



MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING
held on 26th April 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

County & District Councillor: Keith Walker (left during item 55)

Clerk: Marion Fox Goddard

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

48. Public Forum

1 person joined the meeting to watch the proceedings.

49. Apologies for absence

None.

50. Declarations of Interest

None.

51. Approval of the minutes of the Parish Council meeting on 15th March 2021

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

52. Councillors & Clerk Reports

Councillor Newton – Apologised for the delay in tidying up the flower bed outside the village hall and explained that he has been waiting for some rain to soften the ground.

Councillor Smith – Attended the Residents Association AGM on April 11th. As no-one else offered to take the Chairperson role, he put himself forward and was duly voted in. The meeting on April 25th was not quorate so no decisions were made. Hopes to build the Residents Association up again.

Clerk's report	Agenda Item
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. Clerk has raised this with NSDC and there is a commitment to get this moving again.	19/287b
Clerk wrote to Barratt David Wilson Homes requesting the transfer of the open spaces in central Fernwood as per the section 106 agreement. BDWH have agreed to move	21/46c

forward this and met with Newark and Sherwood District Council (NSDC). They committed to providing NSDC and the Parish Council with a plan of which spaces are still in their ownership that can be transferred and paperwork regarding the terms that will be have to be transferred by the end of May. NSDC aim to take this to their committee in June for a decision (should this meeting date be missed, we will have to wait another 3 months). On receipt of the plans, Clerk will arrange a meeting with Fernwood Parish Council's legal advisors to discuss this. See item 62b.	
Derry's woodland purchase - Still 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 held with Nottinghamshire Wildlife Trust and Mark Speck will send a report to the Council with recommendations on how to enhance the area for wildlife.	21/30
Covid 19 Update – The village hall reopened on April 12 th to permitted activities. We will continue to follow Government guidance and allow users back in as permitted.	20/33
Signage regarding dogs on leads – new sign for the village hall fence has been delivered.	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. Clerk has met with Via to obtain a more accurate costing – awaiting feedback. Met with another electrician on April 21 st , awaiting quote.	20/114g
Antisocial Behaviour – The Parish Council received 2 reports of eggs being thrown at homes on March 28 th . The Clerk contacted the antisocial behaviour team who subsequently visited shops in Fernwood and Balderton to request that eggs are not sold to youths.	
The April issue of the Gazette was distributed to all households and businesses at the end of March.	
Fernwood Trail – This was discussed at the Village Hall Management Group on April 12 th . We have emailed stakeholders in Fernwood to invite them to join a project group to work on this.	21/36
Parish Council Meetings – A microphone, camera and USB extension leads are on order to enable the Parish Council to hold hybrid meetings (virtual and at the hall). A legal case was held on April 21 st seeking to allow virtual council meetings to continue after 6 May as there is a fear over the potential effects on attendees' health if they are required to attend all meetings face-to-face – still awaiting the outcome to be announced.	21/45
NSDC has confirmed the following street names on the Larkfleet Development: Blyton Close, Brumpton Gardens, Dakota Drive, Goxhill Place, Hemswell Grove, Meteor Way, Millington Place, Sandtoft Close, Wigsley Way, Woodhall Lane	20/146

53. County Councillor and District Councillors Reports and a vote of thanks to County Councillor Keith Walker for his service to the Parish of Fernwood

Cllr Walker thanked the Fernwood Parish Councillors for their friendship and explained he will continue to attend Parish Council meetings as a District Council representative. Also confirmed that Cllr Cullen and himself will continue to remind Saint-Gobain Formula/British Gypsum that we would like to pursue the idea of extending Cross Lane toward the Southern Relief Road.

Cllr Smith thanked Cllr Walker for all his work as a County Councillor, which has been very helpful with lots of things being achieved over the years he has been representing Nottinghamshire County Council at Fernwood Parish Council meetings.

54. Finance

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

**Bank Reconciliation
Fernwood Parish Council**

Period Ending 31-Mar-21

Prepared by: *Marion Fox Goddard, Clerk*

Date: 01 April 2021

Approved by:

Date:

Balance per bank statement as at 31-March-2021

	£	Total £
TSB Current Account - Parish Council	£21,026.18	
TSB Reserve Account - Parish Council	£60,352.93	
Unity Trust - Parish Council	£50,657.92	
TSB Current Account - Village Hall	£2,232.67	
TSB Reserve Account - Village Hall	£7,162.34	
Unity Trust - Village Hall	£14,500.33	
Nationwide	£83,573.71	
Clydesdale and Yorkshire	£85,000.00	
Petty Cash	None held	
		324,506.08
Less: any unpresented cheques/BACS payments at 31-March-2021		£0.00
Add: any unbanked cash / cleared cheques at 31-March-2021		£58.50
Net bank balances as at 31-March-2021		<u>£324,564.58</u>

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

CASH BOOK

Opening Balance	£116,643.37
Add: Receipts in the year	£296,663.76
Less: Payments in the year	£88,742.55
Closing balance per cash book as at 31-March-2021	<u>£324,564.58</u>

Ringfenced Amounts in the Parish Council Reserve Account/CIL

CIL	£189,130.76
General Reserve	£60,352.93
	£249,483.69

b. Income 2020/21	£
Regular Hire	6589.40
Other Hall Hire	476.50
Commission	363.84
CIL	192,320.76
Covid/ Business Support Grant	20,269.21
Feed in tariff	1545.33
Precept	70,008.00
VAT Rebate	4182.05
Interest	763.67
Advertising income	145.00
Total	296,663.76

c. Expenditure since last meeting under delegated powers/previously agreed expenditure					
Payee	Budget Area	Net £	VAT £	Total £	Payment Method
	Salaries (April)			4597.69	BACS
Parish Council					
Kirk and Bills	Individual items (dog bin installation)	98.00	19.60	117.60	BACS
Leicestershire ALC	Training course	40.00		40.00	BACS
Primeprint	Newsletter publication	395.00		395.00	BACS
SLCC	Training course	410.00		410.00	CARD
Unity	Bank charges	18.00		18.00	BACS
Zoom	Online meeting platform	14.39		14.39	CARD
Village Hall					
1&1	Email provider & domain	7.98	1.60	9.58	BACS
Brighter Bills	Mobile Phones	27.98	5.60	33.58	BACS
Lightning Strike	Lightning Protection Test	120.00	24.00	144.00	BAC
Guardian	Legionella Management	174.50	34.90	209.40	BACS
Securetec	CCTV recorder and digital camera	700.00		700.00	BACS
Securetec	Fire Alarm Panel Test/Batteries	175.00		175.00	BACS
Securetec	Emergency Lighting Test	65.00		65.00	BACS
Unity	Bank Charges	18.00		18.00	BACS
Viking Electrical	PAT Testing	150.00	30.00	180.00	BACS
Waterplus	Water	70.65		70.65	BACS

d. Items of Expenditure considered

Expenditure	Budget Area	Total £	Decision
i. Parish Council Insurance Renewal	Insurance	286.23	Unanimously agreed. Prop.: R. Cullen, Sec.: J. Weale
ii. RCAN membership	Subscriptions	114.00	Unanimously agreed. Prop.: M. Weale, Sec.: J. Newton
iii. Bike Racks	Village Hall – Individual items	82.80	Unanimously agreed. Prop.: J. Weale, Sec.: H. Micah

Clerk to organise purchase of items i - iii and check with NSDC that they are happy for us to install the bike racks.

e. Financial year end

- i. The Councillors noted the internal auditor's report.
- ii. Annual governance statement 2020/21 - The Council unanimously resolved to accept the annual governance statement and this was duly signed by the Chairman. Prop.: H. Micah, Sec.: R. Cullen .
- iii. Financial return for the year 2020/21 - – The Council unanimously resolved to accept the financial return and this was duly signed by the Chairman. Prop.: M. Weale, Sec.: D. Harrison.

Clerk to sign the annual governance statement and send the paperwork for external audit in addition to setting dates for the exercise of public rights.

55. Planning and Licensing

a. Planning applications considered:

21/00593/ADV	Land At Balderton Hospital Great North Road Fernwood	Erection of signs; 1 x 1900mm x 2570 on 5.0m posts, 4 x 400mm x 500mm, 2 x 1900mm x 2570mm Main signs, 1 x secondary sign 900mm x 600mm on 1.3m posts, 1 x billboard 9000mm x 3500mm on 7 x 2650mm posts (total height 7000m), 6 x flags including poles	The Council agreed to support this application. Prop.: .: R. Cullen Sec: H. Micah (6 votes for, 1 vote against)
21/00597/FUL	Unit 5 Rubys Avenue Fernwood	Change of use from cafe/bistro to hot food takeaway and installation of extraction duct	The Council unanimously agreed to support this application. Prop.: .: J. Weale Sec: J. Newton
21/00746/HOUSE	44 Youngs Avenue, Fernwood	Remove 1m fence, erect 1.8 meter fence.	The Council unanimously agreed to support this application. Prop.: M. Weale Sec.: H. Micah

Clerk to send feedback to NSDC including a request for a condition to be added to [21/00593/ADV](#) to require the developer to remove the signage as soon as the sales office is closed/last house sale completion.

56. Policy Review

a. New policies that were considered

Village Hall Environmental Policy - The Councillors unanimously agreed to adopt this policy. Prop.: H. Micah, Sec.: R. Cullen.

b. Documents reviewed

- i. Village Hall Risk Assessment
- ii. Dale Crescent Risk Assessment

The Councillors unanimously agreed that no changes were required to items i to ii. Prop.: H. Micah, Sec.: J. Newton.

Clerk to publish these documents on the Council website and draft a Parish Council Environmental Policy.

57. Personnel Committee Minutes and Councillor Training Timetable

The Council noted the minutes and unanimously agreed to the training timetable.

Clerk to investigate additional courses available for Councillors, arrange Conduct Issues and Employee Relations training and Chairman training.

58. Village Hall Management Group Minutes – were noted by the Council.

59. Discussion regarding tennis court usage and non management fee paying residents of Fernwood being asked to pay an annual charge

The Councillors discussed this but the conclusion was that this is for the Residents' Association to decide on taking into consideration costs (suggesting getting costs for the last 5/10 years) and doing a proper consultation exercise with residents on options to find a way forward.

60. Discussion on how the Council should proceed in future when a period of National mourning has been announced

The Councillors agreed a policy is not required and should there be another period of National mourning, the same approach should be taken. That being; flag lowered, message on the Council website homepage and deferring publishing agendas/following the advice from the National Association of Local Councils (NALC).

61. Discussion and decision on where/how meetings will be held going forward

The Council agreed to wait to see what the outcome of last week's legal case on remote meetings before deciding how to host the Parish Council meetings on May 17th. Some Councillors expressed a desire to get back to in person meetings with the Council now having the equipment to trial hybrid meetings.

Clerk to confirm where the May meeting will be held when we have received more advice.

62. Correspondence

- a. Email from Nottinghamshire County Council regarding the [final report](#) of the independent Planning Inspector appointed to carry out the Examination of the Nottinghamshire Minerals Local Plan – noted.
- b. Letter to Barratt David Wilson Homes regarding the open spaces land transfer and their response – noted. (See Clerk's report – item 52)
- c. Email from Newark and Sherwood District Council regarding their District Wide Housing Needs Assessment 2020 – noted.
- d. Email from Newark and Sherwood District Council regarding an offer of support for volunteer litter pickers. *Clerk to promote on the Council website/local social media to see if volunteers can be found.*

- e. Emails regarding whether developers are replacing hedgerows and creating wildlife corridors. *Awaiting feedback from Nottinghamshire Wildlife Trust on this.*
- f. Email raising concerns about extension made to the outdoor area of Unit 6 – retail outlet – Prior to the meeting, the Clerk has spoken to the licensing team who suggested asking the resident to speak to the landlord to address any concerns. Also to keep a diary of any issues. *Clerk to respond.*
- g. Armed Forces Covenant Surgery Invite - Make sure that your Covenant is working for you- Councillors J & M Weale and the Clerk offered to attend. *Clerk to arrange.*
- h. Email from Via East Midlands explaining the current situation with the signage on Hollowdyke Lane – *Clerk to arrange a meeting with Via East Midlands as soon as possible to resolve this issue.*

Meeting closed at 9.15pm

Next Meeting: Monday 17th May 2021, 6pm Annual Parish Council meeting to be followed by the monthly Parish Council meeting

DRAFT