



**MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING**  
**held on 15 July 2019**  
**at the Fernwood Village Hall, Rubys Avenue, Fernwood**

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

District Councillors: K. Walker (left at 8.35pm)

Nottinghamshire Police: PCSO Sophie Patterson-Lees (left at 8.10pm)

Clerk: Marion Fox Goddard

### **265. Public Forum**

Sophie Patterson-Lees came to the Parish Council following the Parish Council raising concerns over antisocial/dangerous behaviour of some young people in Fernwood. Sophie reported that there had only been 4 calls to the police about anti-social behaviour in the last 3.5 months. The police have issued Acceptable Behaviour Contracts to 2 of the individuals concerned which includes a ban to coming to Fernwood. The police are aware of the issue of the industrial estate being 'used as a racetrack' and plan to tackle this problem by issuing warnings which will lead to cars being seized if the same car is seen after a warning. Sophie agreed to get a 'Report it' campaign set up for Fernwood. *Clerk to encourage residents to report issues to 101 so the police are aware of the situation.*

### **266. Apologies for absence**

Parish Councillor Julia Smith. District Councillors Ivor Walker and Neill Mison.

### **267. Declarations of Interest**

None.

### **268. Approval of the minutes of the Parish Council meeting on 17<sup>th</sup> June 2019**

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

### **269. Councillors & Clerk Reports**

*Councillor J. Weale* – Raised the issue of weeds in the kerbs. The Clerk had mentioned this issue to the NCC Group manager for Highways and Transport who has said they are sprayed twice a year across the county. The County Council is currently looking into how road sides are managed and there may be a consultation in due course.

*Councillor M. Weale* – Reported that Cllr J. Weale and herself had represented the Parish Council at Lancaster Grange’s greenhouse opening and they will also go to the fete.

*Councillor J. Smith* – Prior to the meeting had asked the Clerk to raise what can be done about incorrect claims being made on the MyFernwood Facebook page. The Councillors agreed that the Parish Council would not reply to conversations/rumours on Facebook. Queries can be made via the Parish Council office or at the public forum at the beginning of every Parish Council meeting.

Clerk’s report	Agenda Item
Dog exclusion order in the play area request has been submitted to NSDC – Update has been requested.	15b/123
Fire Risk Assessment – All regular hirers have now been sent the updated Ts and Cs which include the Fire evacuation procedure and their responsibility to take appropriate action if there is a fire during their booking. Also, a new terms and conditions and a new process has been put place for ad hoc hirers, so they understand their responsibilities. A fire drill was conducted on July 10 <sup>th</sup> and the building was evacuated within 2 minutes.	170b
The tree work that is required on Dale Crescent and the hall garden will be done w/c 15/7. (Contractor will complete all the recommended work except for the removal of the 2 trees on Dale Crescent which will be done after the bird nesting season).	246d
Amplifier enhancements – See item 272d.	180d
Hydrogen Fuel Cell Appliance has been installed – Work has been done to rectify the hot water temperature issues, but our Legionella contractor believes there is a problem with the water loop/return. Awaiting full report at the time of writing this clerk’s report,	194
Bus services – An email has been sent to Chris Ward at NCC to see if he has any further updates on more services for Fernwood – at this stage he hasn’t been able to address this but does plan to.	198
LED upgrade on lighting – Outdoor lights, porch, bar and kitchen lights have all been replaced.	205c
Notts Area Ramblers Rights of Way Committee request for Shire Dyke Path - The developer has said that this is not on the side of Shire Dyke they are developing on. Clerk has written to the Notts Area Ramblers Rights of Way Committee to inform them of this feedback.	214
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 is not in place yet. <i>Clerk to progress.</i>	215
David Wilson Homes have been asked to hand over the open space next to the village hall to the Parish Council. The Parish Council could then apply for grants to help fund a new play park and make this cost effective for Fernwood residents. This issue has been raised with Barratt David Wilson Homes (landowner) who are now liaising with FirstPort on this.	249a
Unclear house numbering layouts – Awaiting details from the person who alerted us to this issue. In the meantime, an enquiry has been sent to NSDC to see how we can tackle this.	254
Earlier in the day on July 15 <sup>th</sup> , County Councillor Keith Walker had brought County Councillor John Cottee and NCC’s Group Manager for Highways and Transport to discuss highways issues in Fernwood. The Clerk raised the following issues: <ul style="list-style-type: none"> <li>• Crossing across Great North road not due to be built in time for the opening of Suthers School next Spring – for the safety of pedestrians, the Parish Council would like this to be pulled forward. The same applies to the reduction in speed</li> </ul>	255

<p>limit from 60mph to 40mph. Whether 40mph would be a low enough limit was also questioned.</p> <ul style="list-style-type: none"> <li>• Long term change of use for Hollowdyke Lane was also questioned as this would leave only one route for cars in and out of Fernwood.</li> <li>• The plan to widen the A1 bridge was also discussed and whether this would in fact encourage cars to go faster.</li> <li>• The bridge over the A1 just past the new Suthers School site leads to unused land monitored by Saint Gobain. Whether developing this into a road leading to the Southern Link Road was also suggested (possibly with the funding for bridge-widening?)</li> <li>• Cars are parking dangerously on Goldstraw Lane: adapting part of the paths to allow safer parking was suggested.</li> <li>• Last year a speed hump on Goldstraw Lane was changed due to the impact the noise/vibrations were having on some residents. There are more of these in the village but the Parish Council has not received complaints about them.</li> <li>• The Parish Council is still awaiting a response to the request for better bus services to and from Fernwood. The Parish Council met with the Transport &amp; Travel Services Manager of NCC in March but are yet to have feedback on the requested improvements.</li> </ul> <p>Gary Wood had agreed to look into these issues and feedback.</p>	
<p>All action points from the previous meeting have been completed.</p>	

## 270. County Councillor and District Councillors

*Councillor K. Walker* – Confirmed that he had met with Councillor Cottee, Gary Wood and the Clerk earlier that day.

## 271. Planning and Strategy Committee

- a. Planning and Strategy meeting minutes July 10<sup>th</sup> – minutes were noted.
  - i. Regarding the Residents Association, the Councillors suggested that the Residents Association hold an open meeting for Fernwood residents to let the Residents Association Committee know what they want. *Clerk to email Dave Mack (Chair – MyFernwood) regarding this suggestion.*
  - ii. Regarding the transfer of the land from Barratt David Wilson Homes to the Council, it was agreed the clerk should write to Matt Lamb of NSDC, copying in John Robinson, to ask if the District Council could help with this in light of Part III of the Section 299A and S106 Agreement dated 3<sup>rd</sup> February 1999.
  - iii. Following the transfer of NSDC operations from Kelham Hall to Castle House, the Councillors agreed it would be a good idea to submit a freedom of information request to NSDC to shed light on decisions made about use of a management company in Fernwood. *Clerk to write to NSDC.*
- b. Meeting with Robert Jenrick – July 5<sup>th</sup> – Minutes have been written and will be published once verified with Robert Jenrick. The Newark Advertiser will also be covering this story. *Clerk to publish minutes.*

## 272. Finance

a. Bank reconciliation for June circulated to members previously – noted.

b. <b>Income</b> (year to date)	£
Regular Hire	5639.33
Other Hall Hire	2756.25
Commission	0.00
Entertainment night takings	22.00
Precept	34,753.50
VAT Rebate	0.00
Interest	165.03
<b>Total</b>	<b>43,336.11</b>

c. Expenditure since last meeting under delegated powers/previously agreed expenditure					
Payee	Budget Area	Net £	VAT £	Total £	Payment Method
	Salaries (July)			4298.53	SO/BACS
<b>Parish Council</b>					
Canva	Design Software			10.49	BACS
Zurich Municipal	Parish Council Insurance	279.61		279.61	BACS
BNP Paribas	Copiers and copies	225.70	45.14	270.84	BACS
Amazon	Stationery			20.44	BACS
NALC	Training			65.00	BACS
Unity Trust	Bank Charges			18.00	BACS
<b>Village Hall</b>					
RB Wholesale	Cleaning supplies	121.10	24.22	145.32	BACS
SSE	Electricity	591.32	29.56	620.88	BACS
Brighter Bills	Mobile phones	154.16	30.83	184.99	BACS
pfs	Sanitary waste disposal	214.53	42.91	257.44	BACS
SSE	Gas	554.23	27.72	581.95	BACS
1&1	Email provider	4.98	1.00	5.98	BACS
Waterplus	Water	49.83		49.83	BACS
Securetec	Intruder and fire alarm service	284.00		284.00	BACS
Unity Trust	Bank Charges	18.00		18.00	BACS
Ames	Legionella Management	58.17	11.63	69.80	BACS

d. Items of expenditure considered

Expenditure	Budget Area	Net £	VAT £	Total £	
Trisoft	Individual items - Parish Council New Sound system and projectors	5361.79	1072.36	6434.15	Unanimously agreed, Prop: R. Cullen, Sec.: D.Harrison

The Village Hall Management Group has considered ways to increase demand/income in the village hall and investigated making the hall suitable for conferences/courses. The current sound system is outdated, impractical and has recently stopped working.

*Clerk to enquire about who would replace projector bulbs, service costs and whether the speakers have functionality to eliminate the risk of users blowing them. Also, to get costs for a remote mouse and Wireless USB Presentation Clicker for use with the projector. Clerk to arrange installation with Trisoft.*

### **273. Section 137 Application - Citizens Advice Sherwood and Newark**

The Parish Council unanimously agreed to award Citizens Advice Sherwood and Newark £500 using the power given to Parish Council's under the Local Government Act 1972 142 (2A) Prop: R. Cullen, Sec: J. Weale. *Clerk to arrange payment.*

### **274. Policy Review**

- a. [General Data Protection Policy/Documentation](#) The Parish Council unanimously agreed to make no changes to these policies/this documentation. Prop: H. Micah, Sec: D. Harrison.
- b. Sickness Absence Policy - The Parish Council unanimously agreed to make no changes to this policy. Prop: R. Cullen, Sec: H. Micah.
- c. Grievance and Disciplinary Policy – The Parish Council unanimously agreed to update this policy with updates suggested by the Personnel Committee except for the addition of serious insubordination in appendix A. Prop: D. Harrison, Sec: M. Weale
- d. Anti-Bullying and Anti-Harassment Policy - The Parish Council unanimously agreed to update this policy with updates suggested by the Personnel Committee. Prop: R. Cullen, Sec: H. Micah.
- e. Relationships between Councillors and Council Employees - The Parish Council unanimously agreed to make no changes to this policy. Prop: J. Weale, Sec: H. Micah

*Clerk to publish the policies and copy them to all staff.*

### **275. Village Hall Management Group Meeting notes – July 12<sup>th</sup>**

The Councillors noted the meeting notes.

### **276. Correspondence**

- a. Email about inconsiderate parking on Rubys Avenue – The Clerk reported that the issue raised had been resolved and the resident who had raised problem has been replied to. However, the Council suggested double yellow lines be requested from NCC as this is a regular problem. *Clerk to put a request in to NCC.*

- b. Letter from Burges Salmon with reference to the scrapyard – *Planning Committee to consider what to do about this site.*
- c. Newark and Sherwood District Council Planning Consultations, Plan Review - Allocations & Development Management Issues Paper 2019 – *R. Cullen to look into this and liaise with the Council regarding a response.*

Meeting closed at 9.20pm