



Dear Councillors Ryan Cullen, Dee Harrison, Henry Micah, John Newton, Barry Smith, Jim Weale and Mollie Weale,

You are summoned to attend the next meeting of the Parish Council to be held on Monday 15th March 2021 on Zoom commencing at 7.00pm. This is a virtual meeting using Zoom. To join the meeting use the following link: <https://us02web.zoom.us/j/83411962358>

Members of the public and press are entitled to be at the following meeting Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by the Local Government Act 1972 Section 100 unless precluded by the Parish Council by resolution during whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the beginning of the meeting. As issues raised during the public session may not relate to items on the agenda no resolution for action can be taken.

Marion Fox Goddard, Fernwood Parish Clerk, Tuesday 9th March 2021

A G E N D A

35. Declaration of intent to record, film or photograph the meeting by members, members of the public or the press
36. Public Forum
37. Apologies for absence
38. Declarations of interest
39. Approval of the minutes of the last Parish Council meeting of 15th February 2021
40. Councillors' & Clerk's Reports
41. County Councillor and District Councillors reports
42. Finance
 - a. Bank reconciliation for the year to date to be noted
 - b. Items of income to be noted
 - c. Items of expenditure paid by Direct Debit/Standing Order to be noted and items of expenditure approved under delegated powers since the last meeting – to be noted
 - d. Items of expenditure for consideration
 - i. Water contract – Everflow water 3 year contract
 - ii. Insulation for the small hall
43. Planning and Licensing

a. To consider the following application:

21/00368/FUL	Cowtham House Cottage A1 Fernwood To Balderton Newark On Trent NG23 5EA	Change of use of existing buildings to create additional accommodation to the existing house and to create 1 additional dwelling
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- b. To note the following decisions made by NSDC since the last meeting

20/02432/FUL	21 Phoenix Lane Fernwood	Erection of a summerhouse for use as a hairdressing salon	Grant Full Planning Permission
21/00034/TPO	Balderton Hall South Drive Fernwood	Undertake works to trees protected by TPO N302	Grant Works to Tree/s Protected by TPO
21/00044/TWCA	1 Collinson Lane	Fell beech and conifer	Does not require permission
20/02471/TPO	Land At Balderton Hospital Great North Road Fernwood NG24 3RS	Undertake works to trees protected by TPO N302 – work on multiple trees including some felling	Grant Works to Tree/s Protected by TPO

- c. To agree on a response to Newark and Sherwood District Council's Local [planning validation checklist consultation](#)

44. Policy

- a. New Policy for consideration

- i. Grants Policy

- b. Existing Documents for review

- i. [Expenses Policy](#)
 ii. [Village Hall Management Group Terms of Reference](#)
 iii. [Personnel Committee Terms of Reference](#)
 iv. [Planning and Strategy Committee Terms of Reference](#)
 v. [Planning and Maintenance Strategy](#)

45. Parish Council Meetings Review – Discussion and decision on whether to publish recordings of Parish Council meetings and on how to proceed with meetings from May (Virtual or Physical)

46. Correspondence

- a. Email from the [Voluntary Sector Development Team](#) at Nottinghamshire County Council regarding the support they can give.
- b. Newark and Sherwood District Council Consultation on the Review of the Public Space Protection Order(s) – dog controls
- c. Barratt Homes letter regarding Fernwood Central Public Open Space Management
- d. Email from Robert Jenrick's office regarding Barratt Homes letter regarding Fernwood Central Public Open Space Management
- e. Thank you letter from Citizens Advice Sherwood and Newark for Grant Funding



MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING
held on 15th February 2021 at 7pm
Virtual Meeting via Zoom

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

Clerk: Marion Fox Goddard

18. Declaration of intent to record, film or photograph the meeting by members, members of the public or the press

19. Public Forum

5 people joined the meeting. Melody Armstrong told the Parish Council she is keen to work on getting a new play park for Fernwood and seeks the Parish Council's help with this (see item 29). She also offered to work on pulling together information on what is on/available in Fernwood. Councillor Smith gave an overview of the issues around the land being privately owned (see item 29).

Pete Murray asked what the Parish Council is doing about the majority of central Fernwood paying a management company which is named on their deeds and new builds not; concerned that this may cause negative equity. Questions asked: Is the Parish Council trying to get the land? Will NSDC take on the management scheme? Do we need a referendum? Councillor Smith detailed the Parish Council has been asking for the land to be handed over for years and is working with NSDC to achieve this. Transfer documents outline at 999 year lease and indicate if there was a referendum to change the management company, this would mean a change in management company, not an end to the scheme. The Parish Council is lobbying to get rights for freeholders. The referendum would have to be organised by the Resident's Association. The Residents Association liaise with FirstPort so they are the body to contact if there are concerns although the Parish Council is happy to receive feedback on the management company.

Another attendee said some residents feel it an injustice that some people are paying and others not in Fernwood Central and had not heard much about the work of the Residents Association. The Clerk detailed the Parish Council asked the Residents Association for an update at the end of 2020 and they had said they were hoping to have their first public meeting on Sunday 21st February (full details of the Residents Association response were including as an appendix on the January minutes).

Sally Ward detailed she would be happy to help the Parish Council and believes Citizens Rights, The Localism Act 2011 and engagement with residents are the key to the issues Fernwood has. Sally is studying for a PHD and is trying to understand the issues in 3 different neighbourhoods including Fernwood and would be interested to hear from residents who

would like to be part of this and asked if residents can contact the Parish Clerk so their details can be passed on to her.

Clerk to liaise with Melody regarding a what's on guide.

Clerk to contact the Residents Association to see if the meeting is going ahead.

Residents to contact the Clerk (office@fernwood-pc.co.uk) if they are interested in the study

Clerk to arrange a meeting with Sally to discuss her suggestions for how to proceed.

20. Apologies for absence

County/District Councillor Keith Walker called just before the meeting to say he was having difficulty joining the virtual meeting.

21. Declarations of Interest

None.

22. Approval of the minutes of the Parish Council meeting on 18th January 2021

The Parish Council minutes were approved as accurate record. Proposer: H. Micah, Seconder: D. Harrison, RESOLVED unanimously. *Councillor B. Smith to sign the minutes and send to the Clerk.*

23. Councillors & Clerk Reports

Councillor J. Weale – Agrees with Pete Murray. The management company/developer maintaining/owning the open spaces in the village is affecting the natural growth of the village. Is interested in what advice Sally Ward can give the Parish Council.

Councillor R. Cullen – Attended the Highways stakeholder meeting (see Clerk's report). The Middlebeck development has 230 properties built so far. The trigger point for the roundabout at the end of the southern relief road is 598 houses so some way off and there is still a funding gap to be resolved. Had been to the village hall today to set up the WiFi boosters.

FEBRUARY Clerk's report	Agenda Item
Following the Parish Council's meeting with NSDC in December , examples of issues Fernwood residents have had with selling/remortgaging their homes and paying debt to the management company have been shared with NSDC.	19/249a 19/297e
No feedback from Saint-Gobain Formula/British Gypsum following attempts to pursue the idea of extending Cross Lane toward the Southern Relief Road.	19/294
Village Hall transfer from NSDC to Fernwood Parish Council – Our solicitor still awaiting feedback from NSDC.	19/287b
Meeting with Robert Jenrick to discuss managed estates and land ownership – still awaiting date.	20/18
Great North Road (B6326) repairs – Latest feedback (21/12/20) – 'The work at Fernwood is programmed in for the week commencing 8 th March. This is provisional especially if we have bad weather in the meantime but the work is programmed in which is the main thing'	20/18
Derry's woodland. See agenda item 30.	20/35e 20/125 21/11

Covid 19 Update – The village hall is still closed again due to National lockdown.	20/33
Signage regarding dogs – new sign on order for the village hall fence.	20/69
LCP properties have repaired the 2 street lights which were not working in the car park between the village hall and nursery. Councillor Newton suggests that the Council maintain the flower beds. See item 25d and 29.	20/107
Streetlight that is out on the path between Dale Way and Rubys Avenue – This has been raised with the owner of these lights.	20/114g
B6326 Road Safety – NCC have released a press release which confirms the following: Nottinghamshire County Council has put together a package of measures to lower traffic speeds and advise motorists of the presence of children crossing on the approaches to the school. These include the installation of a new vehicle activated speed sign which will be placed on the approach to the Tawny Owl roundabout over the A1 and additional 40 mph repeater speed signs. Warning signs will also be placed in each direction near the crossing and on the approaches to Tawny Owl crossing point, alerting drivers to the presence of school pupils crossing the road. Further work is also underway to review the layout of the current crossing facilities at the Tawny Owl roundabout to see what additional or modified measures could be put in place. When this review is complete, work will be scheduled as appropriate	20/120
Antisocial Behaviour – Awaiting date from NSDC/Police.	
Since the January meeting, I've discovered the CallConnect Area Guide - Kesteven & Newark (Notts) covers Fernwood and will take you to Morrisons, the market place, hospitals and railway stations. Bus passes (for those eligible) can be used. Otherwise the fare is as it would be on a normal service bus. CallConnect is your on demand bookable bus service operating throughout Lincolnshire. The CallConnect fleet of minibuses have been serving hamlets, villages and market towns throughout Lincolnshire and neighbouring counties.	21/17g
Update following Highways stakeholder meeting with NSDC/NCC/Local developers <ul style="list-style-type: none"> • Larkfleet – Preparatory work being done. Hoping to start work on the roundabout and construction in June 2021 • Persimmon – Finalising s106 agreement. Estimated start date end 2021/beginning 2022. • NCC reported on Barratt David Wilson Homes' changes on the B6326 (Goldstraw/Tawny Owl) – hoping work will start March/April. • NSDC working with Persimmon and Larkfleet to ensure a management company will not be used for the open spaces in these developments. • Newark Town Fund outcome of bid due second week in February • Highways England consulting on options for dualling of the A46 • Urban and Civic – Christchurch School (Middlebeck) in construction – due to open September 2021 • Still a funding gap for the Southern Relief Road. 	
The following street names have been accepted by Larkfleet for their development: Anderby, Belton, Blyton Brumpton, Buckminster, Couzin-Wood, Dakota, Goxhill, Harlaxton, Hemswell, Lorimer, McConnell, Meteor, Millington, Peck, Sandtoft, Timmerman, Wigsley. NSDC will chose 14 of these when they are ready to name the streets.	20/126
Council's action plan has been updated with ideas which could use CIL. See item 27b.	21/6
Precept request has been sent to NSDC and 2021/2 budget calculations have been published on the Fernwood Parish Council website as well as the interim audit report .	21/8

The Land Registry Title document for Dale Green does not have the current address for the Parish Council on it so this needs to be updated.	
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24. County Councillor and District Councillors Reports

Councillor Walker – Prior to the meeting the following update had be given:

The road outside Sainsbury’s in Balderton will be repaired on February 22nd. The County Council will be doing an inspection on the road humps on Dale Way.

25. Finance

a. Bank reconciliations circulated to members previously – noted.

Bank Reconciliation **Period Ending 31-Jan-21**
Fernwood Parish Council

Prepared by: *Marion Fox Goddard, Clerk*
Date: 01 February 2021

Approved by:
Date:

Balance per bank statement as at 31-January-2021

	£	Total £
TSB Current Account - Parish Council	£28,782.30	
TSB Reserve Account - Parish Council	£60,313.83	
Unity Trust - Parish Council	£53,717.06	
TSB Current Account - Village Hall	£4,297.49	
TSB Reserve Account - Village Hall	£7,157.69	
Unity Trust - Village Hall	£15,058.45	
Nationwide	£83,263.36	
Clydesdale and Yorkshire	£85,000.00	
Petty Cash	None held	
		337,590.18
Less: any unrepresented cheques/BACS payments at 31-January-2021		£0.00
Add: any unbanked cash / cleared cheques at 31-January-2021		£0.00
Net bank balances as at 31-January-2021		<u>£337,590.18</u>

The net balances reconcile to the Cash book (receipts and payments)

CASH BOOK

Opening Balance	£116,643.37
Add: Receipts in the year	£291,979.96
Less: Payments in the year	£71,033.15
Closing balance per cash book as at 31-January-2021	<u>£337,590.18</u>

Ringfenced Amounts in the Parish Council Reserve Account/Nationwide

CIL	£80,073.36
General Reserve	£60,313.83
	£140,387.19

b. Income 2020/21 Total

£

Regular Hire	6,589.40
Other Hall Hire	105.00
Commission	363.84
CIL	192,320.76
Covid/ Business Support Grant	18,173.21
Feed in tariff	1,368.18
Precept	70,008
VAT Rebate	2,572.00
Interest	409.57
Advertising income	70.00
Total	£ 291,979.96

c. Expenditure since last meeting under delegated powers/previously agreed expenditure					
Payee	Budget Area	Net £	VAT £	Total £	Payment Method
	Salaries (February)			4630.96	BACS
Parish Council					
Zoom	Online meeting platform	14.39		14.39	CARD
Microsoft	Licence	66.66	13.33	79.99	CARD
Nottinghamshire Association of Local Councils	Subscription	435.81		435.81	BACS
Village Hall					
1&1	Email provider & domain	7.98	1.60	9.58	BACS
BT	Phone and Broadband	324.25	64.84	389.09	BACS
Waterplus	Water	70.65		70.65	BACS
Brighter Bills	Mobile Phones	27.98	5.60	33.58	BACS
Amazon EU S.a.r.l. UK branch	Lap top bag	21.66	4.33	25.99	CARD
Houseware Ltd	Decorating accessories	12.46	2.49	14.95	CARD
Ian xi mai ke si man gong ju you xian gong si	Decorating accessories	11.41	2.28	13.69	CARD
A&S Lighting Ltd	Decorating accessories	31.50	6.30	37.80	CARD
T J Legal	Decorating accessories	12.49	2.50	14.99	CARD
Amazon EU S.a.r.l. UK branch	Decorating accessories	4.17	0.83	5.00	CARD

d. Items of Expenditure considered

Expenditure	Budget Area	Total £	Decision
Dog Poo Bin installation	Dog poo bin	250.00	Unanimously agreed to allocate up to £250 for the installation. Prop.: M. Weale, Sec.: R. Cullen
Dog Poo bin collection weekly collection fee £2 per visit (2020/21 price, may increase (2021/22)	Trade Waste Dog Poo bins	124.80	Unanimously agreed. Prop.: J. Weale, Sec.: J. Newton
NCC	Grit bin	186.00	Deferred until next year when NCC write to the Parish about grit bin provision.

Plants for the car park flower beds	Grounds maintenance	200.00	Prop.: M. Weale, Sec.: R. Cullen
Derry Woodland	CIL	5000.00	Unanimously agreed. Prop.: J. Newton, Sec.: D. Harrison
Legal work for Derry Woodland	CIL (estimate)	4920.00	Unanimously agreed. Prop.: J. Weale, Sec.: H. Micah
Mapping work for Derry Woodland	CIL (estimate)	420.00	Unanimously agreed. Prop.: J. Newton, Sec.: R. Cullen

Clerk to arrange bin installation and the complete the work required to purchase the Woodland from Mr. Derry. Councillors to consider where on the path between the village hall and the B6326 to put a new grit bin.

f. Consideration of the interim Internal Audit Review Report and appointment of an internal auditor for 2021/22

The Council accepted the recommendations in the report and agreed to appoint Belina Boyer. Proposer: R. Cullen, Seconder: H. Micah, RESOLVED unanimously.

Clerk to send a letter of engagement.

26. Planning and Licensing

d. Planning applications considered:

21/00028/HOUSE (amended)	27 Hunters Road Fernwood NG24 3WB	Proposed single storey side extension and detached single storey garden room	The Council unanimously agreed to Support this application. Prop.: J. Weale, Sec.: R. Cullen
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e. [Proposed southern extension to Bantycok Quarry](#), extension to the time limit for mineral operations until 31st December 2044 and amendments to the restoration scheme – The Council agreed no feedback was required.

f. Proposal to divert the footpath adjacent to Hunters Road/Chuter Ede Fernwood School -
The Council gave no objections to the proposal.

27. Policy Review

a. New policies that were considered

i. [Training and Development Policy](#) - The Councillors unanimously agreed to this policy. Prop.: H. Micah, Sec.: J. Newton.

b. Documents reviewed

i. [Strategic Plan and Action Plan for 2021/2](#) - The Councillors unanimously agreed to the suggested updates for the Strategic plan the action plan for the next financial year. Prop.: J. Newton, Sec.: R. Cullen.

ii. [Safeguarding Policy](#) - The Councillors unanimously agreed to the suggested revision of this policy Prop.: H. Micah, Sec.: M. Weale.

- iii. [Equality and Diversity Policy](#) - The Councillors unanimously agreed that no changes were required to this document. Prop.: H. Micah, Sec.: J. Newton
- iv. [Complaints Procedure](#) - The Councillors unanimously agreed that no changes were required to this document. Prop.: J. Weale, Sec.: M. Weale

Clerk to publish all of the documents on the Parish Council website.

28. Section 137 application : Citizens' Advice Sherwood and Newark request for £500

The Council unanimously agreed to give £500 to this cause under LGA 1972, S 142 (2) (a).

29. Discussion on how to proceed regarding provision of a new play park in Fernwood

The Council agreed to write to David Wilson Homes to request that they hand over the freehold of the open spaces in Fernwood.

30. Discussion whether to offer to tend the flowerbeds in the car park

(Discussed in item 25 d iii) Councillor Newton offered improve the flower beds in the car park between the village hall and nursery as they are unkempt. As they belong to LCP properties, it was agreed the Clerk should seek their agreement prior to any work being done.

Clerk to write to LCP properties.

31. Discussion on the Purchase of Private woodland behind the nursery

(Discussed in item 25 d v) Since the last meeting, the owner of the woodland has erected large 'Private Land, Keep Out' signage to 3 of the trees in the woodland leading to complaints from residents who use this area. The Parish Council contacted the owner to see if he would sell the woodland at a reduced price due to all the work required to make it safe and a price was agreed subject to a decision being made as per the Council's standing orders at this meeting.

32. Discussion on the road infrastructure around Fernwood

Councillor J. Weale expressed his concerns that there is only one road in and out of Fernwood. As the Council could not agree on a solution to suggest to Nottinghamshire County Council no action was agreed. However, when NCC consult on the permanent closure of Hollowdyke Lane in the future, the Parish Council will consider objecting to this.

33. Discussion regarding FirstPort, issues residents are facing and how to proceed

Councillor Smith suggested writing to relevant stakeholders following a recent local newspaper report on residents currently in the process of selling their homes, concerned that this would impact on buyers intending to purchase a property in Fernwood Central.

Cllr Smith and the Clerk to draft a letter for consideration at the March Parish Council meeting.

34. Correspondence

Notification from NSDC on CIL for 2020/21 and 2021/22 - noted

Email requesting clarification on what the Council is doing regarding central Fernwood maintenance – see public forum.

NSDC's Public Consultation on the Draft Residential Cycle and Car Parking Standards & Design Guide Supplementary Planning Document ('SPD') 2020 – agreed no feedback necessary.

Email from Larkfleet with phasing details of their development – noted.

NALC Consultation on Right to Regenerate - reform of the right to contest - agreed no feedback necessary.

Email from Fernwood Residents Association asking the Council to speak to Robert Jenrick about changes to the Housing Bill – to request the bill enables Property Management companies to offer easy payment terms, such as Direct Debit - *Clerk to ask for clarification on where it says management companies cannot offer direct debits and for a copy FirstPort's policy on how they deal with customers in arrears.*

Fernwood Church's idea of an Easter Trail in Fernwood – *Clerk to feedback that the Parish Council would support this idea and this could be covered in the Fernwood Gazette.*

Marches Energy Agency notification regarding a specific Parish councils section on the website now : <http://www.everybodys-talking.org/parishresources> with lots of links and resources tailored to councillors – noted. *Clerk to include any relevant ideas to the Council's environmental policy.*

Update from NCC about their work to improve bus services - noted.

Meeting closed at 9.35pm

Next Meeting: Monday 15th March 2021, 7pm

MARCH Clerk's report – to be included in the minutes	Agenda Item
Following the Parish Council's meeting with NSDC in December , examples of issues Fernwood residents have had with selling/remortgaging their homes and paying debt to the management company have been shared with NSDC.	19/249a 19/297e
No feedback from Saint-Gobain Formula/British Gypsum following attempts to pursue the idea of extending Cross Lane toward the Southern Relief Road.	19/294
Village Hall transfer from NSDC to Fernwood Parish Council – Our solicitor still awaiting feedback from NSDC.	19/287b
Meeting with Robert Jenrick to discuss managed estates and land ownership – still awaiting date. However, Barratt Homes has now responded to Robert Jenrick's letter (July 2019) which asked if Barratt David Wilson Homes would consider handing over the ownership of the open space land to Newark and Sherwood District Council who in turn could hand it over to Fernwood Parish Council and if not why. See items 46c & d. Clerk has written to Newark and Sherwood District Council to request a meeting to discuss the steps required to get the ownership of the land transferred as soon as possible.	20/18
Great North Road (B6326) repairs – The repairs were completed w/c 1/3/21	20/18
Derry's woodland purchase - Awaiting map of the area that is being sold to Marron Court residents so that we can have the area the Parish Council is purchasing mapped. Meeting arranged with the Nottinghamshire Wildlife Trust on April 15 th to discuss the best way to look after this area. The urgent tree work has been done.	21/30
Covid 19 Update – The village hall is still closed again due to National lockdown but will reopen to activities that are allowed on April 12 th subject to Government roadmap timescales being met. A further Local Restrictions Support Grant has been received for up to March 31 st .	20/33
Signage regarding dogs – new sign for the village hall fence being delivered w/c 8/3/21.	20/69
Streetlights that are out on the path between Dale Way and Rubys Avenue – This has been raised with the owner of these lights. Once the woodland sale has been completed the Parish Council will be able to arrange repair if the owner hasn't done so in the meantime.	20/114g
Antisocial Behaviour Update – Councillors J. and M. Weale and the Clerk have met (virtually) NSDC's new Antisocial Behaviour Officer, Lynne Oxlade. This problem seems to have reduced but we will continue to monitor it. Lynne has committed to find out when the CCTV covering the bus stop will be in place so the glass can be replaced.	
Update following Barratt David Wilson Homes Liaison Meeting <ul style="list-style-type: none"> • Estimated date for work on the Goldstraw roundabout – end March/beginning of April – this will take approximately three weeks. There will be traffic management in place and the work will be done in the day time. • In total, approximately 40 new houses are occupied and 75 partly constructed. David Wilson Homes will be starting their second phase in April in the field behind the school (on the opposite side of Spring Lane to where they are currently building). Initial work will be on roads and sewers. Barratt Homes will be starting their second phase in September – this is behind the phase that is currently being built (further from the centre of the village). • A one-way system is in place and wheel wash being used to minimise the dirt on Hollowdyke Lane. • Still awaiting approvals on the path between Spring Drive and Thomas Road – no date given. • Reported that NCC officer has said that there should be no changes to the signage on Hollowdyke Lane – <i>Clerk will contact to explain that the children crossing signs are in the wrong place and that there are no 20mph signage in one direction</i> • An offer was submitted for the scrap yard but this has moved no further. 	
The April issue of the Gazette is being prepared. Local businesses have been invited to advertise. Includes articles from Fernwood Residents Association and local churches and updates on Fernwood Parish Council's strategy and action plan.	
New Dog Poo Bin – On Deeke Road will be installed on March 12th	21/25d

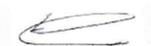
Bank Reconciliation
Fernwood Parish Council

Period Ending 28-Feb-21

Prepared by: *Marion Fox Goddard, Clerk*

Date: 02 March 2021

Approved by:


 Cllr. B Smith
 05/03/2021


 5/3/21

Date:

Balance per bank statement as at 28-February-2021

	£	Total £
TSB Current Account - Parish Council	£25,101.74 ✓	
TSB Reserve Account - Parish Council	£60,339.06 ✓	
Unity Trust - Parish Council	£49,618.47 ✓	
TSB Current Account - Village Hall	£3,242.46 ✓	
TSB Reserve Account - Village Hall	£7,160.69 ✓	
Unity Trust - Village Hall	£13,802.74 ✓	
Nationwide	£83,263.36	
Clydesdale and Yorkshire	£85,000.00	
Petty Cash	None held	
		327,528.52
Less: any unpresented cheques/BACS payments at 28-February-2021		£0.00
Add: any unbanked cash / cleared cheques at 28-February-2021		£0.00
Net bank balances as at 28-February-2021		<u>£327,528.52</u>

The net balances reconcile to the Cash book (receipts and payments)

CASH BOOK

Opening Balance	£116,643.37
Add: Receipts in the year	£292,008.19
Less: Payments in the year	£81,123.04
Closing balance per cash book as at 28-February-2021	<u>£327,528.52</u>

Ringfenced Amounts in the Parish Council Reserve Account/Nationwide

CIL	£80,073.36
General Reserve	£60,339.06
	<u>£140,412.42</u>

Agenda Item 42 - Finance

b. Income 2020/21 Total	£
Regular Hire	6589.40
Other Hall Hire	105.00
Commission	363.84
CIL	192,320.76
Covid/ Business Support Grant	18173.21
Feed in tariff	1,368.18
Precept	70,008.00
VAT Rebate	2,572.00
Interest	437.80
Advertising income	70.00
Total	292,008.19

c. Expenditure since last meeting under delegated powers/previously agreed expenditure					
Payee	Budget Area	Net £	VAT £	Total £	Payment Method
	Salaries (March)			4630.96	BACS
Parish Council					
Zoom	Online meeting platform	14.39		14.39	CARD
NSDC	Trade Waste - Dog Poo Bins	2530.00	506.00	3036.00	BACS
M. Fox Goddard	Expenses			66.78	BACS
NSDC	Waste – Brown Bin - garden waste	30.00		30.00	BACS
Nottinghamshire Association of Local Councils	Training	60.00		60.00	BACS
HMRC	Individual Item – Land registry searches	15.00		15.00	BACS
Village Hall					
1&1	Email provider & domain	7.98	1.60	9.58	BACS
TV Licence	TV Licence refund			-115.88	BACS
Waterplus	Water	70.65		70.65	BACS
Brighter Bills	Mobile Phones	49.81	9.96	59.77	BACS
JDS DIY LTD	Individual Items - Paint	37.70	7.54	45.24	CARD
SSE		311.22	15.56	326.78	CARD
SSE		1,233.87	61.70	1,295.57	CARD
DCR	Heating – radiator/pipework repairs	702.08	140.42	842.50	CARD

d. Items of Expenditure to be considered

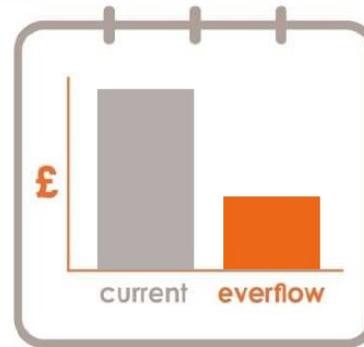
Expenditure	Budget Area	Net £	VAT £	Total £
Water contract review	Water – 3 year contract (price dependent on usage)	1543.41		1543.41
Insulation Small Hall	Village Hall - Individual Items	620.00	124.00	744.00

See full quote here: <https://1drv.ms/b/s!AgWro-VC-gOW6n-4BJsQu9wRPI3U>



save money with transparent pricing

	Wholesale Services	Retail Services	Annual Spend
current supplier/s	£471.21	£108.29	£579.50
everflow	£471.21	£43.26	£514.47
savings with everflow		60 %	£65.03



All suppliers buy the water at the same wholesale rates!

Key Terms & Conditions

All prices quoted are based upon a 3 year contract unless otherwise stated.
 Your payment profile with us will be 2 months up front followed by 34 monthly payments with the last month uncharged.
 Prices Exclude VAT and are valid for 28 days from date of quote.
 All prices are based upon payment via Direct Debit and electronic billing unless explicitly stated otherwise.
 Early termination fees are equivalent to three months supply.
 Wholesale prices may increase or decrease each April.
 Please ensure that you have read our full terms & conditions which are available at: www.everflowwater.com/standard-conditions.
 The pricing information above has been generated using industry held information regarding your meter details and consumption.
 This information is correct as of the date of the quote, but may be subject to change. We simply pass on any rates and charges directly from the wholesaler.



Joinery | Restoration | Construction | Maintenance

QUOTE

Ferwood Village Hall

Date 22 Feb 2021	Kirk and Bills Limited 74 Farndon Road NEWARK Nottinghamshire NG24 4SE GBR
Expiry 8 Mar 2021	
Quote Number QU-0292	
Reference Dog bin, insulation	
VAT Number 170718313	

Description	Quantity	Unit Price	VAT	Amount GBP
To install dog bin in tarmac surface and make good	1.00	126.00	20%	126.00
To install dog bin in soil/grass surface	1.00	98.00	20%	98.00
To insulate side room ceiling, access through suspended ceiling	1.00	620.00	20%	620.00
			Subtotal	844.00
			TOTAL VAT 20%	168.80
			TOTAL GBP	1,012.80

NSDC consultation

[Link to the document being consulted on Draft Local Validation Checklist consultation | Newark and Sherwood District Council \(newark-sherwooddc.gov.uk\)](#)

<p>We're asking for your views on Draft Local Validation Checklist</p> <p>Since 2008 local planning authorities are required to publish information checklists they use to 'validate' the planning applications they receive.</p> <p>A validation list has two components:</p> <ol style="list-style-type: none"> 1. The national requirements, such as the application form and certificates 2. Specific local validation requirements are known as 'Local List' <p>The Government requires local planning authorities to review the 'local list' every two years. Since there continues to be a significant number of changes to planning legislation, policy and guidance, we believe it is now the right time to review our local validation requirements.</p> <p>The consultation</p> <p>The proposed Local List is now open to public consultation for six weeks from 1 March 2021 to 12 April 2021.</p> <p>After the consultation period, we will be considering all comments received and amend the Local List as appropriate and present the amended List to Planning Committee for approval. Once approved, this will form the basis on which we will validate all planning applications.</p> <p>Consultation Documents:</p> <p>Draft local validation checklist (PDF File, 1,580kb) (PDF File, 1,580kb)</p> <p>Consultation responses</p> <p>Please forward any comments you may wish to make to us by 5 pm on 12 April 2021 to either by:</p> <p>email: planning@nsdc.info.</p> <p>or by post to: Planning Development, Newark and Sherwood District Council, Castle House, Great North Road, Newark, Nottinghamshire NG24 1BY (postage required).</p>	<p>Dear Sir/Madam</p> <p>Since 2008 local planning authorities are required to publish information checklists they use to 'validate' the planning applications they receive.</p> <p>A validation list has two components:</p> <ul style="list-style-type: none"> • The national requirements, such as the application form, fee and certificates • Specific local validation requirements are known as the 'Local List' <p>The Government requires local planning authorities to review the 'local list' every two years. Since there continues to be a significant number of changes to planning legislation, policy and guidance, we believe it is now the right time to review our local validation requirements.</p> <p>Our proposed Local List is now open to public consultation for six weeks from 1 March 2021 to 12 April 2021. Should you wish to comment on the proposed list, or simply view for awareness, please see our website for further information - https://www.newark-sherwooddc.gov.uk/validationchecklistconsultation/</p> <p>Kinds regards</p> <p>Planning Development Newark & Sherwood District Council</p> <p>Telephone: 01636 650000 E-mail: planning@nsdc.info</p>
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Grants Policy

For consideration on March 15th 2021

Fernwood Parish Council ('the Council') is committed to encouraging, supporting and promoting charitable, voluntary and community organisations within Fernwood for the benefit of the village, and makes an annual budget provision for grants for this purpose. This Policy ensures that the awarding of grants is open and transparent.

1. Grants will only be made to charities, voluntary organisations or constituted groups for the benefit of the area covered by the Council and that will contribute positively to the life of people living, working and visiting the areas of Fernwood. The Council will only provide funding to assist organisations that are not based in the Parish of Fernwood, pro-rata for local residents using that service.
2. Grants will not be made to:
 - Organisations or individuals that discriminate on the grounds of race, religion, age, gender, trans-gender, sexual orientation, marital status, pregnancy or any disability.
 - Private organisations operated as a business to make a profit or surplus.
 - "Upward funders", i.e. local groups whose fundraising is sent to their central HQ for redistribution.
 - Individuals
 - Political organisations or projects.
3. Grants will not normally be made for ongoing running costs. Where an application is for running costs, the applicant should detail the plans to find future running costs from alternative sources. Where grants for running costs are made, no guarantee of future funding is implied.
4. The Council will only consider grant applications in excess of £2000 in exceptional circumstances where a significant and wide-ranging community benefit are clearly demonstrated in the application form.
5. For applications in excess of £1000, the Council will only provide up to 50% of the overall cost of a project and require details of match funding from one or more grant giving bodies, or from the applicant's own fundraising.
6. The Council will only consider an application if accompanied by the required financial and organisational information:
 - a) Your most recent accounts or bank statements for the last 6 months
 - b) Your constitution
 - c) Details of your organisation's officers/trustees/committee members.
7. The Council may ask for extra information to support your application.
8. The Council will only provide one grant per group or organisation in each financial year, unless clear, exceptional circumstances are demonstrated.
9. The Council will not make grant funding on a retrospective basis.

10. Applications are reviewed by the Parish Council Clerk and reported formally to Council for a decision. Applicants are encouraged to attend the Council meeting where their grant will be considered to answer any questions which may arise.
11. Evidence of the use of the full grant amount for the agreed purpose must be provided to the Council within twelve months of the funding being transferred. **Should the evidence not be received the Council will request the return of the funds.** Where requested by the Council, grants will only be paid following receipt of appropriate invoices.
12. All applications indicate agreement to these Terms and Conditions
 - The grant applied for may not be awarded in full.
 - The grant must be spent in accordance with the application.
 - The Council may request written updates and reports on progress, including the impact the funding has had, proof of spending and photos.
 - The Council can insist on the repayment of a grant in full if these terms and conditions are breached.
 - The Council reserves the right to reclaim funds not spent in accordance with the approved grant application, left unspent after one year of receipt or in full/partially for breach of conditions.
 - Any publicity to be agreed jointly in advance. Recipients should acknowledge the Council's financial support in press releases and publicity.
 - Recipients must advise the Council prior to disposing of any resources or equipment funded/part-funded/supplied by the Council as part of a grant application within two years.
 - The Council may apply any additional conditions it deems necessary as part of the grant award.
 - Recipients must complete and submit a grant funding feedback form to the Council within twelve months of receipt of the grant.
 - If an application is deferred, further information may be requested. There is no need to re-apply.
 - The Council will handle your data according to our [Privacy Notice](#). The personal information provided when applying for a grant will be treated in accordance with the principles used by the Council to manage our relationship with you, help us assess your grant application, or send you information you have requested. If a grant is awarded, the name of your organisation and the amount will be published on our website and subject to disclosure under the Freedom of Information Act.



APPLICATION FOR GRANT FUNDING

Thank you for your interest in applying for a grant from Fernwood Parish Council. Please read the Council's grants policy before completing this form.

If you require any advice or guidance, please contact Fernwood Parish Council by calling 01636 613024 or emailing office@fernwood-pc.co.uk.

Return completed forms to the email address above or post to Fernwood Parish Council, Fernwood Village Hall, Rubys Avenue, Fernwood, NG24 3RS

1	Name/Address of organisation	
2	Contact name and position in organisation	
3	Contact telephone number and email address	
4	Is the organisation a Registered Charity? If "yes" please provide Charity Number	Yes No <i>please circle</i>
5	Aims and objectives of your organisation ; What does your organisation do and how does it benefit the residents of Fernwood?	
6	Amount of grant requested	£
7	For what purpose is the grant requested? Please continue on a separate sheet if necessary.	

8	What is the total cost of the project?	£	
9	Give a breakdown of what the funding will be spent on		
10	Has the project that you want the funding for already happened?		
11	How will the funding benefit the community or residents of Fernwood?		
12	Approximately how many of those who will benefit are Fernwood parishioners?		
13	Have you applied for any other funds/grants towards the cost of this project? If so, include details.	Yes No <i>please circle</i>	
14	Fernwood Parish Council may request photographs and information so we can promote this in the local media/online. Are you happy with this?	Yes No <i>please circle</i>	
15	Bank Details (for use, if a grant is awarded)	Name of Account Account number	
		Sort Code - -	
16	Supporting Documentation *Provide up to date accounts <u>or</u> bank	Required	Provided ? <i>please circle</i>
		Your most recent accounts*	Yes No
		Bank statements for the last 6 months*	Yes No
		A copy of your constitution	Yes No

	statements for the last 6 months Please note your application cannot be considered without the supporting documentation	Details of your organisation's officers/trustees/committee members	Yes No
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Please use a separate sheet to submit any other information which you feel will support this application.

Declaration

I declare that the information confirmed in this application is correct and that any grant received will be applied as detailed in the request. I accept the Terms and Conditions set out in Fernwood Parish Council's Grants Policy.

Signed

Date.....

For Office Use Only

Grant applications must be checked against the following criteria.

Check	Yes/No/?
The grant will result in a benefit for the area covered by the Parish Council and will contribute positively to the life of people living, working and visiting the area of Fernwood Parish?	
Does the grant exclude ongoing running costs?	
Is the grant for non-political or non-quasi-political organisations or projects?	
Is the grant application for £1,000 or less?	
For applications in excess of £2000, has the applicant fully detailed the exceptional circumstances?	
For applications in excess of £1000, has the applicant detailed sources for at least 50% of the overall cost of a project?	
Does the application include the required financial and organisational information?	
Is this the only application in this financial year from this group or organisation?	
Is the applicant based in the Parish Council area? If not what proportion of beneficiaries of the grant reside in the area? (grants will be pro-rata for residents of Fernwood using that service.)	
Is the application for future funding?	

Assessing officer

.....

Date of assessment

Decision (delete as applicable) reject / return for further information / proceed to Council

Outcome at that meeting

.....



GRANT FUNDING FEEDBACK FORM

Recipients of grants from Fernwood Parish Council must complete and submit a grant evaluation form to the Council within twelve months of receipt of the grant.

If you require any advice or guidance, please contact Fernwood Parish Council by calling 01636 613024 or emailing office@fernwood-pc.co.uk.

Return completed forms to the email address above or post to Fernwood Parish Council, Fernwood Village Hall, Rubys Avenue, Fernwood, NG24 3RS

1	Name of organisation	
2	Date grant approved by Fernwood Parish Council	
3	Amount of grant awarded	£
4	How has the funding benefited the organisation / local community?	
5	Date money was spent	
6	What was the total cost of the project?	£
7	If there was any grant residue, please give details of how this money was spent.	
8	Signature	
9	Position	
10	Date	

EXPENSES POLICY

Review and Adopted 16 March 2020

It is the aim of Fernwood Parish Council that no member will be financially disadvantaged when representing Fernwood Parish Council.

Fernwood Parish Council will make reimbursement for expenses that the staff, Chairman or Councillors may meet on its behalf when incurred in performing the duties required of the Council.

Staff Expenses

All staff will be able to claim the following expenses:

- Travelling and associated travel expenses on journeys on council business to include mileage at current NJC rates and parking
- Subsistence which may include overnight accommodation and meals incurred in the performance of Council business provided that expenses have been receipted and approved by the Council.
- The cost of telephone calls made by the Clerk from home on council business
- Reasonable sums to cover the extra costs of insurance, heating, lighting and electricity arising from the Clerk's use of home for council business
- Any reasonable expenses where the Parish Council or Village Hall Debit Cards have not been available for use

Chairman's Expenses

The Chairman can receive a small annual allowance to defray the expenses of his office:

- Stationery, postage and printing costs
- Hospitality and gifts

Councillor Expenses

Parish Councillors are unpaid and do not receive an annual allowance.

- (i) Travel and subsistence: Councillors (including the Chairman) may be reimbursed for expenses for travel and subsistence when carrying out previously approved duties (Approved duties generally means the doing of anything approved by the Council, or anything of a class so approved for the purpose of, or in connection with, the discharge of the functions of the Council).

Councillors will not receive expenses for attendance at any meeting of Fernwood Parish Council or any work within the Parish.

Where possible attempts will be made to minimise expenses by sharing transportation.

The rates of the allowances in respect of travel shall be as follows:

All Vehicles: Inland Revenue non-profit making rate (currently 45p per mile)
Claims should be made on the appropriate forms available from the Clerk and be accompanied by receipts, if appropriate, In an emergency, such expenses may be approved after the event

- (ii) No reimbursement for stamps and stationery as these may be obtained from the office.
- (iii) Items purchased specifically at the direction of the Council. These shall be reimbursed. Claims shall be made on the appropriate forms available from the Clerk. Members shall endeavour to obtain a VAT receipt in the name of the Council and pass this on to the Clerk.
- (iv) Other expenses Members will be expected to provide documentary evidence for items spent on Council-related costs.

Reviewed and Adopted February 17th 2020

Role

1. The Village Hall Management Group (VHMG) is an advisory group, reporting to the Parish Council. As such, it is not empowered to make decisions, but must report its recommendations to the Council for decision-making.

Members

2. Councillors will be elected as members of the VHMG at the annual meeting of the Parish Council, and will serve for one year but may be re-appointed.
3. Membership shall comprise three Councillors; the Parish Clerk; the Assistant Parish Clerk and the Caretaker.
4. Co-opted members may join the group during the year if necessary and if authorised by the Council.

Frequency of meetings

5. Quarterly meetings will be held to conduct routine business relating to the management of the Village Hall. Otherwise, meetings may be convened as and when necessary. Meeting notes will be submitted to the next Parish Council meeting.

Responsibilities and Areas of Operation

6. The VHMG is responsible for:
 - a. Monitoring the appearance and condition of the premises and their immediate surroundings, ensuring that they are:
 - clean and tidy;
 - in good decorative order;
 - in a good state of repair;
 - secure;
 - free of any obvious and significant health & safety hazards;
 - maintained in accordance with the terms and conditions of the premises licence;
 - used by hirers in accordance with the terms and conditions of hire.
 - b. Liaison with the Parish Clerk to ensure that any perceived shortcomings are addressed, and regarding any improvements which could be made.

- c. Investigating and endeavouring to resolve any complaints from hirers or visitors, liaising with the Parish Clerk and/or reporting to Full Council as appropriate.
 - d. Carrying out an annual review of the tariffs for hirers; the proposed tariffs for the next financial year are to be submitted to the Full Council by November of the previous year, for approval.
 - e. Periodically reviewing the conditions of hire/regular user agreement, submitting any proposed amendments to the Full Council for approval.
 - f. Considering the medium/long-term development of the premises, keeping the Council fully informed so that appropriate financial planning can be put in place.
 - g. Ensuring that the Parish Clerk obtains quotations or estimates for any non-routine expenditure planned for the next financial year in time for it to be submitted to the Full Council for approval.
 - h. Assessing the need for unforeseen immediate or short-term expenditure as soon as the issue is identified, and making recommendations to the Council.
 - i. Liaising with the Parish Clerk to ensure that she is fully aware of the group's requirements before quotations are received, and ensuring that all quotations are on a like-for-like basis.
 - j. Following the Council's Village Hall Free Usage Policy.
7. The VHMG is also responsible for supporting the Parish Clerk, when necessary, in investigating cases of misuse of the Hall or its equipment, and determining any required actions.

Adopted May 14th 2018

(Reviewed February 17th 2020)

Role

The Personnel Committee is responsible to the Parish Council for the management and administration of all staff, including ensuring compliance with relevant laws, policies and regulations.

Members

1. The committee shall comprise three members.
2. Membership of the Committee is established at the annual meeting of the Council.
3. The Committee shall elect a Chairman for each civic year.
4. Co-opted members may join the Committee during the year if authorised by the Council.
5. Three members of the Committee shall constitute a quorum for meetings.

Frequency of meetings

One meeting will be held every year to review all staff contracts and job descriptions and Human Resources policies. Otherwise meetings will be convened as and when necessary, e.g. to deal with grievance or disciplinary matters, in line with the relevant policy; to recruit staff to fill vacancies; or to deal with other emerging personnel issues.

Delegated Powers - General

The Parish Clerk will advise members whether or not a particular item under discussion is within the Committee's delegated powers. If it is within delegated powers, the minutes will record the decision as RESOLVED. If not, then the minutes will record the decision as RECOMMENDED and it will then be brought to the attention of the Council for decision when seeking approval and adoption of the Committee minutes.

Specific Delegated Powers

1. To review staffing structures and levels and make recommendations to the Council.
2. To agree and review annually contracts of employment, job descriptions and person specifications for staff.
3. To review staff salaries and terms of conditions and make recommendations to Council.
4. To appoint from its membership a recruitment panel when necessary and recommend appointments to Council. Recruitment panels will normally include three

members in the case of appointment to the Parish Clerk posts; and at least one member of the Committee plus the Clerk for all other posts.

5. To perform panel roles as detailed in the grievance and disciplinary procedure.
6. To review annually health and safety at work policies, procedures and training for all Council employees.
7. To review annually all Council policies that relate to staff employment.
8. To ensure the Council complies with all legislative requirements relating to the employment of staff.

Planning and Strategy Committee Terms of Reference

Adopted on October 15th 2018

Composition and Quorum:

The Planning and Strategy Committee (PSC) is a standing committee of the Parish Council and will comprise four Councillors; the Parish Clerk will attend meetings to record discussions and decisions. Three members (not including the Parish Clerk) will constitute a quorum. The PSC shall have delegated powers to deal, on behalf of the Parish Council, with planning and strategy matters and to represent the Council on such issues. The PSC may, if it deems necessary, call upon the advice and comment of subject matter experts (SMEs) for specific issues. Such SMEs shall have no voting rights in the PSC, nor shall they have any direct input to the Parish Council (beyond their rights as individual Parish residents, where appropriate).

Planning Roles: The planning roles of the PSC are to:

- a. Consider all local planning applications, planning appeals and other relevant local planning matters, within or close to Fernwood Parish. In such circumstances, the PSC is to provide a briefing to the full Council, with recommendations for any desired Council input, response or objections.
 - (i) In the event of a need for short-notice input (i.e. before the next reasonable opportunity for consideration by the full Council), the PSC is authorised to respond to such matters on behalf of the Council. Written responses are to be sent to the appropriate authority by the Parish Clerk, and a member of the PSC may be nominated to attend a planning authority meeting and verbally present the Council's views and input.
 - (ii) In assessing planning applications, compliance with the Neighbourhood Plan and environmental factors should be taken into consideration. Any responses to applications are to be based only on planning criteria.
- b. Seek to monitor the general environment within the Parish, and report to the appropriate authority any potential hazards, regulatory breaches or other significant issues.

Maintenance Roles: Under the overall envelope of planning and strategy, the PSC are to:

- a. Monitor the current maintenance responsibilities of the Parish Council and seek to maintain or improve the quality of such maintenance.
- b. Monitor maintenance of the village by the landowners and their designated management agents, to ensure compliance and effectiveness.
- c. Assess possible future maintenance requirements and initiate planning to enable the Parish Council to request, bid for and/or take on responsibilities for those requirements. In this context:
 - (i) Monitor planning applications and proposals for new developments in Fernwood, and particularly the plans or proposals for the ongoing maintenance of open areas, with a view to ensuring the best arrangements (from the residents' perspective) for estate management in them and across the village.

- (ii) Prepare estimates and proposals, when appropriate, to enable the Parish Council to submit a case for acquiring ownership and related maintenance responsibilities.

Strategy Roles: The Strategy roles of the PSC are to:

- a. Consider future development of the Parish and its Council, including:
 - (i) Ways in which the Parish will or may develop, as new parts of the village are developed or expanded.
 - (ii) How the development and expansion of the Parish might affect life for all residents, and thus how it might affect the constitution, function and roles of the Parish Council.
 - (iii) How the Parish Council might or should adapt to suit revised circumstances.
 - (iv) Liaison with adjacent Parish Councils on issues which might affect both parishes

Administration and Reporting:

The PSC is formed under the terms of Fernwood Parish Council Standing Orders Section 2 (Committees and Sub-Committees) and is to comply with all relevant provisions of Standing Orders. The PSC will elect a Chairman at its inaugural meeting. The Chairman post shall be open for election (or re-election) annually, after the Annual Parish Council Meeting in May.

Meetings will be held as required, but there should be no fewer than four meetings per year. Routine business between meetings may be conducted by e-mail, but decisions will only be made in meetings. Meetings will be scheduled for the last Wednesday of each month, excluding August and December, but need not be held if there is no specific business to be covered. Extraordinary meetings may be called, under the terms of Standing Orders Section 4 (Extraordinary Meetings of the Council and Committees and Sub-Committees).

Meetings will be open to the public (in a similar way to the meetings of the full Parish Council), and Minutes will be taken. The Parish Clerk is to submit the Minutes to the Parish Council at the next meeting, for adoption.

The Chairman of the PSC should provide a report to the full Council, at regular Council meetings. This may be a verbal report or, should circumstances warrant, a written report with options and recommendations.

External correspondence for the PSC should be conducted through the Parish Clerk, following decisions made at a PSC meeting. In the absence of the Clerk, the PSC Chairman may deal with correspondence.

The PSC may canvas other Councillors or residents for opinions and comments relating to planning applications or other issues. Any site meetings or visits related to planning applications should be arranged through the Parish Council; at least one member of the PSC should attend such meetings/visits, if it is considered that there may be contentious issues.

PLANNING & MAINTENANCE STRATEGY

Adopted on January 20th 2020

This strategy outlines the Planning and Strategy Committee's (PSC) ongoing assessment of how to approach its responsibilities, on behalf of the Parish Council (PC). It will be used as a basis for future considerations and actions in a range of planning issues related to the parish. It is neither comprehensive, nor limiting, but serves as a basis on which future work can be developed and sets out the Planning and Strategy Committee's perspective as at the date of the last document review.

PLANNING

1.a. Future Expansion of Fernwood Village

1.a.1 For each major new-build project in Fernwood Parish, the PSC should scrutinise planning documentation at each stage, to assess issues such as:

- a. Compliance with the Fernwood Neighbourhood Plan (NP)
- b. Compliance with Fernwood Parish Council's strategy
- c. Cohesion with existing (and other planned) developments
- d. Vehicle access, parking and garaging provision, and traffic calming measures
- e. Provision, design and use of open spaces
- f. Pedestrian access, routes and safety
- g. Provision of or changes to community facilities
- h. Land ownership planning
- i. Maintenance planning (including intended use of estate management companies and their construct)
- j. Timeframes (known or estimated) for each development

1.a.2. In each case, the PSC should provide the PC with an assessment of any issues identified, and a recommendation on how to respond to / comment on the planning application.

1.a.3. The PSC should, when appropriate, seek a liaison with each project developer and establish a dialogue, to facilitate future engagement and cooperation. Issues which might be covered in such discussions would include (for example) future land ownership, estate management, etc.

1.b. For smaller-scale new-builds, the PSC should undertake the same activities, but scaled down according to relevance.

1.c. Other Local Planning Matters

1.c.1. Provision of community facilities and/or open spaces within the parish.

1.c.2. Local infrastructure, to include such issues as:

- a. Roads, pavements, crossing points and controls, safety measures, cycle tracks
- b. Speed limits and traffic calming
- c. Proposals and developments regarding actual and planned use of Hollowdyke Lane during and after construction projects
- d. A1 bridge(s) and alternative routes into and out of Fernwood
- e. Public transport provision (bus routes, timetables, shelters etc.)
- f. The Southern Relief Road

1.c.3. Monitor new and proposed developments on the Fernwood Business Park:

- a. Assess and comment on proposed new builds, especially in terms of suitability for the location, infrastructure provision, etc.
- b. Provide input, when possible, to any future planning decisions or proposals for further development or expansion of the Business Park.
- c. As new developments are completed and come into use, monitor the effects on local infrastructure, traffic, parking, etc.
- d. Establish liaison with the management of new businesses, where possible, to see how the Parish Council might interact with them to mutual benefit.
- e. Assess the overall appearance of the Business Park and liaise with the landowners should it appear to have an adverse effect on the amenities or the general perspective of the area.

1.d Deal with other local planning matters such as Bantycok, Local Minerals Plan and street naming.

STRATEGY

2.a. Neighbourhood Plan

2.a.1. Review the NP for any changes we know about and possible future adjustments

2.a.2 Consider activities in adjacent areas/parishes and how they might affect Fernwood

2.a.3. Consider new-build plans, but also broader issues such as infrastructure, environment, safety, well-being, etc.

2.a.4. Prepare possible adjustments to the NP and recommend them to the Parish Council when the NP is due for formal review/update.

2.b. Fernwood Parish Council structure

The Parish Council will liaise with NSDC to ensure a suitable number of Parish Councillor seats are in place as the village grows.

2.c. Other planning issues

2.c.1. Liaise with major landowners and developers regarding land ownership, management companies etc.

2.c.2. Liaise with adjacent Parish Councils' planning committees

2.c.3 Liaise with the District Council and other agencies.

3. Finance

3.a. CIL

3.a.1. CIL incomes due to Fernwood Parish Council.

a. Barratt David Wilson Homes Phase 1:

£502,027.47 – 5% =£ 476,926.10 x 25% = £119,231.52 approx. payable in April 2020.

£502,026 – 5% = £476,924.70 x 25% = £ 119,231.17 approx. payable in April 2021

b. Barratt David Wilson Homes Phases 2 and 3 Indicative figures:

	GIA	Total CIL	5%	Neighbourhood Funding
PHASE 2 BH	28487m ²	£1,475,585.61	£73,779.28	£350,451.58
PHASE 2 DWH	15835m ²	£820,230.22	£41,011.51	£194,804.68
PHASE 3 BH	19751m ²	£1,023,073.38	£51,153.67	£242,979.93
PHASE 3 DWH	28413m ²	£1,471,752.52	£73,587.63	£349,541.22

No indicative timescales available.

c. Larkfleet Homes and Persimmon Homes

No indicative figures or timescale have been provided by NSDC.

3.a.2. The Parish Council will take into consideration needs and issues around the village when allocating CIL.

MAINTENANCE

4a. New Developments – Work with Newark and Sherwood District Council to encourage developers to hand over the land to NSDC and NSDC to maintain the open spaces – to be funded from CIL/precept. Once the development has finished work with NSDC to devolve the open spaces to Fernwood Parish Council.

4b. Fernwood Central Open Space – Continue to work towards Barratt David Wilson Homes handing the land to NSDC who could then in turn devolve it to Fernwood Parish Council. Maintenance arrangements could then be reviewed subject to terms inherited from BD

Good Afternoon

9/2/21

We are the Voluntary Sector Development Team and we would like to introduce ourselves to you, to let you know that we are here to support you and the voluntary sector organisations, groups or clubs that work with children and young people in your locality.

We are very proud and pleased to launch our new web page that provides further details on how we can support the voluntary sector.

Please see the link below;

www.nottinghamshire.gov.uk/education/youth-services/voluntary-sector-development-team

We the Voluntary Sector Development Team can work with you to;

- develop existing organisations/groups etc.
- identify the legal requirements that are compulsory for voluntary sector groups/organisations e.g. policies and training
- Help with the recruitment of Volunteers /Committee Members
- identifying funding and support you with your applications
- signpost you to training
- help you to apply for DBS clearance for your volunteers and paid staff

For more information please email;

The Voluntary Sector Development Team

voluntarysectordevelopmentteam@nottscc.gov.uk

We are proud to send you our promotional leaflet about our service and what it can offer you, please find it attached to this email.

We would be most grateful if you can share the information attached with colleagues, groups and others who may find it useful.

Kind Regards

Stay Safe

The Voluntary Sector Development Team

Kind Regards

Vickie Dolby

Voluntary Sector Development Technical Specialist

Bilsthorpe Young People's Centre

Eakring Road

Nottinghamshire

NG22 8PY

Working Days: Monday, Tuesday and Wednesday am

Voluntary Sector web page is now live;

www.nottinghamshire.gov.uk/education/youth-services/voluntary-sector-development-team

Mob: 07870 811 156

Office: 01623 411 300

Email: VoluntarySectorDevelopmentTeam@nottscc.gov.uk

Telephone: 01636 650000
Email: Andrew.weaver@newarksherwooddc.gov.uk
Your ref:
Our ref: PSPO/AW/21

Date: 18th February 2021

Dear Clerk

Consultation on the Review of the Public Space Protection Order(s) – dog controls

In 2018, Newark and Sherwood District Council implemented a Public Space Protection Order (PSPO) in your Parish/Town in relation to dog controls.

Under the Anti-social Behaviour, Crime & Policing Act 2014, PSPOs are implemented for a maximum of a 3-year period and a review must take place prior to any extension of any Order to ensure that any extension is necessary and proportionate.

PSPOs allow a more flexible approach, where appropriate different restrictions can be put in place to regulate the way people walk and exercise their dogs in different areas. It is envisaged that this approach will provide balance between the rights of dog owners to exercise their dogs and the expectations of our communities that all our parks and open spaces are accessible and without conflict caused by less responsible dog owners.

We are inviting all Parish and Town Councils where a dog control PSPO is in existence to contribute to the review process. This will ensure that we can fully evaluate whether the controls in place remain necessary and assess whether they promote and manage responsible dog walking, whilst also meeting the needs of the local community.

Please note that we currently have two district wide PSPOs. The first is in relation to dog fouling, imposing requirement to clean up and a second PSPO that requires dogs to be put on a lead when directed by an officer of the council. Unless we receive strong evidence, to the contrary we are intending to renew these Orders.

A full list of existing Public Space Protection Orders (Dogs) can be found on the website: www.newark-sherwooddc.gov.uk/publicspaceprotectionorders

Copies of your existing orders relating to your parish/town are also enclosed.

A questionnaire has been attached for your responses. It is important that we receive the views of your local community so as to ensure that we can evidence that the appropriate controls are in place.

I would appreciate if the completed questionnaire is emailed to Andrew Weaver at andrew.weaver@newark-sherwooddc.gov.uk or posted to the District Council at the above

address by no later than **31st April 2021**. I hope that this will allow you to discuss this matter at your next council meeting and provide a response.

If you require any additional information on the controls available or any other matters relating to this matter, please contact Andrew Weaver at the above address.

Yours sincerely



Alan Batty
Business Manager Public Protection

Consultee:			
Contact details:			
*please tick your answer	Yes	No	Additional Comments
Are you aware of the terms of existing dog related control PSPOs in your Parish?			
Do you agree with the terms?			
Is the existing PSPO's effective?			
Has the Parish Council received any complaints about its PSPO's? If so, please say what these have been?			
Have the Parish Council received any queries or complaints about equality in relation to the controls in place as part of the Order?			
Have the Parish Council received any			

<p>complaints from people who require assistance/guide dogs? This is of particular relevance to areas where a Dogs on Leads Order is in place.</p>					
<p>Does the Parish Council deem it necessary to retain its existing dog control PSPO?</p>					
<p>Does the Parish Council believe it is necessary to rescind any PSPO's? If so, please say which, and provide explanation.</p>					
<p>If you have had reports of dog related nuisance in the last 12 months, please give brief details:</p>					
<p>On a scale of 1 to 5 how big a problem do you think this is? 1 being nil impact and 5 being severe</p>	<p>1</p>	<p>2</p>	<p>3</p>	<p>4</p>	<p>5</p>
<p>Any further comments:</p>					



Marion Fox Goddard
Parish Clerk
Fernwood Parish Council

16 February 2021

Dear Marion

Re: Fernwood Central Public Open Space Management

Further to correspondence dated 14 July 2019, requesting BDW consider the transfer of public open space within the Fernwood development to either NSDC and or Fernwood PC, I respond as follows.

BDW and FPC have met on several occasions over the past few years and discussed the current management arrangements for the completed development and explained that the open space areas are managed by Firstport; formally Peverel OM.

The management arrangements are subject to an agreement signed between the former David Wilson Homes Ltd and Peverel OM Ltd (27 June 2003). The agreement governs the management of the POS and communal areas, and provides for the grant to Firstport of a Management Lease of the "Communal Areas" which are the internal and external common parts of the development, which do not form part of any plot. The Lease is for a period of 999 years at a peppercorn rent and premium of £1.

Notable clauses within the Agreement and Lease oblige Firstport (formally Peverel OM) to supply on demand copies of accounts in relation to the management of the POS and communal areas. In addition, Firstport cannot use the POS or communal areas for anything other than POS and Communal areas and in accordance with the terms of the lease and the plot transfers.

Under the terms of this Agreement (which was signed by David Wilson Homes Ltd, a group company of BDW Trading Limited) BDW Trading Ltd are tied to this agreement and are obliged to grant the lease at the end of the development (sale of the last property and completion of any works to the development). BDW, as freeholder of the land, is able to terminate the agreement if Firstport are in breach of any of the terms of the Management Lease or in breach of the obligations on the manager within the plot transfers or plot leases.

The Section 106 Agreement dated 3 February 1999 includes clauses which could enable the transfer of the freehold of the woodland, parkland and open spaces areas to NSDC upon request by David Wilson Homes Ltd (now BDW Trading). However, due to the terms of the Agreement and Management Lease, NSDC would be bound by the terms of the Lease and could only remove Firstport if they are found to be in breach of the terms of the Lease or the terms of the plot transfers and leases in relation to the management obligations. They could not undertake any management work themselves.

North Midlands

2 Horizon Place, Mellors Way, Nottingham Business Park, Nottingham NG8 6PY
T: 0115 900 7550 • W: barratthomes.co.uk • dwh.co.uk

In Summary

- Firstport are obliged to maintain the Open Space and Communal Areas for Fernwood Central as determined by the Management and Sale Agreement 27 June 2003.
- Firstport can only be removed if they are found to be in breach of the terms of the agreement, lease or management provisions in the plot transfers/leases.
- BDW can offer to transfer the freehold of the open spaces and communal areas under clauses contained within the 3 February 1999 Section 106 Agreement. However, NSDC will be bound by the terms of the Management Lease.

It should be noted that the new Fernwood North development, which is currently under construction will have all of the recreational and open space areas transferred to NSDC.

I trust the forgoing provides an understanding of the legal position in relation to the Open Space and Communal areas for Fernwood Central and the position of BDW Trading.

Yours sincerely



Trevor Rockley
Technical Director
North Midlands Division

**Item
46d**

On Wednesday, February 17, 2021, 7:55 am, GRAY, Susan <GRAYSJ@parliament.uk> wrote:

Good morning Marion,

You will have seen the collective response we received from Trevor Rockley.

I remain unsure as to why Robert's original contact was not responded to and note that they have replied to you direct in response to a letter from Robert which for us is absolutely not a problem but a rather unusual practice.

I appreciate we are no further forward but by all means do come back to us if required.

Hope you are keeping well and please take care,

Sue



Mrs Sue Gray

Office of Rt Hon Robert Jenrick MP

Member of Parliament for Newark
29a, London Road, Newark, Nottinghamshire, NG24 1TN
Tel: 01636 612837 | W: www.robertjenrick.com



5 Forest Court, New Ollerton, Newark, Notts.,
NG22 9PL
Ex Dir@ 01623 861769
jackieinsley@sn-ca.org.uk
www.citizensadvice.org.uk

Marion Fox Goddard
Parish Clerk
Fernwood Parish Council

Our Ref: JI/JH
22nd February 2021

Dear Sir/Madam

Re: Funding

On behalf of Citizens Advice Sherwood & Newark Trustee Board, I would like to thank Fernwood Parish Council for their Funding of £500.

Your help and support is greatly appreciated.

Yours faithfully

Jackie Insley

Jackie Insley
Chief Officer for and on behalf of Citizens Advice Sherwood & Newark Trustee Board