



**MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING**  
**held on 20 January 2020**  
**at the Fernwood Village Hall, Rubys Avenue, Fernwood**

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

## 1. Public Forum

Three Fernwood residents attended the meeting.

One resident raised concern regarding the business units being empty following the closure of the coffee shop and asked that the Parish Council help with this. She also asked for the smell from the landfill site at Cotham to be investigated and tackled.

The Parish Council has been trying to contact the owners of the units but they have not replied.

Councillor K. Walker reported that he goes to the liaison committee for the landfill site. They are aware of the issue and are investigating why the smell has become worse recently. He confirmed there has been lots of complaints about it. The site will be used for landfill for 2 more years.

*Clerk to invite the owners of the retail units to the next Parish Council meeting so this issue can be discussed including alternative uses for the building and ways to encourage businesses to use them. Clerk to contact NSDC Economic development team to see if they can help and look back at the planning consent to see if there were any conditions that could be of use.*

*Cllr Walker to see if a representative from Fernwood Parish Council can attend the landfill liaison meetings and report back any progress regarding tackling the smell.*

One resident had read the November minutes and asked about the request to reinstall speedhumps. The Chairman clarified that these were not speedhumps and the Council has no plans to request any.

Terry Bailey, Anti-Social Behaviour Officer from the Public Protection Unit at Newark and Sherwood District Council also attended the meeting for the public forum following the Parish Council's invite due to concerns over antisocial behaviour in Fernwood. Terry detailed the initiatives the District Council and Police are working on to tackle these issues in the district. Help can be given to start a Speedwatch campaign if needed but the first step would be an antisocial behaviour survey to see what the issues are.

*Clerk to arrange the launch of the Report It Campaign for Fernwood with Terry Bailey to assist the planning of what is needed.*

**2. Council to vote on the Co-option of a new Councillor and Declaration of Acceptance of Office** - deferred.

### 3. Apologies for absence

None.

### 4. Declarations of Interest

None.

### 5. Approval of the minutes of the Parish Council meeting on 18<sup>th</sup> November 2019

The Parish Council minutes were approved as accurate record and were signed by the Chairman.  
Proposer: J. Weale, Seconder: R. Cullen, RESOLVED unanimously.

### 6. Councillors & Clerk Reports

*Councillor Cullen* – Had contacted highways as the construction traffic sign had been covered by a temporary road sign – this has now been sorted out.

*Councillor Smith* – Requested that the Clerk contact Barratt David Wilson Homes to ask for all their signs to be checked - some have been blown/knocked leading them to point in the wrong directions.  
*Clerk to action.*

<b>JANUARY Clerk's report</b>	Agenda Item
Removal of the 2 trees on Dale Crescent - this has now been done. Request has been sent to NSDC for 2 trees.	246d
Bus services – Awaiting response from NCC.	288g
Barratt David Wilson Homes have agreed to put a sign on the verge next to Spring Drive to show this is a no through road/children are playing (current sign is too far back) – this was installed with Lane instead of Drive – awaiting replacement	215
New Play Park – Clerk has asked Matt Lamb of NSDC to discuss bringing the park provision in Fernwood North forward with Barratt David Wilson Homes. <i>Clerk to contact Strawsons to arrange a meeting.</i>	249a
Unclear house numbering layouts – Awaiting details from the person who alerted us to this issue. An enquiry has been sent to NSDC to see how we can tackle this but no feedback to date.	254
Grit Bins – New grit bin is in place next to the pedestrian entrance of Chuter Ede Fernwood School.	288d
Clerk has written to Saint-Gobain Formula/British Gypsum to pursue the idea of extending Cross Lane toward the Southern Relief Road. No feedback to date.	294
Printer contract – see item 9.	297 d
Fernwood North – Awaiting draft agreement from NSDC	297e
Trade Waste – Notice has been served on current contract.	309d
Long term budget – Figures have been requested from NSDC to assist with this.	309e
Play Equipment – FirstPort has confirmed that they are doing required checks on the play equipment next to the village hall.	312
Double Yellow Lines/Parking issues – discussed at the Planning and Strategy meeting on 8/1/20 – refer to minutes.	314k
After the agenda was published, a request for Fernwood Parish Council and NSDC to tackle the empty retail units was received. <i>Clerk to respond (see public forum)</i>	

## 7. County Councillor and District Councillors

County Councillor Keith Walker reported that he is meeting with Via to discuss the allocation of £200,000 of funding for road improvements. He will be raising the state of the Great North Road. Councillor Smith asked Councillor Walker to raise the issue of cars temporarily parking there to collect children from bus stops and the congestion this causes at peak times to see if anything can be done.

Councillor Keith Walker requested that thanks should be given to Julia Smith for her time as a Parish Councillor and for her work to try to get improved bus services for Fernwood – ‘she did a brilliant job’. This was unanimously agreed.

## 8. Planning and Strategy Committee

- Planning and Strategy Committee meeting minutes January 8th – noted.
- The Council resolved to adopt the Planning and Maintenance Strategy. Proposer: R. Cullen, Seconder: H. Micah, RESOLVED unanimously. *Clerk to publish.*

## 9. Finance

- Bank reconciliations for November and December circulated to members previously – noted.

b. Income (year to date)	£
Regular Hire	13910.88
Other Hall Hire	7245.43
Commission	844.76
Entertainment night takings	22.00
Feed in tariff	1244.27
Precept	69507.00
VAT Rebate	6844.92
Interest	522.82
<b>Total</b>	<b>100,142.08</b>

c. Expenditure since last meeting under delegated powers/previously agreed expenditure					
Payee	Budget Area	Net £	VAT £	Total £	Payment Method
	Salaries (December and January)			7201.98	SO/BACS
<b>Parish Council</b>					
Canva	Design Software			10.38	BACS
Primeprint	Bin stickers	40.00	8.00	48.00	BACS
Apogee	Copiers/copies	132.45	26.49	158.94	BACS
Glasdon	Trade waste – dog poo bin lid replacement	797.05	159.41	956.46	BACS
Amazon	Paint – dog waste bins	29.77	5.96	35.72	CARD
JT Atkinson	Paint – dog waste bins	12.09	2.42	14.51	CARD
Chapel Interiors	Paint – dog waste bins	10.35	2.07	12.42	CARD
Amazon	Stationery	22.53	4.51	27.04	CARD
NSDC	Play Equipment Inspection	61.70	12.34	74.04	BACS
Community Heartbeat Trust	Defibrillator supplies – Chuter Ede	235.00	47.00	282.00	BACS
Barry Smith	Mileage			19.35	BACS
ACS	Stationery	5.79	1.16	6.95	BACS
Unity Trust	Bank Charges			18.00	BACS

DCR	Boiler		1526.03	1526.03	BACS
<b>Village Hall</b>					
RB Wholesale	Cleaning supplies	361.39	72.30	433.69	BACS
Ames	Legionella Control	116.34	23.26	139.60	BACS
Brighter Bills	Mobile phones	55.96	11.20	67.16	BACS
1&1	Email provider & domain	9.96	2.00	12.96	BACS
Waterplus	Water			110.42	BACS
SSE	Gas	352.67	17.64	370.31	BACS
Blue Castle	Waste	220.32	44.07	264.30	BACS
PPL/PRS	Music Licence	126.26	25.25	151.01	BACS
Let's Beauty	2 Wireless USB Presentation Clickers	18.24	3.66	21.90	BACS
Amazon	Draining Rack			20.99	CARD
Lemonfresh Cleaning	Relief Cleaner			25.00	BACS
Hobart UK	Dishwasher service	200.00	40.00	240.00	BACS
ETI Ltd	Thermometer	41.50	8.30	49.80	BACS
Marion Fox Goddard	Mileage			42.30	BACS
TV Licensing	TV Licence			154.40	BACS
PHS	Sanitary Bins	214.53	42.91	257.44	BACS
Use Locally	Advertising	78.00	15.60	93.60	BACS

d. Items of Expenditure considered

Expenditure	Budget Area	Total £	
i. Health and Safety Course	Staff Training	£490	Unanimously agreed Prop.: M. Weale Sec.: R. Cullen
ii. Dishwasher	Village Hall individual items	£349	Unanimously agreed Prop.: M. Weale Sec.: R. Cullen
iii. Printer contract review	The Council unanimously agreed to start a new 5 year contract with the current supplier which should save approximately £380 per year based on the current demand. Prop.: M. Weale, Sec.: J. Weale		

*Clerk to arrange.*

e. Precept request – Agreed budgets for 2020/21 and precept required

The Parish Council resolved to request a precept of £75.05 per Band D property from Newark and Sherwood District Council (the same as 2019/20). Total precept request £70,008. Proposer: D. Harrison, Seconder: M. Weale RESOLVED unanimously.

*Clerk to contact Newark and Sherwood District Council.*

## 10. Policy Review

- a. [Risk Register](#) – The Council unanimously (Proposer: D. Harrison, Seconder: H. Micah) agreed to make the following additions:
  - i. CCTV process
  - ii. Dog waste bin checks
  - iii. PPE for dog waste work

*Clerk to update and publish.*

- b. [Strategic Plan](#) - The Council unanimously agreed to make no changes (Proposer: H. Micah, Seconder: J. Weale)

## 11. Fernwood Publication – Discussion and planning

The Councillors agreed to publish this on a biannual basis (April and October) and deliver it themselves throughout the Parish. It was agreed to get the Report It Campaign and survey in the first issue.

*Clerk to bring second draft to the February meeting.*

## 12. Village Hall Management

- a. The January meeting was postponed and has been rescheduled on February 3<sup>rd</sup>.

## 13. Correspondence

- a. Email regarding the disrepair of the B6326 – noted. Keith Walker to tackle this with Via.
- b. Email regarding concerns about parking at the junction of Dale, Phoenix and Goldstraw - Councillor Cullen and the Clerk had met with Via to discuss this (see Planning and Strategy meeting minutes 8/1/20)
- c. Request to support the Local Electricity Bill – the Council did not support this.
- d. Consultation: Strengthening police powers to tackle unauthorised encampments – *Clerk to respond.*
- e. Email thanking the Parish Council for their work – noted.
- f. Notification from resident regarding FirstPort correspondence regarding them ‘possibly not making service charge demand within 18 months of the expenditure being incurred’ – noted (this is a standard letter).
- g. Letter from NSDC re. consultations – noted.
- h. Lamp post poppies for VE Day – *Clerk to enquire if these are different to the existing ones.*
- i. Policy Drafting Workshop offer – noted.

Meeting closed at 9.15pm

**Next Meeting: Monday 17<sup>th</sup> February 2020, 7pm.**