



MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING
held at 7.30pm on 16 April 2018
at the Fernwood Village Hall, Rubys Avenue, Fernwood

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

District Councillor: K. Walker

County Councillor:

Clerk: Marion Fox Goddard

Assistant Clerk: Emma Oldham

40. Public Forum

Two parishioners came to explain the distress the noise from rumble strips near to their home is causing and asked the Parish Council to assist with dealing with this. (See agenda item 52f). The clerk had already been in contact with Nottinghamshire County Council and Via East Midlands about this. Via had recommended that the residents commission a noise survey or a structural survey. *Councillor Walker agreed to discuss this with Via. Councillor Smith to forward traffic calming guidance to the clerk so this can be forwarded to the residents.*

41. Apologies for absence

District Councillor Neill Mison.

42. Declarations of interest

None.

43. Approval of the minutes of the last meeting on 19th March 2018

The minutes were approved as accurate record and were signed by the Chairman. Proposer: D. Harrison, Seconder: M. Hartley, RESOLVED unanimously.

44. Councillors & Clerk Reports

Councillor J Weale

Had attended the Residents Association as a resident (rather than Parish Councillor) and joined the management panel.

Let the Council know that it was the Parish Council's 10th birthday.

Suggested a letter be drafted to confirm in writing to all relevant organisations the issue that having a management company can cause. *Clerk and Councillor Weale to write proposed letter for discussion at the May meeting.*

Has received a copy of an email outlining that Hunters Road has not been adopted due to an error in the transfer of land. Barratt Homes are working to ensure the relevant agreements are completed between Nottinghamshire County Council and themselves.

Councillor Hartley

Has provided the clerk with suggested locations for 6 new dog poo bins. Based on current collection rates these would cost approximately £770 plus VAT to empty per year. *Clerk to obtain quotes for the bins and installation.*

Councillor Smith

Has attended GDPR training – Councillors need to be aware what it is about. Clerk is currently working on this and policies and procedures will be brought to the May meeting.

Clerk's Report

	Agenda Item
Meeting requested with owners of the retail unit – no response so far. To date have been liaising with the Property Management Company. Trying to obtain owners contact details to contact them directly.	102
Ventilation from changing rooms – The problem has been found and this has also highlighted other work that is required – quote received from contractor. Met with NSDC 20/3/18, awaiting feedback.	147c
Play equipment repairs – HAGS will be doing this work on April 20 th .	148
Signage Plum Way/Rubys Avenue – awaiting signs, these are on order – quote to be considered under finance item on the agenda	152d
Minutes of meeting held with NSDC on 14/3/18 have been copied to all councillors. No further progress to report at this stage.	137
Bike racks – still awaiting feedback from LCP properties – as first item on this report.	161
Balderton Parish Council invited the chair/vicechair to discuss Hollowdyke Lane. No further progress to report at this stage.	161
A complaint was sent to Via about the maintenance of the weeds/shrubs on Dale Way (23/11/17). No response has been received from Via.	169h
Development meeting – Minutes of meeting held 15/3/18 have been copied to all councillors	6
Scrapyard - This is under investigation. No further progress to report at this stage.	6
Letter to NCC Highway with reference to vehicles speeding has been sent. No further progress to report at this stage.	15a
Dog exclusion order in the play area request has been submitted to NSDC.	15b
Councillor K Walker is arranging a meeting with County Councillor Cottee and Jo Horton to discuss road issues around Fernwood – on hold as per Councillor K Walker's report at the March meeting.	21
Councillor Branston and the clerk visited Suthers School on 22 nd March.	27d
A letter has been sent to Marshalls and Wrights with reference to the viability of more bus services in Fernwood.	28
Affordable housing allocation changes – Post added to Facebook with NSDC contact details.	28
Attendance book is now ready and will be used for all Parish Council Meetings going forward.	28

Digital recorders and retention periods – to be added to the agenda for the May meeting.	28
Safeguarding policy/DBS checks - to be added to the agenda for the May meeting.	28
CCTV costs for Hollowdyke Lane have been requested. Useful links page for Fernwood Parish Council Website – Assistant Clerk is working on this. Keep Britain Tidy App added to Facebook page	28
New Tables and recycling bin have arrived.	35
Section 137 Grant has been paid to Citizens Advice and literature received.	37
Poll on entertainment at community nights has been done. 98% respondents opted to pay £2 entry and keep entertainment.	38
Pensions year end submissions have been sent to Nottingham Local Government Pension Scheme. Figures have been finalised for year end audit. Internal audit can be done on 2/5/18 subject to approval if the quote.	

45. County Councillor and District Councillors

Councillor Walker

Has attended GDPR training- NSDC have offered to help if Fernwood Parish Council if necessary.

46. Planning

a. Applications considered

18/00474/FULM	Land at The Water Tower Goldstraw Lane Fernwood	Proposal to convert existing Water Tower into 2 dwellings (apartments), with 11 additional new build apartments on the same site	Votes For : 1 Against : 6
18/00526/RMAM	Land North and East Of Existing Fernwood Development Fernwood Newark	Proposed residential development for up to 1050 dwellings and associated facilities (Education and Recreation) infrastructure and utilities; Application for outline permission (including access)	Votes For : 0 Against : 7

Clerk to feedback to NSDC including a letter explaining the reasons why Fernwood Parish Council has objected.

b. Decisions to note:

TPO N302	Work on protected trees	Various Trees
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47. Finance

a. Bank reconciliation for the year end circulated to members previously – noted.

b. Income (year to date)	Total £ 103344.22
Regular Hire	20, 011.03
Other Hall Hire	9133.80
Commission	597.02
Entertainment night takings	150.75
Precept	69857.00
VAT Rebate	3590.62

c. Expenditure since last meeting under delegated powers/previously agreed expenditure					
Payee	Budget Area	Net £	VAT £	Total £	Payment Method
	Salaries (March)			3987.16	SO/BACS
Leicestershire & Rutland Assoc. of Local Council	Training			35.00	BACS
National Assoc. of Local Councils	Book			19.99	BACS
Ian McGregor Entertainment	DJ			140.00	BACS
Apogee	Photocopying	126.91	25.38	152.29	BACS
RB Wholesale	Cleaning supplies	52.50	10.50	63.00	BACS
M. Dickinson	Taxi			13.10	BACS
SSE	Electricity	2108.23	105.41	2213.64	BACS
SSE	Gas	624.79	31.23	656.02	BACS
M. Fox Goddard	Mileage/stamps	84.02		84.02	BACS
NSDC	Dog poo bins			1580.64	BACS
Unity Trust	Bank charges			36.00	BACS
ACS	Stationery	55.80	11.16	66.96	BACS
Newark Computer Support	Replacement laptop screen			99.99	BACS
Forest Farm Tree Services	Trees for Dale Green	160.00	32.00	192.00	BACS
Waterplus	Water			211.06	BACS
phs	Waste disposal	195.25	39.05	234.30	BACS

d. Expenditure	Budget Area	Net £	VAT £	Total £
Signs – Plum Way/Rubys Avenue	Signage	1950	390	2340
Dog Poo Bins Collections 2018/19	Trade Waste	1788.40	355.68	2144.08
Internal Auditor	Audit Fees			£125 plus travel @ 45p per mile

The councillors resolved unanimously to buy the signs and accept the quotes for dog poo bin collections and internal audit. *Clerk to organise.*

48. Section 137 Grant Application for Funding

- a. Chuter Ede School - Resolved to give £375 to this cause – for a trip to Holocaust centre for 25 children. Proposer: N. Branston, Seconder: D. Harrison, Unanimous. *Clerk to process payment and request feedback from the children on their trip.*
- b. Royal British Legion - Resolved to give £240 to this cause – for the remembrance day parade. Proposer: N. Branston, Seconder: D. Harrison, Unanimous. *Clerk to process payment*

49. Relationships between Councillors and Council Employees – draft policy

Councillor Branston to reword and consolidate. Clerk to distribute to all councillors for consideration before the May meeting.

50. General Data Protection Regulation

The clerk is preparing the required forms and policies for the May Parish Council meeting.

51. Annual Parish Meeting

Clerk and Parish Chairman to put together an agenda. To be published on the website and Facebook to encourage parishioners to attend.

It was noted that 4 councillors are unavailable on May 21st so the May meeting will be held on May 14th. *Assistant Clerk to update website and information screens*

52. Correspondence

- a. Letter requesting Fernwood Parish Council object to the planning permission for the quarry on the grounds of excess dust and the vibrations from blasting – noted. *Clerk to refer sender to Nottinghamshire County Council.*
- b. Email regarding NALC Planning training – *Clerk to request evening training.*
- c. Email regarding anonymous letters to the Parish Council – noted.
- d. Email regarding communications – noted.
- e. Emails regarding dust and noise from Bantycok Quarry – noted.
- f. Email regarding Speed rumble strips Goldstraw Lane – see item 40.

Meeting closed at 9.30pm