

Minutes of the Annual Meeting of Hawton Parish Council held in the All Saints Church,  
Hawton on Wednesday, 31<sup>st</sup> May 2023

**Present:**        **Councillor T Pykett**  
                  **Councillor D Adams**  
                  **Councillor Mrs K Adams**  
                  **Councillor I Brownhill**  
                  **Councillor K Sutton**

**Also present Councillor Mrs Saddington and District Councillors Kellas, Haynes and Allen**

**HPC23-001** Apologies for absence  
There were none.

**HPC23-002** Election of Chairman of the Council – Civic Year 2023/24  
The Clerk called for nominations to the position of Chairman of the Council for the Civic Year 2023/24. Councillor Sutton proposed Councillor Pykett, seconded by Councillor D Adams.

The Clerk called for any other nominations. Councillor Brownhill proposed Councillor D Adams but this proposal was not seconded.

On the proposal put forward for Councillor Pykett, this was AGREED by a majority vote and the Clerk declared Councillor Pykett as Chairman for the Civic Year 2023/24. The Declaration of Acceptance of Office was signed.

Councillor Pykett thanked Members for their continued confidence in him and he looked forward to working closely with them during the forthcoming year.

**HPC23-003** Election of Vice-Chairman of the Council – Civic Year 2023/24  
The Chair called for nominations to the position of Vice-Chairman of the Council for the Civic Year 2023/24. Councillor K Adams proposed Councillor Brownhill, seconded by Councillor Sutton.

There were no other nominations and it was AGREED by a majority vote that Councillor Brownhill be appointed as Vice-Chairman for the Civic Year 2023/24. The Declaration of Office was signed.

**HPC23-004** Declarations of Interest  
It was AGREED that any declarations of interest would be stated by Members as required during the meeting.

**HPC23-005** To Review & Adopt Standing Orders & Financial Regulations  
Members noted the adopted Standing Orders & Financial Regulations. The Clerk

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advised that the financial regulations were being reviewed at a national level. They would be brought back to Council should any changes be required.

**HPC23-006** To Note the Council's Asset Register

Members received and noted the Council's asset register.

**HPC23-007** To Confirm the Dates and Times of Ordinary Meetings of the Parish Council for the Civic Year 2023/24

Members considered that, with the changes that were happening around the village with the approach of Middlebeck and the Southern Relief Road, the number of meetings needed to be increased.

It was AGREED that meetings be increased to bi-monthly, on the 4<sup>th</sup> Wednesday of the month at 6.30pm. A schedule of meetings to be circulated to Members and included in the noticeboard.

**HPC23-008** Minutes of the Parish Council held on 29<sup>th</sup> March 2023

The minutes of the Parish Council meeting held on 29<sup>th</sup> March 2023 were accepted as a true and correct record.

**HPC23-009** Public Session

There were no members of the public present.

**HPC23-010** County Councillor Session

The Chair suspended the meeting at 6.40pm to allow Cllr Mrs Saddington to present her report.

Cllr Mrs Saddington advised that her time as Chairman of Newark & Sherwood District Council had ended on 23rd May 2023. It had been a privilege and an honour to hold the position in what had turned out to be a very special year.

As Chairman, Cllr Mrs Saddington had attended events to celebrate the Platinum Jubilee of HM Queen Elizabeth II in June, and then had the sadness of her death in September. Cllr Mrs Saddington had then been involved in the Proclamation and then attended events to celebrate the Coronation in May. Events that could not have been predicted as the civic year began.

Cllr Brownhill gave an overview of the present situation with Urban & Civic and the approach of Middlebeck. The matters that mostly concerned the Parish Council, on behalf of the community were:

- Communication on what work was going to start, when and why. Also, the village never receives any written communications which appear to be distributed around Middlebeck and Hawton Road but never reach Hawton.
- Lack of engagement re coming to the village for a meeting until July at the earliest.

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- An understanding of what Hawton will look like after completion of the works.
- Hawton is not due to receive any compensation for the years of upheaval we are now facing. This includes loss of amenity as all footpaths have been closed, noise and dirt from machinery and earthworks, heavy vehicle traffic at the south of the village in an area with no pavements etc. The Parish Council would now like to reopen this issue and expect to receive some compensation for all the disruption to our village life.

Cllr Mrs Saddington agreed to open a dialogue with Urban & Civic on behalf of the Parish Council. More detailed information would be forwarded to Cllr Mrs Saddington outlining the Parish Council's concerns.

The Chair thanked Cllr Mrs Saddington for her report and reconvened the meeting at 7.17pm.

#### **HPC23-011** Nottinghamshire County Council

(a) **Invitation to County Council Civic Service – Sunday, 25<sup>th</sup> June 2023**

Members noted the invitation to attend the Civic Service on Sunday, 25<sup>th</sup> June.

(b) **Advance Roadworks Bulletin – Hawton Road, Newark – From its junction with Riverside Road to its entrance with Willow Farm Industrial Estate – 14<sup>th</sup> June to 7<sup>th</sup> July 2023**

Members received and noted the bulletin outlining the roadworks. The Clerk advised that a request had been made for signage to be placed at the junction of Fosse Road and Hawton Lane, Farndon, to give advance warning.

(c) **Grow your Roots Project**

Members noted information circulated by the Clerk on the project.

#### **HPC23-012** District Councillor Session

The Chair suspended the meeting at 7.18pm and welcomed the three newly elected District Councillors to the meeting.

It was agreed that after the meeting Cllrs Allen, Haynes and Kellas would take the opportunity to have a walk around the village to acquaint themselves with the layout and how the approach of Middlebeck will impact the community. The points outlined to Cllr Mrs Saddington had been noted and would also be raised with the Director of Planning at Newark & Sherwood District Council.

The Chair outlined that the main issues affecting the village, other than Middlebeck, were anti-social behaviour caused by quad bikes and fly tipping. The Police had advised that 101 should be rung to report any incidents.

It was AGREED that a WhatsApp group with Members and District Councillors be established for ease of communication. The Clerk to progress.

The Chair reconvened the meeting at 7.30pm.

**HPC23-013** Newark & Sherwood District Council

(a) **To note the Anti-Social Behaviour Newsletter**

Members noted the Newsletter, a copy of which had been forwarded for information.

(b) **To receive the Stopping Up Order for Bridleway 1 and a Section of Bridleway 3 at Middlebeck, Newark**

Members received and noted the order without comment.

**HPC23-014** **Parish Council Matters**

(a) To confirm a date for the Annual Parish Meeting

This could not yet be confirmed as availability of Urban & Civic was awaited.

(b) To note the date of the 2023 Newark Half Marathon

Members noted that date of the Newark Half Marathon on Sunday, 13<sup>th</sup> August 2023.

(c) To receive an update on issues raised with Urban & Civic and consider a liaison strategy

This item had been covered under HPC23-010.

(d) To receive feedback on the Coronation Celebration Event and a breakdown of spend

(e) To consider establishing a Parish Council website

The Clerk referred to concerns raised by the internal auditor on accessing the Parish Council's documentation online, which was a requirement for the AGAR. The Parish Council's online presence was currently through Newark & Sherwood District Council's site, which the Clerk had no access to. It was AGREED that the Clerk progress a site using the Hugo Fox community platform.

(f) To consider a resubmission to Nottinghamshire County Council for funding towards Village Gateway Signs

A discussion took place on whether it was an appropriate time to be committing expenditure to village gateway signs. The Clerk advised that the ability to apply for funding through the County Council's scheme closed on 4<sup>th</sup> June, thereafter it was not known when the next round would be open. It was AGREED that an application for funding be progressed, with further consideration being given once the outcome of that application was known.

**HPC23-015** **Planning**

(a) 23/00501/FULM – Lark Energy Limited, Solar Wind Farm, Cotham Lane, Hawton – Alterations to replace existing monofacial panels with bifacial panels

After consideration, Members raised no objection to the development as outlined.

**HPC23-016** **Financial Matters**

(a) To consider accounts for payments:

Members noted and AGREED the following payments:

- ICO Renewal - £40
- Coronation Event Expenses - £391.43

- Wordprint Ltd - £40
- Notts Association of Local Councils – 2023/24 Subs - £50.68
- BMB Financial Services – Internal Audit - £25
- Zurich Insurance Premium - £186.22

The Chair advised that payment of the account for refreshments provided at the Coronation event by Geoff Wells was outstanding. The Clerk to progress.

(b) To note any receipts:

Members noted receipt of:

- NSDC – First Half Precept - £625
- NCC Coronation Grant - £150

(c) To note the Council’s financial position as at 31<sup>st</sup> March 2023 and 30<sup>th</sup> April 2023

The Clerk advised that the Council’s financial position at year end was £49,954. Balances as at 30<sup>th</sup> April were £50,539.27.

(d) To note the submission of the 2022/23 accounts for Internal Audit.

The Clerk confirmed that the accounts for the financial year 2022/23 had been reviewed by an internal auditor.

Recommendations had been included in the auditor’s report referring to accessibility of documents online. Members had agreed earlier in the meeting to address this by providing an online presence.

(e) To consider the Annual Governance Statement for the 2022-23 Financial Year.

Members received and approved the Annual Governance Statement as at 31st March 2023 and AGREED that it should be signed by the Chairman

(f) To consider the Accounting Statement for the 2022-23 Financial Year.

Members received, noted and agreed the Accounting Statement as at 31st March 2023 and AGREED that it should be signed by the Chairman, together with the Certificate of Exemption.

As the Parish Council had not exceeded the £25,000 threshold, the accounts would not need to be submitted for External Audit, just the Certificate of Exemption and contact details.

A copy of the completed documentation had been sent to Members for information.

(g) To note the renewal documentation for the Council’s insurance

Members noted the renewal documentation for the Council’s insurance for the 2023/24 financial year. The Clerk to progress renewal.

**HPC23-017** Nottinghamshire Association of Local Councils

(a) **To note the date of the 2023 Annual General Meeting**

Members noted that the date of the Annual General Meeting would be 11<sup>th</sup>

September 2023.

(b) **New Councillor Training**

Members received and noted information regarding training dates.

(c) **Chair Skills Course**

Members received and noted information regarding the Chair Skills Course. The Clerk to review if this could be completed online.

**HPC23-018** Correspondence

(a) There were no items to consider.

**HPC23-019** To Receive Items for Notification

The Clerk was asked to remind residents regarding the road closure.

Councillor Sutton asked that the condition of Hawton Lane, from the junction with Cotham Lane to the bridge, again be reported to Via.

**HPC23-020** Date of Next Meeting

Wednesday, 26<sup>th</sup> July 2023 at 6.30pm.

The meeting closed at 7.50pm

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