders
Members received and noted the Parish Council's Standing Orders.

The Clerk advised that these would be reviewed, with any changes brought to the July meeting.

(f) To receive the Parish Council's Financial Regulations
Members received and noted the Parish Council's Financial Regulations.

The Clerk advised that these would be reviewed, with any changes brought to the July meeting.

26/015 To receive updates and agree actions on the following matters:

- Playing Field
  - **(a) To note receipt of the Lease from Newark & Sherwood District Council**
    The Clerk advised that a lease had been received from Newark & Sherwood District Council in relation to the Parish Council's lease for the Sternthorpe Close Playing Field. However, there were some areas that the Clerk needed to seek clarification on before presenting it to Council for signature. A report would be brought back to a future meeting.

Councillor Allen referred to the opportunity to apply to the Town & Parish Legacy Fund for improvements to the play area. After discussion, delegated authority was given to Councillors Allen and Sloan, in conjunction with the Clerk, to progress a report to bring to Council.

- Cemetery
  Councillor Marshall advised that two out of the three new trees had failed. The previous supplier would be contacted to ask for their recommendations.

  Councillor Grayson advised that hedge clippings had been left by the contractor and needed to be removed.

- Highways
  Queries in relation to the Great North Road had been raised during the County Councillor session. Councillor Moody was seeking clarification on work planned for Grassthorpe Road. It was noted that there needed to be remedial works at the bottom of Hemplands Lane.

- Community Speed Watch
  Councillor Hadley advised that areas had been identified for the 'Slow' and 'It's 30 for a reason' signs on the B1164, Hemplands Lane and Grassthorpe Road.

  Councillor Grayson referred to the use of Palmer Road for HGV's and asked whether warning signs could be installed. The Clerk advised that this would be raised with Via.

- Public Footpaths
  The Clerk was asked to seek an update from the Rights of Way team on when the work to FP5 would be completed now the closure had been lifted. Clarification would also be sought on whether the quotation to replace the path that was not part of the rights of way network had been accepted by the Management Company.

  The Chair advised that Strawberry Fields were currently without a Site Manager.

- Churchyard
  Councillor Blanchard confirmed that a new alarm system had been installed. The donation from the Parish Council towards it had been gratefully received.

- Village Hall
  (a) To note a report in relation to the present position with the request to de-couple the Section 106 monies
  Members received the Clerk's report in relation to the present position with the request to de-couple the Section 106 monies from Strawberry Fields.

  The report reminded Members that the Parish Council had been investigating, through Newark & Sherwood District Council, whether the Section 106 contribution in the sum of £239,620, allocated as part of the Strawberry Fields residential development by Persimmon to the District Council and, in turn, the Parish Council, for the provision of a new village hall within the development on a specified plot could be de-coupled and utilised for a village hall/community infrastructure project elsewhere in the village.

  This request was made as a result of significantly escalating build costs and viability challenges surrounding the build out of a new village hall on Strawberry Fields.

  Newark & Sherwood District Council, in collaboration with the Parish Council, had been liaising with Persimmon Homes and the principal of a Deed of Variation had been agreed between the parties.

The wording of this agreement was currently being negotiated between Newark & Sherwood District Council and Persimmon Homes. Where agreement was reached, the Parish Council would be required to motion and agree whether the Deed of Variation was entered in to, supported by a direction for the monies to be transferred to the Parish Council going forward given their time limited nature.

The Clerk was asked to establish whether the Deed of Variation could include reference to the date Persimmon could request the return of the Section 106 funds.

- Sports Club
  Councillor Allen advised that a Charity Football Match would be held on 24th May 2026.

- Library Support Group
  There was no report to receive.

- War Memorial
  The Clerk advised that clearer plans had now been received which would enable the planning application to be progressed.

- Allotments
  Councillor Grayson advised that the contractor had been and reviewed the area and would be contacting the Clerk with a quotation. The Clerk advised that all residents who had expressed an interest in taking an allotment had been contacted. Six response had been received so far, all confirming their interest. Two responses were awaited.

- Biodiversity
  The Chair advised that there were some areas where verges were less than 1.5m so they would be planted with bulbs.

26/016 **Nottinghamshire Association of Local Councils**
The Clerk advised that the May Newsletter had been circulated to Members for information.

26/017 **Correspondence**
There was none to receive.

26/018 **Items for notification**
Councillor Allen expressed concern at recent anti-social behaviour on Strawberry Fields. The Clerk advised that PC Bakin would be asked to liaise direct with Councillor Allen on the issue.

Close: There being no further business the Chairman closed the meeting at 8.41pm

Next Meeting will be on Tuesday, 9th June 2026 at 7.30pm in the Methodist Community Centre.

The Annual Parish Meeting will be held at 6.30pm on Tuesday, 9th June 2026

PLEASE NOTE THAT THIS IS A SUMMARY OF THE DRAFT MINUTES WHICH HAVE NOT YET BEEN APPROVED.