



MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING
held on 19th October 2020 at 7pm
Virtual Meeting via Zoom

Present: Parish Councillors: R. Cullen, D. Harrison, H. Micah, J. Newton, B. Smith
 (Chair), J. Weale, M. Weale

District and County Councillors: Neill Mison (District) left after item 108

Clerk: Marion Fox Goddard

103. Public Forum

Two residents joined the meeting.

104. Apologies for absence

County and District Councillor Keith Walker.

105. Declarations of Interest

None.

106. Approval of the minutes of the Parish Council meeting on 21st September 2020

The Parish Council minutes were approved as accurate record. Proposer: R. Cullen, Seconder: J. Weale, RESOLVED unanimously. *Councillor B. Smith to sign the minutes and send to the Clerk.*

107. Councillors & Clerk Reports

Councillor J. Weale – Asked if anyone knew if the Fernwood Residents Association are planning to have a meeting. Clerk reported that she understands an Annual General Meeting is currently being organised.

Councillor J. Newton – Reported that there are still 2 lights out in the car park between the nursery and village hall. Asked the Clerk to update Melody on the Youth Initiative (still awaiting meeting to discuss this).

Clerk to remind LCP properties that the lights need fixing and contact Melody with an update.

OCTOBER Clerk's report	Agenda Item
Update meeting with NSDC due to be held on November 3 rd . Maintenance and land ownership will be discussed.	19/249a 19/297e
Clerk has written to Saint-Gobain Formula/British Gypsum to pursue the idea of extending Cross Lane toward the Southern Relief Road. Still no feedback.	19/294
Village Hall transfer from NSDC to Fernwood Parish Council – see agenda item 112	19/287b
Long term budget – Figures have been requested from NSDC to assist with this.	19/309e

Meeting with Robert Jenrick to discuss managed estates and land ownership – awaiting date.	20/18
Great North Road (B6326) repairs – This will not be done at the same time as the Toucan Crossing. See agenda item 114h	20/18
Complaint regarding marketing signage – The large signs on Dale Way have been removed.	PS20/13
Derry's woodland. See agenda item 113/109d.	20/35e
Covid 19 Update – At the time of writing this report the government has just announced it's new 3 tier system with Newark being classed as 'high'. So far, we do not think this will affect the village hall, but should any changes be required, these will be actioned.	20/33
Signage regarding dogs – new sign on order for the village hall fence.	20/69
Memorials – drafted policy on the agenda for approval – see 111a.	20/75
Park provision - Melody is arranging for a play park provider to propose designs for Fernwood.	20/90
Hollowdyke Lane – 20mph signs have been requested from the developer to remind contractors leaving the site of this limit.	20/94
Antisocial behaviour – awaiting date for an update meeting with NSDC and the Police. We now have a summary of which areas of Rubys Avenue have CCTV.	20/99
Dale Crescent – Repairs have been ordered for the faulty gym item – this will be done on 26 th October. Clerk to bring suggestions for additional equipment items to a future meeting.	20/96

108. **County Councillor and District Councillors Reports**

Councillor Mison – detailed that the Youth Initiative meeting will be arranged but the district council response times are being delayed due to Covid and redeployments. Nottinghamshire County Council has not been selected for the first tranche of authorities being considered to become Unitary. Had spoken against the service station at the planning meeting on 6th October – the decision on this was deferred due to safety concerns although there were no strong planning reasons not to support this development – date when this will next be considered to be confirmed.

Councillor K. Walker – prior to the meeting, had reported to the Clerk that he has asked for an update on the repairs required on the B6326 between the Dale Way and Goldstraw Lane – so far he has established this will only be a repair and not a full resurfacing – date still to be confirmed.

109. **Finance**

a. Bank reconciliations circulated to members previously – noted.

b. Income 2020/21 Total	£
Regular Hire	3938.00
Other Hall Hire	-85.00
Commission	363.84
CIL	83,263.36
Covid Business Grant	10,000.00
Feed in tariff	792.34
Precept	70,008
VAT Rebate	1481.00
Interest	291.76

Advertising income	35.00
Total	£170,088.35

c. Expenditure since last meeting under delegated powers/previously agreed expenditure					
Payee	Budget Area	Net £	VAT £	Total £	Payment Method
	Salaries (October)			4630.96	BACS
Parish Council					
Zoom	Online meeting platform	14.39		14.39	BACS
Asda	Ground Maintenance - Petrol for Mowing	18.45	3.69	22.14	CARD
Sainsburys	Stationery	1.25	0.25	1.50	CARD
Unity Bank	Bank Charges	18.00		18.00	BACS
PKF Littlejohn LLP	Audit Fees	400.00	80.00	480.00	BACS
Primeprint	Publication	445.00		445.00	BACS
Apogee	Copier/Printer	256.36	51.28	307.64	BACS
Village Hall					
1&1	Email provider & domain	7.98	1.60	9.58	BACS
Waterplus	Water	61.96		61.96	BACS
Blue Castle	Waste collection	-108.00	-21.60	-129.60	BACS
NSDC	Waste collection	401.75	80.35	482.10	BACS
RB Wholesale	Cleaning supplies	53.87	10.77	64.64	BACS
SSE	Electricity	539.09	26.95	566.04	BACS
Guardian Legionella & Hygiene	Legionella Management	174.50	34.90	209.40	BACS
PHS Group	Waste services	214.53	42.91	257.44	BACS
Unity Bank	Bank Charges	18.00		18.00	BACS
Hydrochem UK Ltd	Cleaning Supplies	135.00	27.00	162.00	BACS
Viking Electrical	Electrical Repair	55.00	11.00	66.00	BACS
GPR Construction	Counter replacements	1225.00	245.00	1470.00	BACS
NSDC	Premises Licence	180.00		180.00	BACS
Amazon EU S.a.r.l. UK branch	Paint	19.92	3.98	23.90	CARD
Flintoft Ironmongers Ltd	Brush	14.15	2.83	16.98	CARD

d. Items of Expenditure considered

Expenditure	Budget Area	Total £	
Fire Risk Assessment	Individual Items Village Hall	199 plus VAT	Unanimously Agreed Prop.: D. Harrison Sec.: J. Newton
Loft Insulation	Individual Items Village Hall	2180 plus VAT	2 additional quotes required
Tree Survey	Parish Council Individual items	815 plus VAT	Unanimously Agreed Prop.: D. Harrison Sec.: J. Weale
Replacement CCTV camera and recorder	CCTV	700	Unanimously Agreed Prop.: R.Cullen Sec.: J. Newton
Remedial work – Legionella risk	Legionella Management	70 plus VAT	Unanimously Agreed Prop.: J. Weale

assessment (Bib tap back flow protection)			Sec.: M. Weale
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Clerk to arrange.

e. 2020/21 Budget Review – The Council unanimously agreed to the proposed revised budget for 2020/21. Prop.: J. Newton, Sec.: R. Cullen. The Council noted the reduction of Village Hall income: Original budget £29,000, Revised budget £13,000 – due to Covid 19.

Clerk to publish revised budget on the Council website.

f. The Council noted the Conclusion of audit and discussed the auditor’s note regarding the provision for the public to exercise their public rights to view the accounts.

Clerk to publicise email regarding the public rights. (The conclusion of audit notice has already been publicised).

110. Planning and Licensing

a. Planning decisions made by NSDC since the last meeting which were noted.

20/01548/HOUSE	30 Dale Way	Proposed loft conversion	Grant Householder Application
19/01053/RMAM	Land at Fernwood Meadows South, Great North Road Fernwood	Reserved matters application for the construction of 350 dwellings with associated public open space and drainage infrastructure (in relation to outline approval reference 17/01266/OUTM)	Grant Reserved Matters Major
20/01739/TPO	4 Marron Court, Fernwood	Works to Tree/s Protected by TPO	Grant Works to Tree/s Protected by TPO

111. Policy Review

a. New policies that were considered

- i. Internet Policy and Procedure – Councillor Smith suggested this could be reworded to make it clearer – *Cllr Smith to reword so this can be considered at the November meeting.*
- ii. Memorials Policy - The Councillors unanimously agreed to adopt this policy with updates indicating benches chosen must be in keeping with the area. *Clerk to update and publish.*

b. Documents reviewed

- i. [CCTV Policy](#) The Councillors unanimously agreed to keep this policy allowing for updates on signage. Prop.: D. Harrison, Sec.: M. Weale.
- ii. [Planning and Strategy Committee Terms of Reference](#) The Councillors unanimously agreed that no changes were required to this policy. Prop.: J. Newton, Sec.: J. Weale.
- iii. [Legionella Risk Assessment – August 2020](#) The Councillors unanimously agreed to accept the risk assessment. Prop.: J. Weale, Sec.: D. Harrison

- iv. [All General Data Protection Regulation Policies/Documentation](#) The Councillors unanimously agreed that no changes were required to these. Prop.: H. Micah, Sec.: R. Cullen

Clerk to update the CCTV Policy and GDPR disclosure log and publish on the Council website.

112. To consider the Overage Deed in relation to the transfer of ownership of Fernwood Village Hall from NSDC to Fernwood Parish Council

The Councillors agreed that changes are needed on the usage clause, overage period, and percentage.

Clerk to instruct the Council's solicitor so changes can be negotiated.

113. To consider the Valuation of the Land between Rubys Avenue and Pine Close/Denny Close and to decide how to proceed

The Councillors discussed the valuation and agreed a decision cannot be made on how much to offer the landowner without knowing what work is required to bring the area up to an acceptable standard.

Clerk to organise tree survey and get indicative costs for light repairs and insurance so the Council can consider this.

114. Correspondence

- a. [Public Consultation on the Draft Residential Cycle and Car Parking Standards & Design Guide Supplementary Planning Document \('SPD'\) 2020](#) All Councillors to read these and send their feedback to Cllr Cullen who will collate a response for the Parish Council (this will also take into account the Neighbourhood Plan for Fernwood)
- b. Thank you letter from Beaumont House – noted.
- c. Letter from NSDC regarding street naming for the new roads in the Barratt David Wilson Homes Development – Anson, Beaufort, Canberra, Hadrian, Lysander and Victor have been accepted as names for new streets in the Barratt David Wilson Homes Development (from the list of RAF related names drawn up by Nigel Branston). *Clerk to add to the November agenda so the Council can draw up a list of additional street names for when these are next requested. Clerk to ask RAF Balderton for a list of service men names which can be considered in addition to locations and aircraft.*
- d. Email regarding bin store security – noted.
- e. Enquiry regarding sign to make road numbering clear on Phoenix Lane – *Clerk to raise with Barratt David Wilson Homes at the next liaison meeting.*
- f. Email regarding Antisocial behaviour – noted. The One stop shop has been asked not to sell eggs to youths and the Police and Antisocial Behaviour Officer have been informed.
- g. Letter regarding a streetlight on the path running from Dale Way to Rubys Avenue – The Parish Council considered this and will encourage the landowner to repair the lights. *Clerk to remind landowner again.*

- h. Email from Via East Midlands regarding our request for resurfacing of the B6326 between the Dale Way and Goldstraw Lane roundabouts – Clerk to email Via again – this is a major road out/in to Newark from the A1 and needs o be looked at more seriously.*
- i. Email from resident requesting details of plans within Fernwood to improve the existing facilities for young children and adolescents – Clerk to confirm the Council's position on this.*
- j. Email asking why we are allowing building on a flood plain and suggesting tree planting and help with this – The developers are providing balancing ponds and trees in the developments; the Parish Council did object to the developments originally. Clerk to offer help in offering the saplings to residents in the village.*
- k. Letter from NSDC regarding their belief that it is the wrong time to focus on Local Government Reorganisation for Nottinghamshire – noted.*
- l. Newark and Sherwood District Council grant fund available for cleaner, safer, and greener projects – Clerk to investigate whether we can use this for the loft insulation/a new front door for the hall. Clerk to also investigate how much an electric charging point would be.*

Meeting closed at 9.20pm

Next Meeting: Monday 16th November 2020, 7pm