

SUBJECT TO RATIFICATION AT THE 8th MARCH 2021 PARISH COUNCIL MEETING

Minutes of the North Muskhams Parish Council virtual meeting held on Monday, 8th February 2021 at 7.15pm

Present: Councillor I Harrison, in the Chair
Councillor P Beddoe
Councillor S Dolby
Councillor Mrs Fletcher
Councillor N Hutchings
Councillor D Saxton
Councillor M Talbot

Together with Councillor Mrs Saddington

NM288-20 Apologies for absence

An apology for absence was received and accepted from County Councillor Laughton

NM289-20 Declarations of interest

It was AGREED that any declarations of interest would be stated by Members as required during the meeting.

NM290-20 Minutes

The minutes of the Parish Council Meeting held on Monday, 11th January 2021 were accepted as a true and correct record.

NM291-20 Update on Issues

No document was presented by the Clerk.

NM292-20 Public 10 Minute Session

There were no members of the public present.

NM293-20 District Councillor Session

The Chair welcomed Councillor Mrs Saddington to the meeting.

Councillor Mrs Saddington advised that the District Council would be meeting on 9th February to set their council tax.

In terms of the resurfacing of Main Street, Councillor Mrs Saddington queried if there were as many HGVs travelling to the farm, as the surface would last longer if they had reduced. Councillor Talbot confirmed that there was approximately 20 a day.

Councillor Mrs Saddington referred to the resolution of the surface water drain issue.

(a) Newark & Sherwood Community Lottery

Information relating to the Newark & Sherwood Community Lottery had been circulated to Members for information. Members noted that 50p in £1 was contributed towards any local scheme that the Parish Council nominated, with the balance for administration costs and a proportion into a community wide fund for the district.

The Chair was mindful that the Church was investigating a similar scheme to raise funds. Councillor Hutchings noted that if the Parish Council adopted the scheme it had the potential to benefit more organisations in the community and it was agreed the Chairman would speak with Andy Willey and proceed if appropriate.

(b) Asset of Community Value Application

The Chair confirmed that the Asset of Community Value Application was nearly complete and would be submitted before the end of the week. A number of letters of support had been received which would add weight to the application.

The Clerk confirmed that the Ferry had been re-registered as an Asset of Community Value in March 2020, which would be in place for a period of 5 years.

NM294-20 County Councillor Session

No report was presented as Councillor Laughton was not in attendance.

NM295-20 COVID 19 Pandemic

Funds were still available under the LIS grant scheme to provide community support, with a further £1,000 of support provided through the Winter Grant Scheme for individuals and couples.

The Chair advised that the Muskham Rural Community Centre had been given more hand sanitiser from stock.

NM296-20 Planning

(a) **Decision Notice – 20/02185/FUL – St Wilfrid’s Church, Main Street – Replace missing I with tern-coated stainless steel to the north aisle, nave and porch roofs**

Members received and noted the decision notice granting planning permission as outlined.

Councillor Talbot advised that part of the Church footpath would have to be closed for health and safety reasons when the work was being undertaken. The Church had been assisted by a Heritage Lottery Fund COVID grant of £24,500.

(b) **North Muskham Exception Site – Main Street, North Muskham**

The Chair referred to an approach from Newark & Sherwood District Council regarding converting the 4 open market value unoccupied bungalows to a shared ownership tenure. An application would be submitted by NCHA shortly and the Parish Council would be consulted.

While not pre-determining, Members were supportive of any initiative that would ensure full occupation and looked forward to a formal application in due course.

NM297-20 Parish Council Matters

(a) **Local Improvement Scheme – Progress Update**

The designer had been advised that the majority of Members preferred choice for the wording was over two lines.

(b) **Parish Council Website**

The Clerk confirmed that the website was now up and running, but there was still more content to be included.

Councillor Dolby referred to some issues encountered when trying to view on Google Chrome. The Clerk confirmed that it loaded properly on Microsoft Edge and Firefox, and Councillor Hutchings confirmed it was okay on Safari (MAC platform).

The Clerk to liaise with the developer to rectify these issues.

(c) **Capturing Memories – A Village in Lockdown**

The Capturing Memories team had outlined a project they would like to progress to produce a publication about life in the village during the pandemic. The group had already collected information, photographs, poems, etc, of key events during 2020 and were confident that further material could be obtained.

A gap year student had been retained and was investigating the price of publications and to plan a potential layout on behalf of the group.

The Parish Council had been asked for guidance on a designated charity to receive the proceeds of sale from the publication.

As the budget had been set it was not considered that the Parish Council could sponsor the publication but would be supportive of the group progressing the project.

The Chair encouraged Members to send any information they had to the Capturing Memories group for inclusion.

Councillor Hutchings confirmed that he had information relating to the building of the village halls that could be of benefit.

Historic documents still needed to be deposited with County Archives. The Clerk confirmed that it was currently closed due to the pandemic.

(d) **Transfer of Community Land**

The Chair advised that the land transfer was still ongoing. The Council's solicitor had raised a further issue as there was a caution on the land registered to a company that had rights for gravel extraction. This could be an issue should the land be required for

burial spaces in future years. A request had been made to remove the caution and a reply awaited. The Clerk advised that advice was being sought from the Council's solicitor on what options were available to the Parish Council to occupy the land while negotiations regarding the caution were ongoing.

The access track would now be included within the transfer to the Parish Council, as agreed with the Transferor.

(e) **Allotments/Green Hub**

The sub-committee had put together an agreement which had been circulated to those that had expressed an interest in taking an allotment. Responses had been received from 15 people so far. A further letter would now be issued to ask for the deposit and first year rent.

The sub-committee was working towards occupancy in March, albeit that the pathways may have to wait until later in the year to complete.

An approach had been made to the current landowner regarding access onto the land before the transfer had completed to start work on the fencing at the access track end, and to establish if they would be prepared to prepare the land when it was dry enough. A response had been received outlining that it was planned to work on the adjacent land in March, and the community land could be included at that time. Given that it was too wet for any contractor to work on the land, Members AGREED to wait to allow the current landowner to do the preparation.

The appointed contractor for the fencing to arrange a site meeting with the current landowner as the entrance will have changed slightly given the access track was now to be transferred.

NM298-20 Environmental & Community Issues

(a) **Skatepark and Play Area Update**

There were no issues to report with the skatepark at the moment.

(b) **Play Area Extension Update**

The Clerk confirmed that a zoom meeting had been held with some members of the play area fundraising committee, and Jude Andrews. All three quotations had been shared, together with the guidelines from the FCC Community Action Fund so that they were aware of the requirements that had to be met.

The committee considered that the quotation from HAGS SMP (£45,250) was the most appropriate in terms of design and range of equipment provided.

A letter of support had been received from the playgroup, and one was awaited from the school.

Jude Andrews was reviewing the application form and guidelines with a view to completing it on behalf of the committee.

The next step was to arrange a public consultation. The Clerk was liaising with a member of the committee to put together a survey that could be circulated through the website and direct to parents.

NM299-20

(a) **Highways Log**

This had not been circulated to Members. The Clerk would log the potholes on Great North Road on the portal.

(b) **Report on B6325 and other Highway Matters**

Members noted the information shared by Via regarding the proposals for the B6325 and other roads in the vicinity. It was noted that the B6325 was included in the 2021/22 County programme for structural repairs and also the surface of Main Street (from the Church to Marsh Lane) had been included in the budget for 2021-22. The Highways Manager had also agreed to look at Vicarage Lane near to BWB and the A1 Roundabout and report back to us with his findings.

(c) **Update on Trent Close Drainage outfall to river**

Confirmation had now been received from the Environment Agency that the surface water drain was an asset of Nottinghamshire County Council's.

(d) **Road Closures:**

- **Bathley Lane Level Crossing – 10th February 2021**
- **Norwell Level Crossing, Vicarage Lane – 12th February 2021**

Members received and noted information regarding the level crossing closures in February.

(e) **Mirror for Crab Lane Corner**

The Chair advised he had not had opportunity to speak to the landowner as yet.

(f) **Highways England – Notification of Essential Safety Maintenance Works**

Notification had been received from Highways England of essential safety maintenance works on the A1 between North Muskham and Newark in both directions. This work was to upgrade the vehicle restraint system.

Work was scheduled to start on 5th April and to complete by 3rd July 2021. Work would be undertaken between 8pm and 6am Monday to Friday to minimise inconvenience and disruption.

NM300-20 Financial Matters

(a) **Accounts for payment:**

The Chair referred to the accounts for payment. It was AGREED unanimously that the following accounts be agreed for payment:

- Clerks wages – January - £255.70
- Payment to HMRC for Clerks wages – January - £63.80
- Village Handyman – January - £85.50
- Keyhole IT Solutions - £340 – Website Development
- Newark & Sherwood District Council - £198 – Pre-Application Fee (Community Land)
- Notts Association of Local Councils - £16.80 – Online Planning Training
- N Hutchings Architect – £540 – Professional Fees Community Land
- Newark Town Council - £130.90 – COVID-19 Food Support
- Community Heartbeat Trust - £282 – Defib Battery
- Microsoft 365 - £59.99 – Annual Subscription
- ESET Licence Renewal - tbc

(b) **To note any Receipts:**
There were none.

(c) **Financial Report to 31st January 2021**
Members received and noted the financial reports as at 31st January 2021.

The Chair noted that there was likely to be an underspend on the Village Handyman and Administration budgetheads.

(d) **Request for Financial Support – Muskham Magazine**
The Clerk referred to correspondence received from the Editor of the Muskham Magazine containing a request for financial support to be considered.

The Chair outlined that a precis of the minutes was included in each edition, and the Magazine had been offered the opportunity to have a pdf version uploaded to the website. The Clerk confirmed that there was a specific page included on the site for the Muskham Magazine.

After discussion, it was proposed by Councillor Mrs Fletcher, seconded by Councillor Dolby, that a sum of £250 be donated to support the Magazine. Members noted that it was a vital part of the village community. As there was no sum included within the budget the donation would be met from reserves.

Councillor Saxton whether it would be beneficial, in addition to the minutes, to have the option to include a page highlighting a specific matter or project, i.e., the allotment site or play area. The Chair advised that going forward the website would be the main communication channel for the Parish Council.

NM301-20 Correspondence

(a) **21/00175/HOUSE – The New House, Main Street, North Muskham – Erection of a single storey lean-to garage on the north elevation**
Prior to consideration of this item, Councillor Hutchings and Councillor Talbot declared a pecuniary interest and withdrew themselves from the discussion on this application.

After discussion, it was proposed by Councillor Saxton, seconded by Councillor Beddoe that the application be supported.

NM302-20 Date of Next Meeting

Next scheduled meeting will be Monday, 8th March 2021

The meeting closed at 8.10pm.