



MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING
held on 18th September 2023 at 7pm
at Fernwood Village Hall

Present: Parish Councillors: David Mack, Ian McGregor, Neill Mison (Chair), Leigh Rixon, Jim Weale and Mollie Weale

Clerk: Darryl Flinders

Residents/Public 5 Members of the public

Newark & Sherwood None
 District Councillors

RECORDING OF COUNCIL MEETINGS

Under the Openness of Local Govt. Bodies Regulations 2014, members of the public may now film, photograph and make audio recordings of the proceedings of the formal Council meeting. In the interests of protecting privacy it is asked that filming of the public seating area is not undertaken. Recording activity should be respectful to the conduct of the meeting, and behaviour that disrupts the meeting (such as oral commentary) will not be permitted

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

The Clerk recorded the meeting.

142. Apologies for absence - Parish Councillor Kimberley Shepherd.

143. Declarations of Interest - None.

144. Public Forum

A member of the public raised a question regarding the provision of additional staging in the main hall for drama groups. The council commented that whilst it already has some staging, new staging would be considered as part of its review of facilities and equipment available to hirers.

145. Approval of the minutes of the Parish Council meeting on 17th July 2023

The minutes were unanimously approved as an accurate record, and Councillor Mison signed them.

146. Approval of the minutes of the Extraordinary Parish Council meeting on 9th August 2023

The minutes were unanimously approved as an accurate record, and Councillor Mison signed them.

147. Councillors' & Clerks reports

The council acknowledged the previous clerk's (Marion Fox Goddard) hard work and would like to thank her for her contribution.

Councillors' and clerk's reports were presented and noted by the council.

148. District Councillors Reports

No District Councillors present to present a report.

149. Finance

- a. Bank reconciliation for July and August (up to 28/08/2023) – noted and accepted as presented
- b. Year-to-date income – noted and accepted as presented
- c. Expenditure since the last meeting under delegated powers/previously agreed expenditure was noted and accepted as presented
- d. Items of Expenditure considered (as per report):
 - I. Tree survey Costall Woods*
 - II. Fencing around wildlife garden and woodpiles in Costall Woods*
 - III. Monthly fees for Hugofox (Website)*
 - IV. Councillor training*
 - V. Emersion heater wiring in new hot water cylinder*
 - VI. Consider the request to add VAT to the amount payable to the fencing supplier*
- e. Review of signatories for the bank/investment accounts and consider whether to order a debit card for the Village Hall Manager. It was resolved that the council approved to issue the Village Hall Manager with a Debit Card.
- f. To note the conclusion of external for the year ending 31st March 2022
- g. To note the dates for the external audit for this accounting period and consider whether to move to .gov.uk email addresses. The decision to move to .gov.uk email addresses will be proposed at a future meeting
- h. To note the report regarding the council's decision at the August meeting to move £250,000 out of the CCLA investment account and discuss returning most of this to the CCLA to avoid further interest loss. Noted by all councillors (see agenda item 150)

150. To ratify a financial decision taken at the August 2023 meeting (item 140), the council unanimously agreed to withdraw funds from the CCLA investment account for upcoming project work. It is proposed that the council transfers funds (£250,000) from their CCLA investment account to the Day to Day account and aims to transfer most of the funds back to their CCLA account by the end of October 2023. This decision has been resolved with all councillors in favour.

151. To agree to outsource payroll for Fernwood Parish Council to an external provider

It was resolved that the council will outsource payroll as proposed, with all councillors in favour.

152. To agree on the appointment of the Acting Parish Clerk

Following a recommendation to appoint an Interim Parish Clerk & RFO, the council resolved to appoint Darryl Flinders. The council will re-evaluate their requirements and re-advertise the role in due course.

153. Gazette Printing

To agree, Gazette printing costs for the Autumn edition. The council resolved to accept the £505 printing and production cost for the Gazette, due to be distributed at the end of October.

154. Planning

No new applications have been received.

155. Policy – Documentation to be reviewed

- a. Standing Orders – To be reviewed at a future meeting
- b. Policy review schedule – To be reviewed at the Annual Meeting of the Parish Council.

156. To consider and agree to form a Finance & General Purposes Committee

It was decided that the council would form the committee as proposed. Details and terms of reference will be discussed and agreed upon at the October meeting.

157. Village Hall - To consider the Christmas closure period

No dates were agreed. The Acting Clerk and village Hall Manager are to look at historic hall usage during the Christmas period, consider known booking interest from existing hirers and make closure recommendations to the council based on their findings.

158. Village Hall – How to proceed with the development plans

To agree on how to proceed with the plans to extend the village hall, whether we will continue with the current plans drawn up, and whether to submit a planning application or not to proceed and, if so, what the next steps will be.

It was agreed that more investigation regarding usage, operating costs and hirer requirements will be carried out before further decisions regarding future expansion are taken. Consultation with the Hall Manager, Clerk and users will follow, and their findings will be reported back to the council for consideration.

159. To note that the remedial walk for the double walker at Dale Green has been completed.**160. To discuss the plans for CCTV over the park and down Rubys Walk**

It was agreed that further engagement with N&SDC needs to be carried out before moving this item forward.

161. Correspondence

Various items of correspondence have been received and discussed (see below)

- a. Email regarding rumble strips
- b. An email requesting donation to Lancaster Bomber Memorial – More details to be requested
- c. Email about the feasibility of keeping Hollowdyke Lane open. Email regarding N&SDC's Allocations and Development Management Plan document
- d. An email regarding advance notice of public consultation on the Nottinghamshire and Nottingham Waste Local Plan
- e. An email regarding vandalism of street name sign – Repaired
- f. An email regarding concerns over the lack of a doctor's surgery in Newark
- g. Winter Service 2023/24 – Offers of assistance to the Parish Council

162. To agree to run a community walking trail for Halloween, as agreed in the strategy.

It was agreed that the council would organise a trail as proposed.

163. To consider a community litter pick with members of the community and ask councillors also to attend and support – The initial date suggested is Sunday 29th October for the first one (to be confirmed) – It was agreed that this was an excellent idea and all councillors supported it

The meeting closed at 9.05 PM.

The next scheduled Parish Council Meeting is Monday 16th October 2023