



**MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING  
held at 7.00 pm on 16 JANUARY 2017  
at the Fernwood Village Hall, Rubys Avenue, Fernwood**

Present: Councillors: D Harrison, P Murray, B Smith (Chair), J Weale, M Weale

District Councillors Mison & Walker and County Councillor Saddington  
(Part)

Clerk: Marion Fox Goddard

In Attendance: 2 members of the public

**1. Public Forum**

One member of the public explained he was attending the meeting to see how a council meeting runs.

**2. Apologies for absence**

None

**3. Declarations of interest**

Item 14h Complaint to Parish Council - declaration of interest Jim Weale, Mollie Weale, Barry Smith.

**4. Approval of the minutes of the last meeting of 21<sup>st</sup> November 2016**

Minutes were approved as an accurate record of the meeting and were signed by the Chair.

**5. Councillors & Clerk Reports**

*Councillor M Weale*

Nothing to report

*Councillor J Weale*

NHS IVF Consultation – Cllr J Weale was to respond

*Councillor Harrison*

The new roads (Staple Lane) don't have signage for Fernwood. Cllr Harrison suggests clear signage to Fernwood is required. To be added to the February agenda for full discussion and decision on how to proceed.

*Councillor Smith*

Road ramp replaced just before Christmas. Much less noise now. Resident happy with result. Very good result overall. Cllr M Weale suggests it should be done to them all. Cllr Smith thinks this may be done over time as required.

Gritting – raised on Facebook and advertiser have asked for a response. Parish Council follows NCC guidelines. Clerk to look into and respond.

*Councillor Murray*

Consultation on the Community Infrastructure Levy – Cllr Murray drafted and circulated a response in November whilst on holiday. Councillors didn't receive the email.

*Clerk*

|   | <b>Agenda<br/>Item</b> |
|---|------------------------|
| <i>Pension scheme for employees – forms have been completed and sent to the Notts LGPS for enrolment in the scheme. Additional information sent for the Assistant. NCC LGPS have acknowledged receipt of this information and will be sending out more information/forms for us to complete shortly. Additional paperwork has now been received, completed and returned to the administrators of the scheme</i> | <b>16/14</b>           |
| Archive of Parish Council Paper minutes ongoing as time permits   | <b>16/19</b>           |
| Review of Standing Orders and Financial Regulations – On the January Agenda for Discussion/Approval   | <b>16/20</b>           |
| Email with regard to the litter on the slip road has been passed to the Highways Agency – still awaiting a response   | <b>16/46</b>           |
| Process for reporting issues to the relevant authority to be put on the website with the relevant contact details. Assistant Clerk has this in hand, further report will be provided at a later date  | <b>16/46</b>           |
| Planning meeting with other Parish/Town Councils and District Councillors, being arranged   | <b>16/46</b>           |
| Additional bank accounts are in the process of being opened with Unity trust. Transfer of monies to reserve accounts has been actioned. Monthly bank reconciliation now shows the reserve accounts.   | <b>16/48e</b>          |
| 3 football teams have been informed of the hire rates for the flood lights following the decision made on the 21 <sup>st</sup> November   | <b>16/49b</b>          |
| Torch for the flood light trolleys has been purchased and it is now attached to the trolley.  | <b>16/49c</b>          |
| All approved policies are now published on the website  | <b>16/50</b>           |
| Revised terms and conditions are now in place for new bookings. All regular hirers have been contacted and revised contracts being signed. Assistant Clerk is chasing those that have not yet been returned.  | <b>16/51</b>           |
| Microsoft 365 licence purchased – and has been installed on office machines   | <b>16/52a</b>          |
| Arnold Baker on Local Council Administration – this has now been received and installed. If any Councillors would like access to this book, please speak to the Clerk/Assistant Clerk for the details   | <b>16/52b</b>          |
| New shredder for the office has been purchased and is being well used   | <b>16/52c</b>          |
| Further Councillor resignation notified to NSDC. Notices placed on notice boards and website. 4 names have been received to fill the vacancy, this is on the January Agenda for Discussion/Approval   | <b>16/54</b>           |
| Citizens Advice AGM – response to invitation sent   | <b>16/55a</b>          |

## 6. County Councillor and District Councillors Report

*Cllr Mison*

Nothing to report

*Cllr Walker*

Balderton Parish Council discussing safer neighbourhood 17/1/17. Meetings will be arranged with liaison between Cllr Mison and Cllr Smith.

*Cllr Saddington*

Safer Nottinghamshire Board – encourages Fernwood Parish Council to respond.

Grit – Cllr Saddington gave a speech at Nottinghamshire County Council and has copied it to the Advertiser. She questions NCCs scoring of Fernwood 15/90 and wants Fernwood PC to take action.

## 7. Planning

|                              |   |   |
|------------------------------|---|---|
| <a href="#">16/02091/FUL</a> | Dale Way (30)   | Householder application for proposed single storey rear kitchen extension - SUPPORTED               |
| <a href="#">16/02191/HRN</a> | Along East Side Of Hollowdyke Lane South Of Railway Line    | Removal of 15m section of Hedgerow H24 to enable construction of twin trunk water mains - SUPPORTED |
| <a href="#">16/02192/HRN</a> | Along East Side Of Hollowdyke Lane South Of Railway Line    | Removal of 15m section of Hedgerow H25 to enable construction of twin trunk water mains - SUPPORTED |
| <a href="#">16/02193/HRN</a> | Along East Side Of Hollowdyke Lane South Of Railway Line    | Removal of 15m section of Hedgerow H27 to enable construction of twin trunk water mains - SUPPORTED |
| <a href="#">16/02194/HRN</a> | South East Side Of Staple Lane (south West Of Jericho Road) | Removal of 15m section of hedgerow H32 to enable construction of twin trunk water mains - SUPPORTED |

a) Claypole Judicial review –Claypole Parish Council have requested the Fernwood Parish Council contribute half of the cost. Resolved, by majority, not to contribute Claypole PC costs.

Clerk to write to Claypole to inform them of the decision and that Fernwood PC would still like to work with them.

## 8. Finance

a. Bank reconciliation for the year to date was agreed and signed.

b. Items of expenditure paid by Direct Debit/Standing Order

| Expenditure        |                                 |         | VAT    | Total   |
|--------------------|---------------------------------|---------|--------|---------|
| HSS                | Miscellaneous Maintenance items | £130.07 | £26.01 | £156.08 |
| Severn Trent Water | Utilities - Water               | £40.82  | £0.00  | £40.82  |

| <b>Expenditure</b> |   | <b>VAT</b> |         | <b>Total</b> |
|--------------------|---|------------|---------|--------------|
| 1&1                | Subscription - 1&1 Village Hall Website Hosting | £5.98      | £1.20   | £7.18        |
| RB Wholesale       | Cleaning - Products                             | £26.85     | £5.37   | £32.22       |
| Dustbusters        | Cleaning Services                               | £40.00     |         | £40.00       |
| PRS for Music      | PRS - Music License                             | £333.70    | £66.74  | £400.44      |
| PHS Group          | PHS Waste                                       | £195.25    | £39.05  | £234.30      |
| Blue Castle Waste  | Trade Waste - Village Hall                      | £69.50     | £13.90  | £83.40       |
| 1&1                | Subscription - 1&1 Village Hall Website Hosting | £1.99      | £0.40   | £2.39        |
| Corona Energy      | Utilities - Gas                                 | £250.62    | £12.53  | £263.15      |
| Miller Freeman     | Boiler Maintenance                              | £1,174.69  | £234.93 | £1,409.62    |
| HMRC               | PAYE  | £354.93    | £0.00   | £354.93      |

noted

c. Items of Expenditure to be approved

| <b>Expenditure (BACS)</b> |  | <b>VAT</b> |         | <b>Total</b> |
|---------------------------|--|------------|---------|--------------|
| NSDC                      | Building Modifications - Professional Services | £1,540.00  | £308.00 | £1,848.00    |
| Marion Fox Goddard        | Village Hall Staff Expenses                    | £14.40     | Nil     | £14.40       |
| Caron Ballantyne          | Parish Council Staff Expenses                  | £77.70     | Nil     | £77.70       |
| Caron Ballantyne          | Stationary                                     | £2.30      | Nil     | £2.30        |
| Caron Ballantyne          | Postage  | £6.69      | Nil     | £6.69        |
| Caron Ballantyne          | IT   | £49.99     | £10.00  | £59.99       |
| Greenberry Electrical     | Electrical Maintenance                         | £441.00    | £88.20  | £529.20      |

Resolved that these were all approved

## 9. Standing Orders and Financial Regulations

Resolved unanimously that these were both approved. To be published on website.

## 10. Precept

Resolved unanimously to request a precept of £75.05 per Band D property from Newark and Sherwood District Council (the same as 2016/7).

## 11. CCTV

In light of antisocial behaviour and damage/theft at the One Stop Shop, a review of the CCTV provision and current CCTV signage is considered necessary.

Resolved unanimously to ask the clerk and assistant clerk to investigate specification, costs and possible improvements, once locations have been provided by Councillor Smith.

Resolved unanimously to pay for the provision of signs stating CCTV in operation.

## 12. Parish Councillor Vacancies

Four Fernwood residents have put their names forward for the 2 vacancies.

Resolved unanimously to request an expression of interest from each candidate including why they are interested and what they would like the Parish Council to achieve in the next 12 months, including their skills. To be followed by informal interview process.

Clerk to look into formula for number of parish councillors needed.

## 13. Training

Regarding the checks the caretaker makes on the equipment at Dale Crescent.

Resolved unanimously for the clerk to organise relevant training.

## 14. Correspondence:

- a. Letter from Robert Jenrick with regard to Broadband - noted
- b. Safer Nottinghamshire Board - Rural Crime Action Plan Consultation – deadline extended to 15<sup>th</sup> February – All councillors to respond.
- c. Revised Charges from Danwood for Copiers - noted.
- d. Submission of Nottinghamshire Minerals Local Plan - noted
- e. Nottinghamshire Police and Crime Commissioner Paddy Tipping seeking public's views on policing priorities – All Councillors to respond.
- f. Provisional local government finance settlement: England, 2017 to 2018 – Referendum Principals not extended to Parish Councils - noted.
- g. Nottingham and Nottinghamshire Sustainability & Transformation Plan (STP) - noted
- h. Complaint to the Parish Council - about the contemptuous disregards for the victims in the recent Standard Board investigation – Not quorate due to declarations of interest so carry forward to the February meeting.
- i. Chuter Ede Holocaust section 137 funding application – Resolved unanimously to approve this application.
- j. Email from NSDC re Village Hall signage – noted. Clerk to meet with NSDC.
- k. Email NHS Mansfield and Ashfield Clinical Commissioning Group – Consultation on limiting medicines available on prescription - All councillors to respond.

Meeting closed at 21:00pm