

NOCTON PARISH COUNCIL

Minutes of the Meeting of Nocton Parish Council held at 7.00 p.m. on Thursday, 16th June 2022 in The Nocton Hub.

PRESENT: Councillor Ian Goldsworthy (Chair)
Councillors Mike Clarke, Mike Kaye, Richard Marshall*, George McDonnell and
MaryAnn Williams

Also present: County Councillor Ian Carrington* and District Councillor Fran Pembury*

(* present for part of the meeting only)

Approx. 8 members of the public were also in attendance

PUBLIC QUESTIONS UNDER STANDING ORDERS, ETC

1. Following a question and comment from a resident, Mr Ralph Timms, the Chair confirmed that it was the Parish Council's intention in future to allow for a period of up to fifteen minutes before the start of each meeting so that residents could raise questions or make statements, etc about agenda items. The public session at the end of each meeting would also continue.

The Chair confirmed that the Parish Council would amend its Standing Orders accordingly.

2. The Chair referred to a question which had been submitted by a resident, Kristie French, regarding certain matters relating to Nocton Park. He responded as follows:
 - (a) The Parish Council had not yet been able to confirm responsibility for the street light No.21 on Nocton Park Road but would endeavour to do so before the next meeting.
 - (b) He denied making the comment at the meeting on 10 May that the Parish Council had received an email from Peter Sowerby but was happy to confirm that this was not the case and that there had been no communication to or from him in connection with this, or any other matter, in recent years.
 - (c) Until firm development proposals for the future of the Nocton Hall and former RAF Hospital Site have been submitted by LEDA Properties, it would not be possible to consider what, if any, the access issues might be. In any event, any consultation thereon would be a matter for NKDC as the Planning Authority and LEDA and not the Parish Council, NPML or, indeed, Mr Sowerby. They, along with others, will be consultees and entitled to put forward their views accordingly. Having said that, however, the Chair said that if and when development proposals were finally put forward, he was sure that the Parish Council would wish to engage fully with all residents and stakeholders to ensure that any such proposals were fully consistent with the principles contained within its Neighbourhood Plan, particularly those relating specifically to that site.
 - (d) The Chair said that although he could not see the relevance of the statement, he confirmed that he knew one of the Directors of NPML through her regular attendance at meetings of the Parish Council but did not know the other. It was, of course, likely that as having been Chair of the Parish Council for a number of years, he would know many residents.

- (e) With regard to the recent communication from Mr Sowerby to residents, the Chair confirmed that he had posted a comment on the village Facebook page merely to correct an error within the letter and to say that the Parish Council had not paid towards the Nocton Park allotments. The letter was not addressed to the Parish Council and referred to matters which were clearly for the owners of Peter Sowerby homes and NPML to address. Whilst the Parish Council would always wish for every resident to be treated fairly no matter what the issue, this was not something on which the Parish Council should, or indeed, could become involved with.
- (f) The Chair confirmed that Councillor McDonnell had met with a Director of NPML to confirm that the cutting of the grass on Nocton Park Road was a matter for Highways and NPML to resolve as the Parish Council had neither the budget nor resources to take this task on (even were it to be permitted by Highways)

No.	Item
	The Chair welcomed councillors and members of the public to the meeting.
1.	APOLOGIES FOR ABSENCE
	There were no apologies for the meeting.
2.	DECLARATIONS OF INTEREST
	There were no declarations of interest.
4.	MINUTES OF THE MEETINGS HELD ON 10 MAY 2022
	<p>MOVED by Councillor Mike Kaye; SECONDED by Councillor George McDonnell and RESOLVED that the minutes of the Annual Parish Council meeting and subsequent Ordinary Meeting held on 10 May 2021 be agreed as a correct record of the proceedings, subject to the addition of the following to Minute No. 1 (Apologies for Absence): "The Chair reported that that Neil Faulkner had resigned from the Parish Council and thanked him for the work that he had undertaken on behalf of the village over a number of years."</p> <p>The minutes were then signed by the Chair.</p>
3.	APPOINTMENT OF CO-OPTED MEMBER
	MOVED by Councillor Mike Kaye; SECONDED by Councillor MaryAnn Williams that Mr Richard Marshall be appointed as a Co-opted Member of the Parish Council.
4.	APPOINTMENT OF COMMITTEES, ETC
	<p>MOVED by Councillor George McDonnell; SECONDED by MaryAnn Williams that Councillors Mike Kaye, Dick Marshall and MaryAnn Williams be appointed to the Personnel Committee.</p> <p>It was further agreed that there was no need to appoint a separate Finance Committee as this function can more effectively be undertaken by the Parish Council itself.</p>
5.	COUNTY AND DISTRICT COUNCILLOR REPORTS
	The reports from County Councillor Ian Carrington and District Councillor Fran Pembury were received and noted.

	County Councillor Ian Carrington said that he would liaise with the Parish Clerk with a view to arranging a “walkabout” with parish councillors to discuss various issues relating to the condition of roads and footpaths, etc within the village.																																										
6.	PARISH CLERK’S REPORT																																										
(a)	The following schedule of payments made and income received since the last meeting was noted: <table border="1"> <thead> <tr> <th>No.</th> <th>Item</th> <th>(£)</th> </tr> </thead> <tbody> <tr> <td colspan="3" style="text-align: center;">EXPENDITURE</td> </tr> <tr> <td>1.</td> <td>Equals Card – (Hub Manager)</td> <td>200.00</td> </tr> <tr> <td>2.</td> <td>Equals Card – (Village Keeper)</td> <td>100.00</td> </tr> <tr> <td>3.</td> <td>Anglian Water (Hub)</td> <td>27.00</td> </tr> <tr> <td>4.</td> <td>Opus Energy (Street Lamps)</td> <td>79.92</td> </tr> <tr> <td>5.</td> <td>Defib World (Hub Defibrillator)</td> <td>1,686.00</td> </tr> <tr> <td>6.</td> <td>E.ON Street Lamps x 3 (adjustment)</td> <td>114.00</td> </tr> <tr> <td>7.</td> <td>Small Trolley (Hub)</td> <td>285.46</td> </tr> <tr> <td>8.</td> <td>Staff Salaries May 22</td> <td>866.88</td> </tr> <tr> <td>9.</td> <td>E.ON (Hub) May</td> <td>470.94</td> </tr> <tr> <td>10.</td> <td>E.ON Maintenance Street Lamps</td> <td>167.40</td> </tr> <tr> <td colspan="3" style="text-align: center;">INCOME</td> </tr> <tr> <td>13.</td> <td>Hub Hirers (net)</td> <td>1,040.00</td> </tr> </tbody> </table>	No.	Item	(£)	EXPENDITURE			1.	Equals Card – (Hub Manager)	200.00	2.	Equals Card – (Village Keeper)	100.00	3.	Anglian Water (Hub)	27.00	4.	Opus Energy (Street Lamps)	79.92	5.	Defib World (Hub Defibrillator)	1,686.00	6.	E.ON Street Lamps x 3 (adjustment)	114.00	7.	Small Trolley (Hub)	285.46	8.	Staff Salaries May 22	866.88	9.	E.ON (Hub) May	470.94	10.	E.ON Maintenance Street Lamps	167.40	INCOME			13.	Hub Hirers (net)	1,040.00
No.	Item	(£)																																									
EXPENDITURE																																											
1.	Equals Card – (Hub Manager)	200.00																																									
2.	Equals Card – (Village Keeper)	100.00																																									
3.	Anglian Water (Hub)	27.00																																									
4.	Opus Energy (Street Lamps)	79.92																																									
5.	Defib World (Hub Defibrillator)	1,686.00																																									
6.	E.ON Street Lamps x 3 (adjustment)	114.00																																									
7.	Small Trolley (Hub)	285.46																																									
8.	Staff Salaries May 22	866.88																																									
9.	E.ON (Hub) May	470.94																																									
10.	E.ON Maintenance Street Lamps	167.40																																									
INCOME																																											
13.	Hub Hirers (net)	1,040.00																																									
(b)	<u>Parish Council Bank Accounts</u> The Clerk reported that as at 31 May 2022, the Parish Council had a combined total of £42,785.73 across each of its three bank accounts, which included £1,358.32 held on behalf of the Nocton 200 Club.																																										
(c)	<u>Correspondence</u> The Parish Council noted details of correspondence received by the Clerk since the last meeting.																																										
7.	PARISH COUNCIL INTERNAL AUDIT 2021/2022																																										
(a)	MOVED by Councillor Mike Kaye; SECONDED by Councillor George McDonnell and RESOLVED that the Parish Council’s Asset Register as at 31 March 2022 be approved.																																										
(b)	MOVED by Councillor Mike Kaye; SECONDED by Councillor Richard Marshall and RESOLVED that (i) the outcome of the report of the Internal Auditor be noted and actioned as appropriate; and (ii) the AGAR documents for 2021/22 be approved and for submission to PKF Littlejohn, the Parish Council’s External Auditor. The documents were then signed by the Chair.																																										
8.	PARISH COUNCIL WEBSITE																																										
	Further to the discussion at the last meeting, it was noted that the Clerk had not yet obtained a quote for updating the Parish Council website but would so in the very near future.																																										

9.	PROVISION OF SALT / GRIT BIN
	It was noted that Councillor Mike Clarke had once again approached LCC for the provision of a Bin at Nocton Hub to store the salt which was currently in a builder's bag. In the meantime, Councillor George McDonnell undertook to ensure that the bag was covered by a waterproof sheet so that the contents were not affected by rain.
10.	GRASS CUTTING AT NOCTON PARK
	It was noted that Councillor George McDonnell had met with a Director of NPML to advise that the Parish Council was not in a position to carry out the cutting of those grass verges, etc at Nocton Park which are currently the responsibility of other bodies, e.g. the Highways Authority.
11.	NOCTON HUB
	<ul style="list-style-type: none"> a) <u>External Noticeboard for The Hub</u>. It was noted that Dyson Farming had completed the work and delivery would need to be arranged. The Parish Council would need to ascertain from NKDC whether planning approval was needed prior to its erection to the front of the Hub. b) <u>Anti-fungal Paint to Cellar Room</u>. It was noted that discussions were taking place with the Ripon Arms over the exact specification of the paint required. c) <u>Access Ramp</u>. It was noted that Councillor George McDonnell had now completed the installation of the "non-slip" strips. d) <u>Commemorative Plaque</u>. It was noted that Councillor Maryann Williams was currently exploring other suppliers. e) <u>Use of Decals by Ripon Arms</u>. MOVED by Councillor Mike Kaye; SECONDED by Councillor George McDonnell; and RESOLVED that subject to The Ripon Arms meeting the costs of any planning permission, etc required, permission be given to attach a decal of the RA's Coat of Arms to the front of the Hub as previously requested. f) <u>CCTV</u>. It was noted that although currently operational, it would be necessary to provide a specialist keyboard to ensure maximum functionality of the CCTV system. Councillor Mike Kaye would continue to investigate. g) <u>Storage</u>. Councillor MaryAnn Williams reported on the successful effort to clear the garage and rationalise storage and thanked all those involved. The old wooden trestle tables belonging to the former Village Hall Management Committee had been sold and £65 credited to Parish Council's Bank Account. Efforts were also being made to dispose of a number of the older red plastic chairs although sufficient would be retained for use in connection with larger events taking place in The Hub.
12.	PLANNING APPLICATIONS RECEIVED FOR COMMENT
	<ul style="list-style-type: none"> a) <u>Erection of Oak-framed Entrance Porch at Chestnut House, The Green</u>. It was agreed to support the application. b) <u>Demolition of Existing Conservatory and Erection of Single-storey Rear Extension at 3 Parklands Avenue</u>. It was agreed to support the application.
13.	VILLAGE GREEN – DANDELION CLOCK
	It was noted that Councillor George McDonnell had now levelled the gravel around the base of the clock to ensure that there was no longer a trip hazard.

14.	NOCTON HALL AND FORMER RAF HOSPITAL SITE
	The Chair read out a statement from Ben Wills providing an update on the current situation. It was agreed to post the statement on the Parish Council's website.
15.	NOCTON HUB DEFIBRILLATOR
	The Chair reported that he had been advised by Steve Read that the defibrillator had now been replaced as was fully operational. The new cabinet had, however, only just been delivered and would be fitted at a later date. The Chair again thanked Mr Read for his efforts in this regard.
16.	DATE OF NEXT MEETING
	It was noted that the next meeting of the Parish Council would be held on Tuesday, 12 July 2022 at 7.00 p.m. in The Hub.
17.	PUBLIC QUESTIONS
	There were no questions or comments from members of the public.
18.	EXCLUSION OF THE PRESS AND PUBLIC
	MOVED by Councillor MaryAnn Williams; SECONDED by Councillor George McDonnell and RESOLVED that the press and members of the public be excluded from the meeting during the consideration of the following items because of the confidential nature of the business to be transacted.
19.	FREEDOM OF INFORMATION REQUEST
	The Parish Council's reviewed its original decision not to release information in response to a resident's Fol request (Mr A) about certain matters relating to the previous Parish Clerk. Having done so, it again concluded that to comply with the request would involve releasing personal data and it was MOVED by Councillor Mike Kaye; SECONDED by Councillor Richard Marshall and RESOLVED that the request be refused and the information treated as exempt in accordance with Section 40(2) of the Fol Act (principle (a)). It was agreed that the Parish Clerk inform the requester accordingly.
20.	LAND BEHIND THE HUB
	Councillor Mike Kaye reported on the outcome of a recent and productive meeting he had held with the Chair and owners (AG Properties) of the field behind the Hub. It was agreed that the Parish Council now write to the owners with a view to beginning more formal discussions with them regarding the possible removal of the various restrictive covenants on the land on which the Hub is situated and other potential benefits in return for giving up its right to use land comprising the former "Builder's Yard". It was noted that before any final decisions were reached, the Parish Council would need to seek legal advice. It was agreed that Councillor Mike Clarke draft an appropriate letter for the Parish Clerk to send to AG Properties on behalf of the Parish Council

SIGNED: _____

Date: _____