SUTTON-ON-TRENT PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held at the Methodist Community Centre on Tuesday, 14th May 2024 at 7.30 pm.

Present: Councillor M Allen
Councillor B Blanchard
Councillor S Hadley
Councillor P Hibberd (Chair)
Councillor J Keeton
Councillor P Marshall
Councillor M Moody
Councillor S Sloan
Councillor A Smith
Councillor S Tyers
Councillor K Walker

In Attendance 9 members of the public, District Councillor Mrs Michael and County Councillor Laughton

24/001 Apologies for Absence
There were none.

24/002 To Elect a Chairman of the Council – Civic Year 2024/25
The Clerk requested nominations for the position of Chairman of the Parish Council for the Civic Year 2024/25.

Councillor Keeton proposed Councillor Hubbard, seconded by Councillor Hadley. This was carried UNANIMOUSLY.

There were no other nominations.

Councillor Hubbard was duly elected as Chairman of the Parish Council and signed the Declaration of Acceptance of Office.

24/003 To Elect a Vice-Chairman of the Council – Civic Year 2024/25
The Chairman called for nominations to the position of Vice-Chairman of the Parish Council for the Civic Year 2024/25.

Councillor proposed Councillor Keeton, seconded by Councillor.

This was carried UNANIMOUSLY.

The Chairman declared that Councillor Keeton was duly elected as Vice-Chairman of the Parish Council and signed the Declaration of Acceptance of Office.

24/004 To Nominate Representatives for the Village – Civic Year 2024/25
The following representatives were nominated to look after the areas below:

- Playing Fields – Councillor Allen
- Cemetery – Councillors Marshall & Sloan
- Highways – Councillor Moody
- Community Speed Watch – Councillor Hadley
- Public Footpaths – Councillor Keeton
- Churchyard – Councillor Blanchard
- Village Hall – Councillor Hibberd
- Sports Club – Councillor Smith
- Library – Councillor Walker
- War Memorial – Councillor Smith
- Defibrillators – Councillor Hadley

24/005 To review and adopt standing orders and financial regulations

The Standing Orders as circulated were adopted by Members.

The Clerk asked that consideration of the Financial Regulations be postponed until the June meeting to allow the Clerk to attend a briefing on the new Model Code.

24/006 To receive and note any declarations of interest

Councillor Smith declared a personal interest in Agenda Item 9.2.

24/007 Public 10 Minute Forum

The Chair suspended the meeting at 7.35pm to allow for the public session.

A resident referred to patch repairs made less than 10 days ago from Great North Road to Old Great North Road that were already breaking down. 95% of the residents on Old Great North Road are over the age of 80 and were afraid to walk along the road.

Councillor Moody advised that repairs had been escalated from hotboxing to a machine laying gang which will be a more substantial repair.

Councillor Laughton advised that Via had regressed to using Viafix due to the high level of road damage from the storms. Hotboxing would be reintroduced.

Councillor Moody advised that the Parish Council will continue to log areas in need of repair.

A resident representing the PCC referred to signage that had been suggested to prevent dogs from being taken into the Churchyard. The PCC were not in support of banning dogs from the Churchyard so no signage was required. The Chair thanked the resident for the feedback.

A resident referred to some criticism that had been levied by some people which were considered unwarranted. Thanks were extended for efforts made on their behalf.

A resident referred to the event at the Sports Club attended by the Environment Agency and other agencies, prior to the Parish Council meeting. The compromised wall alongside the floodbank had been raised with the Environment Agency who had confirmed they were aware that repairs were required.

The Chair thanked the resident for raising this with the Environment Agency. It was refreshing to hear that there was a plan in place to repair it. The Chair would follow up with the Environment Agency direct.

A resident referred to the property known as The Rhymes that was situated on Carlton Lane. Reference was made to the planning permission that had granted permission for the preparation of food to be eaten off site. An outside event was held last week and it was presumed that food was not brought in from somewhere else. A double decker bus had also been seen taking people to the property.

Further concern was received regarding traffic, music and disruption to the lives of people, particularly young children. The resident expressed concern that the business, 'Meadow & Marquee', appeared to be marketed as an ongoing and developing business.

The resident asked whether it was possible for the Parish Council to establish what the intentions were around the site given the disruption experienced by residents on Carlton Lane in recent weeks.

The proprietor of The Rhymes who was present explained food was prepared for functions that are held off site. Meadow & Marquee was a pop up wedding venue, and the double decker bus only took and collected visitors to the event.

Councillor Mrs Michael advised that Newark & Sherwood District Council are aware of the situation and at the moment Enforcement Officer is working with the applicant over the site.

The Chair confirmed that the Parish Council had received several items of correspondence regarding the property, most of which referred to noise and traffic.

24/008 To receive and approve the Minutes from the meeting held on 9th April 2024

The minutes of the Parish Council meeting held on 9th April 2024 were accepted as a correct record and signed by the Chairman.

24/009 County Councillor Report

The Chair suspended the meeting for Councillor Laughton to present his report.

Councillor Laughton reported that exploratory work had been started in the Bathley Lane area by Elements Green, the company behind the GNR Solar Park.

Councillor Laughton referred to the recent election of the East Midlands Mayor.

The County Council were moving ahead with agreed capital projects, one of which was the building of new headquarters at Top Wig Hey. The County Council were in a health financial position compared to other high level authorities in the country.

The Chair thanked Councillor Laughton for his report and for supporting the community during the year.

24/010 District Councillor Report

The Chair suspended the meeting for Councillor Mrs Michael to present her report.

Firstly, Councillor Mrs Michael apologised for the response from the Internal Drainage Board regarding funding, as referred to in the Annual Parish Meeting. It was correct that the Board did have to apply for funding, but if work required doing it could be pulled from other projects. Councillor Mrs Michael assured Members that she would continue to work to keep the matter moving forward.

The District Council received 256 applications to the Community Recovery Grant for Storm Babet. By 11th December, 210 applicants had received £105,000. These applicants were also supported with their council tax. Thirteen applications were received for the Business Recovery Grant. During January 2024 the District Council had contacted those who were known to have been flooded but had not made an application.

As of 1st April 2024, 113 applicants had been helped with Community Grant Funding for Storm Henk totalling £56,500 plus £12,360 County Council top-up through their Hardship Grant.

24 businesses were helped with funding, totalling £60,000, plus £7,200 from the County Council's top up grant. 115 residents received council tax relief totalling £63,395. 16 businesses received Business Rate Relief totalling £57,811. More may be paid out on Council Tax Relief as some residents still remain displaced whilst repair works are ongoing.

Grants given by the Government for Storm Babet were all rolled over for Storm Henk, with an extra grant of £25,000 for the reinstatement of farmland which could not be insured. This grant was dealt with by DEFRA and not Councils.

The District Council have been successful in its bid for £45m for Newark Town's Fund from the Levelling Up Fund One. This is for Newark town projects and for the Newark Southern Link Road. The District Council was unsuccessful in its bid to Levelling Up Fund Two, but was successful with its bid to the third round, which was announced by Government in November 2023. The District

Council was one of only 55 places nationally being confirmed in securing the full amount requested (£19,995,358). Work will be 75/25% in favour of projects in Ollerton.

The kerbside glass recycling is now up and running, but it is too early to see its success.

CCTV monitoring is to be moved from its current location at Sherwood Lodge and brought back in-house to be located at Newark Beacon Business Park. This does come with a significant cost to the Council as five extra staff will be required to monitor the cameras.

The District Council administration increased the Council House rent this year by 7.7% and Council Tax by 2.99%.

There will now be more emphasis on funding for the Arts and Musical Events, whilst the latest residents survey put these both low on their list of priorities.

Changes have been made regarding the Scheme of Delegation in relation to Planning. The Planning Committee has now extended the number of people that can speak at Committee, where previously it had just been the Local Member and the Parish Council.

Land is now required to be set aside for bio-diversity in application above a certain threshold for dwellings. This land is to be 10% of the total application, but does not have to be at the same location. This is a requirement from Government.

The Chair thanked Cllr Mrs Michael for her report and for her support to the community during the year.

24/011 Planning

(a) **Applications**

23/01785/FUL – 25 Great North Road, Sutton-on-Trent - Conversion of barn into a separate dwelling and the erection of a detached garage and workshop
After consideration, Members raised no objection to the application as outlined.

24/00620/HOUSE – 3 Crow Park Avenue, Sutton-on-Trent - Remove existing rear conservatory. New single storey rear extension
Prior to consideration of this application, Councillor Smith declared a personal interest and left the room while Members reviewed the application.

After consideration, Members raised no objection to the application as outlined.

FOR NOTING - 4/00573/DISCON – Rowan Cottage, 7-9 High Street, Sutton-on-Trent - Request for confirmation of discharge of conditions 03 (Bricks and bond), 04 (Roof tiles), 05 (Fixings and joinery) and 06 (Trickle vents) attached to planning permission
Members noted the request for the discharge of conditions.

23/00856/HOUSE; Two storey front extension, entrance porch and detached garage/garden store
After consideration, Members raised no objection to the application as outlined.

24/00566/HOUSE – 47 Great North Road, Sutton-on-Trent - Removal of existing conservatory and replace with single storey sunroom
After consideration, Members raised no object to the application as outlined.

Decision Notices

24/00299/HOUSE – 20 Hemplands Lane, Sutton-on-Trent - Demolition of existing conservatory and garage. Two storey rear and single storey side extensions.
Members noted the decision notice refusing permission for the development as outlined.

23/02155/HOUSE – 3 Floral Villas, Sutton-on-Trent - Removal of existing garage and new 2 storey side extension removal of existing garage and new 2 storey side extension
Members noted the decision notice refusing permission for the development as outlined.

Tree Works
Members noted the following tree works:

24/00515/TWCA - Land To The Rear Of 7 - 9 Nursery Lane, Sutton On Trent - T1 multi-stem Silver Birch (Betula pendula): Remove 2 stems originating from the base of the tree that are encroaching over the public footpath and the rear gardens of 19 Strawberry Fields and 10 Strawberry Fields. Remove one limb back to the main stem on the south side which is encroaching over the public footpath and the rear garden of 10 Strawberry Fields. Sever ivy at the base of the tree – NO OBJECTION

24/012 Financials

a) To record receipts:

- NSDC First Half Precept - £14,000
- Sutton Holmes – Gait Payment - £192.02
- Lincolnshire Co-Op – Community Fund - £1,015.66

b) To approve invoices for payment:

The following invoices were approved for payment:

- NSDC – Cemetery Bins - £113.75
- Notts Association of Local Councils – Subscription 2024/25 - £336.52
- Future Farming – Grass Cutting - £1,060.80
- Sage - £9.60
- HMRC PAYE – April 2024 - £76
- Sutton Sports & Social Club – Football Nets - £1,233
- Clerk's Wages – April 2024 - £304.25

d) Financial Report as at 30th April 2024
Members received and noted the Council's financial position as at 30th April 2024, with a balance of £82,757.87 in the current account, and £103,888.48 in the deposit account.

24/013 Parish Council Matters

a) To consider drafting an Action Plan for the Parish Council
Members AGREED to the Clerk drafting an Action Plan for consideration at a future meeting.

b) To receive details of an event arranged to commemorate the 80th Anniversary of D-Day
Councillor Smith updated Members on the event that had been arranged to commemorate the 80th Anniversary.

There would be a beacon lighting at 7pm, with a performance by the school choir followed by the National Anthem. A minutes silence would follow.

Councillor Smith was currently liaising with Hutchinsons to locate the beacon on the playing field at Sternthorpe Close.

Councillor Blanchard proposed that a budget be made available should it be required. The Clerk confirmed expenditure would be covered under the Village Projects budgethead.

c) To receive the minutes from the Trentside Parishes Meeting held on 18th March 2024
Members received and noted the minutes from the Trentside Parishes Meeting held on 18th March 2024 which had been circulated to Members for information.

d) To receive minutes from the Safer Neighbourhood Group Meeting held on 18th April 2024
Members received and noted the minutes of the meeting held on 18th April 2024 which had been circulated to Members for information.

24/014 To receive updates and agree actions:

a) Playing Field
To consider the Heads of Term for Sternthorpe Close Playing Field.
Members received the revised Heads of Terms for Sternthorpe Close Playing Field from Newark & Sherwood District Council. This would give the Parish Council a 25 year lease, with break terms at 10, 15, 20 and 25 years.

It was AGREED that the Heads of Term were acceptable and the Clerk was given authority to agree to the terms.

Councillor Allen was asked to contact the supplier now the lease was in place.

b) Cemetery
Discussion took place regarding the painting of the Cemetery railings. The Clerk had obtained a quotation in the sum of £1,350 to undertake the work. It was proposed by Councillor Blanchard, seconded by Councillor Marshall, that delegated authority be given to the Clerk to progress the work, but asked that a second quotation be obtained for comparison purposes.

The Clerk would keep Members updated.

The District Council had agreed that a brown bin could be provided for the Cemetery. There was a cost of £37 for this service.

Councillor Marshall advised that two quotations had been requested for the work in the new area and would be brought back to the June meeting.

c) Highways
The Clerk was asked to report the condition of the A1 Slip Road North to National Highways.

Councillor Moody reported that he continued to push for work on the Old Great North Road and would try and obtain an indication of the scope of the works planned.

d) Community Speed Watch
There was nothing to report regarding the operation of the scheme, however, Councillor Hadley commented that more volunteers would be welcome. The Clerk was asked to highlight this on the Facebook page.

e) Public Footpaths
Councillor Hadley reported that he would shortly cut Witch Lane.

f) Churchyard
Views of the PCC on Dog Control in the Churchyard
This matter had been considered under Minute No 24/007

g) Village Hall
The Chair advised that the Clerk continued to liaise with Newark & Sherwood District Council on the request for an amendment to the Section 106.

h) Sports Club

Councillor Smith gave his annual report.

The Charity has continued to perform well over the last 12 months, despite the impact of the cost of living crisis. The Charity continues to provide facilities for Lotus Yoga, Wild Earth Yoga, Sit & Be Fit and Aerobarumba fitness groups which allows the parish to exercise on their doorstep. In addition, we have the Sutton-on Trent FC men's team, Sutton on Trent Tornadoes FC team and a successful soccer school which provide the opportunity to play football within the village.

The Charity continues to provide facilities for the local community through the hiring of the hall/function room. The new monthly bingo sessions have drawn a whole new audience and the summer family sports evenings continue to be a success.

The Charity also joined forces with the Parish Council and village churches to commemorate His Majesty King Charles' Coronation. A village picnic, music, games and a colour run were the highlights with the Trustees, members of the council and volunteers from the community pulling together to provide a fitting tribute.

The Charity has now secured the funds to commence on the Phase 2 Redevelopment, with works due to commence in the coming weeks. Our thanks go to JG Pears, Marshall Coaches Ltd and Jamie Walton at Walton Incorporated whose donations in the last 12 months, have got us to our fundraising target.

i) Library Support Group

Councillor Walker gave her annual report.

The library continues to be in the Methodist Hall which is run by a team of volunteers. Many thanks to the volunteers and the work of Mrs Diana Wardell who organises the rota each month.

Library hours are: – 9 hours per week, Tuesday, Friday and Saturday.

Additionally, on a Saturday the Methodist Chapel organises a "Pop up Cafe" for a warm drink and a cake to coincide with library opening hours and this encourages library use and social interaction. This is very popular.

The "Citizens Advice '', a new initiative, offers a drop-in service every second Tuesday of the month.

The library volunteers have organised a book club with ten members which meet every first Friday in the month. New members are always welcome.

j) War Memorial

Councillor Smith reminded Members that Via would not support the placement of the War Memorial at the school due to services within the verge; or the corner of High Street. That left Strawberry Fields as a potential location. After discussion, it was AGREED that a report be brought back to the June meeting.

k) Any Other Reports

There were none.

The Chair thanked Members for their reports.

24/015 **Nottinghamshire Association of Local Councils**

(a) May Newsletter

Members received and noted the May Newsletter.

24/016 **Correspondence**

The Chair referred to correspondence received from NG+ regarding attending a meeting to discuss Flood Alleviation. After discussion it was AGREED that an invitation be extended to attend a future meeting.

24/017 **To receive items for notification**

The Chair referred to receipt of the King's Portrait which had been donated to the Methodist Community Centre to display.

Close: There being no further business the Chairman closed the meeting at 8.39pm

Next Meeting will be on Tuesday, 11th June 2024 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.