



**MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING**  
**held on 18 February 2019**  
**at the Fernwood Village Hall, Rubys Avenue, Fernwood**

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

District Councillors: K. Walker, I. Walker (left at 8.10pm)

Clerk: Marion Fox Goddard

**186. Public Forum**

Julia Smith had sent an email update on the work to improve bus services to and from Fernwood. Councillor K. Walker is arranging a meeting with NCC so this can be progressed.

**187. Apologies for absence**

None. See clerk's report.

**188. Declarations of interest**

None.

**189. Approval of the minutes of the meetings on 21<sup>st</sup> January 2019**

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

**190. Guest: Mark Davies, CCLA**

Mark gave a presentation on CCLA and the 2 investment funds ran by them. *Clerk to add to the Full Council agenda for discussion in March.*

**191. Councillors & Clerk Reports**

Councillor J. Weale – Reported that Fernwood Residents Association has asked the Parish Council to contact David Wilson Homes regarding the outstanding payments for the voids on Phase 1. *Clerk to write to the developer and FirstPort and copy any feedback to Fernwood Residents Association.*

Councillor Smith – Reported that tarmac has been put between Phoenix Lane and Hollowdyke Lane but there is no signage to say who this is for. There are no signs to tell construction traffic not to come through the village. Clerk has written to NSDC to ask for signage and clarification if this is solely for Spring Drive residents. Asked the clerk to clarify when the next Newark Local Action Group is. *Clerk to contact NSDC.*

Clarified the developers' plans for around Fernwood:

Application number	Developer	Number of dwellings	Location
18/00526/RMAM	Barratt Homes	1050	North of Fernwood
16/00506/OUTM	Persimmon Homes	1800	South of Fernwood
17/01266/OUTM	Larkfleet	350	Between Fernwood Central and the Persimmon build

<b>Clerk's report</b>	Agenda Item
Asked LCP properties how much they would want for the car park and costs involved – still no feedback.	17/102
Ventilation from changing rooms – The problem has been found and this has also highlighted other work that is required – quote received from contractor. NSDC - still awaiting feedback.	17/147c
Dog exclusion order in the play area request has been submitted to NSDC. This is going through the process to be implemented. Clerk has asked NSDC for guidance on what can be done about dogs not on leads on pathways –no feedback to date.	15b/123
Dog Poo bin - Via East Midlands have approved the location on Cross Lane. Bin has been ordered.	44
Safeguarding policies – see agenda item 195d	114
Fire Risk Assessment has been carried out. Clerk working through the recommendations. Training was done on January 30 <sup>th</sup> . Emergency Plan in draft format. Awaiting call out/emergency arrangements to be finalised before publishing.	170b
CCTV Policy – This has been published online. New signage has been delivered and will be put up this month.	155
Investment company CCLA - see item 190	164
Legionella – Staff training, completed in December. New contract has started with Ames and their first quarterly checks have been completed. WRAS piping replacements – only one pipe needed replacing after all. Work now complete.	170a
Public WIFI now available at the hall	170c
Bus Shelter near Tawny Owl – This was installed w/c 4/2/19.	172
Police – apology. The PCSO who was due to come to the January meeting has apologised for not coming and will come to a future meeting.	176
Annual Tree Review – On order	180d
Circuit board changes and amplifier enhancements - Quotes being obtained	180d
Councillor Hartley has sent a letter of resignation due to work commitment. <i>Clerk to check with NSDC whether co-option is necessary with the local elections being in May.</i>	

## 192. County Councillor and District Councillors

*Councillor I. Walker* – The District Council's Cleaner, Greener and Safer initiative is going well in Newark and will be rolled out to villages. Recommended CCLA. Invited the Councillors to a Civic Service at Elston Church on April 28<sup>th</sup> at 10am, followed by refreshments in the Village Hall.

### 193. Planning

- a. Planning and Strategy Committee – February 13<sup>th</sup> 2019 Minutes – noted.
- b. Next Planning and Strategy Meeting Date – Tuesday 26<sup>th</sup> March 2019, 7pm – noted.
- c. Street Naming – Councillor Branston has done some research and provided a list of local RAF bases (Lincolnshire and Nottinghamshire) and aircraft used in World War II. The Council agreed that this can be referred to when consulted on street names in future.
- d. Consultation: Bantycok Quarry: Variation of conditions 2, 7, 12, 50 and 51 of planning permission 3/15/01880/CMA to amend the working and restoration scheme to allow extraction of gypsum within an area previously granted permission, but not shown in the Review of Mineral Permission – It was agreed no further comments will be sent.

### 194. Finance

- a. Bank reconciliation for January circulated to members previously – noted.

	Total
b. Income (year to date)	<b>£ 98,654.65</b>
Regular Hire	18,008.27
Other Hall Hire	7,671.90
Commission	524.78
Entertainment night takings	892.00
Precept	70,317.00
VAT Rebate	996.46

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

Payee	Budget Area	Net £	VAT £	Total £	Payment Method
	Salaries (January and February)			8266.77	SO/BACS
<b>Parish Council</b>					
Activia	Training	186.00	37.20	223.20	BACS
Unity Trust	Bank Charge			18.00	BACS
1&1	Email and domain	11.98	2.40	14.38	BACS
Darcol UK	Stationery	26.24	5.25	31.49	CARD
Canva	Design Software			10.47	BACS
1 & 1	Email and domain	4.98	1.00	5.98	BACS
J. Weale	Parking expenses			2.00	BACS
Navas Associates	Roof survey	600.00	120.00	720.00	BACS
Anstey Energy	EPC report			220.00	BACS
GS Signs	Individual items - signage	197.00	39.40	236.40	BACS
JPFire	Training	288.00	57.60	345.60	BACS

<b>Village Hall</b>					
Securetec	Emergency Lighting and fire alarm test			185.00	BACS
Waterplus	Water			49.83	BACS
Phs	Hygiene services			234.30	BACS
Lemonfresh	Relief cleaner			25.00	BACS
Unity Trust	Bank charges			18.00	BACS
DCR	Boiler and water heater service	180.00	36.00	216.00	BACS
A & B Traders	Individual Items – hall	14.98	3.00	17.98	CARD
Securetec	CCTV wiring			475.00	BACS
Blue Castle	Waste services	122.40	24.48	146.88	BACS
RB Wholesale	Cleaning materials	35.80	7.16	42.96	BACS
Cardea Solutions	Individual items – finger shields	60.40	12.08	72.48	BACS

e. Items of expenditure considered

<b>Expenditure</b>	<b>Budget Area</b>	<b>Net £</b>	<b>VAT £</b>	<b>Total £</b>	
Defibrillator (outside school) costs	Parish Council – individual items	283	54.60	337.60	Unanimously Agreed Prop.: D. Harrison Sec.: J. Weale
Hydrogen Fuel Cell Unit and Boiler	Parish Council – Individual items	18,447.43	1635.67	20,083.10	Unanimously Agreed Prop.: N. Branston Sec.: m. Weale

*Clerk to let Chuter Ede and Community Heartbeat Trust know the decision that the Council has agreed to cover the running costs of the defibrillator outside the school.*

*Clerk to get 2 more quotes for the Hydrogen Fuel Cell Unit and Boiler if possible within the timescales (feed in cut off end of March 2019, installation required before then).*

## 195. Document Review

- a. **Strategic Plan 2017-2022** – Slight amendments were agreed. *Clerk to update and publish.*
- b. **Village Hall Management Group Terms of Reference** – No changes required.
- c. **Personnel Committee Terms of Reference** - No changes required.

- d. **Safeguarding Policy** – The Council resolved to adopt this policy. Proposer: H. Micah, Seconder N. Branston, RESOLVED unanimously. *Clerk to publish, ensure staff are aware and send to all regular users.*

**196. Village Hall**

- a. **Legionella Risk Assessment Update** – New contract up and running.
- b. **Fire Risk Assessment Update** – A call out procedure has now been drafted. *Clerk to send to Councillors so that can be considered before the March meeting.*
- c. **Solar Panels Update** – Three quotes were obtained after the last meeting. The contract was awarded to The Greener Group - £30,586.80 including VAT. A survey has been done to ensure the roof can take the load and an Energy Performance Certificate obtained. Newark and Sherwood District Council have also given approval. These will be installed w/c 24/2/19.

**197. Correspondence**

- a. **Resident Email re. Rats** – Clerk to contact Fernwood Residents Association to ask them to talk to FirstPort about this.
- b. **Open letter to Councillors from the Chairman of NALC** - noted.
- c. **Email from Community Heartbeat Trust re Defibrillator costs (Defibrillator outside the school)** – see 194d.
- d. **Email from Via East Midlands re Seasonal Decorations – Hanging Baskets** – noted.

Meeting closed at 9.05pm

DRAFT