



MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING
held on 16 July 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: N. Mison (until item 114)

County Councillor: K. Walker (District and County Councillor) (until item 114)

Clerk: Marion Fox Goddard

104. Public Forum

Three people attended the public forum.

Speed Humps - A representative of Via East Midlands is visiting the site on July 23rd to discuss this.

105. Apologies for absence

None

106. Declarations of interest

None.

107. Approval of the minutes of the meetings on 18th June 2018

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

108. Councillors & Clerk Reports

Councillor J. Weale

Believes we should talk to NCC about the lack of road infrastructure and lobby against the new builds as the development meeting didn't make a difference. Requested that Councillor Cottee meets with Fernwood Parish Council. *Councillor Walker to ask if someone from NCC will do so. Councillor Mison will try to get feedback on the next development meeting.*

Councillor D. Harrison

Reported that there are 2 mobile homes and a caravan at the scrap yard now and a sheet has been put up to conceal the entrance. *Councillor Walker agreed to report this to NCC.*

Councillor H. Micah

Is working on the risk register and this will be ready before the next meeting.

Reported that he and the clerk had visited Bantycok and observed the explosions and mining. One of the largest employers in Newark. NCC monitors. Open for other visitors to visit and observe. Offered device to measure explosion impact. *Clerk to ask for device to be put on the village hall so the Parish Council can see the evidence of impact of the explosions. Clerk to request clarification on route lorries are being told to take by NCC.*

Clerk's Report	Agenda Item
LCP properties have asked how much the Parish Council would offer for the car park and what it'd be used for. Agenda item (112) for this meeting.	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. Reminder NSDC 20/3/18, still awaiting feedback.	17/147c
Development meeting – Clerk has contacted NSDC about next meeting - awaiting feedback.	6
Scrapyard - This is under investigation. No further progress to report at this stage.	6
Dog exclusion order in the play area request has been submitted to NSDC. This is going through the process to be implemented.	15b
CCTV costs for Hollowdyke Lane have been requested. No feedback to date	28
Via have suggested that residents commission reporting on noise and structural damage to prove there is a problem with speed humps. A letter has been sent from the Parish Council to Via detailing the distance between the house affected and the speed hump along with the Department of Transport guidance on traffic calming. Via have suggested a site meeting which will be w/c 23 July.	40
Dog Poo bins – quotes have been received for emptying the new bins. FirstPort have agreed for the bins to be installed in areas that they maintain. Awaiting feedback from NCC on whether we can have a bin on a pavement that they look after.	44
Councillor Micah and Clerk visited Bantycok Quarry on July 5 th . This included a planned explosion, so the noise and dust could be witnessed.	73
Village hall insurance has been renewed.	91d
Clerk has written to NCC to request a bus shelter and bench near the Tawny Owl – NCC have said that although numbers of passengers are sufficient, there is no budget to pay for this. Clerk has asked for details of the costs.	84
A survey has been done to investigate whether regular users need the curtain in the main hall. Early feedback suggests not.	91
Clerk has contacted Terry Donovan and he would be happy to name the close where the 3 bungalows will be built after the nurse as suggested. He will suggest this to NSDC.	102e

109. County Councillor and District Councillors

Councillor Mison

Has asked for another litter pick to be done at the business park and the A1 verge as it is attracting rats. Asked clerk to double check that the new dog poo bins won't be too far from the collection route for NSDC to empty.

110. Planning

a. Applications considered

18/00526/RMAM Amended	Planning Application: Reserved matters submission for 1050 residential dwellings public open space, sports provision, allotments and associated infrastructure.	Land North And East Of Existing Fernwood Development Fernwood Newark 18/00953/FUL	Votes For: 0 Against: 7 Reasons: Lack of highways infrastructure, potential use of management company
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Clerk to send feedback to NSDC.

b. Decisions to noted

18/00103/FULM	Development of a 4FE secondary school, 230 place sixth form, sports hall, external play facilities, access and car parking field reference number 5568 land off cross lane fernwood	Application permitted full planning permission major
18/00637/FULM	erection of 3 commercial units along with associated car parking and landscaping, plot n cross lane fernwood business park	Application permitted full planning permission major

111. Finance

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

b. Income	Total £
Regular Hire (year to date)	5327.15
Other Hall Hire (year to date)	2009.90
Commission	97.73
Entertainment night takings	276.00
Precept	35,158.50
VAT Rebate	0.00

c. Expenditure since last meeting under delegated powers/previously agreed expenditure					
Payee	Budget Area	Net £	VAT £	Total £	Payment Method
	Salaries (June)			3565.07	SO/BACS
Parish Council					
1&1	Email	1.99	0.40	2.39	BACS
Apogee	Photo copying/printing	380.93	76.19	457.12	BACS
ACS	Stationery	134.05	26.81	160.86	BACS
Via East Midlands	Signage	1950.00	390.00	2340.00	BACS
BNP Paribas	Printer/copier rental	225.70	45.14	270.84	BACS
ST Property Maintenance	Grounds Maintenance	120.00		120.00	BACS
Village Hall					
Ian MacGregor	Entertainment			140.00	BACS

Miller Freeman	Boiler service	183.52	36.70	220.22	BACS
RB Wholesale	Cleaning products	87.81	17.57	105.38	BACS
Blue Castle	Waste disposal	122.40	24.48	146.88	BACS
Hirer	Bond repayment			100.00	BACS
SSE	Gas	1316.96	65.84	1382.80	BACS
SSE	Electricity	2177.57	108.87	2286.44	BACS
Amazon	Individual Items (remote control)	14.57	2.92	17.49	BACS
Securetec	Emergency lighting	127.34		127.34	BACS
Securetec	Alarm servicing	305.00		305.00	BACS
Marion Fox Goddard	Expenses (mileage)	26.55		26.55	BACS

d. Expenditure	Budget Area	Net £	VAT £	Total £
Legionella Risk Assessment	Water safe	235	47	282
Outdoor electric socket	Individual items Village Hall	50	10	60

The Councillors resolved unanimously to proceed with the purchase of the Legionella Risk Assessment. Proposer: M. Hartley, Seconder: J. Weale. *Clerk to organise.*

The Councillors resolved unanimously to proceed with the purchase of an outdoor double socket up to the cost of £100. *Clerk to get revised quotes including lockable cover and proceed with purchase and installation.*

112. LCP Properties

Clerk to ask LCP Properties how much they want for the carpark.

113. Land Ownership

Councillor Smith suggested that we contact local land owners to discuss land purchase and that the Council consider doing a proposal for the Parish Council maintaining the open areas of the development to the north of Fernwood. The Councillors agreed that this would be a good idea. *Clerk to arrange meetings with land owners and work on maintenance plan.*

114. Policies

- a. **General Data Protection Regulation Policies** – The Council unanimously approved all the policies for GDPR. (Prop. Cllr Branston, Sec. Cllr Hartley). *Clerk to publish on the website and action policies.*
- b. **Safeguarding Policy** – Councillor Hartley advised separate safeguarding policies are required for children and adults and the Care Act needs to be taken into consideration. *Clerk to do more research and produce revised policies, Councillor Hartley to aid where necessary.*

- c. **Helium Balloons/Sky Lanterns Policy** - The Council unanimously approved the Prohibition of Sky Lanterns and Helium Balloon policy with the addition of a definition of sky lanterns. (Prop. Cllr Branston, Sec. Cllr Harrison). *Clerk to amend, publish, action policy communication requirements and write to Barratt David Wilson Homes to request that they adopt a similar policy.*
- d. **Policy Review Schedule** – Since the draft schedule was written the Personnel Committee have set a schedule for reviewing policies relating to personnel. The Council agreed that the clerk should update the schedule and then the Council will work to this schedule on an ongoing basis.

115. Letter to the Housing Minister

The Councillors agreed that this letter should be sent (option 2) but with revisions. *Councillor Branston will revise the letter and then agree with councillors via email so the letter can go out as soon as possible.*

116. Digital Recording of Meetings

The Councillors agreed to not record meetings.

117. Village Hall Management Group

The Councillors agreed to delegate decisions with respect to the village hall to the Village Hall Management Group as long as the group is quorate, and purchases are kept within the village hall budget. *Clerk to update the Terms of Reference for the group for approval at the September meeting Parish Council.*

118. Correspondence

- a. **Email re. Water on Fernwood Park** – The Councillors agreed that this would not be a viable idea for a number of reasons: park not owned by the Council, land access, cost of supply and management. *Clerk to respond.*
- b. **Letters – from pupils of Chuter Ede Fernwood thanking the Parish Council for funding their trip to the holocaust centre** – the Councillors were very grateful for these letters. *Clerk to email a thank you to the school.*

Meeting closed at 9.30pm