



MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING
held on 17th October 2022 at 7pm
at Fernwood Village Hall

Present: Parish Councillors: R. Cullen, D. Harrison, J. Newton, B. Smith
 (Chairman), J. Weale, M. Weale

Clerk: Marion Fox Goddard

County Councillor J. Lee (left after item 147)

District Councillor K. Walker (left after item 147)

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

141. Declaration of intentions to record the meeting

The Clerk recorded the meeting.

142. Public Forum

No members of the public joined the meeting.

143. Apologies for absence

Parish Councillor H. Micah. District Councillors N. Mison and I. Walker.

144. Declarations of Interest

None.

145. Approval of the minutes of the Parish Council meeting on 26th September 2022

The minutes were approved as accurate record and Councillor Smith signed them.
 Proposer: R. Cullen, Seconder: J. Weale, RESOLVED unanimously.

146. Councillors' and Clerk's Report

Cllr M. Weale – Reported that Malcolm is doing a good job in the woodland and suggested having a grit bin in there.

Clerk to get quotes for the next meeting.

Cllr Harrison – Reported that the bulb planting on October 15th had gone very well with families and young people enjoying the event.

Cllr Smith - Reported that he is concerned that some residents are still blaming the Parish Council for the condition of the play park in central Fernwood. Clarified that this is currently owned by Barratt David Wilson Homes (BDWH) and managed by FirstPort. The Parish Council does want to take ownership of the area but until this transaction is completed the council cannot invest in this park. The Clerk clarified that N&SDC and BDWH are still doing legal work for the transfer of the land to the Parish Council. Should residents have issues

with the park off Rubys Avenue, the Residents Association or John Jeys of FirstPort should be contacted.

Concerned regarding a post on Facebook suggesting Hollowdyke Lane from the B6326 to the 90 degree bend suggesting this part of the road may be closed and said he would be against this.

October 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 – Target date for completion: October 2022. Awaiting full update from N&SDC but they have confirmed that the BDWH and N&SDC's lawyers are working on this.	21/46c
Replacement tree and shrubbery for Dale Crescent – No further on getting quotes.	22/116c 22/92
Complaint regarding the grass/dyke maintenance at Hollowdyke Lane/Phoenix Lane - awaiting land transfer plans from BDWH.	21/87e
Youth Initiative – The new temporary worker in charge is now running the club. Support has been offered from Councillor Cullen and the Clerk if needed. Adverts for the current vacancies are now out. A six month review meeting will be held later this month.	
Antisocial Behaviour/CCTV – still awaiting feedback regarding the Council's request to N&SDC to request 2 cameras managed through the partnership that N&SDC are members of. Following the last meeting, a request has been submitted to ask NSDC's WISE team to visit Fernwood to help address littering.	21/149
Coat of Arms – Signed sketch has been sent to the Windsor Herald.	21/154
Barratt David Wilson Homes Development: Construction traffic improved directional signage - The developer has said this will be installed w/c 24/10/22	22/87
Water Tower, Goldstraw Lane – Despite the owner of the tower saying he would send his own staff to fix the fences w/c 19/9/22, this still has not been done. N&SDC has said they will secure the site if the owner has not done this by the beginning of w/c 17/10/22.	22/6
Hollowdyke Lane – We are trying to find a suitable date to go to NCC to discuss this. The Council's online survey to confirm if there is support for the lane to be reopened is was launched on October 3 rd and there has been a significant response so far. See item 153.	22/24
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
Administration Assistant started on October 3 rd .	
Request for an Interactive Speed Sign on Dale Way – a renewed request was sent in following the last meeting - still awaiting feedback from NCC.	22/114
Woodland – bulb planting event went well. The owner of tree 869 has declined to work with the council on getting joint bat surveys so we will arrange the survey for our tree 853. The third streetlamp that belongs to the Parish Council will be upgraded to LED shortly (this had been included in the original quote).	
Request has been sent to N&SDC to ask developers to have all ages in mind when designing parks. N&SDC planning officers have forwarded this to Persimmon Homes	22/139e

147. County Councillor and District Councillors Reports

Councillor Lee - reported that he will not look at changing his scheme on Hollowdyke Lane. NCC officers have said Hollowdyke Lane will not be reopened unless there is a new application for this. Has meetings planned with both schools in Fernwood. Has been looking

at what 3 suggestions to make for the priority scheme for the next financial year and suggested double yellow lines on Rubys Avenue outside the shops and having Fernwood as a trial location for 20 is plenty scheme. (This led to discussion on whether double yellow lines were still required/other options and the safety of children at the Tawny Owl crossing point).

Councillor Walker – Agreed to get an update on the Fernwood central land transfer from N&SDC officers

148. Finance

- a. [Bank reconciliation](#) – noted.
- b. Year to date income – noted.
- c. Expenditure since last meeting under delegated powers/previously agreed expenditure was noted
- d. Items of Expenditure considered with unanimous decisions:

Expenditure	Budget Area	Total £	Decision
Financial Software	Software	1153.20	Prop. R. Cullen; Sec.; J. Newton.
Woodland Management Plan	Parish Council – Individual items	1441.20	Prop. J. Newton; Sec.; M. Weale
Bird/bat boxes (10 of each)	Parish Council – Individual items/Event	Approx. £160	Prop. M. Weale; Sec.; R. Cullen
Design fee for area behind Marron Court	Grounds Maintenance	£1250 + £550 for project management if needed	Prop.; D. Harrison, Sec.; M. Weale
Interim maintenance fee for area behind Marron Court	Grounds Maintenance	£1200	Prop.; D. Harrison, Sec.; M. Weale
Energy Review	Utilities	Various	Deferred – new quotes to be sought for the January Parish Council meeting

- e. Budget Review 2022/23 – the report was noted.
- f. Asset Register Review – The Council unanimously agreed to accept the new asset register and the parameters for adding items to the register going forward. Lifetime of electrical items to be no longer than 5 years, all other items (except land) to be set at 10 years. Prop. J. Newton; Sec; J .Weale.

The Council agreed to dispose of the following items:

- 2 old laptops
 - Flood lights
 - Covers for the event shelters that are mouldy. (The Council will keep the frames for these with a view to ordering new covers when we have had the hall extension done and have suitable storage)
- g. Investment – The Council unanimously agreed to reinvest with Virgin Money in a two year term deposit fund. Prop. R. Cullen; Sec.; J. Weale.
 - h. Addition of the Administration Assistant on Unity Bank online banking - The Council unanimously agreed to this. Prop. M. Weale; Sec.; J. Newton.

149. Planning and Licensing

a. The Council noted the following decision made by Newark and Sherwood District Council:

22/01534/LDC	21 Rubys Avenue, Fernwood	Single storey rear extension	Refuse to issue a certificate
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150. Village Hall Management Group Notes – were noted by the Council.

151. Personnel Committee Minutes – were noted by the Council.

152. Policy

a. *Consideration the Village Hall Management Group's recommendations:*

- i. No changes required to the Village Hall Free Usage Policy – The Council accepted this recommendation.
- ii. Not to increase Village Hall hire prices and review them September 2023 – The Council accepted the recommendation not to increase prices now but agreed we should review prices at the July 2023 meeting with any increases to be implemented in September 2023.

b. *Consideration of the Personnel Committee's recommendation to make no changes to the following documents:*

- i. Sickness Absence Policy
- ii. Grievance and Disciplinary Policy (including panel members)
- iii. [Anti- Bullying and Anti-Harassment policy](#)
- iv. [Relationships between Councillors and Council Employees](#)
- v. Flexible working policy
- vi. Management of stress in the workplace policy
- vii. Performance Policy
- viii. Capability procedure

The Council accepted the recommendation to make no changes to these documents.

c. *Review the following documents:*

- i. Safeguarding Policy - The Council unanimously agreed to the updates suggested by the Parish Clerk. Prop. R. Cullen; Sec.; M. Weale.
- ii. [Health and Safety Policy](#)
- iii. [Prohibition of Sky Lanterns and Helium Balloons](#)
- iv. [CCTV Policy](#)

The Council unanimously agreed to make no changes to documents cii to civ.

153. Response to County Councillor's feedback on request for speeding tubes on Hollowdyke Lane

The Council agreed to write to NCC officers to further explain the reason for the request following Councillor Lee's refusal to change his request to wait until summer 2023 to have speeding tubes on Hollowdyke Lane and no response to date from officers.

154. Correspondence

- a. N&SDC feedback regarding the alcohol licence for Welcome Break – noted.

Meeting closed at 8.50pm

Next Meeting: Monday 21st November, 7pm, Fernwood Village Hall

DRAFT