SUTTON-ON-TRENT PARISH COUNCIL
Minutes of the Meeting of the Parish Council held at the Methodist Community Centre on Tuesday, 1st April 2025 at 7.30 pm.

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

In Attendance 3 members of the public and District Councillor Mrs Michael

The Chair welcomed Councillor Mark Grayson to his first meeting since co-option on to the Parish Council at the 11th March 2025 meeting.

24/163 Apologies for Absence & Declarations of Interest
Apologies for absence were received and accepted from Councillor Walker and County Councillor Laughton.

24/164 Public 10 Minute Forum
The Chair suspended the meeting at 7.31pm for the public session.

A resident queried the %age level of tax rise within their council tax bill which was higher than the 3.5%. The Clerk advised this was centred around the tax base used by the District Council to calculate at the time of setting the full bill. The Parish Council would only receive the amount it had advised to the District Council and as set as a Precept at the January meeting in the sum of £28,980. The Clerk advised that a full explanation would be requested by Newark & Sherwood District Council and shared with the resident and Members for information.

A resident asked if the response to the Phase 2 Community Consultation by GNR Solar could be made available on the Parish Council's website. The Clerk confirmed this would be actioned.

The Chair thanked residents for their input and reconvened the meeting at 7.35pm.

24/165 To approve the Minutes of the Parish Council Meeting held on 11th March
Subject to an amendment to the header to read 'March' instead of 'February', the minutes of the meeting held on 11th March 2025 were accepted as a correct record and signed by the Chair.

24/166 District Councillor Report
The Clerk advised that Councillor Mrs Michael would be attending after Carlton-on-Trent Parish Council's meeting.

The Chair confirmed that the District Councillor Report would be taken when Councillor Mrs Michael arrived.

24/167 Newark & Sherwood District Council
There were no matters to consider.

24/168 County Councillor Report
Members noted that Councillor Laughton was within the pre-election period, prior to the election on 1st May, so had given his apologies.

24/169 Nottinghamshire County Council

There were no matters to consider.

24/166 Planning

Applications

(a) **25/00491/LDCP – The Crest, 11 Great North Road, Sutton-on-Trent - Certificate of Lawfulness for proposed removal of the existing extension and the building of a new single storey extension**
Members noted the application as outlined.

(b) **25/00471/LDCP – Land at Great North Road - Lawful Development Certificate for the construction of an agricultural barn as approved under Prior Approval 24/02051/AGR with minor amendments. Formation of a new roadway running from the existing gateway to the barn, creation of a hard-standing area in front of the barn doors to provide a stable surface for maneuvering, loading, and unloading machinery and produce. Installation of a rainwater drainage system, with runoff directed into a nearby ditch to manage surface water effectively and prevent water accumulation around the barn and access route**
Members noted the application as outlined.

(c) Decision Notices
There were no decision notices to receive.

(d) Tree Works
25/00459/TWCA – Volunteer House, 16 Main Street, Sutton-on-Trent - T1 - Holly - fell.
Members noted the application for tree works as outlined.

24/167 Financial Issues

(a) To record Receipts -

- E Gill & Sons (Funeral) Ltd - £100
- Will Barker & Co – Gaits Payment - £356.58
- Abbey Memorials – Headstone - £135
- Robert Holand Memorials – Headstone - £135

(b) The following invoices were approved for payment:

- Clerk's Wages – March- £316.80
- HMRC – March PAYE - £79.20
- Sage - £12
- Future Farming Ltd – March Cuts - £1,200
- Methodist Community Centre – PC Meetings – Jan to March – £54
- Methodist Community Centre – Falls Group – Jan to March - £220
  Newark & Sherwood District Council – Aqua Sacs - £453.60

(c) **Financial Report as at 31st March 2025**
Members noted the financial report which showed a balance on the current account of £42,674.18 and £105,350.56 in the deposit account.

The Clerk advised that a statement was awaited from Scottish Widows before the year end balance could be confirmed.

(d) **To appoint an Internal Auditor for the 2024/25 Financial Accounts**
The Clerk advised that the Parish Council's previous Internal Auditor, Mr Harness, was available to review the 2024/25 financial accounts. It was AGREED that Mr Harness be retained to undertake the internal audit.

(e) **To note receipt of documents in relation to the 2024/25 External Review**
The Clerk advised that documentation in relation to the 2024/25 External Review had been received from PKF Littlejohn.

24/168 Parish Council Matters

(a) To consider submissions received for the Grass Contract Agreement for 2025-28

The Clerk outlined the responses received to the recent Grass Cutting Agreement advertised for a three year term, from April 2025 to March 2028.

Four responses had been received, with details being forwarded to Members in advance of the meeting. To ensure confidentiality, the Clerk referred to the submissions as Contractors 1 through to 4.

Contractors had submitted prices on the details contained in the table below:

Area	Number of Cuts
Grass Cutting:	
Playing Field, Grassthorpe Road	17
Churchyard, Church Street	17
Sports Club, Grassthorpe Road	31
Cemetery, Ingram Lane	17
Hedge Cutting:	
Playing Field, Grassthorpe Road	1
Churchyard, Church Street	2
Sports Club, Grassthorpe Road	1
Cemetery, Ingram Lane	1

The Clerk reminded Members that the Sports Club gave a donation of £800 towards the costs incurred at their grounds.

Costs received were:

- Contractor 1 - £14,085
- Contractor 2 - £11,300
- Contractor 3 - £11,365
- Contractor 4 - £15,191.25

Members noted that the price differential between contractors 2 and 3 were negligible. Contractor 3 was known to the Parish Council as the current contractor and during their tenure there had been no complaints or major issues. Being a local contractor also reduced the carbon footprint of the agreement. Further, the contractor was flexible in undertaking additional works should the Parish Council make any such request.

After discussion, Councillor Allen proposed Contractor 3 be offered the agreement from April 2025 to March 2028, this was seconded by Councillor Marshall and passed with 8 votes for and one abstention.

(b) To receive an update on commemorations for V E Day

The Clerk advised that organisations within the village had been asked for their thoughts on a commemoration for V E Day to determine if they were wanting to mark the occasion and, if so, what they may wish to do

Organisations had been advised that, as part of the National commemoration, the Pageantmaster had asked for Beacons to be lit on that evening and as part of that it had been arranged that the Beacon acquired for the Jubilee would be put up on Sternthorpe Close Playing Field to be lit on the evening as an opportunity for the whole community to come together.

The Methodist Community Centre had advised of an event they were holding a Commemoration Service on Sunday, 4th May at 10.30am, which would include refreshments, a memorial tree and memories table.

As part of the National commemorations, a request had been made for Church bells to be rung at 6.30pm. The Clerk had been liaising with the Church to understand whether this would be possible to do at Sutton.

The Clerk advised that, as for previous National commemorations, the District Council were offering a grant based on the level of Precept, which for Sutton would be £300. Members asked that the Clerk complete this application, which could be used to support the Methodist Community Centre's commemoration.

Members noted that the event for D Day held on the playing fields had been well received by the community. After discussion, it was AGREED that the Clerk look to progress this with relevant organisations.

In terms of budget, the Chair motioned a delegated spend of up to £750, seconded by Councillor Blanchard and unanimously AGREED.

(c) To note the requirement to complete the Standard Form of Licence for the Methodist Community Centre to 31st March 2026

Members noted the requirement to complete the Standard Form of Licence for use of the Methodist Community Centre to 31st March 2026. It was AGREED that this be signed by the Clerk and Chair.

(d) To note quotations received in respect of the purchase of a new noticeboard

The Clerk outlined three quotations received for a new noticeboard on the railings adjacent to the bus shelter on Main Street.

Two of the quotations received were for double door noticeboards (£1,025 and £1,089), one for single (£996). All had magnetic backboards which would ensure ease of use.

After discussion, it was AGREED that the Clerk proceed with a purchase from the Parish Noticeboard Company in the sum of £1,025 plus VAT. Members noted that a 50% deposit would be payable.

(e) To receive a Quarterly Natural Flood Management Update Newsletter in respect of the GNR Solar & Biodiversity Park

Members received and noted the 1st Quarterly Natural Flood Management Update Newsletter. The Clerk confirmed that no contact had been made by Elements Green regarding any flood alleviation works.

24/166 (cont) District Councillor Report

The Chair welcomed Councillor Mrs Michael to the meeting and suspended the meeting at 8.08pm for her report.

Councillor Mrs Michael confirmed that as a recent meeting the Internal Drainage Board had advised that hydro-seeding would be done this week. Mid-April the accumulated soil would be moved to a field near the A1.

The Chair asked about maintenance of the project once complete, with Councillor Mrs Michael advising that would remain the responsibility of the IDB. Fencing and hedging was still to be completed and arrangements would be put in place to ensure vehicles wouldn't be able to access the land.

Discussion took place around the level of work undertaken and the benefits the IDB were confident they would bring to the village. Members were grateful for the level of investment the IDB had committed and Councillor Keeton proposed, seconded by Councillor Marshall, that a letter of thanks be sent to the IDB for their support and investment, and for the commitment to the remaining phased work planned. This was carried with 8 votes for and one abstention.

24/169 To receive updates and agree actions on the following matters:

- **Playing Field**
  - To note additional signage ordered
    Upon reflection, the Chair considered a second sign was required as there were two entrances to the playing field. The Clerk had ordered an additional sign at a cost of £169 plus VAT. This was ratified by Members.

- **Cemetery**
  Further to an email received from a resident regarding leaves and brambles, Councillor Sloan advised these had been cleared. Despite the provision of a brown bin and a general waste bin, it was disappointing to note that flowers, and other waste, was being left by the store. The Chair would liaise with Councillors Marshall and Sloan on signage to the appropriate place for waste.

  Councillor Sloan noted that there were solar lights on the new part of the Cemetery.

- **Highways**
  - To note resurfacing of Crow Park Avenue and The Meerings
    The Chair was pleased to confirm that Councillor Laughton had advised that Crow Park Avenue and The Meerings would be resurfaced. The Chair reminded Members that the Parish Council had lobbied to get this road included on a resurfacing programme.

- **Community Speed Watch**
  Members noted that the Speed Monitoring Camera had again been in the village. Councillor Marshall advised that since the regular monitoring a change in the speed of traffic on Great North Road had been noted.

- **Public Footpaths**
  Councillor Moody advised that a meeting would be held with Via on Tuesday, 8th April, to discuss a potential path to the Sports Club.

- **Churchyard**
  There were no issues to report.

- **Village Hall**
  The Chair advised that a further meeting had been held with Newark & Sherwood District Council and representatives from Persimmon Homes regarding the Section 106 agreement. The Chair reminded Members that this was an agreement between the District Council and Charles Church (Persimmon) with the Parish Council as the recipients of the funds.

  Discussions were ongoing to seek a 'decoupling' of the funds from the Strawberry Fields development to use elsewhere in the village to provide facilities, i.e., a warm space, library, internet connection.

  The District Council and Persimmon Homes would come back to the Parish Council in due course following their discussions. The Chair had asked whether the Parish Council could see any income from the sale of the land, or do something else with it, but this was dismissed. If the Parish Council wished to 'decouple' the funds, Persmimmon Homes would seek to do something else with the land.

  The Parish Council would need to put together a Business Plan to outline alternative use of the funds.

- **Sports Club**
  Councillor Allen advised that the next phase would be car parking and a patio down the side of the building.

- **Library Support Group**
  No report was presented.
- **War Memorial**
  - To note actions taken since the March meeting
    The Clerk advised that an updated quotation had been requested from E Gill & Sons (Memorials) Ltd. An email had been sent to the Management Company advising on the response to the pre-application and that the Parish Council would be looking to submit a full planning application.

- **Allotments**
  The three allotments to the rear of the site appeared very overgrown, while the one at the front was in a better condition. A visit would be made by the Chair and Clerk on Wednesday, 2nd April to make amendments to the gate to ensure the Parish Council could gain access.
- **Any other reports**
  The Chair advised that a hard copy of the Millennium Map had been obtained from a resident. The Clerk was in discussion with a company regarding reproducing a copy on vinyl to enhance its longevity in the display case. Once back, repairs would be made to the holding case to ensure it was watertight.

24/170 Nottinghamshire Association of Local Councils

(a) The Clerk confirmed that the April newsletter had been circulated to Members for information.

24/171 Correspondence

(a) There was none to receive.

24/172 Items for Notification

(a) There were none.

Close: There being no further business the Chair closed the meeting at 8.19pm.

Next Meeting will be on Tuesday, 13th May 2025 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.