SUTTON-ON-TRENT PARISH COUNCIL

Minutes of theMeeting of the Parish Council held at the Methodist Community Centre
On Tuesday, 14th April 2026 at 6.15pm.

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

In Attendance 2 members of the public and County Councillor Laughton

25/155 Apologies for Absence
Apologies for absence were received from Councillor Marshall and District Councillor Mrs Michael.

25/156 To receive and note any declarations of interest
There were none.

25/157 To receive and approve the Minutes from the Extraordinary meeting held on 8th April 2026
Subject to an amendment to reflect that Councillors Sloan and Walker were in attendance, and Councillor Moody had given his apologies, the minutes of the Extraordinary Parish Council meeting held on 8th April 2026 were accepted as a correct record and signed by the Chairman.

25/158 District Councillor Report
No report was presented as District Councillor Mrs Michael had given her apologies.

25/159 Newark & Sherwood District Council

(a) <u>To note the commissioning of a Housing Needs Survey</u>
Members noted that the District Council had commissioned a Housing Needs Survey to assess the housing needs of the District's residents. The District Council were seeking to understand residents' housing needs, including the size, type and tenure of properties to buy and rent.

Members had been circulated with the link to complete the survey, the closing date for which was 24th April 2026.

(b) <u>To receive details of the Newark & Sherwood Town and Parish Parks Legacy Fund Scheme</u>
The Clerk referred to information received in relation to the Town and Parish Parks Legacy Fund Scheme. This scheme was accepting applications to help Town and Parish Councils deliver new or improved play areas in their communities.

Grants of up to £10,000 were available, with the requirement that the applicants provide match funding equal to at least 50% of the total project costs. The closing date was Friday, 31st July 2026 with final decisions being made in November 2026.

After discussion, it was AGREED that an article be included in the Unity magazine and on the Council's Facebook to seek the views of residents on what facilities they would like to see provided. A decision could then be taken on whether to submit an application for funding.

25/160 County Councillor Report
The Chair suspended the meeting at 7.36pm for Councillor Laughton's report.

Councillor Laughton referred to the Integrated Transport Management Budget that had recently been published by the County Council. The plan included the B1164 Great North Road being surface dressed from Hemplands Close to the junction with Ossington Road turn for the A1.

In response to a question raised by Councillor Keeton in relation to the surface from that junction to the A1 slip road, Councillor Laughton confirmed this would be raised at an impending site meeting with the new Head of Via.

In relation to potholes, Councillor Laughton advised that consideration was being given to the removal of categorisation.

There was no update in relation to the Local Government Review. It was likely that further information would be received in the Summer.

The Chair thanked Councillor Laughton for his report and reconvened the meeting at 7.42pm.

25/161 Nottinghamshire County Council

There were no matters to consider.

25/162 Planning

(a) Applications

For Noting - 26/00424/DISCON – Grangefield, Main Street, Sutton-on-Trent - Request for confirmation to discharge conditions 3 (materials), 4 (render), 5 (roof tiles), 6 (details) attached to planning permission 24/01293/HOUSE Single storey rear extension, new first floor over existing ground floor, alterations to existing and insertion of new windows and doors, new external render.

Members received and noted the application to discharge conditions.

(b) Decision Notices

There were none to receive.

(c) Tree Works

26/00515/TWCA – The Lawns, 28 Old Great North Road, Sutton-on-Trent - Conifer reduction in height by approximately 1/3rd

26/00459/TWCA – Rose Farm Cottage, 7 Palmer Road, Sutton-on-Trent - T1 - Oak - Cut back to boundary approximately 3m

26/00395/TWCA – The Old Barn, Holme View, 2 Main Street, Sutton-on-Trent - T1 - Chestnut - Crown reduction up to 6m. T2 - Cherry - Crown reduction up to 4m. T3 - Chestnut (neighbours) - reduce limb that overhangs garden back to up right secondary point. T4 - Cherry Plum - Crown clean. T5 - Chestnut - Crown reduction up to 3m. T6 - Weeping Birch - Remove overextended top branches and crown lift to 2m to create the umbrella form. T7 - Western Red Cedar - Crown lift to 2m and prune in any overextended branches back into main crown. T8 - Sorbus - Crown reduction up to 1m. T9- Ornamental Willow - Crown reduction up to 1m. T10 - Elders - fell to ground level

Members received and noted the applications for tree works as outlined.

25/163 Financial Issues

(a) To record Receipts:

Members noted the following receipts:

- Cemetery Fees – £816
- Cemetery Fees – £616
- Nottinghamshire County Council – Donation - £300
- Sutton Holmes – Gait Letting - £264.99

(b) To approve invoices for payment:

The following invoices were approved for payment:

- Future Farming - £1,136.50
- Clerk's Wages - March - £327.15
- HRMC – March PAYE - £81.60
- Sutton Methodist – Falls Room Hire - £275
- Sutton Methodist – PC Room Hire - £60
- NSDC – Garden Bin Renewal - £40
- NSDC – Play Area Inspection - £114
- Internal Audit Fee - £43.31
- NSDC – Trade Waste - £119.60
- Notts Association of Local Councils – Annual Subscription - £427.96
- NPower – Electricity to Defib - £132.79

(c) Financial Report as at 31st March 2026

Members noted that the balance of the current account as at 31st March 2026 was £51,328.54 and £106,434.55 in the deposit account.

The Clerk advised that there were underspends on some budgetheads which would be taken across to reserves. A submission would be made for a refund of VAT paid during the year.

(d) To note documentation received from PKF Littlejohn in relation to the 2025/26 AGAR

The Clerk advised that documentation had been received from PKF Littlejohn in relation to the 2025/26 AGAR.

A statement from Scottish Widows was awaited to inform the Council's final balance as at 31st March before the documentation could be completed and submitted for Internal Audit.

25/164 Parish Council Matters

(a) To receive feedback in relation to the Briefing Sessions arranged in relation to the H2East Pipeline – Humber to Nottinghamshire

Both the Clerk and Councillor Grayson had attended the Briefing Sessions arranged in relation to the H2East Pipeline. While the Sessions had been helpful in terms of the outline of the proposals there was currently a lack of detailed information.

(b) To consider an invitation from JPAG to attend a meeting of all parishes affected by the H2East Pipeline

The Clerk referred to the invitation from JPAG for the Parish Council to attend a meeting of all parishes affected by the H2East Pipeline.

After consideration it was AGREED that this would be considered once the date of the meeting was confirmed.

25/165 To receive updates and agree actions on the following matters:

(a) Playing Field

Councillor Tyers advised that progress was being made on the installation of the benches. It was hoped they would be in position by the end of April 2026.

(b) Cemetery

Members noted the renewal of the garden bin collection service.

(c) Highways

There was no update for this meeting

(d) Community Speed Watch

(a) To consider a suggestion from a resident in relation to slowing traffic

The Clerk referred to correspondence received from a resident in relation to using stickers on household bins to highlight the speed limit. After discussion, Members did not consider this would be useful as bins were not visible on the highway all the time. However, they asked the Clerk to investigate obtaining 'it's 30 for a reason' and 'slow' warning signs from Via that could be used along the Great North Road and other roads deemed appropriate.

Councillor Hadley would provide a list of locations to the Clerk to provide to Via.

(e) Public Footpaths

(a) To receive any update in relation to the completion of the Hogarth Paths resurfacing

The Clerk advised that the balance of works outstanding would be completed once the closure of FP5 was lifted. This should be in May 2026.

Councillor Allen advised that he continued to liaise with the Management Company at Strawberry Fields in an effort to secure the resurfacing of the path that was not part of the adopted rights of way system.

(f) Churchyard

(a) To consider a request for a donation towards the Church Roof Alarm Project

The Clerk referred to correspondence received requesting the Parish Council consider a donation towards the All Saints Church Roof Alarm Project.

Members noted that there was an underspend of £900 in the 2025/26 budget for grants/donations. After consideration, it was proposed by the Councillor Walker, seconded by the Councillor Keeton that a donation of £900 be made. This was unanimously AGREED.

(g) Village Hall

(a) To receive a verbal update in relation to any progress

The Clerk advised that no Deed of Variation had yet been received by Newark & Sherwood District Council. The Parish Council would be notified once the document was received.

Councillor Keeton considered that a formal decision needed to be taken by the Parish Council in relation to a way forward should the Deed of Variation be agreed between the two parties. To this end, it was AGREED that a report be brought to the May meeting of the Parish Council.

Councillor Allen noted that Persimmon were currently marketing the site. The Chair confirmed that this marketing was subject to the approval of the Deed of Variation. The District Council had been made aware.

(h) Sports Club

There was no update for this meeting

(i) Library Support Group

There was no update for this meeting.

(j) War Memorial

The Clerk advised that clear designs of the memorial had now been received which would enable a planning application to progress.

(k) Allotments

(a) To receive an update on the present position.

Councillor Grayson advised that equipment had been removed from the plots that were no longer being cultivated. A site meeting had been held with Councillor Sloan and it was suggested that the vacated area could create 4 allotment plots.

After discussion, it was AGREED that Councillor Grayson liaise with the remaining plotholder, who had indicated they would only remain for one more season, to establish if they would be willing to vacate their plot earlier in order to allow for a full overhaul of the area.

The Clerk advised that there were currently 7 people who had expressed an interest in taking an allotment. Contact would be made to establish if they were still interested as some of the enquiries were historic.

A full report would be brought back to the May meeting outlining the costs to clear the area and establish the plots.

(l) Biodiversity

(a) To receive an update report on the project

Members received and noted the report from Councillor Tyers updating them on the Biodiversity project. Works were ongoing, with bulbs being planted in verges rather than wildflowers given their width.

The installation of bat boxes at the Sports Club was progressing.

25/166 Nottinghamshire Association of Local Councils

(a) April Newsletter

A copy of the Newsletter had been circulated to Members for information.

(b) April Training Update

The Training Update had been circulated to Members for information.

25/167 Correspondence

There was none to consider.

25/168 Items for Notification

The Chair noted that reports on the Deed of Variation and Allotments would be presented at the May meeting.

Close: There being no further business the Chairman closed the meeting at 8.25pm

Next Meeting will be on Tuesday, 12th May 2026 at 7.30pm in the Methodist Community Centre. This will be the Annual Parish Meeting and the Annual Meeting of the Parish Council

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