



**MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING  
held at 7.00 pm on 20 March 2017  
at the Fernwood Village Hall, Rubys Avenue, Fernwood**

Present: Councillors: D Harrison, M Hartley, P Murray, M Phelan, B Smith (Chair), J Weale, M Weale

District Councillors I Walker & K Walker

County Councillor Saddington (Part)

Clerk: Caron Ballantyne

In Attendance: Assistant Clerk – Marion Fox Goddard  
0 members of the public

**32. Public Forum**

No members of the public present.

**33. Apologies for absence**

None

**34. Declarations of interest**

None

**35. Approval of the minutes of the last meeting of 20<sup>th</sup> February 2017**

Minutes were approved as an accurate record of the meeting and were signed by the Chair.

**36. Councillors & Clerk Reports**

*Councillor M Weale*

Nothing

*Councillor J Weale*

Nothing

*Councillor Harrison*

There have been some reports that some of the youths have been creating traffic issues again around Fernwood and Balderton. The police have been called and are aware of the problem.

Would like to undertake some history research into the area in order to design a boundary sign for the Parish. Everyone supported this suggestion.

*Councillor Smith*

Email from member of the strategy group and ongoing issues with refunds – this appears now to have been resolved and details of how First Port are going to contact residents has

been circulated to all Parish Councillors for information. All residents should be receiving a letter with information on individual refunds. Residents who have left Fernwood need to get in touch with FirstPort to claim the refund owed to them. A letter has been sent to Robert Jenrick MP providing an update on ongoing issues and successes.

Meeting held with complainant – to clarify details within the complaint as discussed at the last meeting of the Parish Council.

*Councillor Murray*

The new manager for First Port has handed in his notice and left.

Maintenance of tree guards will be discussed at the joint management panel tomorrow evening.

*Councillor Phelan*

Nothing

*Councillor Hartley*

Nothing

*Clerk*

	<b>Agenda Item</b>
Pension scheme for employees – Auto enrolment staging date now passed and statutory duties completed.	16/14
Section 137 Grant paid to Chuter Ede	17/14i
David Wilson Homes Signs at the entrance to Fernwood – have been discussed with Nottinghamshire County Council Highways again. The signs are in private land and therefore a matter for NSDC planning to discuss with the developer. NSDC have been made aware of the request	17/21
Section 137 Grant and Document Publication scheme published to the website	17/24
Section 137 Grant paid to the Fernwood Forest School	17/25
WiFi password changed – new password supplied to staff and councillors	17/26a
Proposed Planning Meeting – Awaiting Cllr K Walker	17/27
CCTV – landowner contacted. Meeting arranged for 28th March	17/29
Tablet device for Caretaker – purchased and set up. Now in use, including email for caretaker – Caretaker@Fernwood-PC.co.uk	17/30
Meeting with complainant – held. Matter is now closed	17/31f

#### **Other Matters**

Meeting held with Larkfleet homes with regard to a potential development of circa 350 homes, between Hollow Dyke Lane and Fernwood South. All in attendance found it useful. Public Consultation event arranged for 30 March in the village hall.

Free dog poo bags have been offered to the Parish Council from Minster Vets – Assistant Clerk suggested that these could be located in the Parish Council grit bins – email sent to all councillors and the response received was that this was a good idea. Will be implemented in the near future and notice posted to the website/Facebook.

### 37. County Councillor and District Councillors Report

*Cllr Saddington*

A resident has written again to say that where he lives is close to the shops and is unable to cope with the antisocial behaviour in the car park area and has been advised to contact the Parish Council. It's unclear what the solution to the problem may be, but this will now be for the Parish Council to move forward.

This will be the final meeting for Cllr Saddington as a representative for Fernwood. Thanks were expressed by the Parish Council for all the work that has been done over the last 10 years.

*Cllr I Walker*

New District Council Offices are coming along nicely. The new Sports Centre is doing very well and the Robin Hood site in Newark is moving forward.

*Cllr K Walker*

Conversation with David Lloyd who is happy to chair a planning meeting – now need to arrange a date. Cllr Walker to contact Clerk.

### 38. Planning

#### a. Applications

17/00509/FUL	Johnsons Road (4)	Householder Application for Proposed single storey rear extension and internal alterations to existing property – SUPPORTED unanimously
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#### b. Decisions to note

17/00467/TPO	Marron Court (1)	Undertake work to tree protected by TPO N 302 identified as T38 Lime. Fell 1 No. diseased Lime Tree displaying fungus and die back
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Noted

- c. NSDC Consultation on the CIL Draft Charging Schedule – Cllr Murray to draft a response on behalf of the Parish Council. Clerk to circulate to all members for additional comments to be added and sent to NSDC.

### 39. Finance

- a. Bank reconciliation for the year to date circulated to members previously – noted.  
b. Items of income

<b>b) Income</b>	<b>Total</b>
Regular Hire	£864.58
Other Hall Hire	£1,087.25

- c. Items of expenditure paid by Direct Debit/Standing Order or Items of expenditure approved under delegated powers since the last meeting

<b>Payee</b>	<b>Budget Area</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
RB Wholesale	Cleaning - Products	£129.43	£25.89	£155.32
Jubilate	Fanfare Publication	£295.00		£295.00
County Signs	Neighbourhood Watch	£75.00	£15.00	£90.00
Malcolm Dickinson	Village Hall Staff Expenses	£13.35	£0.00	£13.35

British Gas	Utilities - Electricity	£351.51	£17.57	£369.08
J Wilkins	5 year Electrical Test	£260.00	£52.00	£312.00
Corona Energy	Utilities - Gas	£247.29	£12.36	£259.65
	Salaries/PAYE/Pensions	£2,923.66		£2,923.66
NALC	Subscription - NALC	£344.83		£344.83
Chuter Ede Primary School	Section 137 Grant (Good Causes Grant)	£385.00		£385.00
Nottinghamshire Wildlife Trust (Forest Schools)	Section 137 Grant (Good Causes Grant)	£500.00		£500.00
Securetec	Maintenance Contract for CCTV	£300.00		£300.00
Danwood Group	Copiers and Copies	£18.24	£3.65	£21.89
Amazon	IT	£42.00		£42.00
Amazon	Individual Items	£69.98		£69.98
Amazon	Individual Items	£21.05		£21.05
1&1	Subscription - 1&1 Village Hall Website Hosting	£1.99	£0.40	£2.39
Amazon	IT	£157.34		£157.34
Corona Energy	Utilities - Gas	£290.14	£14.51	£304.65
Danwood Group	Copiers and Copies	£80.58	£16.12	£96.70
Interserve	Watersafe Contract	£117.67	£23.53	£141.20
British Gas	Utilities - Electricity	£312.74	£15.63	£328.37

noted

- d. Items of Expenditure to be approved (to be paid by BACS)

Payee	Budget Area	Net	VAT	Total
PHS Group	PHS Waste	£195.25	£39.05	£234.30
Unity Trust	Bank Charges	£21.00	Nil	£21.00
Unity Trust	Bank Charges	£19.05	Nil	£19.05
ACS Ltd	Stationary and cleaning materials	£33.34	£6.67	£40.01
RB Wholesale	Cleaning – Products	£52.19	£10.44	£62.63
Caron Ballantyne	Expenses	£69.15	Nil	£69.15
Jubilate	Fanfare	£330.00	Nil	£330.00
Dust Busters	Cleaning Services	£54.00	Nil	£54.00

Resolved that these were all approved

- e. SLCC membership renewal for Clerk – This is to be split 50/50 with Clerks other Parish Council, expenditure approved unanimously.

#### 40. Section 137 Grant Applications

- a. Under 11's Football – Supporting documentation to be provided as per the application form. The Parish Council suggest that the application should be match funded from other sources. Applicant to obtain and provide quotes for the Goal Post requested. Could additional information be provided as to how this group interact with the Fernwood Area. Resolved unanimously that the additional information should be provided before this matter is considered again.

**41.Litter Bin**

- a. Consideration of the provision of additional litter bin(s) A1 slip road/Great North Road. Resolved that 3 litter bins should be investigated. Proposed locations were: the pedestrian walk way to the estate (on slip road), the into town bus stop and near Dale Way.

**42.CCTV & Alarms**

- a. Additional CCTV to be provided covering the car park at the front of the building. The Parish Council would like to know what is proposed with the camera which is to be removed. Clerk to discuss with the landowner permission to monitor the carpark area and possibly share costs. Resolved unanimously that the additional CCTV should be installed if permission is given by the landowner.
- b. Fire and Burglar Alarms, provision of Speech dialler. Resolved unanimously that this is installed

**43.Parish Council Branded Items**

- a. Fleeces – for all staff with names, all with logo on front and back. 10 in total
- b. Polo-Shirts – 6 for Malcolm, 3 for Marion and Caron with name. All with logo on front and back.
- c. ID Badges – holders and plain lanyards to be sourced  
a to c resolved unanimously

**44.Correspondence:**

- a. CPRE – Best Kept Village Competition, resolved not to take part in this unanimously
- b. New Councillor Training, resolved to book 7 places for all Councillors unanimously

Meeting closed at 20:35pm