



Dear Councillors Ryan Cullen, Dee Harrison, Henry Micah, John Newton, Barry Smith, Jim Weale and Mollie Weale,

You are summoned to attend the next meeting of the Parish Council to be held on Monday 26th April 2021 on Zoom commencing at 7.00pm. This is a virtual meeting using Zoom. To join the meeting use the following link: <https://us02web.zoom.us/j/87892074881>

Members of the public and press are entitled to be at the following meeting Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by the Local Government Act 1972 Section 100 unless precluded by the Parish Council by resolution during whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the beginning of the meeting. As issues raised during the public session may not relate to items on the agenda no resolution for action can be taken.

Marion Fox Goddard, Fernwood Parish Clerk, Tuesday 19th April 2021

A G E N D A

47. Declaration of intent to record, film or photograph the meeting by members, members of the public or the press
48. Public Forum
49. Apologies for absence
50. Declarations of interest
51. Approval of the minutes of the last Parish Council meeting of 15th March 2021
52. Councillors' & Clerk's Reports
53. County Councillor and District Councillors reports and a vote of thanks to County Councillor Keith Walker for his service to the Parish of Fernwood
54. Finance
 - a. Bank reconciliation for the year to date to be noted
 - b. Items of income to be noted
 - c. Items of expenditure paid by Direct Debit/Standing Order to be noted and items of expenditure approved under delegated powers since the last meeting – to be noted
 - d. Items of expenditure for consideration
 - i. Parish Council Insurance renewal (to include review of insurance cover)
 - ii. RCAN membership
 - iii. Cycle Racks for the village hall
 - e. Financial year end
 - i. To note the internal auditor's report
 - ii. Annual governance statement 2020/21 for approval
 - ii. Financial return for the year 2020/21 for approval
55. Planning and Licensing

- a. To consider the following applications:

21/00593/ADV	Land At Balderton Hospital Great North Road Fernwood	Erection of signs; 1 x 1900mm x 2570 on 5.0m posts, 4 x 400mm x 500mm, 2 x 1900mm x 2570mm Main signs, 1 x secondary sign 900mm x 600mm on 1.3m posts, 1 x billboard 9000mm x 3500mm on 7 x 2650mm posts (total height 7000m), 6 x flags including poles
21/00597/FUL	Unit 5 Rubys Avenue Fernwood	Change of use from cafe/bistro to hot food takeaway and installation of extraction duct
21/00746/HOUSE	44 Youngs Avenue, Fernwood	Remove 1m fence, erect 1.8 meter fence.

56. Policy

- a. New Policy for consideration
- i. Village Hall Environmental Policy
- b. Existing Documents for review
- i. Village Hall Risk Assessment
 - ii. Dale Crescent Risk Assessment

57. Personnel Committee minutes from March 25th to be noted and Councillor Training timetable to be approved

58. Village Hall Management group minutes from April 12th to be noted

59. Discussion regarding tennis court usage and non management fee paying residents of Fernwood being asked to pay an annual charge

60. Discussion on how the Council should proceed in future when a period of National mourning has been announced

61. Discussion and decision on where/how meetings will be held going forward

62. Correspondence

- a. Email from Nottinghamshire County Council regarding the [final report](#) of the independent Planning Inspector appointed to carry out the Examination of the Nottinghamshire Minerals Local Plan.
- b. Letter to Barratt David Wilson Homes regarding the open spaces land transfer and their response.
- c. Email from Newark and Sherwood District Council regarding their District Wide Housing Needs Assessment 2020.
- d. Email from Newark and Sherwood District Council regarding an offer of support for volunteer litter pickers.
- e. Emails regarding whether developers are replacing hedgerows and creating wildlife corridors.
- f. Email raising concerns about extension made to the outdoor area of Unit 6 – retail outlet.
- g. Armed Forces Covenant Surgery Invite - Make sure that your Covenant is working for you
- h. Email from Via East Midlands explaining the current situation with the signage on Hollowdyke Lane.



MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING
held on 15th March 2021 at 7pm
Virtual Meeting via Zoom

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

Clerk: Marion Fox Goddard

35. Declaration of intent to record, film or photograph the meeting by members, members of the public or the press

36. Public Forum

2 people joined the meeting. Carl Meacham of Fernwood Community Church brought a suggestion of having a Fernwood Trail. The Parish Council welcomed the idea and agreed that the Village Hall Management Group could work with Carl on this.

Clerk to arrange a meeting to move this concept forward.

37. Apologies for absence

None.

38. Declarations of Interest

None.

39. Approval of the minutes of the Parish Council meeting on 15th February 2021

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.*

40. Councillors & Clerk Reports

Councillor Harrison – Has discovered that there was an Ice House in Fernwood and is researching this.

Councillor Micah - Met with Sally Ward on March 9th to discuss ideas on consultation, working to get a collective community voice and the Localism Act 2011.

Councillor Cullen – Attended the Barratt David Wilson Home Liaison meeting on March 9th (See Clerk's report).

Councillor Newton – Would like to start work on the flower beds in the car park (owned by LCP but requires approval). Clerk reported that LCP has been asked but they have yet to respond.

Councillor Smith – Attended an Open Spaces Strategy Presentation from NSDC with the Clerk. The Strategy is currently confidential but the Parish Council has been asked to feedback on it. It will then go out to public consultation. Is concerned about the litter accumulating on the land belonging to Strawsons across the B6326 and on the roadside.

Clerk to contact LCP Properties again regarding the flowerbeds, read the Localism Act 2011, respond to NSDC regarding the Open Spaces Strategy and contact Strawsons and NCC regarding the litter.

MARCH Clerk's report – to be included in the minutes	Agenda Item
Following the Parish Council's meeting with NSDC in December , examples of issues Fernwood residents have had with selling/remortgaging their homes and paying debt to the management company have been shared with NSDC.	19/249a 19/297e
No feedback from Saint-Gobain Formula/British Gypsum following attempts to pursue the idea of extending Cross Lane toward the Southern Relief Road.	19/294
Village Hall transfer from NSDC to Fernwood Parish Council – Our solicitor still awaiting feedback from NSDC.	19/287b
Meeting with Robert Jenrick to discuss managed estates and land ownership – still awaiting date. However, Barratt Homes has now responded to Robert Jenrick's letter (July 2019) which asked if Barratt David Wilson Homes would consider handing over the ownership of the open space land to Newark and Sherwood District Council who in turn could hand it over to Fernwood Parish Council and if not why. The Parish Council have met with Newark and Sherwood District Council (15/3/21) and they have agreed that they will work with us to get the land transferred into public ownership. See items 46c & d	20/18
Great North Road (B6326) repairs – The repairs were completed w/c 1/3/21	20/18
Derry's woodland purchase - Awaiting map of the area that is being sold to Marron Court residents so that we can have the area the Parish Council is purchasing mapped. Meeting arranged with the Nottinghamshire Wildlife Trust on April 15 th to discuss the best way to look after this area. The urgent tree work has been done.	21/30
Covid 19 Update – The village hall is still closed again due to National lockdown but will reopen to activities that are allowed on April 12 th subject to Government roadmap timescales being met. A further Local Restrictions Support Grant has been received for up to March 31 st .	20/33
Signage regarding dogs – new sign for the village hall fence has been chased.	20/69
Streetlights that are out on the path between Dale Way and Rubys Avenue – This has been raised with the owner of these lights. Once the woodland sale has been completed the Parish Council will be able to arrange repair them if the owner hasn't done so in the meantime. <i>Clerk to obtain quotes in readiness for this.</i>	20/114g
Antisocial Behaviour Update – Councillors J. and M. Weale and the Clerk have met (virtually) NSDC's new Antisocial Behaviour Officer, Lynne Oxlade. This problem seems to have reduced but we will continue to monitor it. Lynne has committed to find out when the CCTV covering the bus stop will be in place so the glass can be replaced.	
Update following Barratt David Wilson Homes Liaison Meeting <ul style="list-style-type: none"> • Estimated date for work on the Goldstraw roundabout – end March/beginning of April – this will take approximately three weeks. There will be traffic management in place and the work will be done in the day time. • In total, approximately 40 new houses are occupied and 75 partly constructed. David Wilson Homes will be starting their second phase in April in the field behind the school (on the opposite side of Spring Lane to where they are currently building). Initial work will be on roads and sewers. Barratt Homes will be starting their second phase in September – this is behind the phase that is currently being built (further from the centre of the village). • A one-way system is in place and wheel wash being used to minimise the dirt on Hollowdyke Lane. • Still awaiting approvals on the path between Spring Drive and Thomas Road – no date given. 	

<ul style="list-style-type: none"> Reported that NCC officer has said that there should be no changes to the signage on Hollowdyke Lane – Clerk will contact to explain that the children crossing signs are in the wrong place and that there are no 20mph signage in one direction An offer was submitted for the scrap yard but this has moved no further. 	
The April issue of the Gazette has been printed and will be delivered by Councillors and the Clerk before the end of March. Local businesses have been invited to advertise. Includes articles from Fernwood Residents Association and local churches and updates on Fernwood Parish Council's strategy and action plan.	
New Dog Poo Bin – On Deeke has been installed.	21/25d

41. County Councillor and District Councillors Reports

None

42. Finance

a. Bank reconciliations circulated to members previously – noted.

Bank Reconciliation Fernwood Parish Council

Period Ending 28-Feb-21

Prepared by: *Marion Fox Geddard, Clerk*
Date: 02 March 2021

Approved by:

Date:

Balance per bank statement as at 28-February-2021

	£	Total £
TSB Current Account - Parish Council	£25,101.74	
TSB Reserve Account - Parish Council	£60,339.06	
Unity Trust - Parish Council	£49,618.47	
TSB Current Account - Village Hall	£3,242.46	
TSB Reserve Account - Village Hall	£7,160.69	
Unity Trust - Village Hall	£13,802.74	
Nationwide	£83,263.36	
Clydesdale and Yorkshire	£85,000.00	
Petty Cash	None held	
		327,528.52
Less: any unrepresented cheques/BACS payments at 28-February-2021		£0.00
Add: any unbanked cash / cleared cheques at 28-February-2021		£0.00
Net bank balances as at 28-February-2021		<u>£327,528.52</u>

The net balances reconcile to the Cash book (receipts and payments)

CASH BOOK

Opening Balance	£116,643.37
Add: Receipts in the year	£292,008.19
Less: Payments in the year	£81,123.04
Closing balance per cash book as at 28-February-2021	<u>£327,528.52</u>

Ringfenced Amounts in the Parish Council Reserve Account/Nationwide

CIL	£80,073.36
General Reserve	£60,339.06
	£140,412.42

b. Income 2020/21 Total	£
Regular Hire	6589.40
Other Hall Hire	105.00
Commission	363.84
CIL	192,320.76
Covid/ Business Support Grant	18173.21
Feed in tariff	1,368.18
Precept	70,008.00
VAT Rebate	2,572.00
Interest	437.80
Advertising income	70.00
Total	292,008.19

c. Expenditure since last meeting under delegated powers/previously agreed expenditure					
Payee	Budget Area	Net £	VAT £	Total £	Payment Method
	Salaries (March)			4630.96	BACS
Parish Council					
Zoom	Online meeting platform	14.39		14.39	CARD
NSDC	Trade Waste - Dog Poo Bins	2530.00	506.00	3036.00	BACS
M. Fox Goddard	Expenses			66.78	BACS
NSDC	Waste – Brown Bin - garden waste	30.00		30.00	BACS
Nottinghamshire Association of Local Councils	Training	60.00		60.00	BACS
HMRC	Individual Item – Land registry searches	15.00		15.00	BACS
Village Hall					
1&1	Email provider & domain	7.98	1.60	9.58	BACS
TV Licence	TV Licence refund			-115.88	BACS
Waterplus	Water	70.65		70.65	BACS
Brighter Bills	Mobile Phones	49.81	9.96	59.77	BACS
JDS DIY LTD	Individual Items - Paint	37.70	7.54	45.24	CARD
SSE	Electricity	311.22	15.56	326.78	CARD
SSE	Gas	1,233.87	61.70	1,295.57	CARD
DCR	Heating – radiator/pipework repairs	702.08	140.42	842.50	CARD

d. Items of Expenditure considered

Expenditure	Budget Area	Total £	Decision
Water contract review	Water – 3 year contract (price dependent on usage)	1543.41	The Council decided to not proceed with the alternative water supplier
Insulation Small Hall	Village Hall - Individual Items	744.00	Unanimously agreed. Prop.: M. Weale, Sec.: H. Micah

Clerk to arrange loft insulation in the small hall.

43. Planning and Licensing

a. Planning applications considered:

21/00368/FUL	Cowtham House Cottage A1 Fernwood To Balderton Newark On Trent NG23 5EA	Change of use of existing buildings to create additional accommodation to the existing house and to create 1 additional dwelling	The Council unanimously agreed to support this application. Prop.: R. Cullen Sec: J. Newton
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b. The Council noted the following decisions made by NSDC since the last meeting

20/02432/FUL	21 Phoenix Lane Fernwood	Erection of a summerhouse for use as a hairdressing salon	Grant Full Planning Permission
21/00034/TPO	Balderton Hall South Drive Fernwood	Undertake works to trees protected by TPO N302	Grant Works to Tree/s Protected by TPO
21/00044/TWCA	1 Collinson Lane	Fell beech and conifer	Does not require permission
20/02471/TPO	Land At Balderton Hospital Great North Road Fernwood NG24 3RS	Undertake works to trees protected by TPO N302 – work on multiple trees including some felling	Grant Works to Tree/s Protected by TPO

c. To agree on a response to Newark and Sherwood District Council's Local [planning validation checklist consultation](#). - This was noted and the Council had no feedback.

44. Policy Review

a. New policies that were considered

- i. [Grants Policy](#) - The Councillors unanimously agreed to adopt this policy. Prop.: H. Micah, Sec.: J. Weale. (This will replace the S137 Policy and application form)

b. Documents reviewed

- ii. [Expenses Policy](#)
- iii. [Village Hall Management Group Terms of Reference](#)
- iv. [Personnel Committee Terms of Reference](#)
- v. [Planning and Strategy Committee Terms of Reference](#)

The Councillors unanimously agreed that no changes were required to items ii to v. Prop.: H. Micah, Sec.: J. Weale

- vi. [Planning and Maintenance Strategy](#) - The Councillors unanimously agreed that to update the content regarding CIL received/due and current position on open space management. Prop.: R. Cullen, Sec.: H. Micah

Clerk to update the planning and maintenance strategy and publish all of the documents on the Parish Council website.

45. Parish Council Meetings Review – Discussion and decision on whether to publish recordings of Parish Council meetings and on how to proceed with meetings from May (Virtual or Physical)

The Council unanimously agreed not to publish recording of meetings but retain them until the minutes have been approved at the next meeting. After this meeting the recording will be permanently deleted. The Council unanimously agreed to follow government legislation regarding virtual meetings and continue to have these if legally allowed to do so. Prop.: M. Weale, Sec.: D. Harrison (Note: current legislation would not allow a virtual meeting on the third Monday of May. If this does not change, the Clerk will produce a risk assessment and work to ensure we can safely hold a physical Parish Council meeting in the village hall)

Clerk keep up to date with legislative changes and make arrangements according to what is allowed for the May Parish Council Meeting.

46. Correspondence

- a. Email from the [Voluntary Sector Development Team](#) at Nottinghamshire County Council regarding the support they can give – Noted. *Clerk to add details to the Parish Council website and promote on local Facebook pages to see if there are volunteers willing to work on a youth initiative in Fernwood.*
- b. Newark and Sherwood District Council Consultation on the Review of the Public Space Protection Order(s) – dog controls – Noted. No action required.
- c. Barratt David Wilson Homes (BDWH) letter regarding Fernwood Central Public Open Space Management – Following the last meeting, this letter was received from BDWH detailing how the Fernwood Open Spaces could be transferred to Newark and Sherwood District Council (NSDC). The Parish Council met with NSDC on 15/3/21 to discuss if they would help the Parish Council move this forward. NSDC agreed they will work on this with the Parish Council so the Parish Council will respond to BDWH. This does not change the maintenance arrangements for Fernwood Central as there is a lease in place with FirstPort. The lease will be transferred. – *Clerk to write to BDWH to request that BDWH request the transfer of the freehold of the woodland, parkland and open spaces areas to NSDC.*
- d. Email from Robert Jenrick's office regarding Barratt Homes letter regarding Fernwood Central Public Open Space Management – noted.
- e. Thank you letter from Citizens Advice Sherwood and Newark for Grant Funding – noted.

Meeting closed at 8.30pm

Next Meeting: Monday 19th April 2021, 7pm

APRIL Clerk's report	Agenda Item
No feedback from Saint-Gobain Formula/British Gypsum following attempts to pursue the idea of extending Cross Lane toward the Southern Relief Road.	19/294
Village Hall transfer from NSDC to Fernwood Parish Council – Our solicitor still awaiting feedback from NSDC. Clerk has raise this will NSDC and there is a commitment to get this moving again.	19/287b
Clerk wrote to Barratt David Wilson Homes requesting the transfer of the open spaces in central Fernwood as per the section 106 agreement. BDWH have agreed to move forward this and met with Newark and Sherwood District Council (NSDC). They committed to providing NSDC and the Parish Council with a plan of which spaces are still in their ownership that can be transferred and paperwork regarding the terms that will be have to be transferred by the end of May. NSDC aim to take this to their committee in June for a decision (should this meeting date be missed, we will have to wait another 3 months). On receipt of the plans, Clerk will arrange a meeting with Fernwood Parish Council's legal advisors to discuss this. See item 62b.	21/46c
Derry's woodland purchase - Still awaiting map of the area that is being sold to Marron Court residents so that we can have the area the Parish Council is purchasing mapped. Meeting with the Nottinghamshire Wildlife Trust postponed until April 22 nd .	21/30
Covid 19 Update – The village hall reopened on April 12 th to permitted activities. We will continue to follow Government guidance and allow users back in as permitted.	20/33
Signage regarding dogs – new sign for the village hall fence has still not been delivered – Clerk has chased this again.	20/69
Streetlights that are out on the path between Dale Way and Rubys Avenue – This has been raised with the owner of these lights. Once the woodland sale has been completed the Parish Council will be able to arrange repair if the owner hasn't done so in the meantime. Clerk has met with Via to obtain a more accurate costing – awaiting feedback. Meeting with another electrician on April 21 st to get a second quote.	20/114g
Antisocial Behaviour – The Parish Council received 2 reports of eggs being thrown at homes on March 28 th . The Clerk contacted the antisocial behaviour team who subsequently visited shops in Fernwood and Balderton to request that eggs are not sold to youths.	
The April issue of the Gazette was distributed to all households and businesses at the end of March.	
Fernwood Trail – This was discussed at the Village Hall Management Group on April 12 th . We have emailed stakeholders in Fernwood to invite them to join a project group to work on this.	21/36
Parish Council Meetings – A microphone, camera and USB extension leads are on order to enable the Parish Council to hold hybrid meetings (virtual and at the hall). A legal case is being held on April 21 st seeking to allow virtual council meetings to continue after 6 May as there is a fear over the potential effects on attendees' health if they are required to attend all meetings face-to-face.	21/45
NSDC has confirmed the following street names on the Larkfleet Development: Blyton Close, Brumpton Gardens, Dakota Drive, Goxhill Place, Hemswell Grove, Meteor Way, Millington Place, Sandtoft Close, Wigsley Way, Woodhall Lane	20/146

Newark & Sherwood District Council Street Naming and Numbering – Approved Site Plan

Developer: Larkfleet Homes
Development Name: Fernwood Meadows South, Great North Road, Fernwood
Ref. No. 21/00023/NEWDEV
Planning Application No. 19/01053/RMAM
Approved Date: 15 March 2021



**Bank Reconciliation
Fernwood Parish Council**

Period Ending 31-Mar-21

Prepared by: *Marion Fox Goddard, Clerk*

Date: 01 April 2021

Approved by:

Date:

Balance per bank statement as at 31-March-2021

	£	Total £
TSB Current Account - Parish Council	£21,026.18	
TSB Reserve Account - Parish Council	£60,352.93	
Unity Trust - Parish Council	£50,657.92	
TSB Current Account - Village Hall	£2,232.67	
TSB Reserve Account - Village Hall	£7,162.34	
Unity Trust - Village Hall	£14,500.33	
Nationwide	£83,573.71	
Clydesdale and Yorkshire	£85,000.00	
Petty Cash	None held	
		324,506.08
Less: any unpresented cheques/BACS payments at 31-March-2021		£0.00
Add: any unbanked cash / cleared cheques at 31-March-2021		£58.50
Net bank balances as at 31-March-2021		<u>£324,564.58</u>

The net balances reconcile to the Cash book (receipts and payments)

CASH BOOK

Opening Balance	£116,643.37
Add: Receipts in the year	£296,663.76
Less: Payments in the year	£88,742.55
Closing balance per cash book as at 31-March-2021	<u>£324,564.58</u>

Ringfenced Amounts in the Parish Council Reserve Account/CIL

CIL	£189,130.76
General Reserve	£60,352.93
	£249,483.69

Agenda Item 54 - Finance

Item 54 b,c,d

b. Income 2020/21	£
Regular Hire	6589.40
Other Hall Hire	476.50
Commission	363.84
CIL	192,320.76
Covid/ Business Support Grant	20,269.21
Feed in tariff	1545.33
Precept	70,008.00
Rebate	4182.05
Interest	763.67
Advertising income	145.00
Total	296,663.76

c. Expenditure since last meeting under delegated powers/previously agreed expenditure					
Payee	Budget Area	Net £	VAT £	Total £	Payment Method
	Salaries (April)			4597.69	BACS
Parish Council					
Kirk and Bills	Individual items (dog bin installation)	98.00	19.60	117.60	BACS
Leicestershire ALC	Training course	40.00		40.00	BACS
Primeprint	Newsletter publication	395.00		395.00	BACS
SLCC	Training course	410.00		410.00	CARD
Unity	Bank charges	18.00		18.00	BACS
Zoom	Online meeting platform	14.39		14.39	CARD
Village Hall					
1&1	Email provider & domain	7.98	1.60	9.58	BACS
Brighter Bills	Mobile Phones	27.98	5.60	33.58	BACS
Lightning Strike	Lightning Protection Test	120.00	24.00	144.00	BAC
Guardian	Legionella Management	174.50	34.90	209.40	BACS
Securetec	CCTV recorder and digital camera	700.00		700.00	BACS
Securetec	Fire Alarm Panel Test/Batteries	175.00		175.00	BACS
Securetec	Emergency Lighting Test	65.00		65.00	BACS
Unity	Bank Charges	18.00		18.00	BACS
Viking Electrical	PAT Testing	150.00	30.00	180.00	BACS
Waterplus	Water	70.65		70.65	BACS

d. Items of Expenditure to be considered

Expenditure	Budget Area	Net £	VAT £	Total £
Bike racks	Village Hall individual item	Various options		
Parish Council Insurance	Insurance	286.23		286.23
RCAN membership	Subscriptions	95.00	19.00	114.00

Dear member

Thank you for all your support over the last year. I am getting in touch because your RCAN membership is due for renewal and I wanted to know if you would like to continue your membership with us. We would love for you to stay on as members.

If you would like to continue benefiting from RCAN membership do let me know and I will forward you a renewal invoice. Annual membership remains at £95 + VAT

As well as our support, members can also benefit from 10% off all of ACRE's information sheets and Model Documents.

I look forward to hearing from you

Kindest regards

Jodi

Jodi Carter-Davies

Development and Delivery Assistant

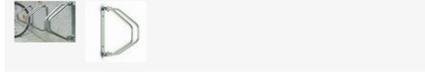
Rural Community Action Nottinghamshire

My core days are: Tuesday, Wednesday, Thursday.

Supporting people and communities in Nottinghamshire

Arnot Hill House, Arnot Hill Park, Arnold, Nottingham, NG5 6LU

Item 54 d



Product Info Reviews ★★★★★

Product ID: **683**
 Product Description
 These wall mounted bicycle stands are individual and easily secured to

Bicycle Stand Solid Wall Mounted 'Best Seller' Easily Secured suitable for a variety of locations.

★★★★★

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Please note: The maximum tyre width is 55mm.

Quantity

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 The fixed wall mounted cycle rack is a great choice where space is limited, as you don't lose much floor space. It's also

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OPEN FOR BUSINESS AS USUAL
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TRAFFIC LINE WALL MOUNTED CYCLE RACK

from £20.17 ex vat
(£24.20 inc vat)

● In Stock, approximate delivery 2-3 working days

OVERVIEW

- Zinc plated steel construction for durability
- Compact and flexible design
- Maximum tyre width: 50mm
- Adjusts up to 180 degrees
- Each rack suitable for 1 bicycle
- Supplied fully assembled with wall fixings included
- Size: H335 x D285 x W90mm

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ADD TO QUOTE

PRODUCT DETAILS

Straight or angled wall mounted bike racks designed for storing up to five bikes.

- Tubular steel construction with a zinc plated finish for long lasting prevention of rust.
- Straight units sit 90° to the wall and angled sits 45° to the wall.
- Wall Fixings are available to purchase separately.
- Self-supporting, grips and holds each cycle wheel securely.
- Accepts cycles with tyre width up to 50mm.
- Posts are available to purchase if a freestanding unit is required, Post Dims: 250W x 250D x 235H mm

Need Help? Chat With Us

[Blyth Wall Cycle Park | More Than Shelters](#)

more than shelters

Home | About Us | Shelters | Street Furniture | Security | Latest News | Contact Us

01244 458 358 | sales@www.morethanshelters.co.uk

🔍

🛒



Blyth Wall Cycle Park

£93.60 – £273.60

An excellent solution to cycle parking.

This simple yet effective cycle parking system is easily fixed to a suitable wall.

The standard rack shown accommodated 5 bikes, but we can manufacture and supply any size rack to suit your requirements.

Rating: Not Rated 'yet

Colour: Jet Black

Finish: Galvanised ✕

£93.60

1 ADD TO BASKET

Recent Posts

- > Advantages of Bike Shelters
- > How Athletes and Sports Facilities Benefit From Sports Shelters
- > All You Need to Know About Cycle Racks and Shelters
- > A Comprehensive Pram and Trolley Shelter Guide
- > School To Review Site Security

Product categories

- Canopy Walkways
- Security
- Barriers & Protection
- Bike Compounds
- Lockers
- Shelters
- Bike Shelters

Belina Boyer PSLCC

3 Jackson Court
Farndon
Newark
Nottinghamshire
NG24 3TS

Tel: 01636-605336, 07772973411
E-mail: belinaboyer@outlook.com

**FINAL INTERNAL AUDIT REPORT TO THE MEMBERS OF
FERNWOOD PARISH COUNCIL**

This final internal audit encompasses the financial records up to and including 31 March 2021 and follows on from an interim internal audit conducted in January 2021.

The accounts are prepared on a receipts and payments basis.

The Council makes most payments by Direct Debit or BACS. The Unity Trust account requires two members to authorise.

All staff are paid by BACS, have contracts, are being paid above minimum wage levels and are taxed where appropriate. The Council are members of the Local Government Pension Scheme.

Six transactions were spot checked. An Excel spreadsheet ledger was maintained and up to date. It was arithmetically correct. All sampled payments were supported by invoices.

It was noted that the minuted amounts did not always correspond with the actually paid amounts. The actually paid amounts were lower than those minuted.

The Agendas are signed, informative and displayed with 3 clear days' notice.

The minutes are generally informative and well written. Payments of a non-regular nature are minuted. Bank Balances are not minuted but bank reconciliations are available online allowing members of the public to assess the Council's financial position.

Governance and accountability defines short-term investments – to be included in Box 8 of the annual accounting statement as investments with the following characteristics:

- " a) are denominated in pounds Sterling;
 - b) have a maturity of 12 months or less;
 - c) the whole of the original sum invested can, from the time that the investment is made, be accessed for use by the authority without any reduction; and
 - d) the authority has assessed the counterparty and is satisfied that the original sum invested is not subject to unreasonable risk."
-

Belina Boyer PSLCC

3 Jackson Court
Farndon
Newark
Nottinghamshire
NG24 3TS

Tel: 01636-605336, 07772973411

E-mail: belinaboyer@outlook.com

Without evidence to the contrary it is assumed that the council's investments are all of a short-term nature.

With substantial funds in the Council's reserves it should adopt an investment policy as laid out in proper practices at the earliest opportunity.

Section 137 payments have been identified in the cashbook.

The council maintains an assets register which is up to date but very basic. A more detailed register would be more appropriate to the constantly increasing size of the council, its assets and its activities.

The Council swiftly adopted virtual meetings during the Covid-19 pandemic to ensure council business could continue. The clerk was given delegated powers to deal with day-to-day operations.

Finally, may I thank the Clerk for her assistance and co-operation during this internal audit.



Belina Boyer BA (Hons), PSLCC

Sunday, 18 April 2021

Annual Governance and Accountability Return 2020/21 Part 3

To be completed by Local Councils, Internal Drainage Boards and other Smaller Authorities*:

- where the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £6.5 million; or
- where the higher of gross income or gross expenditure was £25,000 or less but that:
 - are unable to certify themselves as exempt (fee payable); or
 - have requested a limited assurance review (fee payable)

Guidance notes on completing Part 3 of the Annual Governance and Accountability Return 2020/21

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Part 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with *Proper Practices*.
2. **The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:**
 - The **Annual Internal Audit Report** must be completed by the authority's internal auditor.
 - **Sections 1 and 2** must be completed and approved by the authority.
 - **Section 3** is completed by the external auditor and will be returned to the authority.
3. The authority **must** approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both **must** be approved and published on the authority website/webpage **before 1 July 2021**.
4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or is requesting a limited assurance review, **must** return to the external auditor by email or post (not both) **no later than 30 June 2021**. Reminder letters will incur a charge of £40 +VAT:
 - the Annual Governance and Accountability Return Sections 1 and 2, together with
 - a bank reconciliation as at 31 March 2021
 - an explanation of any significant year on year variances in the accounting statements
 - notification of the commencement date of the period for the exercise of public rights
 - Annual Internal Audit Report 2020/21

Unless requested, do not send any additional documents to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed the limited assurance review and is able to give an opinion, the Annual Governance and Accountability **Section 1, Section 2 and Section 3 – External Auditor Report and Certificate** will be returned to the authority by email or post.

Publication Requirements

Under the Accounts and Audit Regulations 2015, authorities must publish the following information on the authority website/webpage:

Before 1 July 2021 authorities **must** publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited;
- **Section 1 - Annual Governance Statement 2020/21**, approved and signed, page 4
- **Section 2 - Accounting Statements 2020/21**, approved and signed, page 5

Not later than 30 September 2021 authorities **must** publish:

- Notice of conclusion of audit
- **Section 3 - External Auditor Report and Certificate**
- **Sections 1 and 2 of AGAR** including any amendments as a result of the limited assurance review.

It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

**for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.*

Guidance notes on completing Part 3 of the Annual Governance and Accountability Return (AGAR) 2020/21

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this AGAR. *Proper Practices* are found in the *Practitioners' Guide** which is updated from time to time and contains everything needed to prepare successfully for the financial year-end and the subsequent work by the external auditor.
- Make sure that the AGAR is complete (no highlighted boxes left empty), and is properly signed and dated. If the AGAR contains unapproved or unexplained amendments, it may be returned and additional costs will be incurred.
- The authority **should** receive and note the Annual Internal Audit Report before approving the Annual Governance Statement and the accounts.
- Use the checklist provided below to review the AGAR for completeness before returning it to the external auditor by email or post (not both) no later than 30 June 2021.
- The Annual Governance Statement (Section 1) must be approved on the same day or before the Accounting Statements (Section 2) and evidenced by the agenda or minute references.
- The Responsible Financial Officer (RFO) must certify the accounts (Section 2) before they are presented to the authority for approval. The authority must in this order; consider, approve and sign the accounts.
- The RFO is required to commence the public rights period as soon as practical after the date of the AGAR approval.
- Do not send the external auditor any information not specifically requested. However, **you must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chairman, and provide relevant authority owned generic email addresses and telephone numbers.**
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the AGAR covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree the bank reconciliation to Box 8 on the accounting statements (**Section 2, page 5**). An explanation **must** be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the *Practitioners' Guide**.
- Explain fully significant variances in the accounting statements on **page 5**. Do not just send a copy of the detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete numerical and narrative analysis to support the full variance.
- If the external auditor has to review unsolicited information, or receives an incomplete bank reconciliation, or variances are not fully explained, additional costs may be incurred.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2020) equals the balance brought forward in the current year (Box 1 of 2021).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the commencement date for the exercise of public rights of 30 consecutive working days which **must** include the first ten working days of July.
- The authority **must** publish on the authority website/webpage the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor **before 1 July 2021**.

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?		
	Has all additional information requested, including the dates set for the period for the exercise of public rights , been provided for the external auditor?		
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?		
Section 1	For any statement to which the response is 'no', has an explanation been published?		
Section 2	Has the authority's approval of the accounting statements been confirmed by the signature of the Chairman of the approval meeting?		
	Has an explanation of significant variations from last year to this year been published?		
	Has the bank reconciliation as at 31 March 2021 been reconciled to Box 8?	✓	
	Has an explanation of any difference between Box 7 and Box 8 been provided?	✓	
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? NB: do not send trust accounting statements unless requested.		

***Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices**, can be downloaded from www.nalc.gov.uk or from www.ada.org.uk

Annual Internal Audit Report 2020/21

Fernwood Parish Council

ENTER PUBLICLY AVAILABLE PAGE ADDRESS www.fernwood-pc.co.uk

During the financial year ended 31 March 2021, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2020/21 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
H. Asset and investments registers were complete and accurate and properly maintained.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I. Periodic bank account reconciliations were properly carried out during the year.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
K. If the authority certified itself as exempt from a limited assurance review in 2019/20, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2019/20 AGAR tick "not covered")	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L. If the authority has an annual turnover not exceeding £25,000, it publishes information on a website/webpage up to date at the time of the internal audit in accordance with the Transparency code for smaller authorities.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
M. The authority, during the previous year (2019-20) correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations (evidenced by the notice published on the website and/or authority approved minutes confirming the dates set).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
N. The authority has complied with the publication requirements for 2019/20 AGAR (see AGAR Page 1 Guidance Notes).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

** No petty cash held. BS

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken: 10/01/2021, 18/04/2021
 Name of person who carried out the internal audit: Belina Boyer

Signature of person who carried out the internal audit: *Boyer*
 Date: 18/04/2021

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).
 **Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2020/21

We acknowledge as the members of:

ET Fernwood Parish Council Y

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2021, that:

	Agreed		"Yes" means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓
<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>			

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

ENTER PUBLICLY A www.fernwood-pc.co.uk 3PAGE ADDRESS

Section 2 – Accounting Statements 2020/21 for

El Fernwood Parish Council

	Year ending		Notes and guidance
	31 March 2020 £	31 March 2021 £	
1. Balances brought forward	118,243	116,643	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	69,507	70,008	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	38,104	226,656	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	46,401	54,145	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	62,810	34,598	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	116,643	324,565	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	116,643	324,565	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	97,826	98,840	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.
		✓	

I certify that for the year ended 31 March 2021 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED

01/04/2021

Date

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Section 3 – External Auditor’s Report and Certificate 2020/21

In respect of

El Fernwood Parish Council Y

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a limited assurance review is set out by the National Audit Office (NAO). A limited assurance review is not a full statutory audit, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it does not provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>.

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2021; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2020/21

(Except for the matters reported below)* on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the authority:

(continue on a separate sheet if required)

3 External auditor certificate 2020/21

We certify/do not certify* that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2021.

*We do not certify completion because:

External Auditor Name

ENTER NAME OF EXTERNAL AUDITOR

External Auditor Signature

SIGNATURE REQUIRED

Date

DD/MM/YY

Fernwood Village Hall Environmental Policy

For consideration on April 12th 2021

The Fernwood Village Hall Management Group is committed to protecting and actively promoting the improvement of the local environment.

The Fernwood Village Hall Management Group will ensure that environmental priorities are integrated into the decisions it takes on all its services and will seek to:

- 1) Make the most efficient use of energy. It will endeavour to use the minimum quantities of energy possible in accordance with the safe and efficient operation of its heating, lighting, plant and machinery. It will from time to time review its energy sources, energy using appliances and energy efficiency with a view to causing the least environmental impact. It will monitor consumption and eliminate excessive or unnecessary use. It will communicate to hirers and staff the means by which energy may be conserved, e.g. closing doors.
- 2) Encourage those using the hall to walk, cycle and use public or communal transport as alternatives to the private car. It will seek to provide safe cycle storage at the hall.
- 3) Minimise and where possible eliminate all forms of pollution, using biodegradable chemicals where possible, and minimising use of solvents and lead-based paints. Users will be encouraged to avoid creating noise pollution, especially at night.
- 4) Use the minimum quantities of water possible in accordance with its activities and ensure that the water it uses is both supplied and disposed of, in the purest condition possible, meeting statutory requirements. It will reduce leakage and eliminate excessive or unnecessary use, e.g. through avoiding unnecessary flushing of urinals when the hall is not in use. It will communicate to users and staff the need to conserve water e.g. turning taps off after use.
- 5) Avoid waste and encourage the appropriate conservation, re-use and recycling of resources. It will reuse and recycle materials as far as possible and, if this is impractical, disposal by a means which will have the least impact on the environment and conforms to statutory requirements. It will encourage users and staff to minimise waste, including the provision of separate disposal facilities for recycling glass, tins and paper. It will also recycling green waste from the Village Hall garden.
- 6) It will ensure that the potential environmental impact of any building projects will be assessed and minimised. This will include, where possible, methods of construction which make best use of resources; designs which result in low maintenance and high energy efficiency and the use of building materials from sustainable sources such as timber. It will encourage volunteers, hirers and staff to use and operate the building correctly to conserve energy and minimise waste.
- 7) Promote a sense of responsibility and understanding for the environment and participation in environmental issues, by raising user and staff awareness, by information provision and open consultation with the local community.
- 8) It will seek, where possible, to purchase from local or regional suppliers, in order to maximise input to the local community and minimise carbon emissions from transport.

9) Protect the health and well-being of all staff and visitors and improve and safeguard the quality of Fernwood Village Hall.

10) Monitor, review and where possible improve performance each year with positive action on any areas of non-compliance. Any significant government legislative requirements will be addressed in recommended Government time frame where action is required before the next annual review date.

Useful Links to consider:

20 actions parish and town councils can take on the climate and nature emergency - [View PDF \(friendsoftheearth.uk\)](#)

Battery storage - [advice-booklet-battery-storage.indd \(cse.org.uk\)](#)

Everybody's talking about Carbon Change - [Parish Resources | Everybody's Talking \(everybodys-talking.org\)](#)

Energy Savings Trust - [Home - Energy Saving Trust](#)

Last EPC Rating: February 2019

Energy Performance Certificate

Non-Domestic Building



Fernwood Village Hall
Rubys Avenue
Fernwood
NEWARK
NG24 3RS

Certificate Reference Number:
0660-0031-6809-2102-0002

This certificate shows the energy rating of this building. It indicates the energy efficiency of the building fabric and the heating, ventilation, cooling and lighting systems. The rating is compared to two benchmarks for this type of building: one appropriate for new buildings and one appropriate for existing buildings. There is more advice on how to interpret this information in the guidance document *Energy Performance Certificates for the construction, sale and let of non-dwellings* available on the Government's website at www.gov.uk/government/collections/energy-performance-certificates.

Energy Performance Asset Rating

More energy efficient

A+

Net zero CO₂ emissions

A 0-25

B 26-50

C 51-75

← 53

This is how energy efficient the building is.

D 76-100

E 101-125

F 126-150

G Over 150

Less energy efficient

Technical information

Main heating fuel:	Natural Gas
Building environment:	Heating and Natural Ventilation
Total useful floor area (m ²):	413.2
Building complexity (NOS level):	3
Building emission rate (kgCO ₂ /m ² per year):	107.28
Primary energy use (kWh/m ² per year):	613.45

Benchmarks

Buildings similar to this one could have ratings as follows:

32 If newly built

92 If typical of the existing stock



Administrative information

This is an Energy Performance Certificate as defined in the Energy Performance of Buildings Regulations 2012 as amended.

Assessment Software:	iSBEM v5.4.b using calculation engine SBEM v5.4.b.0
Property Reference:	620800160000
Assessor Name:	Aaron Anstey
Assessor Number:	ECMK302150
Accreditation Scheme:	ECMK Ltd
Employer/Trading Name:	Anstey Energy
Employer/Trading Address:	15 Redmires Close, Loughborough, LE11 4EP
Issue Date:	13 Feb 2019
Valid Until:	12 Feb 2029 (unless superseded by a later certificate)
Related Party Disclosure:	Not related to the owner

Recommendations for improving the energy performance of the building are contained in the associated Recommendation Report: 0092-0026-0140-6800-6103

About this document and the data in it

This document has been produced following an energy assessment undertaken by a qualified Energy Assessor, accredited by ECMK Ltd. You can obtain contact details of the Accreditation Scheme at www.ecmk.co.uk.

A copy of this certificate has been lodged on a national register as a requirement under the Energy Performance of Buildings Regulations 2012 as amended. It will be made available via the online search function at www.ndepcregister.com. The certificate (including the building address) and other data about the building collected during the energy assessment but not shown on the certificate, for instance heating system data, will be made publicly available at www.opendatacommunities.org.

This certificate and other data about the building may be shared with other bodies (including government departments and enforcement agencies) for research, statistical and enforcement purposes. For further information about how data about the property are used, please visit www.ndepcregister.com. To opt out of having information about your building made publicly available, please visit www.ndepcregister.com/optout.

There is more information in the guidance document *Energy Performance Certificates for the construction, sale and let of non-dwellings* available on the Government website at: www.gov.uk/government/collections/energy-performance-certificates. It explains the content and use of this document and advises on how to identify the authenticity of a certificate and how to make a complaint.

Opportunity to benefit from a Green Deal on this property

The Green Deal can help you cut your energy bills by making energy efficiency improvements at no upfront costs. Use the Green Deal to find trusted advisors who will come to your property, recommend measures that are right for you and help you access a range of accredited installers. Responsibility for repayments stays with the property - whoever pays the energy bills benefits so they are responsible for the payments.

To find out how you could use Green Deal finance to improve your property please call 0300 123 1234.

Recommendations following the EPC in February 2019 Full report can be read here: <https://1drv.ms/b/s!AqWro-VC-gOW6Btaf3H7SFqsNCBX?e=mTT9QO>

2. Recommendations

The following sections list recommendations selected by the energy assessor for the improvement of the energy performance of the building. The recommendations are listed under four headings: short payback, medium payback, long payback, and other measures.

a) Recommendations with a short payback

This section lists recommendations with a payback of less than 3 years:

Recommendation	Potential impact
Consider replacing T8 lamps with retrofit T5 conversion kit.	MEDIUM
Add optimum start/stop to the heating system.	LOW

b) Recommendations with a medium payback

This section lists recommendations with a payback of between 3 and 7 years:

Recommendation	Potential impact
Introduce HF (high frequency) ballasts for fluorescent tubes: Reduced number of fittings required.	LOW
Add local temperature control to the heating system.	LOW
Add weather compensation controls to heating system.	LOW
Some loft spaces are poorly insulated - install/improve insulation.	LOW
Add local time control to heating system.	LOW
Carry out a pressure test, identify and treat identified air leakage. Enter result in EPC calculation.	LOW

c) Recommendations with a long payback

This section lists recommendations with a payback of more than 7 years:

Recommendation	Potential impact
Consider installing an air source heat pump.	LOW
Consider installing a ground source heat pump.	LOW
Consider installing building mounted wind turbine(s).	LOW

d) Other recommendations

This section lists other recommendations selected by the energy assessor, based on an energy performance assessment of the building. It may take into account other reliable relevant evidence that has been provided by the building owner or occupier.

Recommendation	Potential impact
Create an energy checklist and do a weekly audit checking thermostat settings, programmer timings for heating system and ideas for future energy saving as part of a walk around inspection.	HIGH
Install a zonal heating system so the spare hall runs on a different heating pattern to the main hall.	HIGH
Consider installing PV.	HIGH
Consider installing solar water heating.	MEDIUM
Only switch the chiller on in the cellar when required. Remove all heat generating equipment such as ice machines etc... from this space. It is also worth insulating the interior walls and venting the room to allow natural cooling.	LOW

Actions taken since the EPC and report with recommendations was done in February 2019

1. The Greener group installed 102 Solar Panels onto the village hall roof in March 2019.
2. Viking Electrical installed indoor LED lights May/July 2019 (all areas except the changing room block) and outdoor LED lights July 2019.
3. DCR installed PT2 fuel cell heating appliance (Type E32T) in March 2019. This is more energy efficient than the boiler and water heater that we had previously and generates energy.
4. The chiller in the cellar has been switched off. When the hall is back in normal use (after Covid) we will talk to the bar provider about when the chiller is needed.
5. Loft Insulation done/being finished April 2021

Risk assessment



Name of assessor		Marion Fox Goddard			Date		November 24 th 2020					
Location		Fernwood Village Hall										
What is the hazard?	Who might be harmed?	How might people be harmed?	Existing risk control measures	Risk rating			Additional controls	New risk rating (Residual)			Action/monitored by whom?	Action/monitored by when?
				L	C	R		L	C	R		
Fire	See separate fire risk assessment – done November 2020										Parish Clerk	November 2021
Legionella	See separate legionella risk assessment – done August 2020										Parish Clerk Caretaker to perform checks	August 2022 Weekly/monthly
Covid 19	See separate Covid 19 risk assessment – July 2020										Parish Clerk	According to government guidelines
Slips, trips and falls E.g. uneven surface of car park, cleaning floors etc.	Users of the hall and car park	Injuries such as fractures or bruising if they slip, e.g. on spillages or trip over objects.	<ul style="list-style-type: none"> • Parking spaces for visitors with disabilities available next to hall entrance. • Good lighting in car park & all rooms and corridors in hall. • Mats at entrances to stop rain water being carried in • No storage in corridors. • No trailing electrical leads/cables. 	1	3	3	Add to user agreements: – users to clear up spillages immediately	1	3	3	Parish Clerk to monitor and update the user agreement Caretaker to perform checks	Ongoing Update user agreements Dec 2020 Daily

What is the hazard?	Who might be harmed?	How might people be harmed?	Existing risk control measures	Risk rating			Additional controls	New risk rating (Residual)			Action/monitored by whom?	Action/monitored by when?
				L	C	R		L	C	R		
Work at height E.g. changing light bulbs, cleaning windows, putting up decorations etc.	Staff Contractors	Could suffer injuries, possibly very serious ones, should they fall.	Appropriate, commercial stepladder securely stored and available for use. Caretaker knows how to use the stepladder safely.	1	3	3	Print copies of HSE guidance on safe use of stepladders and make available to the caretaker. Consider implications for work at height of any future alterations to the hall.	1	3	3	Parish Clerk	Ongoing HSE guidance copied to Caretaker 25/11/20
Hazardous Substances	Staff	Skin problems, e.g. dermatitis and eye damage, from direct contact with cleaning chemicals. Vapour may cause breathing problems	<ul style="list-style-type: none"> Mops, brushes and strong rubber gloves provided. Caretaker trained to use products safely, e.g. follow instructions on the label, dilute properly and never transfer to an unmarked container All hazardous substances/cleaning products stored securely Caretaker has data safety sheets for all substance used. 	1	4	4	Caretaker to be reminded to check for dry, red or itchy skin on her hands and, if finding any, to go to doctors for advice and to tell the Parish Clerk. Caretaker to be reminder to check the instructions each time product used	1	4	4	Parish Clerk	Ongoing

What is the hazard?	Who might be harmed?	How might people be harmed?	Existing risk control measures	Risk rating			Additional controls	New risk rating (Residual)			Action/monitored by whom?	Action/monitored by when?
				L	C	R		L	C	R		
Electrical Hazard	Hall Users Staff	Electric shocks or burns from faulty equipment or installation	<ul style="list-style-type: none"> Fixed installation correctly installed by qualified electrician, and inspected regularly All repairs by qualified electrician Portable equipment checked for visual signs of damage before us Hall users know they are responsible for any equipment used on site 	1	5	5	All staff to look out for cable damage.	1	5	5	Parish Clerk	Fixed installation 5 yearly check due August 2021 PAT testing due January 2021
Stored Equipment	Users Staff	Injured from collapsing stacks	<ul style="list-style-type: none"> Signage – chairs maximum stack 8 Signage – tables - picture showing how to put the tables back. Caretaker checks chair and table store each week day and between hires at the weekend 	1	4	4		1	4	4	Caretaker and Maintenance Operative	Daily
Hot water Oven/hob Kettle	Children	Burns/scalds	<ul style="list-style-type: none"> No children allowed in the kitchen Temperature of tap water regulated and tested 	1	5	5		1	5	5	Parish Clerk	Ongoing

What is the hazard?	Who might be harmed?	How might people be harmed?	Existing risk control measures	Risk rating			Additional controls	New risk rating (Residual)			Action/ monitored by whom?	Action/ monitored by when?
				L	C	R		L	C	R		
Manual Handling	Users Staff	Users may suffer back pain if they try to lift objects that are too heavy or awkward.	<ul style="list-style-type: none"> Trolleys available to move heavy equipment 	1	4	4	Manual Handling training		4	4	Caretaker and Maintenance Operative Clerk to arrange training	Daily January 2021
Lack of clarity with regard to who is responsible for safety during hire periods	Users	Appropriate action not taken in an emergency – leading to injury/death	<ul style="list-style-type: none"> Hand over process in place with ad hoc users, making it clear they are responsible for evacuating the building/taking appropriate action if there is a accident during their hire period. Regular and ad hoc hire agreements are clear that hirers must take necessary action to manage an emergency when no Parish Council staff are present. 	1	5	5	Reminder to regular users every 6 months that they are responsible for managing an emergency/ accident in the hall.	1	5	5	Parish Clerk	Ongoing/ every 6 months
Review date		November 2021				Signature		<i>Mllorjoddard</i>				

Risk assessment

Name of assessor		Marion Fox Goddard					Date		November 24 th 2020				
Location		Dale Green											
What is the hazard?	Who might be harmed?	How might people be harmed?	Existing risk control measures	Risk rating			Additional controls	New risk rating (Residual)			Action/ monitored by whom?	Action/ monitored by when?	
				L	C	R		L	C	R			
Physical Hazard	Gym Equipment Users	Fall/ Injury	Signage Weekly visual inspection by Fernwood Parish Council staff Annual play equipment inspection	1	3	3	Remind staff to inform the Parish Clerk if defects are found	1	3	3	Parish Clerk	Weekly – Caretaker and Maintenance Operative for Fernwood Parish Council Annual check next due November 2021	
Trip Hazard	Public	Fall/ Injury	Frequent grass cutting Weekly checks	1	2	2	None	1	2	2	Parish Clerk	Weekly – Caretaker and Maintenance Operative for Fernwood Parish Council	

What is the hazard?	Who might be harmed?	How might people be harmed?	Existing risk control measures	Risk rating			Additional controls	New risk rating (Residual)			Action/ monitored by whom?	Action/ monitored by when?
				L	C	R		L	C	R		
Physical Hazard	Public	Injury from branches or trees	Weekly checks; Specialist advice sought on safety if deemed necessary. Annual Tree Survey by tree specialist.	1	2	2	None	1	2	2	Parish Clerk	Weekly – Caretaker and Maintenance Operative for Fernwood Parish Council Annual check next overdue
Health Hazard – Disease from dog excrement	Staff Public	Disease	Notice reminding people to pick up after their dogs. Caretaker and Maintenance Operative picks up dog excrement before mowing	2	4	8	Publish reminder to dog owner in Parish Magazine	2	4	8	Parish Clerk	Weekly/when grass cutting done – Caretaker and Maintenance Operative for Fernwood Parish Council Next magazine : April 2021
Review date		November 2021				Signature		<i>M. H. Goddard</i>				

Done 2/12/20

Fernwood Village Hall Management Group

April 12th 2021

Present (Virtual using Zoom): **Councillors** – Ryan Cullen, Jim Weale and Mollie Weale

FRA representative - Cheryle Mack

Fernwood Community Church representative – Carl Meacham (item 6 onwards)

Staff – Marion Fox Goddard

Apologies: Malcolm Dickinson

	Issue	By whom	By when
1	Approval of the Minutes of the previous meeting 4/11/20 The Minutes were approved.		
2	Matters Arising Repainting of the changing rooms –Malcolm has been done. Planting has now been done along the side of the village hall (not all Laurels – but suitable alternatives) BT mesh WIFI boosters – Ryan has installed these but the orange light is intermittently on the one in the main hall. Agreed to see if an ethernet cable will resolve this. Minimisation of hall costs – new BT contract in place with savings. Waste collections halved (fortnightly rather than weekly)	RC	ASAP
3	Covid Secure Venue Update/Bookings Step 2 of the Government roadmap from 12/4/21. Limited on what is allowed – mainly children’s bookings. The following bookings restart w/c 12/4: Caterpillar Music, Dynamix Dance Academy, Supastrikers, Studio 29 Musical Theatre, Weightwatchers Karate restarts 27/4/21 Also doing some business/charity bookings for meeting with strict Covid secure conditions. Next step 17/5/21 if Government targets met. Clerk to liaise with users to get them back asap Studio at Averham returning end of June. Potential booking : Dog training.	MFG	Ongoing
4	Flowerbeds Councillor Newton has offered to sort out the flowerbed outside the village hall (belongs to LCP)		
5	Hall Transfer Update This seems to have stalled. NSDC to be contacted to get this moving again.	MFG	14/4
6	Environmental Policy/EPC rating Prior to the meeting the Clerk had produced a draft environmental policy for the hall. The group agreed with the policy. The Clerk suggested that it may be better to have an overall FPC Environmental Policy.	MFG MFG	26/4 ASAP

	Issue	By whom	By when
	<p>Clerk to take draft VH Environmental Policy to the Parish Council with the suggestion that this is incorporated with a Parish Council policy.</p> <p>New Energy Performance Certification to be arranged to assess progress since the February 2019 one</p> <p>Clerk to investigate bike locking options for use in the patio area. (Other options discussed but this was deemed the most secure option and also takes into account that there may be adaptations to the building at the shower block end). Also, investigate if Primeprint could supply any stationery.</p>	<p>MFG</p> <p>MFG</p>	<p>ASAP</p> <p>ASAP</p>
7	<p>Defibrillator Clerk confirmed that Malcolm is now looking after the checks for this (monthly and weekly)</p>	MD	Ongoing
8	<p>Charging/Peak Times Review Clerk suggested that peak times need to be adapted as some current non-peak times are 'in demand'. Analysis to be done on what comparable local venues charge and their peak/non-peak times for discussion at the next meeting so a proposal can be made to the Parish Council for changes going forward.</p>	MFG	7/6/21
9	<p>Extension of the hall Discussion points/suggestions:</p> <ul style="list-style-type: none"> • Hall not fully booked (particularly low in the small hall) but we do get requests for the main hall for weekday evenings that we cannot fulfil as already booked. • Shower block – underutilised. • Adaptations based on current footprint/extending over the car park. Possibly go up. Boiler has capacity to serve more. • More storage space/removing the need for containers. • Change patio area into garden room. • Scout hut (if there was anyone willing to run it) • Possible permanent home for Fernwood Community Church who could run events for young people. <p>Clerk to draft suggestions document and contact the men's football team about the showers.</p>	MFG	7/6/21
10	<p>Exercise/Activity Trail for Fernwood Carl outlined his suggestion for a more permanent trail in Fernwood following the success of the Easter Trail (which had 100 participants). Involving Fernwood community groups, schools, businesses, historical points of interest and linking all parts of Fernwood (capacity to extend into the open spaces which the new developments will bring)</p> <p>Next steps:</p> <ul style="list-style-type: none"> • Establish who wants to be involved with the project/get permission for contact details • Organise initial meeting, Marion to arrange, Carl to lead • Scope the project/establish the route/project plan • Signage specifications and costings • Website links 	<p>MFG</p> <p>MFG/CM</p>	<p>ASAP</p> <p>ASAP</p>
	Future meetings – 11am – Zoom June 14 th , August 9 th		

Tennis court emails

24/3/21

Contact from HugoFox.com

Dear Parish,

You have received the following message from xxxxxredacted

Hi, I think it's a good idea to charge £52 a year for the new houses on fernwood. If it's not fair to charge new residents yearly then it's not fair that the first port residents pay for it either for its long term care

25/3/21

Contact from HugoFox.com

Dear Parish,

You have received the following message from xxxxxredacted

I agree that anyone not paying the management charge should pay a one off fee.

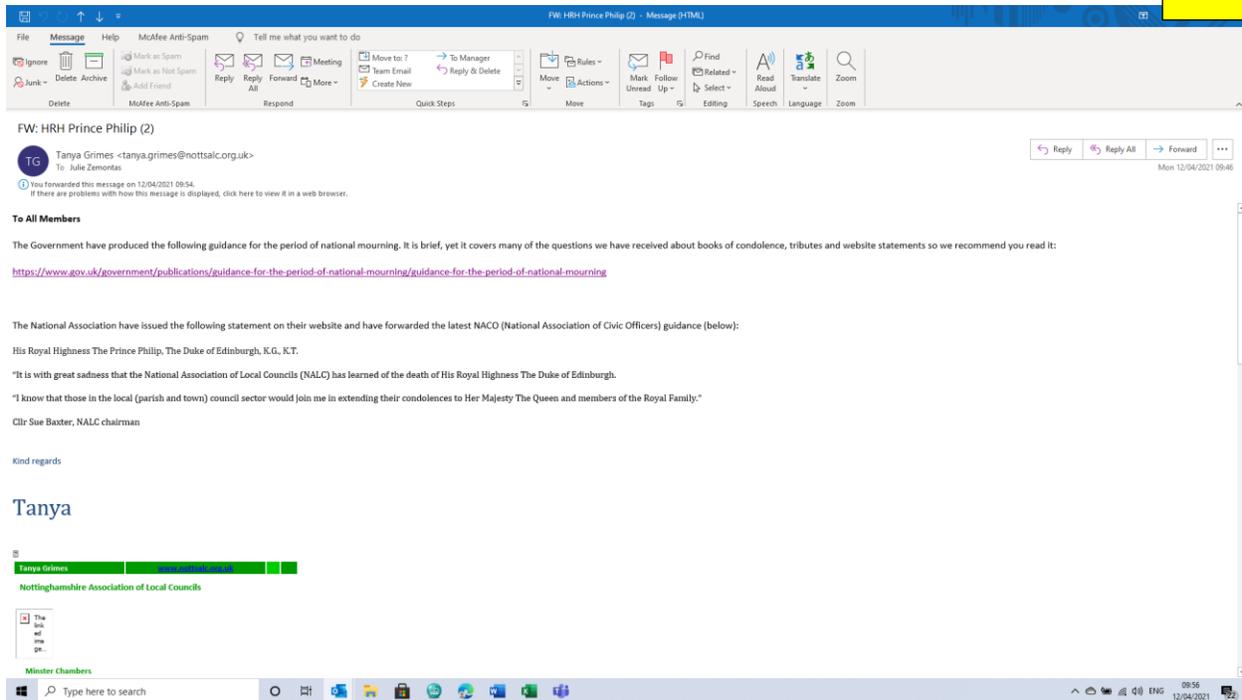
Email from Outgoing Chair of Fernwood Residents Association

Sunday 11/4/21 17:07

Hi Marion

A quick update on the tennis courts. After discussion and consultation we have proposed to FirstPort that a charge of £26 per year for phase one and the new parts of Fernwood. This is only a small increase on the current £20 from phase 1 and reasonable.

First Port have up to now collected only small amounts for the fobs from phase 1. To be open and transparent with the new charge FirstPort are looking into the ways they can collect the fee. This is because Phase 1 and the new properties don't/won't have an account with FirstPort.



To All Members

The Government have produced the following guidance for the period of national mourning. It is brief, yet it covers many of the questions we have received about books of condolence, tributes and website statements so we recommend you read it:

<https://www.gov.uk/government/publications/guidance-for-the-period-of-national-mourning/guidance-for-the-period-of-national-mourning>

The National Association have issued the following statement on their website and have forwarded the latest NACO (National Association of Civic Officers) guidance (below):

His Royal Highness The Prince Philip, The Duke of Edinburgh, K.G., K.T.

"It is with great sadness that the National Association of Local Councils (NALC) has learned of the death of His Royal Highness The Duke of Edinburgh.

"I know that those in the local (parish and town) council sector would join me in extending their condolences to Her Majesty The Queen and members of the Royal Family."

Cllr Sue Baxter, NALC chairman

Kind regards

Sir/Madam

As you will be aware, on 25 March 2021, Ministers wrote to all local authorities to explain that temporary powers permitting remote meetings in the Coronavirus Act 2020 would not be extended after 7 May 2021.

The letter also provided a link to updated guidance on the ways local authorities can apply Covid-19 guidance to ensure meetings can take place safely. A copy of this letter (which includes a link to the aforementioned guidance) can be viewed here

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/973494/Letter to council leaders - remote meetings.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/973494/Letter_to_council_leaders_-_remote_meetings.pdf)

Please also note that the government has also launched a call for evidence on the experiences of local authorities regarding remote meetings and to gather views on whether such arrangements should be made permanent. The consultation can be viewed at

<https://www.gov.uk/government/consultations/local-authority-remote-meetings-call-for-evidence> and is open until 17 June 2021. You may wish to consult with your Members and respond accordingly.

Kind regards.

Nigel Hill

Business Manager – Elections & Democratic Services

Newark and Sherwood District Council

01636 655243

Nottinghamshire Minerals Local Plan Examination – Receipt of Inspector's Report - Message (HTML)

File Message Help McAfee Anti-Spam Tell me what you want to do

Ignore Delete Archive Mark as Spam Mark as Not Spam Add Friend Reply Reply All Forward Meeting Agenda Item To Manager Team Email Reply & Delete Create New Move Rules Mark Unread Follow Up Select Read Aloud Translate Zoom

Nottinghamshire Minerals Local Plan Examination – Receipt of Inspector's Report

SO Steven Osborne-James <steven.osborne-james@nottscc.gov.uk>
To

Wed 17/03/2021 10:27

Dear Sir / Madam

I am writing to inform you that the final report of the independent Planning Inspector appointed to carry out the Examination of the Nottinghamshire Minerals Local Plan has now been received.

The report concludes that the Nottinghamshire Minerals Local Plan provides an appropriate basis for the planning of minerals development in Nottinghamshire, provided that a number of main modifications are made to it. Approval to adopt the plan will be sought at the County Council meeting on the 25 March 2021.

The Inspector's Report and the list of main modifications can be viewed on the Councils' website at <https://www.nottinghamshire.gov.uk/planning-and-environment/minerals-local-plan/examination>

Due to the current Covid-19 restrictions, the Council is unable to make printed copies of these documents available for inspection at council buildings. If you do not have internet access and would like to see a copy of these documents please contact us.

You are being sent this letter because you have previously commented on the Nottinghamshire Minerals Local Plan, have asked to be kept informed about its progress, or are considered to be an important consultee. If you no longer wish to receive information or updates about the Nottinghamshire Minerals Local Plan, please let us know.

If you have any queries about the Nottinghamshire Minerals Local Plan, please get in touch.

Yours faithfully

Steven Osborne-James
Planning Policy Team

Dear Sir / Madam

I am writing to inform you that the final report of the independent Planning Inspector appointed to carry out the Examination of the Nottinghamshire Minerals Local Plan has now been received.

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If you have any queries about the Nottinghamshire Minerals Local Plan, please get in touch.

Letter to Barratts re land transfer



Fernwood Parish Council
 Fernwood Village Hall
 Rubys Avenue
 Fernwood
 NG24 3RS
 01636 613024
clerk@fernwood-pc.co.uk

Trevor Rockley
 Barratt and David Wilson Homes
 2 Horizon Place,
 Mellors Way,
 Nottingham Business Park,
 Nottingham
 NG8 6PY

March 16th, 2021

Re: Fernwood Central Open Spaces/Your letter dated 16 February 2021

Dear Trevor,

Thank you for your letter. I understand that Barratt David Wilson Homes can offer to transfer the freehold of the open spaces and communal areas to Newark and Sherwood District Council (NSDC) under clauses contained within the 3 February 1999 Section 106 Agreement. I met with John Robinson and Matt Lamb of NSDC yesterday and they have agreed to move forward with this.

I understand from your letter that the first step is for BDW Trading Limited to request the transfer of the freehold of the woodland, parkland and open spaces areas to NSDC. If you could arrange for correspondence to be sent to Matt and John with the request, we can move this forward.

The Parish Council and NSDC are aware of the term of the lease and understand that the agreement will be need to be transferred. We believe having the land in public ownership is the right thing for our village and we'd be most grateful if you attend to this at your earliest convenience.

I appreciate that the new Fernwood North development will have all of the recreational and open space areas transferred to NSDC which I am sure will be a positive selling point for your new builds; I understand the legal work has still to be finalised. Once again, we'd appreciate anything you can do to move this along.

Should you require any clarification, please do not hesitate to come back to me.

Yours sincerely,

Marion Fox Goddard

Marion Fox Goddard
 Parish Clerk and Responsible Financial Officer

Copy: John Robinson, Chief Executive to Newark and Sherwood District Council
 Matt Lamb - Director – Planning and Growth, Newark and Sherwood District Council
 Robert Jenrick – MP for Newark and Secretary of State for Housing, Communities and Local Government

Response from BDWH

Good Morning Marion.

I can confirm receipt of the correspondence sent on behalf of Fernwood Parish Council, the content of which is noted.

I will be reviewing internally and with NSDC in the coming weeks with a view to positively moving this forward.

Regards

TR

Technical Director

 0115 9007256



www.barratthomes.co.uk | www.dwh.co.uk

Barratt & David Wilson Homes North Midlands

2 Horizon Place | Mellors Way | Nottingham Business Park | Nottingham | NG8 6PY



BARRATT
HOMES



DAVID WILSON HOMES
WHERE QUALITY LIVES

Dear Chairman/Clerk

ARC4 DISTRICT WIDE HOUSING NEEDS ASSESSMENT 2020

The Council, as strategic housing authority, has a statutory requirement to undertake regular assessments of future housing requirements across the district. Homes and Communities Committee gave approval to update the 2014 DCA Housing Needs Study and after a tender process Arc4 (Consultants) were commissioned to commence an assessment of the district's housing needs in 2020. The final housing needs assessment report and accompanying sub area analysis was endorsed by the Homes and Communities Committee on the 18th January, 2020.

I have attached a link below to the final report and sub area analysis. I recommend that you consider the findings in the sub area analysis that pertains to your settlement. The link to the web-page also provides access to the parish housing needs surveys undertaken across the district.

<https://www.newark-sherwooddc.gov.uk/housingneeds/>

If you require any further information please contact me directly.

Kind Regards

Jill Sanderson | Housing Development Officer | Housing Strategy and Development

Telephone: 01636 655624 | Email: jill.sanderson@nsdc.info

Newark and Sherwood District Council | Castle House | Great North Road | Newark | Notts | NG24 1BY

Working Hours Monday – Friday 9.00 a.m. – 5.30 p.m.

Hello all parish clerks

During the Covid pandemic we have unfortunately seen an increase in litter and fly-tipping across the district. We have also received more enquiries from volunteers and families to help with litter picking. In light of this we are starting to plan a new support scheme for volunteers called Green Champions. However this will need developing and it requires a budget. I'm hoping it will be rolled out in spring 2022. In the meantime we want to support our existing litter picking volunteers as much as we can.

We are going to trial a new way to collect the rubbish that volunteers collect. If members of your community regularly litter pick we can give them a recycled litter bin (it may have the odd scratch or crack) for either a shared community location or for someone's own home to be used for bagged up litter that has been collected.

Our Street Scene team will come and empty from homes or shared locations within the district once a fortnight. You may wish to have a shared bin at your village hall or community centre?

We will add a sticker to the bin to distinguish it from a normal domestic bin. Rubbish will need to be sealed up in bags and the Street Scene team will call and collect the rubbish once a fortnight when they are in the area emptying bins.

Please can you pass on this offer to locals in the village who regularly collect bags of litter.

You can pass on my email address if anyone wishes to register for an extra bin for litter.

Thanks very much Lynn

Lynn Preece

Environmental Programme Officer

Newark and Sherwood District Council

From **redacted**

Sent: 09 April 2021 11:59

Hi Marion ,I have a question for the next meeting.....In the liaison meetings with Barratt/David Wilson Homes are the councillors ensuring that hedgerows are being replaced and are there are plans to create wildlife corridors into the new development.

Thanks

On Wed, 14 Apr 2021 at 08:40, <office@fernwood-pc.co.uk> wrote:

Good morning,

Barratt David Wilson Homes have replied as follows:

I can confirm we will be delivering landscape infrastructure in line with the approved landscape designs. This information is available for review on the NSDC planning portal. Wherever possible existing hedge lines will be retained where unaffected by the approved scheme and where the hedges are viable. Wildlife corridors in the form of existing hedge lines and green links will be delivered in line , again, with the approved scheme. In addition we are also providing a significant number of bird nesting features within the development in the form of fixed nesting boxes and the Manthorpe Swift bricks built in to suitable plots within the development.

This month's Parish Council meeting has had to be delayed until April 26th. I will publish the agenda (which will include your query) with the link next Tuesday. You are most welcome to join the meeting to listen to the Council discuss this and take part in the public forum.

Minutes and agenda link: [Minutes and Agendas - Fernwood Parish Council - Fernwood Parish Council, Fernwood, Newark \(fernwood-pc.co.uk\)](#)

Best wishes,

From **redacted**

Sent: 14 April 2021 19:26

To: Fernwood Parish Council (office@fernwood-pc.co.uk) <office@fernwood-pc.co.uk>

Subject: Re: Parish council meeting.

Hi Marion ,Thanks for the follow up ,Do you happen to have the link for the said approved plans.

Regards

On Thu, 15 Apr 2021 at 08:24, <office@fernwood-pc.co.uk> wrote:

Good morning **redacted**

This page on our website has links to all the big developments: [Housing Developments - Fernwood Parish Council - Fernwood Parish Council, Fernwood, Newark \(fernwood-pc.co.uk\)](#)

You can scroll through the documents tab to find the relevant documents. There are quite a lot I'm afraid but you can filter them by clicking on the arrow on the right of the show all box.

I've tried saving links to specific documents in the past and they don't work, once shared I'm afraid.

Come back to me if you don't find what you want in each application and I'll see what I can do.

From **redacted**

Sent: 15 April 2021 14:32

To: Fernwood Parish Council (office@fernwood-pc.co.uk) <office@fernwood-pc.co.uk>

Subject: Re: Parish council meeting.

Hi Marion, Thanks for the link. I've looked through it the key document was "doc cond 3 Habitat Creation and Management Plan phase 1".

12th June.....This outlines the retention of existing hedges and creation of new areas of Habitat. It seems to me that this will be in the form of islands of wild life friendly areas without any interconnecting corridors which means that only birds can access these areas. Not really what is wanted.

On Thu, 15 Apr 2021 at 16:10, <office@fernwood-pc.co.uk> wrote:

Good afternoon **redacted**,

I've had a bit of a dig now and also found the following attachments including a letter from Mark Speck of Nottinghamshire Wildlife Trust.

If you see anything that they are not doing which they have committed to I can raise this. I'd appreciate this as, I'm not sure how much NSDC as the planning authority monitor this. It will be hard to ask them to go further than has already been agreed but questions can be asked if we feel they are not meeting what has been set out.

By chance, I am meeting Mark next week so if there are any questions you would like me to raise, please come back to me.

From **redacted**

Sent: 15 April 2021 22:49

To: Fernwood Parish Council (office@fernwood-pc.co.uk) <office@fernwood-pc.co.uk>

Subject: Re: Wildlife preservation/Habitat management

Hi Marion ,My understanding of the neighbourhood plan was that it enables residents to have an input to the layout of new developments.I don't remember any consultations taking place to that effect.With respect to encouraging wildlife into built up areas it must include wildlife corridors to allow small mammals to move freely between different areas,essentially hedgerows.If that is not the case the question is can the plans be looked at to see if there is room to plant some interconnections.We all love to see hedgehogs in our gardens and small creatures like voles and mice form part of the food chain for owls and other predators.I'd be surprised if the wildlife Trust did not recommend something along these lines.

Thanks again

Sent: Mon 19/04/2021 14:35

Good afternoon,

I will raise this with the Parish Council for you next Monday when they next meet. The District Council consult with bodies such as the Parish Council and the Wildlife Trust and we publish meeting agendas to let residents know that we are being consulted on and the meetings are public for people to attend and discuss their suggestions with the Parish Council. In the meantime, I'll ask Mark Speck for his feedback on your suggestions.

I've looked back on the planning portal and found the attached which has details of a public exhibition/consultation did in 2013. I believe Larkfleet have did a similar exercise in 2017. Were you able to go to these?

On a personal note, we've cut a hole in the bottom of our fence to let hedgehogs get in and out of our garden easily. I know there are residents who do add posts on social media to encourage people in the parish to do this and I've put [this link](#) out on Fernwood's local social media too. I think raising people's awareness through social media helps. We could put some tips in the gazette too – would you be interested in getting involved with this?

Sent: Mon 19/04/2021 16:38

Hi marion , I was on the residents association way back when Barry and Jim were also on the committee and remember that I used to discuss this as the way to go .I also added it on the council website feedback for both the developments.However I have retired myself from active conservation but think that now is the time to make sure we do what we can to encourage wildlife into the area.Last year we had three hedgehogs regularly visit our garden,a mouse and a sparrow hawk trying to catch the sparrows.So thanks for raising this with the parish council .

11/4/21 19:58

Good morning, I'm a resident, house owner in Fernwood, near Brews Brothers micro pub. The landlord of Brews Brothers decided without asking for permission or agreement any of the near by residents to extend his number of tables across unit 6, becoming a normal pub from a Micro Pub. I'm very concerned about the noise pollution and also the safety of my family having an increase number of people close to my home. Also the landlord modified the entrance gate, now opening outward endangering the passing by. Also the allocated space between tables it's very small to increase no of customers not safety. Please, I'm very desperate and I'm asking you to rectify this issue

(address redacted and information which could identify the sender removed)

12/4/21 Parish Council Clerk response

Thank you for your email. Newark and Sherwood District Council are the licensing authority so they will be able to let you know whether anything the owners of the business has done contravenes the licence so please email them as a first point of call to see what can be done: request@nsdc.info

If you copy me in and let me know the feedback you get from them, I'd appreciate it. Alternatively, please let me know if you are happy for me to forward your email to them to see what can be done.

Hi all,

Virtual Armed Forces Covenant Surgery; **‘Kickstart your journey and make sure that your Covenant is working for you’.**

You are invited to a virtual zoom event on **12th May at 1200**, the agenda will be as follows;

1200- Introduction and recap on the Armed Forces Covenant and the Employer Recognition Scheme- Bruce Spencer (Regional Employer Engagement Director)

1215- Using Social Media to attract and promote the Armed Forces community as employees and in the community- Kathryn McAuley (Head of Communications)

1230-Using the Career Transition Partnership to attract Service Leavers (ex-Forces) and why a strong Covenant is key to doing this successfully.

1245-End of the formal event and option to stay on for Q&A

...In a year of working under lockdowns and restrictions we know that for businesses, now more than ever anything that isn't 'business critical' has been put aside.

So we wanted to ask 3 questions;

- 1) Have you been meaning to look at the 'Covenant email' that you keep getting sent but never get round to it?
- 2) When did you last see a direct benefit to your business from having signed the Covenant?
- 3) When did you last use social media to engage with the Armed Forces community either to recruit or to promote them to others?

Details to join the event are as follows. **Please also send a quick email to Kirstie Lawrence at em-empasst@rfca.mod.uk to confirm your attendance in the following format**

First Name	Surname	Organisation	Role	Email	Tel	Potential Questions

Topic: Armed Forces Covenant - RFCA EAST MIDLANDS

Time: May 12, 2021 11:45 AM London

Join Zoom Meeting

REDACTED

Kindest Regards,

Kirstie Lawrence on behalf of

Cat Suckling | Assistant Regional Employer Engagement Director | East Midlands

Dear Marion

Wednesday 14/4/21 14:52

Dear Marion

Thank you for your E-mail and I apologise for the delay in getting back to you as I had to seek the views and information from several people including someone who has recently retired.

Before I saw your initial E-mail I was totally unaware of any signing on Hollowdyke Lane. After looking into it I found that permission had not been sought for any of the signs. Some of the signs, the 20mph speed limit signs are not permitted to be put in place without a Temporary Traffic Regulation Order and had been put up incorrectly anyway. A review of the signs out there and what they are intended to be doing needs to be looked into as a matter of urgency so that only the correct signs that can be legally erected in the Highway are used.

I note that Hollowdyke Lane is the Construction route for the ongoing Fernwood development and I assume this is why it is felt that the speed limit was necessary. There are ways to mitigate the problem as all deliveries using this route will be pre-booked so the rules can be passed out to the delivery drivers and any contravention can be on a strike system and drivers could ultimately get banned from delivering to the site.

I am sorry this is not the answer that you were hoping for but there obviously has been some miscommunication about this matter and things have been carried out without going through the proper process. We can now look at the issues and allow the correct and legal signing that meets the national criteria to be erected. If necessary we could have a meeting with representatives of the Parish Council and BDWH.

Your sincerely

redacted

Network Manager

Via East Midlands Ltd