

**SUBJECT TO RATIFICATION AT THE 20<sup>th</sup> APRIL 2021 PARISH COUNCIL MEETING**

**Minutes of the North Muskhams Parish Council virtual meeting held on Monday, 8<sup>th</sup> March 2021 at 7pm**

**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 County Councillor Laughton and 5 members of the public.**

**NM303-20 Apologies for absence**

An apology for absence was received and accepted from District Councillor Mrs Saddington.

**NM304-20 Declarations of interest**

Councillor Hutchings declared a personal interest in agenda item 9(d) and would withdraw himself from any discussion on that item.

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

**NM305-20 Minutes**

The minutes of the Parish Council Meeting held on Monday, 8<sup>th</sup> February 2021 were accepted as a true and correct record.

**NM306-20 Update on Issues**

No document was presented by the Clerk.

**NM307-20 Public 10 Minute Session**

The Chair noted that one member of the public was present specifically for agenda item 10(b) and, with the approval of Members, would allow them to speak on that item.

The Chair suspended the meeting and invited any other members of the public to ask any questions.

A question was asked regarding speedwatch monitoring and whether there was any plan to monitor the speed of vehicles towards Crab Lane.

The Clerk advised that all training of speedwatch volunteers was currently suspended due to the lockdown restrictions in place. The District Council were aware that volunteers wanted to be able to monitor vehicle speed at the south end of the village

but needed to risk assess where that could safely be undertaken due to the road layout and lack of pavement.

The Chair had advised the District Council of one area where it should be possible for volunteers to operate safely once they had been able to complete a risk assessment. It was presumed that inspections would commence after 12<sup>th</sup> April.

No other questions were raised so the meeting was reconvened.

**NM308-20 District Councillor Session**

No report was presented as District Councillor Mrs Saddington had given her apologies.

(a) Newark & Sherwood Community Lottery

The Chair advised that he had not been able to progress this as yet. It was hoped that the Church and Parish Council would combine to benefit from the initiative. Members confirmed that they were in full agreement that the matter be progressed.

(b) Asset of Community Value Application

The Chair advised that prior to the application being submitted confirmation was being sought from the current occupant that they wished the Parish Council to proceed. The District Council had advised that, once confirmed, an order could become an impediment to sale.

It was noted that there was a mandate from the Parish Council for the application to be submitted and the Chair would proceed should the occupant confirm they were supportive.

**NM309-20 County Councillor Session**

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

The Chair was pleased to note that repairs have been made to B6325 on an interim basis.

Councillor Laughton confirmed that Main Street been put into the budget for resurfacing in the 2021-22 financial year. The 40mph speed limit at Little Carlton is moving ahead and Councillor Laughton hoped to have it in place shortly.

A meeting had been held with Public Health who had confirmed that the COVID numbers were now starting to decrease in the District, after remaining high. Vaccinations were continuing though there had been a supply chain issue which was expected to be resolved later in the week.

Councillor Laughton advised that this would be his final meeting as he would be going into purdah at the end of March in the run up to the elections on 6<sup>th</sup> May 2021.

The Chair thanked Councillor Laughton for his report and the positive news on

vaccinations and the infection rate.

**NM310-20 COVID 19 Pandemic**

The Chair noted that it was good infection rates were reducing, but the virus was still prevalent in the community. With schools returning on 8th March, the Chair was mindful of the issues experienced with the play area and sought Members views on speaking to the Head teacher to remind parents on mixing after school. It was AGREED this be progressed.

Grants continued to be made to those in specific need and there were at least two households receiving food packages from Newark Market which would continue to the March.

(a) Village Event

The Chair noted that a budget of £1,500 had been set aside for a village event when lockdown had been completely lifted. As it stood at the moment that would have to be after 26<sup>th</sup> June 2021.

Unfortunately, it was understood that a caravan rally had been booked at the MRCC for that date. The Chair would raise this at the MRCC committee meeting scheduled to be held on 9<sup>th</sup> March as villagers may not appreciate an influx of visitors immediately after the removal of restrictions. If the 26<sup>th</sup> June was not available, then the village event would be on the 3<sup>rd</sup> July.

The aim of the event would be to bring people together and to thank those who had supported the village throughout the pandemic.

**NM311-20 Planning**

(a) **21/00373/FUL – Land at Main Street, North Muskham – Change of use of plots 1, 2, 14 and 15 from ‘market sale’ to ‘affordable’ (based upon planning approval 18/00597/FULM now constructed)**

The Parish Council had previously put forward a suggestion that the market sale homes be converted to shared ownership, rather than remaining empty. An application had now been submitted to redesignate the four plots to shared ownership.

The Clerk referred to a letter of concern that had been submitted by the occupants of 15 Gilberts Field. Confirmation had been sought on whether this was one of the plots included in the application, but NCHA had advised that this was plot 16, the house adjacent to the bungalows.

Members were happy to support a conversion to shared ownership, not just rental. This was proposed by Councillor Dolby, seconded by Councillor Beddoe, and unanimously AGREED.

(b) **21/00314/FUL – Danesfield, Waltons Lane, North Muskham - Replacement of existing side extension and car port for an annexe/granny flat.**

Councillor Talbot proposed, seconded by Councillor Hutchings, that the application be supported. This was unanimously AGREED.

(c) **21/00435/FUL - Bracken Farm Vicarage Lane North Muskham - Conversion of existing garage/outbuilding to a holiday let**

Councillor Talbot proposed, seconded by Councillor Saxton, that the application be supported. This was unanimously AGREED.

(d) **21/00371/TPO – Four Trees, Old Great North Road, North Muskham - Undertake works to trees identified as T2 Sycamore protected by TPO N247 T2 Sycamore - Remove tree due to extensive dieback and necrosis over a period of 4-5 years on structural branches and throughout the crown**

Councillor Hutchings had declared a personal interest in this item.

Members noted the work to trees protected by TPO N247 as outlined.

**NM312-20** Parish Council Matters

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

The designer had confirmed that the North Muskham sign was heading into the final stages. The plaques have been fixed into the fabricated frame works and the text on the bottom of the plaques was complete. They were currently being primed and painted in the cream background colours. Once fully dry the designer will start on the colour work.

A copy of the permissions required to install them in the highway had been forwarded to the designer who will liaise with the contractor on installation.

(b) Removal of Tree – Mackleys Lane

The Chair suspended the meeting to allow a resident to discuss issues in relation to the verge on Mackleys Lane.

The resident considered that the verge on Mackleys Lane was unique to the village, it contained an established hedgerow and trees and was a haven for wildlife and insects. Residents on Mackleys Lane tended to care for the grass on the verge opposite their properties. There had been tensions previously when weedkiller had been applied, and the hedgerow had been cut, although the hedgerow was now not touched during bird nesting season.

The resident asked if the Parish Council could assist in protecting the verge.

The Chair thanked the resident for expressing her views well to Members.

The Chair reminded Members that this area had always been in dispute with regard to ownership. The County Council had confirmed that the verge, and the trees that were on the verge, were part of the highway and, therefore, maintainable at public expense, but the hedge was not included.

It had not been possible to access historic planning document at Newark & Sherwood District Council in relation to applications at Waterside which may give a better understanding of the ownership of the hedge.

Councillor Beddoe noted that the verge was used to park vehicles on by residents. The resident confirmed that some residents did use it to keep vehicles off the road, which was quite narrow, but it was also used by visitors to the village using the footpath who perhaps weren't aware of the Ferry car park.

After discussion it was proposed by Councillor Mrs Fletcher, seconded by Councillor Hutchings that:

1. delegated authority be given to the Clerk and Chair to investigate historic planning decisions relating to the area with Newark & Sherwood District Council to establish if there was any information relating to the ownership of the hedgerow.
2. an approach be made to Via (County Highways) to establish if the Parish Council would be able to take over maintenance of the verge and, if possible, whether any financial contribution would be payable.

This was unanimously AGREED

(c) **Transfer of Community Land**

The Clerk confirmed that the Council's Solicitor had confirmed that a revised transfer was awaited. It was expected that would be received before the end of the week and once approved, could be sent to the Parish Council for signature.

(d) **Allotments/Green Hub**

The Chair advised that agreements had been received back from all but 3 residents who had expressed an interest in taking an allotment plot. Those agreements had been counter-signed and would be returned to plot holders with an update on when they would be able to occupy the land.

Information had been received back from Newark & Sherwood District Council following the initial application for advice. Councillor Hutchings was dealing with a further application for a Certificate of Lawful Development. The Chair was progressing an application with Severn Trent for a water supply.

An Allotment/Green Hub Sub-Committee would be held at the end of the Parish Council meeting.

**NM313-20** Environmental & Community Issues

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

Councillor Beddoe reported that an approach had been received from a skateboard coaching business offering to select North Muskham as a possible site for holding an

open day at the skatepark. A request for further information had ascertained that a fee of £920 was payable, so the offer had been declined.

Councillor Beddoe was asked to consider whether any event could be held on the skatepark at the village event to be held after the lifting of restrictions, i.e., a competition with prizes. This would be investigated further once a date was confirmed.

(b) **Play Area Extension Update**

The Clerk confirmed that the public consultation had been undertaken and responses collated. However, due to personal circumstances it had not been possible to meet the deadline of 3<sup>rd</sup> March of the current FCC funding round. The next deadline was 3<sup>rd</sup> June and the Clerk was confirmed that would be met.

Members were supportive of the position and accepted that the Clerk would ensure that the 3<sup>rd</sup> June deadline was met.

**NM314-20 Highways**

(a) **Highways Log**

This had not been circulated to Members. The Clerk had reviewed outstanding issues on the County Council's portal which was showing that potholes listed on Vicarage Lane and Great North Road had been repaired.

Councillor Hutchings confirmed that no work had been undertaken to the potholes on Great North Road, with a resident spraining their ankle on the road earlier in the week. The Clerk to log on the portal again.

In terms of Vicarage Lane, while some potholes had been repaired the overall condition of the surface meant that there was very little improvement.

It was AGREED that the Clerk contact the officer at Via who attended the meeting on 8<sup>th</sup> February to discuss the situation with Vicarage Lane and also the A1 roundabout which were going to be addressed separately to the B6325.

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

The Chair had advised that an alternative site on land owned by another owner had been inspected but discounted. The Chair would liaise with the resident who had originally raised the request.

The Chair advised that an approach had been made by South Muskham & Little Carlton Parish Council about a combined litter pick on the B6325 in April. The Clerk was asked to liaise on a mutually convenient date.

**NM315-20 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 – February - £255.70
- Payment to HMRC for Clerks wages – February - £63.80
- Village Handyman – February - £140.99
- Keyhole IT Solutions - £9.99 – Capturing Memories Domain Name Renewal

(b) **To note any Receipts:**

The Clerk advised that £913.77 had been received in allotment rents and deposits. A separate line had been created in the budget to ring fence this income.

(c) **Financial Report to 28<sup>th</sup> February 2021**

Members received and noted the financial reports as at 28<sup>th</sup> February 2021.

Members noted that there was a variance of £11,618 at the moment of income over expenditure.

The Clerk advised that there would be a requirement to move some unspent budgeted amounts in to reserves.

**NM316-20** Correspondence

(a) **Dog Waste Contract Renewal**

The Clerk advised that the renewal notice had been received from Newark & Sherwood District Council for the dog waste contract in the village. The contract covered six dog bins, five of which were emptied weekly and one on Mill Lane emptied fortnightly.

The invoice for the 2020-21 financial year was £572 plus VAT.

After discussion, the Clerk was asked to enquire if an additional dog waste bin could be added to the contract by the clapper gate on the flood bank (Bridleway 5). Members noted that the Parish Council would have to purchase the bin, but it may be possible to obtain sponsorship. The additional service cost to empty would be £104 per annum at the current rate.

(b) Review of Public Space Protection Orders

The Clerk referred to correspondence received from Newark & Sherwood District Council regarding a review of the Public Space Protection Orders relating to dogs. There is no specific order relating to the village, but there are two district wide ones, the first of which relates to dog fouling and imposes a requirement to clean up and the second is a request that dogs are put on a lead when directed by an officer of the council.

The Parish Council could suggest areas within the village that may benefit from a public space protection order.

After discussion it was AGREED that the Chair raise this at the trustees meeting of the

MRCC and report back to the Clerk.

Members noted that if there was no enforcement, or perceived enforcement, there was no incentive for owners to behave responsibly.

**NM317-20** Date of Next Meeting

Next scheduled meeting will be Monday, 13<sup>th</sup> April 2021.

The meeting closed at 8.05pm.