



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 20th March commencing at 7pm. This meet will be held in the small hall of Fernwood Village Hall, Rubys Avenue, Fernwood, NG24 3RS.

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 14th March, 2023

A G E N D A

38. Declarations of any intentions to record the meeting
39. Apologies for absence
40. Declarations of interest
41. Public Open Forum (15 minutes) - ***Fernwood Parish Council is committed to community engagement and therefore warmly invites members of public to contribute during this part of the meeting***
42. Presentation Long Bennington Rotary – End Polio now – The Purple Crocus Project
43. Approval of the minutes of Parish Council meeting held on 20th February 2023
44. Councillors' & Clerk's reports
45. County Councillor's and District Councillors' reports
46. Finance
 - a. Bank reconciliation 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. Emergency planning event
 - ii. The Purple Crocus Project
 - iii. Pipework in the loft to optimise heat across the village hall

- iv. Community event items
 - a. Inflatables
 - b. Face painters
 - c. Fireworks
- e. To discuss disposal of one of the containers (on the village hall back car park)

47. Planning

- a. To consider the following applications (Fernwood Parish Council is a consultee only; Newark and Sherwood District Council is the planning authority):

| | | |
|------------------------------|---|--|
| 23/00370/ADV | Phase 1B - Greater Fernwood Development Land North and East of Existing Fernwood Development Fernwood Newark South of A1 & West Of Railway Line | Installation of one large billboard sign for Fernwood Phase 1B |
|------------------------------|---|--|

- b. To note the following decisions made by Newark and Sherwood District Council

| | | | |
|-------------------------------|---|--|--|
| 23/00347/ELE | Land at Cross Lane Fernwood Business Park | Erection of a package sub station | Local Planning Authority is not required for these works |
| 22/00862/FULM | Land at Cross Lane Fernwood Business Park | Proposed industrial warehouse development suitable for 4no. B2/B8 Units Use Classes with ancillary E(g)(i) Office space, including service yards, car parking, landscaping and associated access infrastructure. | Grant Full Planning Permission Major |

48. Policy

Documents to be considered:

- a. Expenses Policy
- b. Suggested updates to the Village Hall Management Group terms of reference
- c. 2022/23 Action Plan Review and 2023/24 Action Plan

49. Correspondence

- a. Responses from NCC regarding repairing the paths in Costall Woods
- b. Email regarding Hollowdyke Lane
- c. Email from N&SDC regarding His Majesty King Charles III's Coronation - Grant Award Scheme

EXEMPT BUSINESS

Under the Public Bodies (Admissions to meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of schedule 12A of the Local Government Act 1972

- 50. To note and discuss Nottinghamshire County Council's emails regarding communications.



**MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING
held on 20th February 2023 at 7pm
at Fernwood Village Hall**

Present: Parish Councillors: R. Cullen, D. Harrison, H. Micah, J. Newton, B. Smith (Chairman), J. Weale, M. Weale
 Clerk: Marion Fox Goddard
 Residents/Public 1 person joined the meeting

Agenda, reports and accompanying information for this meeting is available on the Council's website here: [Agenda pack for this meeting](#)

19. Declaration of intentions to record the meeting

The meeting was not recorded.

20. Apologies for absence

District Councillors I. Walker and K. Walker

21. Declarations of Interest

None.

22. Public Forum

A resident enquired whether the felled trees in Costall Woods (behind Fernwood Day Nursery) will be replaced. It was confirmed that replacing the trees was a condition of the approved works to trees covered by a Tree Protection Order. N&SDC approved our suggested replacement trees earlier this month. The Parish Council will water them (5 litres per month/to be increased if conditions require) and replace them, should they die. See agenda item 26div.

23. Approval of the minutes of the Parish Council meeting on 16th January 2023

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

24. Clerk's Report

| | |
|---|-------------|
| February Clerk's report | Agenda Item |
| Barratt David Wilson Homes (BDWH) transfer of the open spaces in central Fernwood as per the section 106 agreement to NSDC and then Fernwood Parish Council – Our solicitor is liaising with N&SDC's legal representative. | 21/46c |
| Youth Club – Worker in Charge recruitment is ongoing. Youth Club opening time has changed to 6.30-8.30pm. Positive review meeting held in January. The club is now well established | |
| Safer Neighbourhoods Group (SNG)/ Antisocial Behaviour (ASB)/CCTV –N&SDC have said they will get an update to us by 20/3/23. Next SNG meeting due later this month. An article will be in the Fernwood Gazette re SNG/ASB. PCSO Hewardine has reported that N&SDC are reviewing the current Public Space Protection Orders (PSPOs); once this has | 21/149 |

| February Clerk's report | Agenda Item |
|---|------------------------------------|
| been done, she will come to a Fernwood Parish Council meeting to discuss having a PSPO in Fernwood. | |
| Hollowdyke Lane – Following the January Parish Council meeting, I wrote to NCC (18/1/23) as agreed. No feedback has been received. Speeding tubes results – see item 30. I still need to get quotes for a feasibility study for keeping the north end of Hollowdyke Lane open – <i>Clerk to action</i> . | 22/24 22/139 22/153 23/17 |
| Responsibility for ditches Hollowdyke Lane – a note was sent to NSDC regarding this, and they have asked their solicitor to investigate this. No further feedback at this stage. | 22/16 |
| Interactive Speed Sign on Dale Way –I met with Via EM staff shortly after the last meeting. The sign will be on a separate post. Awaiting full costing and timescales. | 22/114 |
| Community Infrastructure Levy – Policy has been published on the Parish Council website . The March issue of the Fernwood Gazette has a consultation article, and an online survey will go live in line with the gazette distribution. | 22/163f |
| RAF Balderton Marker – see item 35b | 22/161 |
| Dignity at Work and Petition Policies - have been published on the Council's website | 22/159 |
| Warm Hub – sessions are at the Village Hall on Tuesday mornings. Attendance is picking up. | 23/5 |
| Welcome Break - Awaiting confirmation that they on schedule to open on March 1st. | |
| Number of seats on Fernwood Parish Council – Enquiry was sent to N&SDC's Electoral Services Manager – see item 35g for the response | 23/8 |
| Gym Equipment on Dale Crescent – This was replaced w/c 30/1/23. | 23/9dii |
| Woodland Update - Costall Woods – N&SDC's Tree and Landscape officer has approved the trees that our tree specialist suggested to replace the felled trees. See item 26div. Once planted, the Parish Council will need to implement a minimum monthly application of 5 litres of water per tree during the summer (to be increased if conditions require). Should any of the trees die within 5 years of planting, the Parish Council will need to replace them. The bat survey on protected tree (853) is booked in for May 2023. Lamp upgrade – awaiting date from contractor. Community bat/bird box making planned for 4/6/23 - full details will be in the gazette. Path repairs – see item 26diii. Wildlife Garden costings - see item 26dv and consultation results - see item 34. | 23/15 |
| Grit Bin Phoenix Lane - A new grit bin has been installed for residents to use when it is icy. The developer has reimbursed the Parish Council for this. It is owned and maintained by Fernwood Parish Council – details of grit bins will be in the gazette. | 9dix |
| Rumble Strips Replacement – following the last meeting, one resident contacted the Council with concerns about them being replaced. A consultation has been sent to the homes near the rumble strips to consult residents on whether they are being affected by noise/vibration and whether they would be happy for them to be replaced with tarmac. The consultation period has ended, with the majority of respondents in favour of replacing the rumble strips. A report with collated responses is being worked on so this can be sent to NCC with a request to address this issue and offer CIL to fund works required. | |

25. County Councillor and District Councillors Reports

None.

26. Finance

[Bank reconciliation](#) – noted.

Year to date income – noted.

Expenditure since last meeting under delegated powers/previously agreed expenditure was noted.

Items of Expenditure considered with unanimous decisions:

| Expenditure | Budget Area | Total £ | Decision |
|--|---|---------|---|
| i 3 new dog bins | Individual items – Parish Council | 1152.72 | Unanimously agreed. |
| Emergency light repairs | Emergency Lights | 252.00 | Unanimously agreed. |
| Path repairs | Costall Woods (CIL) | | The Council agreed to approach NCC to request repairs to the paths including a request for them to quote to repair the part of the path owned by Fernwood Parish Council |
| Replacement trees – Costall Woods | Costall Woods (CIL) | 768.20 | Unanimously agreed. |
| Wildlife garden delivery, maintenance, and watering. | Costall Woods (CIL) | *TBC | Unanimously agreed to opt for quote 3 including watering and annual maintenance. *No more than £12000 for initial delivery plus Establishment Maintenance £300, Watering £78 per visit |
| Additional Garden waste bin (increase to 3 from 2) | Grounds Maintenance | 35.00 | Unanimously agreed. |
| SLCC HR summit | Training | 72.00 | Unanimously agreed. |
| CCTV – Rubys Walk/over the park | Individual items – Parish Council (CIL) | | Deferred – awaiting quote from N&SDC |

27. Planning

a. Planning Application considered:

| | | | |
|--------------------------------|--------------------------------------|--|-------|
| 23/00137/HOUSE | 1 Kenny Close, Fernwood, NG24 3GP | Installation of Air Source Heat Pump (Retrospective) | Noted |
|--------------------------------|--------------------------------------|--|-------|

28. Proposed Parking Restrictions ([TRO 3367](#)) on Rubys Avenue

Five Councillors were not in favour of the proposal. The following feedback to NCC was agreed: The Council sees no need for the double yellow lines. Cars rarely park in the area where the double yellow lines are proposed. (In the past double yellow lines had been enquired about as football matches were played on the playing fields at weekends leading to lots of cars parking on the bend; this no longer occurs as football matches are no longer held there. Should we ever arrange a large community event, we would apply to close the road temporarily).

29. Policy

New documents considered:

- Updated Complaints Procedure – The Council unanimously agreed to adopt the policy.
- Vexatious Complaints Policy – The Council unanimously agreed to adopt the policy with amendments to cover vexatious communications.
- Updated Communications and Engagement Policy - The Council unanimously agreed to adopt the policy with an amendment to confirm Parish Council email addresses must be used for Parish Council correspondence.

- d. Updated Fernwood Parish Council Strategic Plan - The Council unanimously agreed to the updates regarding Community Infrastructure Levy.

Clerk to publish items a to d on the council's website.

Current documents reviewed:

- d. [Internet Policy](#)
e. [Memorials Policy](#)
f. [Personnel Committee terms of reference](#)
g. [Equality and Diversity Policy](#)
h. [Armed Forces Covenant](#)

The Council unanimously agreed that no changes were required to these policies.

30. Defibrillators in the Parish

The Council unanimously agreed to proposed agreement. *Clerk to arrange sign off with Chuter Ede School*

31. Hollowdyke Lane Speeding Tubes Results

The Council unanimously agreed to write to Nottinghamshire County Council to request a Traffic Regulation Order (TRO) for a mandatory speed limit of 30 miles per hour; with an offer for the Parish Council to fund this (using Community Infrastructure Levy).

This was considering the following:

- the data showing that during the survey period 88% of traffic did not adhere to the advisory 20mph speed limit
- the data showing that 50% of traffic on the road was recorded travelling above 30mph
- the timescales for a 30mph TRO to be delivered as a condition of a developer's planning application being estimated at 7-10 years.
- residents been concerned about the speed of traffic on the lane and a significant number of survey respondents being in favour of the Parish Council attempting to get the 30mph mandatory speed limit.

32. Village Hall Management Group

The Council noted the meeting notes and made the following decisions:

- a. Regular coffee mornings will be held 4 times per year – dates to be published in the Fernwood Gazette.
- b. Free Use of the hall by Gifts from Fairies for a charity one off event in September.

33. Village Hall Extension investigations

The Council noted the advice from Nottinghamshire County Council. It was agreed that the Clerk would explore additional parking possibilities. Once potential options were known, a meeting with NCC and our highways consultant should be arranged to ensure the parking survey meets the highways authority requirements for assessing a future planning application. The Council noted and agreed that an interim payment for the consultant's time to date was necessary.

34. Wildlife Garden Consultation results

The Council noted the results of the survey and agreed the garden should be implemented the current planting season. *Clerk to arrange with Newark and Sherwood District Council*

35. Administration

- a. The Council deferred a decision on increasing the number of meetings to 11 per year.
- b. The Council noted that the Fernwood Gazette will be published at the beginning of March.
- c. The Council set the Annual Parish Meeting date: May 24th.

36. Correspondence

- d. Suggestion from resident regarding protecting the owl carving – the Council did not think this was necessary.
- e. Email regarding planting purple crocuses – a project helping to rid the world of Poliomyelitis – sender to be invited to a future parish council meeting to discuss this.
- f. Response from Historic England regarding RAF Balderton Marker – details have been sent to RAF Balderton Research Group.
- g. Email regarding results of an online poll regarding having double yellow lines on Rubys Avenue – noted. See item 28.
- h. Request for dog bins – with the proximity of the dog bin on Dale Way at the entrance to the meadow and one at the end of the meadow leading onto Hollowdyke Lane, the Council agreed additional bins should not be necessary. There was also concern that having a dog bin on the meadow would spoil the appearance of the area. *Clerk to reply to the person who requested the additional bins and contact N&SDC again for signage to help with this issue.*
- i. Suggestion regarding elections and getting young people interested – Details will be included in the Gazette, and we will continue to share elections information on social media.
- j. Response from N&SDC regarding number of seats on Fernwood Parish Council – noted. The Council can consider asking for a community governance review in future.
- k. Letter from the Secretary of State for Department for Levelling Up, Housing and Communities regarding His Majesty King Charles III's Coronation and covering note from N&SDC – noted. *Clerk to add links for street parties to local social media.*
- l. Open space map from N&SDC – noted.

EXEMPT ITEM

Under the Public Bodies (Admissions to meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of schedule 12A of the Local Government Act 1972.

The Council unanimously agreed to close the meeting to the press and public.

37. Discussion regarding the legal arrangements for the transfer of Fernwood Central open spaces

The Council agreed to contact N&SDC to arrange a meeting to discuss the progress of the transaction. *Clerk to arrange.*

Meeting closed at 9.20pm

Next Meeting: Monday 20th March 2023, 7pm, Fernwood Village Hall

| March Clerk's report | Agenda Item |
|--|---|
| Barratt David Wilson Homes (BDWH) transfer of the open spaces in central Fernwood – Our solicitor is liaising with N&SDC's legal representative. Update meeting planned for the end of this month. | 21/46c 23/37 |
| Youth Club – Worker in Charge has been appointed and started this month. Youth Club opening times have changed to 6.30-8.30pm. Positive review meeting held in January. The club is now well established. | |
| Safer Neighbourhoods Group (SNG)/ Antisocial Behaviour (ASB)/CCTV – Awaiting an update from N&SDC on our request to have 2 centrally controlled cameras (funded with CIL). PCSO Hewerdine has reported that N&SDC are reviewing the current Public Space Protection Orders (PSPOs); once this has been done, she will come to a Fernwood Parish Council meeting to discuss having a PSPO in Fernwood – likely to be next year. | 21/149 |
| Hollowdyke Lane – A letter has been sent to NCC to request a 30mph Traffic Regulation Order on Hollowdyke Lane (funded with CIL funding). I have made contact with some providers to get quotes for a feasibility study for keeping the north end of Hollowdyke Lane open. Once I have enough quotes, these will be brought to a Parish Council meeting for consideration. | 22/24 22/139 22/153 23/17 23/31 |
| Interactive Speed Sign on Dale Way – Awaiting full costing and timescales – the lead time to obtain the sign is 12-14 weeks once we have received and approved a quote from Via East Midlands. | 22/114 |
| Community Infrastructure Levy (CIL) –The March issue of the Fernwood Gazette which includes a consultation article on CIL was delivered to all households and businesses in Fernwood at the beginning of March. An online survey went live on 28/2/23. Weekly reminders are being added to the local Facebook groups to encourage residents to have their say. | 22/163f |
| Woodland Update - Costall Woods –Trees to replace the felled trees have been planted. Lamp upgrade has been done. Path repairs – see item 49a – NCC's response to FPC's request for them repair their adopted paths including a request for them to quote to repair the part of the path owned by Fernwood Parish Council. Wildlife Garden – awaiting dates for work to commence. N&SDC has quoted for additional work due the altered specification (£750 plus VAT). | 23/15 23/26 23/34 |
| Rumble Strips Replacement – A report with collated consultation responses has been sent to NCC with a request to address this issue and an offer for CIL to fund works required. | |
| Double Yellow Lines Consultation – Parish Council response has been sent to Via/NCC. Their consultation ended on 10/3/23. | 23/28 |
| Defibrillators Agreement – This has been signed off by Chuter Ede Fernwood and Fernwood Parish Council. | 23/30 |
| Village Hall Extension Investigations – Our Transport Planning Specialist is arranging a meeting with the local planning and highways authorities so their requirements can be discussed. | |
| Replacement Dog bins – Have been ordered. Installation will be arranged as soon as possible. | 23/26 |
| Liaison Meeting with Barratt David Wilson Homes – Held on 13/3/23. They are getting quotes for replacement signage at Phoenix Park. This will have Parish Council contact details on so issues can be reported through to the Parish Council for passing on to BDWH (this will save having to replace the signs when the land is handed over). They reported that their work should not affect Fernwood residents other than those homes on Johnsons Road backing onto the site who may hear construction with them being so close by. They have 356 new properties occupied/going through legal work for purchase. | |
| Community Event – Provisional bookings are being made. We are awaiting feedback on first aid cover | |

**Bank Reconciliation
Fernwood Parish Council**

Period Ending 28-Feb-23

Prepared by: *Marion Fox Gaddard, Clerk*
Date: 02 March 2023

Approved by:

Date:

Balance per bank statement as at 28-February-2023

| | £ | Total £ |
|--|-------------|-----------------------------|
| TSB Current Account - Parish Council | £15,390.92 | |
| TSB Reserve Account - Parish Council | £59,163.16 | |
| Unity Trust - Parish Council | £11,490.10 | |
| TSB Current Account - Village Hall | £4,885.32 | |
| TSB Reserve Account - Village Hall | £7,219.78 | |
| Unity Trust - Village Hall | £14,507.50 | |
| Nationwide | £83,928.27 | |
| Redwood | £85,000.00 | |
| Virgin Money | £85,000.00 | |
| CCLA Investment Management Limited | £950,001.00 | |
| Petty Cash | None held | |
| | | 1,316,586.05 |
| Less: any unrepresented cheques/BACS payments at 28-February-2023 | | £0.00 |
| Add: any unbanked cash / cleared cheques at 28-February-2023 | | £0.00 |
| Net bank balances as at 28-February-2023 | | <u>£1,316,586.05</u> |

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

CASH BOOK

| | |
|----------------------------|---------------|
| Opening Balance | £368,022.85 |
| Add: Receipts in the year | £1,096,655.22 |
| Less: Payments in the year | £148,092.03 |

Closing balance per cash book as at 28-February-2023 **£1,316,586.05**

Ringfenced Amounts

| | |
|-----------------|-----------------------------|
| General Reserve | £170,114.44 |
| CIL | £1,146,471.61 |
| | <u>£1,316,586.05</u> |

| b. Income 2022/23 | £ |
|--------------------|---------------------|
| Regular hire | 23774.10 |
| Other hall hire | 7612.09 |
| Bar profits | 1282.74 |
| Feed in tariff | 690.00 |
| Advertising income | 1,465.10 |
| Interest | 9,836.91 |
| VAT reimbursement | 4,637.06 |
| Grants | 1900.00 |
| CIL | 964,338.22 |
| Precept | 80,949.00 |
| Total | 1,096,485.22 |

c. Expenditure since last meeting under delegated powers/previously agreed expenditure

| PARISH COUNCIL | | | | | |
|----------------------------|--|--------|--------|----------|--------|
| Payee | Budget Area | Net £ | VAT £ | Total £ | Method |
| Various | Salaries, HMRC, Pensions (March) | | | 6,773.53 | BACS |
| AJ Parts UK Ltd | Hardware – laptop power cable | 17.07 | 3.42 | 20.49 | CARD |
| Amazon | Stationery | 15.62 | 3.13 | 18.75 | CARD |
| C. Blackman | Staff expenses – mileage/cakes for coffee morning | 31.40 | | 31.40 | BACS |
| Grids London | Stationery | 2.48 | 0.51 | 2.97 | CARD |
| Jubilate | Publications | 659.00 | | 659.00 | BACS |
| M. Gulliford | Publication distribution | 100.00 | | 100.00 | BACS |
| Scribe | Software – finance package | 961.00 | 192.20 | 1153.20 | BACS |
| Zoom | Software – online meeting | 11.99 | 2.40 | 14.39 | BACS |
| VILLAGE HALL | | | | | |
| Brighter Bills | Utilities - Mobile Phones | 62.36 | 12.48 | 74.84 | BACS |
| Crown | Utilities - Gas | 343.22 | 17.16 | 360.38 | BACS |
| DCR | Individual Items - Village Hall - shower decommissioning | 986.66 | 197.33 | 1183.99 | BACS |
| Duel Security and Hardware | Individual Items - Village Hall – Digilock | 21.62 | 4.33 | 25.95 | CARD |
| ESPO | Individual Items - Village Hall - cutlery | 15.36 | 3.07 | 18.43 | BACS |
| HAS | Individual Items - Village Hall - Highways consultancy | 400.00 | | 400.00 | BACS |
| Ionos by 1&1 | Subscription - Parish Council emails | 7.98 | 1.60 | 9.58 | BACS |
| RB Wholesale | Cleaning - Products | 123.99 | 24.80 | 148.79 | BACS |
| Water Plus | Utilities - Water | 44.15 | | 44.15 | BACS |

d. Items of Expenditure to be considered

| Expenditure | Budget Area | Net £ | VAT £ | Total £ |
|---|---------------------------------|-----------------|--------|---------|
| Emergency Planning | Training | 32.68 | 6.543 | 39.22 |
| The Purple Crocus Project (see item 142) | Parish Council individual items | To be discussed | | |
| Pipework for optimising heating and water in the hall | Maintenance - plumbing | 2356.99 | 471.40 | 2828.39 |
| Inflatable Hire x 2, manned | Community event | 899.00 | | 899.00 |
| Face painters x3 | Community event | 600.00 | | 600.00 |
| Fireworks | Community event | 1400.00 | 280.00 | 1680.00 |



29 March 2023 — 12.00 – 13:15

The outbreak of COVID-19 has highlighted that unexpected events can and do happen, with the potential to change how we live our lives.

Local (parish and town) councils are essential to many communities, so they must be prepared for potential emergencies. From weather or climate-related to future public health crises.

Join us to learn more about emergency resilience planning and what your local council can do.

Speakers: Steve Reardon (Cullompton Town Council) and Finn Woodhill (Communities Prepared)

WHAT LOCAL COUNCILS CAN DO ABOUT EMERGENCY PLANNING

Wed, 29 Mar 2023 12:00 - 13:15 BST

Promo Code
Enter code Apply

NALC member (card payments only) - 0 +
£30.00
+£2.68 Fee / +£6.54 VAT
Sales end on 29 Mar 2023

NALC member (invoice/bacs payment only) - 0 +
£40.00
+£3.37 Fee / +£8.67 VAT
Sales end on 29 Mar 2023

Non-member (card payments only) - 0 +
£40.00

Good morning,

Thank you for contacting us for the sale of your container, we would be prepared to offer you £450 for the unit and include the collection, please let me know if this of interest to you!

Thank you

Kind regards,

Lawrence Wright
Qube Containers Ltd

lawrencewright@qubecontainers.co.uk | www.qubecontainers.co.uk |

Reliant House, 3 Angel Lane, Fore Street. Ipswich, Suffolk IP4 1JX

From: John Jeys
Sent: Friday, February 24, 2023 1:28 PM
To: clerk@fernwood-pc.co.uk
Cc: REDACTEDfirstport.co.uk>
Subject: Storage container

Hi Marion

I noticed that on the agenda for the parish meeting you are looking at disposing of one of the storage containers you have.

As you know Barrett/DW have taken back the compound we used on Dale Avenue and we no longer have a secure area with which to store items for the estate

Would the parish council consider giving this container to Firstport for storing maintenance items for the Fernwood estate.

The residents of Fernwood have already paid for the container via the parish precept and this would save us having to charge them again to purchase a storage container.

For us to bulk purchase items saves the residents money throughout the year providing we can securely store them.

We have been looking at placing a container in the balancing pond land on Hollowdyke Lane, but due to Covid and now the high inflation rate we have held back from spending wherever possible. If the parish were to donate this to the estate we would only have to pay for the removal and re siting of the container saving residents Thousands of pounds

If you could put this before the parish council at the next meeting I would be most grateful

Regards
John

John Jeys AIRPM
Facilities Manager

FirstPort Property Services Limited



EXPENSES POLICY

Review and Adopted 15 March 2021

It is the aim of Fernwood Parish Council that no member will be financially disadvantaged when representing Fernwood Parish Council.

Fernwood Parish Council will make reimbursement for expenses that the staff, Chairman or Councillors may meet on its behalf when incurred in performing the duties required of the Council.

1. Staff Expenses

All staff will be able to claim the following expenses:

- Travelling and associated travel expenses on journeys on council business to include mileage at current NJC rates and parking
- Subsistence which may include overnight accommodation and meals incurred in the performance of Council business provided that expenses have been receipted and approved by the Council.
- The cost of telephone calls made by the Clerk from home on council business
- Reasonable sums to cover the extra costs of insurance, heating, lighting and electricity arising from the Clerk's use of home for council business
- Any reasonable expenses where the Parish Council or Village Hall Debit Cards have not been available for use

2. Chairman's Expenses

The Chairman can receive a small annual allowance to defray the expenses of his office:

- Stationery, postage and printing costs
- Hospitality and gifts

3. Councillor Expenses

Parish Councillors are unpaid and do not receive an annual allowance.

- (i) Travel and subsistence: Councillors (including the Chairman) may be reimbursed for expenses for travel and subsistence when carrying out previously approved duties (Approved duties generally means the doing of anything approved by the Council, or anything of a class so approved for the purpose of, or in connection with, the discharge of the functions of the Council).

Councillors will not receive expenses for attendance at any meeting of Fernwood Parish Council or any work within the Parish.

Where possible attempts will be made to minimise expenses by sharing transportation.

The rates of the allowances in respect of travel shall be as follows:

All Vehicles: Inland Revenue non-profit making rate (currently 45p per mile) Claims should be made on the appropriate forms available from the Clerk and be accompanied by receipts, if appropriate, in an emergency, such expenses may be approved after the event

- (ii) No reimbursement for stamps and stationery as these may be obtained from the office.
- (iii) Items purchased specifically at the direction of the Council. These shall be reimbursed. Claims shall be made on the appropriate forms available from the Clerk. Members shall endeavour to obtain a VAT receipt in the name of the Council and pass this on to the Clerk.
- (iv) Other expenses Members will be expected to provide documentary evidence for items spent on Council-related costs.



Village Hall Management Group Terms of Reference

Reviewed and adopted 15th March 2021

Role

1. The Village Hall Management Group (VHMG) is group ~~empowered to make decisions within the agreed budget set by the Parish Council~~ which regularly visits the hall and meets with Parish Council staff to ensure the hall is being managed and ran effectively. The Parish Clerk is responsible for managing the hall.

Members

2. Councillors will be elected as members of the VHMG at the annual meeting of the Parish Council, and will serve for one year but may be re-appointed.
3. Membership shall comprise three Councillors, the Parish Clerk, the **Administration Assistant** ~~Parish Clerk~~, the Caretaker and up to 2 co-opted members from the community.

Frequency of meetings

4. Meetings will be held quarterly to conduct routine business relating to the management of the Village Hall. Otherwise, meetings may be convened as and when necessary. Meeting notes will be submitted to the next Parish Council meeting for information.

Responsibilities and Areas of Operation

5. The VHMG is responsible for:
 - a. Monitoring the appearance and condition of the premises and their immediate surroundings, ensuring that they are:
 - clean and tidy;
 - in good decorative order;
 - in a good state of repair;
 - secure;
 - free of any obvious and significant health & safety hazards;
 - maintained in accordance with the terms and conditions of the premises licence;
 - used by hirers in accordance with the terms and conditions of hire.
 - b. Liaison with the Parish Clerk to ensure that any perceived shortcomings are addressed, and regarding any improvements which could be made.
 - c. Investigating and endeavouring to resolve any complaints from hirers or visitors, liaising with the Parish Clerk and/or reporting to Full Council as appropriate.

- d. Carrying out an annual review of the tariffs for hirers; the proposed tariffs for the next financial year are to be submitted to the Full Council by November of the previous year, for approval.
 - e. Periodically reviewing the conditions of hire/regular user agreement, submitting any proposed amendments to the Full Council for approval.
 - f. Considering the medium/long-term development of the premises, keeping the Council fully informed so that appropriate financial planning can be put in place.
 - g. Liaising with the Parish Clerk to ensure that she is fully aware of the group's requirements before quotations are received, and ensuring that all quotations are on a like-for-like basis.
 - h. Ensuring that the Parish Clerk obtains quotations or estimates for any non-routine expenditure planned for the next financial year in time for it to be submitted to the Full Council for approval.
 - ~~i. Making decisions about expenditure that is within the agreed village hall budget (without Full Council approval).~~
 - j. Assessing/agreement of the need for unforeseen immediate or short-term expenditure as soon as the issue is identified. (If urgent, without Full Council approval).
 - k. Following the Council's Village Hall Free Usage Policy.
6. The VHMG is also responsible for supporting the Parish Clerk, when necessary, in investigating cases of misuse of the Hall or its equipment, and determining any required actions.



Action Plan 2023/24

Fernwood Parish Council strives to work on behalf of parishioners on the issues that matter to the village. We are always keen to receive ideas and suggestions from parishioners on areas of interest or concern and where it is felt the Council may assist. Listed below is our current schedule of activity; this is regularly reviewed and updated as projects finish and priorities change. The Council's strategy can be found [here](#).

The table of on the following page lists actions that are underway and planned. This may be updated once the council has considered feedback from the current [CIL consultation](#)

| | Action | Strategy Item |
|-----|---|---------------|
| 1. | Costall Woods – continue to maintain the woodland including the delivery of a woodland management plan. | |
| 2. | Deliver Large Community Event in August 2023 | |
| 3. | Continue investigations the possibility of extending the village hall. | |
| 4. | Support the Friday night Youth Club. Work with the Fernwood Youth Offer Partnership to assess demand and work to develop this service. | |
| 5. | Complete the transfer of open spaces to Fernwood Parish Council (from Barratt David Wilson Homes to Newark and Sherwood District Council to Fernwood Parish Council). Once this has been done work with FirstPort to look at the provision of a better play park. Look to improve facilities for all age groups in Fernwood. | 10 |
| 6. | Work with NSDC to: <ul style="list-style-type: none"> • ensure the maintenance of the open spaces in new developments is arranged without the implementation/use of management companies • deliver CCTV on Rubys Walk and over the playing field off Rubys Avenue. | |
| 7. | Once the Coat of Arms for the Parish is ready, arrange 'Welcome to Fernwood' signage. | |
| 8. | Continue to maintain Fernwood Village Hall and work the promote the venue. | |
| 9. | Work with NCC and Via to ensure the roads are maintained and safe and suitable. In particular: <ul style="list-style-type: none"> • Improve safety for school children crossing the B6326 • Reduce the speed limit on Hollowdyke Lane • Investigate keeping the north end of Hollowdyke Lane open • Deliver an interactive sign on Dale Way to encourage drivers to reduce their speed. | 2 |
| 10. | Continue to maintain Dale Green, grit bins and dog poo bins. | |
| 11. | Regular liaison meetings with developers in the village so residents can be kept up to date on their activity. | |
| 12. | Representation at NCC, NSDC, British Gypsum, Police, Health meetings. | 2, 4, 5, 8 |
| 13. | Continue to lobby for freeholders to have the same rights under the Law as leaseholders on a managed estate. | 6 |
| 14. | Promote Parish Council meetings and keep residents up to date through the Fernwood Gazette, social media and noticeboards. Develop and publish the Fernwood Gazette and distribute it to all households and businesses in the Parish. | 1, 7, 11 |
| 15. | Support groups and organisations whose activities enhance community life. | 1 |
| 16. | Liaise with local landowners/businesses on issues affecting the village. | 1, 8 |
| 17. | Ensure staff and Parish Councillor training up to date for the running of the Council and services it provides. | |
| 18. | Review Council policies and procedures to ensure they are up to date and in line with current legislation/guidance. | |
| 19. | Consider and respond to consultations on issues specifically affecting the parish now and in the future. | |
| 20. | Control and management of Parish public finances and administration of the Parish Council. | |
| 21. | Application to the Local Council Award Scheme – Quality Award. | |

2022/23 Action Review

| | Action | Action Update |
|----|--|--|
| 1. | Finalise the purchase of the woodland behind the nursery, tidy this up, repair the lights, install bins and start a volunteer group with community activities. | The woodland purchase was completed in May 2022. The lights have been repaired/upgraded to LED. Bins have been installed. Community group met in July 2022 to discuss ideas for the woodland. Community bulb planting session was held in October. Wildlife Garden has been designed, consulted on and is due to be delivered. An ecological survey has been conducted and necessary tree work has been done. One of the felled trees has been carved. Community Infrastructure Levy (money from developers) is being used to fund this. |
| 2. | Deliver Platinum Jubilee Celebration on June 2 nd 2022 | Large community event held with fireworks and free entertainment. |
| 3. | Fully investigate the possibility of extending the village hall. | Designs were submitted for pre-planning application advice. The main concern was parking and whether the existing community car park will be sufficient. With a transport planning specialist we looking to discuss options with NCC. There is a significant amount of S106 monies laid down for this project so the Parish Council is exploring all options. |
| 4. | Support the Friday night Youth Club. Work with the Fernwood Youth Offer Partnership to assess demand and work to develop this service. | The Youth Club is well established, and Fernwood Parish Council has committed to funding for up to 31st March 2024 with a commitment to extend a further year should there continue to be demand for the club. Community Infrastructure Levy (money from developers) is being used to fund this. |
| 5. | Complete the transfer of open spaces to Fernwood Parish Council (from Barratt David Wilson Homes to Newark and Sherwood District Council to Fernwood Parish Council). Once this has been done work with FirstPort to look at the provision of a better play park. Look to improve facilities for all age groups in Fernwood. | Progress on this has been much slower than we would have liked. In July 2022, a joint letter from N&SDC and FPC was sent to the developer to progress this. We are due to meet with N&SDC for an update on this at the end of March. |
| 6. | Continue to work with NSDC to ensure the maintenance of the open spaces in new developments is arranged without the implementation/use of management companies. | N&SDC have worked on agreements with BDWH and Allison Homes to ensure the land will be handed over to Fernwood Parish Council and maintained by N&SDC without the implementation of management companies. We understand the S106 agreement for the Persimmon development will not have the provision for a management company. |
| 7. | Purchase a Coat of Arms for the Parish. Welcome to Fernwood signage to be considered when this is in place. | The Coat of Arms has been purchased and we are currently waiting for it to be finalised. Community Infrastructure Levy (money from developers) was used to fund this. |

| | | |
|-----|--|---|
| 8. | Continue to maintain Fernwood Village Hall and work the promote the venue. | Fernwood Village Hall continues to be kept to a high standard. Fire and Legionella risk assessments have been reviewed required actions taken. Bookings are healthy. The Village Hall is being offered as a 'Warm Place' on Tuesday mornings and quarterly coffee mornings have been introduced from January 2023. |
| 9. | Continue to work with NCC and Via to ensure the roads are maintained and safe. In particular, for school children crossing the B6326. | Fernwood Parish Council endeavouring to work to NCC and Via East Midlands. It has been agreed FPC can fund an interactive speed camera on Dale Way. FPC has requested a reduction of the speed limit on Hollowdyke Lane. FPC is waiting to meet with NCC to discuss the crossing point near the Tawny Owl pub. The central reservation has been widened by the Parish Council has suggested a light controlled crossing would be more suitable. |
| 10. | Continue to maintain Dale Green, grit bins and dog poo bins. | A shrubbery has been delivered and the gym equipment replaced. |
| 11. | Regular liaison meetings with developers in the village so residents can be kept up to date on their activity. | FPC continues to meet with Allison Homes and Barratt David Wilson Homes to ensure residents can be kept up to date on their work and how this may affect them. Numerous meeting have been held with Welcome Break as their services were being built in 2022. Improved directional signage for construction traffic has been provided by BDWH – something that FPC has been pursuing for over a year. |
| 12. | Representation at NCC, NSDC, British Gypsum, Police, Health meetings. | FPC attend liaison meetings with a view to keeping up to date on the work of other agencies/businesses working in the Parish of Fernwood. |
| 13. | Continue to lobby for freeholders to have the same rights under the Law as leaseholders on a managed estate. | The Council met with Robert Jenrick in May 2022 to remind him that this is something that still needs to be addressed. |
| 14. | Promote Parish Council meetings through the Fernwood Gazette, social media and noticeboards. Completed action summaries to be developed on Facebook. | Parish Council meetings are promoted each month on noticeboards and through social media and in each issue of the Fernwood Gazette. Use of Facebook to promote the activity of the Parish Council on a regular basis. The Council has signed the Civility and Respect Pledge . |
| 15. | Continue to develop and publish the Fernwood Gazette and distribute it to all households and businesses in the Parish. | The Fernwood Gazette is published every 6 months. The spring issue was pulled forward to March 2023 to avoid the pre-election period. |
| 16. | Actively use Facebook and the Parish Council website to keep people updated on Parish Council activity and what is happening in the Parish. | Ongoing activity. |
| 17. | Support groups and organisations whose activities enhance community life. | Grants have been awarded to various organisations offering services for the community of Fernwood (and wider). Free use of Fernwood Village Hall for good causes. |

| | | |
|--|--|--|
| 18. | Liaise with local landowners/businesses on issues affecting the village. | Ongoing activity. |
| 19. | Ensure staff and Parish Councillor training up to date for the running of the Council and services it provides. | The Clerk and Caretaker have completed courses required for the delivery of their roles. Councillor training has been completed during their term and will be reviewed again after the May 2023 elections. |
| 20. | Review all Council policies and procedures to ensure they are up to date and in line with current legislation/guidance. | All policies are reviewed through each financial year. In 2022/23, the following policies/procedures have been adopted: <ul style="list-style-type: none"> • Banner Policy • Community Infrastructure Policy • Dignity at Work Policy • Petitions Policy • Risk Assessment for Volunteers • Vexatious Communications and Complaints Policy |
| 21. | Consideration and respond to consultations on issues specifically affecting the parish now and in the future. | Ongoing activity. |
| 22. | Control and management of Parish public finances and administration of the Parish Council. Look into new financial package. New internal auditor to be found. | New internal auditor has been appointed. SCRIBE accounting system has been purchased and is being prepared for the next financial year. FPC has taken receipt of over £1 million of Community Infrastructure Levy. This has been invested until the Council is ready to use it for community projects. A consultation is underway on what residents of Fernwood would like to use CIL on. |
| 23. | Work with Nottinghamshire County Council to consider the provision of Interactive signs on Dale Way and Goldstraw Lane to encourage drivers to reduce their speed. | Speed data for Goldstraw Lane indicated that drivers are not exceeding the limit there. However, on Dale Way, FPC is funding and interactive speed sign as the data showed speeding. |
| 24. | Signage for Fernwood on the Balderton roundabout – continue to try get NCC to assist with this. | NCC have delivered this. Community Infrastructure Levy (money from developers) was offered to fund this but declined. |
| Actions that weren't in the original action plan | | |
| | Application to the Local Council Award Scheme – Foundation Level | An application was submitted in January and we shall hear the results in April. |
| | CCTV Provision | We carried out a consultation on Crime and Fear of Crime and identified the need for CCTV down Rubys Walk and over the playing field. We have requested to join the CCTV partnership that N&SDC are members of so these cameras can centrally managed and footage accessed easily should the police need evidence. |

| | | |
|--|-----------------------|---|
| | Hollowdyke Lane (HDL) | <p>FPC has consulted with residents regarding whether they want the north end of the land kept open to traffic and regarding the speed of traffic on the lane near central Fernwood. Due to concerns regarding the speed of traffic, FPC commissioned speeding tubes and due to the findings has requested a 30mph traffic regulation order – awaiting feedback from NCC. Community Infrastructure Levy (money from developers) has been offered to fund this.</p> <p>The Council is also looking into a feasibility study for keeping the north end of HDL open.</p> |
| | Summer Play Sessions | <p>In the summer holidays, we commissioned summer play sessions at the village hall.</p> |

From: Nottinghamshire County Council <no-reply@nottscc.gov.uk>
Sent: Thursday, February 23, 2023 3:32 PM
To: clerk@fernwood-pc.co.uk
Subject: Pothole, road or pavement damage - CSC490137264 update

Following your report of a pothole
Enquiry type: Carriageways & Footways : Pavement Damage
Street: Gilbert Way, Fernwood
Location: gilbert Way, Fernwood

The location you have raised concerns with has now been inspected and no hazardous defects have been identified. As such, no action is warranted at this time to keep the road in a safe condition.

Please be assured we have a very dedicated team of Highway Inspectors who carry out regular inspections in this area. Should conditions deteriorate, we will then arrange for the necessary works to be undertaken.

You can find out more about our approach to highway repairs at <http://www.nottinghamshire.gov.uk/transport/roads/potholes>
If you spot any other problems on Nottinghamshire roads, please let us know [online](#) or give us a call.

Thanks for helping to keep Nottinghamshire roads safe.

Kind regards,

VIA/Customer Service Centre
Nottinghamshire County Council
T: 0300 500 80 80
W: www.nottinghamshire.gov.uk

From: Nottinghamshire County Council <no-reply@nottscc.gov.uk>
Sent: Thursday, February 23, 2023 3:32 PM
To: clerk@fernwood-pc.co.uk
Subject: Pothole, road or pavement damage - CSC490113197 update

Following your report of a pothole
Enquiry type: Carriageways & Footways : Pavement Damage
Street: Rubys Walk, Fernwood
Location: Rubys Walk to Dale Way, Fernwood

The location you have raised concerns with has now been inspected and no hazardous defects have been identified. As such, no action is warranted at this time to keep the road in a safe condition.

Please be assured we have a very dedicated team of Highway Inspectors who carry out regular inspections in this area. Should conditions deteriorate, we will then arrange for the necessary works to be undertaken.

You can find out more about our approach to highway repairs at <http://www.nottinghamshire.gov.uk/transport/roads/potholes>
If you spot any other problems on Nottinghamshire roads, please let us know [online](#) or give us a call.

Thanks for helping to keep Nottinghamshire roads safe.

Kind regards,

VIA/Customer Service Centre
Nottinghamshire County Council
T: 0300 500 80 80
W: www.nottinghamshire.gov.uk

Note: A comprehensive letter was sent to Nottinghamshire County Council giving full details of four areas of the pathway that is damaged and asking if they would quote to repair the small part of the path that be Fernwood Parish Council and these responses have been received.

From: clerk@fernwood-pc.co.uk <clerk@fernwood-pc.co.uk>
Sent: Monday, February 27, 2023 8:36 AM

To: REDACTED
Subject: RE: Hollowdyke Lane

Item 49b

Good morning,

Thank you for your email.

To answer your first question, we do not have a subgroup for Hollowdyke Lane. This is discussed during Full Council meetings. We have this page on our website: [Hollowdyke Lane - Fernwood Parish Council - Fernwood Parish Council, Fernwood, Newark \(fernwood-pc.co.uk\)](https://www.fernwood-pc.co.uk)

The Council sent the following question to NCC last year and I am still awaiting feedback. I have chased this recently. When we receive feedback, I will of course share it.

'We have been told that if there is an accident on the A1 and the B6326 is blocked, there will be a facility to let traffic down to get through the bus gate, at the Main Street Balderton end of Hollowdyke Lane to allow traffic through. Would this just be emergency vehicles or is it all traffic? How will this be communicated in the event of an emergency? We would like to understand the parameters that have been set/considered and how this will work in practise.'

When we met to BDWH in December and we asked when the bus gate was due to be installed and they could not answer. They said it has yet to be decided. We will continue to meet with them and get updates on this. They were in the process of resubmitting plans to NCC at the time.

Following the Parish Council's survey on Hollowdyke Lane, the Council made the following decision at the January 2023 Parish Council meeting:

16.Hollowdyke Lane consultation

The Council noted the results and, based on the 72% of respondents that supported the Council in its attempts to investigate keeping the road open to traffic, unanimously agreed to get quotes for an investigation into feasible options for keeping the north end of Hollowdyke open to traffic. The Council will use a private company to obtain data on the speed of traffic on Hollowdyke Lane.

I am working on finding a company who can do a feasibility study on keeping HDL open. We are hoping to meet with NCC to discuss this. We had a meeting planned in December, but this was cancelled so we are waiting for a new date.

We now have the speeding tube data, and I am due to write to NCC to request a 30 mph limit on Hollowdyke Lane as the findings were that 88% of traffic is not following the 20mph advisory limit and 50% of traffic is driving over 30mph.

I believe Councillor Lee is referring to the attached email which he would have spoke of at a Parish Council meeting.

I will ask Parish Councillor Cullen to let me have the plans for the bus gate. It is time-consuming to find specific documents on the planning portal and I know he has spent the time doing this. When I've got them, I'll share them with you and add them to the Hollowdyke Lane page.

I will add your email to the correspondence on the March meeting (REDACTED). It would be great if you could join the meeting to talk to the Council about this.

Best wishes,

Marion Fox Goddard

-----Original Message-----

From: REDACTED

Sent: Saturday, February 25, 2023 11:45 AM

To: Marion Fox Goddard <clerk@fernwood-pc.co.uk>

Subject: Hollowdyke Lane

Marion,

I have had some telephone feedback from Cllr. Lee following comments that I posted on Facebook concerning Hollowdyke Lane. He made some points that I was not aware of and I wondered if the Council had set up a Hollowdyke Lane Group / Sub Committee in view of the interest?

Items covered in the conversation included:

That the automatic bollard installation may be sooner than 2029 and he was waiting to get a date confirmed; That the bollards would be opened in "an emergency" but was unable to define what sort of an emergency would result in the bollards being opened or who would be in control of them. He suggested that I ask him the questions and he would follow it up with the County Council, which I have done.

That Hollowdyke lane would be closed to traffic in a number of places around the Allison Homes area. (Would this mean no vehicular access from the North build?) That he had supplied the Parish Council with an update on works to Hollowdyke Lane around a year ago.

He also said that there would be a new footbridge over the A1 but was unable to confirm what this would mean for vehicular traffic.

I felt that it would be good to have links on the Hollowdyke page of the Council web site to current documents that show what is currently planned for the Lane and what the Parish Council is doing.

My questions about the automatic bollards are:

When will they be installed?

Who will be in control of the operation of the Bollards?

What circumstance would constitute an "Emergency" for the bollards to be opened?

Especially, would a planned road closure such as occurred recently trigger the opening of the bollards?

My recent thought is also, how would Residents know that the bollards had been opened? Would there be signs?

Kind regards

REDACTED

From: Administrative Services <newark-sherwooddc.gov.uk>

Sent: Friday, February 24, 2023 2:48 PM

To: Administrative Services <Administrativeservices@newark-sherwooddc.gov.uk>

Subject: His Majesty King Charles III's Coronation - Grant Award Scheme

Item 49c

Dear Town and Parish Council Clerks, further to my recent email to you I am pleased to be able to advise you that the District Council has approved a budget to support Town and Parish Councils to celebrate the King's Coronation.

The contribution is based upon Town/Parish Council precepts as outlined below.

| <u>Precept</u> | <u>Grant Available</u> |
|----------------|------------------------|
| Over £200K | £1000 |
| Over £100K | £500 |
| Over £50K | £400 |
| Over £15K | £300 |
| Over £5K | £200 |
| Under £5K | £150 |

If you would like to apply on behalf of your Parish/Town Council, please complete the application form attached and return to communityengagement@nsdc.info by **31st March 2023**.

Please note, all payments will be made in advance (April 2023), once applications have been reviewed and approved after the submission deadline.

Finally if you are proposing a road closure as part of a street party please register your intended event on the Nottinghamshire County Council here <https://www.nottinghamshire.gov.uk/transport/licences-permits/events-public-roads>

I hope this is alright with all.

If you have any queries please email Community Engagement as above.

Thank you.

Andy

Andy Hardy
Sports, Community Facilities and Events Manager
Newark and Sherwood District Council
Website www.newark-sherwooddc.gov.uk