MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING
held on 18 June 2018
at the Fernwood Village Hall, Rubys Avenue, Fernwood

Present:	Parish Councillors:	D. Harrison, H. Micah, B. Smith (Chair)
	District Councillor:	N. Mison
	County Councillor:	K. Walker (District and County Councillor)
	Clerk:	Marion Fox Goddard
	Assistant Clerk:	Emma Oldham

84. Public Forum

Four people attended the public forum.

Speed Humps – Via East Midlands have advised that residents commission surveys to prove there is a problem with these. *Parishioner to provide measurement from their property to the hump. Clerk to email Via with the publication detailing these humps are not advised. Cllr Walker to ask Jo Horton to come to the next Parish Council meeting to discuss this matter.*

Water Tower – The owner of the water tower came to explain the thought that had gone into the design for 13 apartments. In particular, he detailed that he believes apartment owners will use the parking spaces through the tower as the access to the apartments is through there. It is likely that this will go to planning committee.

Public transport – A parishioner updated the Council on the work she has done to improve the bus services to Fernwood. (Presentation available with the minutes). The Councillors thanked her for her work. *Clerk to write to NCC to request a bus shelter and bench at the stop near the Tawny Owl.*

85. Apologies for absence

Apologies were received and accepted from Councillor Nigel Branston (Vacation), Councillor Mike Hartley (Work), Councillor Jim Weale (Vacation), Councillor Mollie Weale (Vacation).

86. Declarations of interest

None.

87. Approval of the minutes of the meetings on 14th May 2018

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

The Annual Parish meeting minutes were noted.

88. Councillors & Clerk Reports

Councillor J Weale (by email)

Believes a letter should be sent out to NCC and NSDC about the lack of road infrastructure with regard to the planned new builds as both councils have a duty of care towards existing residents.

Clerk's Report	**Agenda Item**
Property Management Company have been in touch and the wood work outside the village hall has been fixed. They have asked how much the Parish Council would offer for the car park and what it'd be used for. Agenda item (94) 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.	**17147c**
Signage Plum Way/Rubys Avenue – the signs are now in place. Local businesses informed that non-regulation signs may be removed.	**17/152d**
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**
Letter to NCC Highway with reference to vehicles speeding has been sent. No further progress to report at this stage.	**15a**
Dog exclusion order in the play area request has been submitted to NSDC. This is going through the process to be implemented.	**15b**
CCTV costs for Hollowdyke Lane have been requested. No feedback to date	**28**
Jo Horton, of Via, and District Councillor Keith Walker met to discuss the speed humps and the noise they cause. Via are still suggesting the residents commission reporting on noise and structural damage to prove there is a problem.	**40**
Dog Poo bins quotes - See item 99	**44**
Reviewed and agreed policies, terms of reference and procedures have been added to the Parish Council website. Terms and conditions and regular hire agreement have been updated in line with GDPR requirements.	**57, 59, 60, 62, 63, 77**
Bantycock visit arranged for July 5th.	**73**
Brown bin reminders have been added to Facebook and the Parish Council website	**74**
Parish Council insurance has been renewed.	**76d**
Annual return has been submitted to external audit with the letter explaining transfers.	**76e**
Feedback has been given to residents who had requested allotments.	**82**

89. County Councillor and District Councillors

Councillor Walker

No further on tackling the scrap yard. There is a liaison group between British Gypsum and the landfill site – offered to suggest Fernwood Parish Council be invited to send a representative.

90. Planning

a. Applications considered

18/00953/FUL	Proposed erection of 3 Dwellings	Balderton Hydro Pool, Gilbert Way, Fernwood	**Votes** **For : 3** **Against : 0**

Clerk to send feedback to NSDC.

b. **Decisions to note**

None		

91. Finance

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

b. Income	**Total £**
Regular Hire (year to date)	4021.90
Other Hall Hire (year to date)	1356.90
Commission	97.73
Entertainment night takings	200.00
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 (May)			3523.65	SO/BACS
Parish Council					
Belina Boyer	Internal audit			135.08	BACS
HAGS	Dale Green remedial works	455.00	91.00	546.00	BACS
Community Lincs	Parish Council Insurance			279.62	BACS
Asda	Petrol			16.86	CARD
Sainsbury's	Refreshments			7.04	CARD
Village Hall					
Ian MacGregor	Entertainment			140.00	BACS
Interserve	Legionella	128.26	25.65	153.91	BACS
RB Wholesale	Cleaning products	27.60	5.52	33.12	BACS
Blue Castle	Recycling bin	9.00	1.80	10.80	BACS
Blue Castle	Waste	61.92	12.38	74.30	BACS
Waterplus	Water	56.49		56.49	BACS
Nisbetts	Ashtrays	12.96	2.59	15.55	CARD

d. Expenditure	**Budget Area**	**Net £**	**VAT £**	**Total £**
Curtain service	Miscellaneous Maintenance items			365 for one year or 335 per year for 3 years
Digital recorder	Individual Items			Up to 75 inc VAT
Community Lincs Village Hall Insurance	Insurance	1561.31		1561.31
Emergency Lighting remedial work	Emergency Lighting	127		127
Dog Poo bins	For bins and installation (emptying fees from NSDC will be additional)			Up to 1400 plus VAT

The councillors resolved unanimously to proceed with the purchase of Village Hall Insurance and Emergency Lighting Remedial work. Proposer: D. Harrison, Seconder: H. Micah. *Clerk to organise.*

Assistant clerk to survey regular users to see if there is a requirement for the curtain.

Digital recorder – deferred to July meeting

Dog Poo bins see item 99.

92. Policies

The councillors agreed to defer the approval of policies and procedures with reference to GDPR and the Policy review schedule until the July meeting.

93. Section 137 Grant Application for Funding – Bomber County Gateway Trust

Resolved unanimously to give £500 to this cause. *Clerk to organise payment.*

***94.* LCP Properties**

The councillors agreed to defer this item until the July meeting. *Clerk to ask LCP Properties for maintenance and insurance costs.*

95. Safeguarding Policy for Adoption

The councillors agreed to defer this item until the July meeting.

96. Letter to the Housing Minister

The councillors agreed to defer this item until the July meeting.

97. Digital Recording of Meetings

The councillors agreed to defer this item until the July meeting.

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98. Play Park

Councillor Smith told the Council that a meeting had been held with Barratt David Wilson Homes to discuss the hand over of the land to Fernwood Parish Council. We are now awaiting feedback.

99. New Dog Poo Bin Update

The Council unanimously resolved to use Kingfisher Direct to provide and install the 4 bins. Proposer: D. Harrison, Seconder: H. Micah. Three of the bins are on land that FirstPort manage. It was agreed the Parish Council should organise installation as the cost will be covered by the precept. *Clerk to organise and get quotes from NSDC for the emptying of the bins.*

100. Gazebo Hire

The Village Hall Management Group have recommended the hire charge is increased to £50 for commercial bookings. The Council resolved unanimously to accept the VHMG recommendation.

101. Risk Register

Councillor Micah will work on this and bring to the September Parish Council meeting for approval.

102. Correspondence

a. **Bantycock Committee invite** - The Council unanimously resolved for Councillor Branston to represent Fernwood Parish Council at these meetings Proposer: H. Micah Seconder: D. Harrison.

b. **Response from Balderton Parish Council about Hollowdyke Lane** – noted.

c. **Email re. Litter in the car park** – This issue has been dealt with.

d. **Email re. Launch event: East Midlands Food and Drink Heroes** – No councillors are available to attend. *Clerk to send thanks/apologies.*

e. **Response from NSDC re. Street naming** – *Clerk to contact Terry Donovan*

f. **Email re. Apple Avenue and parking –** *Councillor Mison to look into (NSDC)*

g. **Letter from parishioner with reference to planning application 18/00953/**FUL - noted.

h. **Email from Newark and Sherwood District Council suggesting that Fernwood Parish Council consider prohibiting the release of sky lanterns and helium balloons from its own land.** The Councillors resolved unanimously to have the same policy. *Clerk arrange draft policy for July meeting and update the user Terms and Conditions*

i. **Email re. Local council Public Advisory Service services** – noted.

103. EXEMPT BUSINESS - Pay Review

Under the Public Bodies (Admissions to meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited respresentatives of newspapers be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of schedule 12A of the Local Government Act 1972.

The councillors considered a pay review for Parish Council employees.

Meeting closed at 9.45pm