MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING
held at 7.30pm on 20 November 2017
at the Fernwood Village Hall, Rubys Avenue, Fernwood

Present:	Parish Councillors:	N. Branston, D. Harrison, H. Micah, B. Smith (Chair), J. Weale, M. Weale
	Clerk:	Marion Fox Goddard
	Assistant Clerk:	Emma Oldham

157. Public Forum

No public in attendance.

158. Apologies for absence

Councillor Mike Hartley

159. Declarations of interest

None

160. Approval of the minutes of the last meeting of 9thOctober 2017 and of the extraordinary meeting on 13th November 2017

The minutes were approved as accurate records of the meetings unanimously and were signed by the Chairman.

161. Councillors & Clerk Reports

Councillor Branston

With refence to the bike racks for nearby the village hall/shops, Councillor Branston detailed that the area at the back of the village hall (near the bins) would be an option. Clerk has contacted the shop owners to see if rack could be sited on one of their external walls and we are awaiting feedback. To be discussed when we know whether the shop is an option.

Councillor Harrison

Suggested that the Parish Council should write to Balderton Parish Council to highlight the potential traffic issues that the closure of Hollowdyke Lane will cause. *Clerk to draft a letter for discussion and approval at the January meeting.*

Councillor Micah

Has attended new councillor training now and let the Council know that he had learnt about the legal implications of being a Parish Councillor and the need for minutes to be accurate.

Councillor Smith

Detailed that he had attended the NALC Annual General Meeting with Councillors Harrison, J.Weale, M.Weale and the clerk.

Detailed that he had written to Chris Attwater of FirstPort with reference to the FirstPort newsletter which misleads the village on the intentions of the Parish Council.

	Agenda Item
David Wilson Homes Signs at the entrance to Fernwood – clerk has written to Robert Jenrick to get an update - awaiting feedback.	**21**
Proposed Planning Meeting – Awaiting Cllr K Walker	**27**
Additional litter bins – NSDC contacted, awaiting information on how to progress this matter	**41**
Speech Dialler – This has been installed. Phone numbers to be added to the system now alarm glitches have been resolved.	**42b/106**
Meeting requested with owners of the retail unit – no response so far	**102**
New bank signatories updated. Form sent. Awaiting Unity Trust	**92e**
Scrapyard feedback - Awaiting Cllr K Walker	**121**
Rubys Way Parking issues - Awaiting Cllr K Walker	**121**
External Screens – all set up and working well.	**131**
Dog waste bin – A1 slip road – drill has been purchased. Caretaker has replaced.	**132**
Lamp post poppies were well received.	**136n**
Newark Community First Aid free first aid sessions in the hall rescheduled for 17/11/17. Assistant clerk has helped to promote.	**136l**
Ventilation from changing rooms – awaiting supplier	**147c**
Christmas Closure – Slimming World would still like to come in	**147d**
2 Trees have been removed on Dale Crescent – 2 new trees to be planted in November	**148**
Play equipment repairs – one quote received. Awaiting a second quote	**148**
Signage Plum Way/Rubys Avenue – this has been requested – no feedback to date	**152d**
Complaint about the treatment of the Forest School – Clerk has responded	**152e**
A meeting has been arranged 29/11/17 with NSDC to discuss section 106 agreements and the management of the land in Fernwood	**137**
Councillors Micah and Hartley have now completed their new councillor training. Cllr Branston will be attending the same course in the new year.	
Clerk suggested that to reduce the agenda size going forward, general correspondence such as The Beat, invites to National Health Seminars and items requiring no action should be forwarded to councillors by email rather than added to the agenda. *Resolved that the clerk should email such correspondence in future.*	

162. County Councillor and District Councillors Report

None

163. Planning

a. No new applications to consider.

b. Decisions to note:

Land Off Cross Lane Fernwood Business Park Fernwood NG24 3NH	Proposed Wellness Centre incorporating new vehicular access and associated car parking and boundary treatments.	Application Permitted

c. Nottinghamshire Minerals Local Plan Issues and Options Consultation

Councillor Branston agreed to read the documentation on this and prepare a draft response. Clerk to distribute this response to all councillors to ensure all councillors are happy with the feedback.

d. Community Infrastructure Levy (CIL) Notification of Recommendation

Resolved for Councillors Smith and J. Weale to discuss this with NSDC at the meeting planned on 29th November.

164. Finance

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

	Total £
b. Income	**3687.99**
Regular Hire	£1410.20
Other Hall Hire	£1186.90
VAT rebate	£1090.89

c. Expenditure since last meeting under delegated powers/previously agreed expenditure

Payee	**Budget Area**	**Net £**	**VAT £**	**Total £**	**Payment Method**
	Salaries (October)			3556.42	SO/BACS
ACS Ltd	Stationery	47.21	9.44	56.65	BACS
Malcolm Dickinson	Drill	57.08	11.41	68.49	BACS
Miller Freeman	Pipe repairs	500.88	100.18	601.06	BACS
Miller Freeman	Ventilation investigation	72.00	14.40	86.40	BACS
Blue Castle Group	Waste removal	58.96	11.79	70.75	BACS
NALC	Training			30.00	BACS
Stamps direct	Stationery	13.81	2.76	16.57	BACS
NSDC	Licencing			70.00	BACS
RB Wholesale	Cleaning supplies	35.90	7.18	43.08	BACS
Nottinghamshire Fire Safety	Fire Extinguisher	98.23	19.65	117.88	BACS
Marion Fox Goddard	Mileage/Signage			39.67	BACS
Forest Tree Farm Services	Removal of trees	440.00	88.00	528.00	BACS
NSDC	Annual Playground inspection	44.80	8.96	53.76	BACS
Dustbusters	Relief cleaning			24.00	BACS
Land registry search	Miscellaneous items			9.00	BACS
BNP Paribas	Copier Hire	175.70	35.14	210.84	BACS

d. Items of Expenditure to be approved (to be paid by BACS)

Expenditure	Budget Area	Net £	VAT £	Total £
Office chairs	Individual Items	320	64	384

Resolved that these were approved. *Assistant Clerk to arrange purchase.*

165. Assistant Clerk

Councillor Smith formally welcomed Emma Oldham to the Parish Council. The assistant clerk reported that she is settling in well.

166. Village Hall

a. The clerk detailed that the bar arrangements are working well. Resolved to proceed with the bar contract. *Clerk to arrange*.
b. The November meeting of the village hall management group was postponed to December so will report back to full council in January 2018.

167. Bonfire Night Update

Bonfire night was cancelled due to lack of volunteers. The residents' association are hoping to hold a fireworks display on 17th December if enough volunteers come forward.

168. Removal of the table/seats near park

One complaint has been received and many Facebook comments have been made about the removal of the bench and table near the park.

Resolved to send a letter of complaint to David Wilson Homes about the table/bench removal and a letter to the chief executive officer of FirstPort about lack of consultation with representative bodies.

169. Correspondence

a. We're Watching You campaign feedback – Resolved not to reply to the consultation at this stage. Assistant Clerk and Caretaker to put reminder of the signs up.
b. Letter from Robert Jenrick – Travellers' Strategy – noted.
c. EMAS New Operating Model – noted.
d. Larkfleet email and Fernwood Parish Council propose response – Resolved Clerk to reply.
e. NCC Notice of Public Participation - Statement of Community Involvement Second Review – Resolved Councillor will look at this with 163c.
f. The Beat – noted.
g. Winter Service offer – noted.
h. Request for tidy up of traffic islands and response. Resolved clerk to send a letter of complaint.
i. Public consultation on the introduction of mixed crewing and alternative crewing – Councillors to reply to online public consultation if they wish to feedback.