



MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING
held on 20th April 2020 at 7pm
Virtual Meeting via Zoom

Present: Parish Councillors: R. Cullen, D. Harrison, H. Micah, J. Newton, B. Smith
 (Chair), J. Weale, M. Weale
 District Councillor: Neill Mison (up to item 48)
 Clerk: Marion Fox Goddard

42. Public Forum

One member of the public watched the meeting but did not raise any business during the public forum.

The Chairman resolved to discussion ITEM 51a at this point of the meeting – See 51a

43. Apologies for absence

District and County Councillor K. Walker.

44. Declarations of Interest

None.

45. Approval of the minutes of the Parish Council meeting on 16th March 2020

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

46. Councillors & Clerk Reports

Councillor J. Weale – Requested an update on the repairs on the Great North Road between the Goldstraw Lane and Dale Way roundabouts.

Clerk to contact Jo Horton for an update.

Councillor M. Weale – Reported the song that Cliff has written for VE Day is very good and suggested it would be good if we could share this. Wished Councillors Ivor and Keith Walker a Happy 80th birthday on behalf of Fernwood Parish Council.

Councillor M. Weale to arrange recording of the song if possible so the Clerk can publish online.

*Councillor Smith – was unhappy with the response from Robert Jenrick (Housing Minister).
 Clerk to arrange a meeting once the Covid 19 crisis has passed.*

APRIL Clerk's report – to be included in the minutes	Agenda Item
New Play Park – Clerk has asked Matt Lamb of NSDC to discuss bringing the park provision in Fernwood North forward with Barratt David Wilson Homes. Strawsons have replied to the Parish Council regarding the land behind Lancaster Grange – see item 52	19/249a
Clerk has written to Saint-Gobain Formula/British Gypsum to pursue the idea of extending Cross Lane toward the Southern Relief Road. No feedback to date.	19/294
Printer contract – Contract signed. Waiting for normal working arrangements to resume to arrange installation.	20/9d
Fernwood North – Awaiting draft agreement from NSDC. <i>Clerk to request an update from Matt Lamb</i>	19/297e
Trade Waste – Notice has been served on current contract. NSDC collections on hold until the hall reopens.	19/309d
Long term budget – Figures have been requested from NSDC to assist with this.	19/309e
It has been established that the 2 streetlights which are out on the path between Rubys Avenue and Dale Way (through woodland) belong to Derry's. NCC are prepared adopt these if they are brought to NCC standard.	20/18
VE DAY 75 Commemoration has been cancelled.	20/21
Meeting requests – Robert Jenrick. Matt Lamb and John Robinson (NSDC). New dates to be organised after the Coronavirus restrictions have been lifted.	20/18
Great North Road (B6326) – awaiting update from Via	20/18
Complaint regarding marketing signage. Planning enforcement has asked for much of the signage to be removed. Barratt David Wilson Homes are submitting a planning application. Their staff are furloughed so cannot remove the signs at this time.	PS20/13
Empty Units on Rubys Avenue – Licensing application received for the unit previously occupied by Will's Place.	PS20/13
Highways England yet to respond re. signage to Fernwood from the A1	PS20/16
Derry's woodland – tree survey and valuation to be organised after the Coronavirus restrictions have been lifted.	20/35e
Covid 19 Update – a leaflet was delivered to every home in Fernwood for when the Covid 19 restrictions commenced so every home has the Parish Council details, should the inhabitants become isolated and not have family/friends/neighbours who can help. So far, we've had a handful of calls and been able to arrange prescription collections. NCC's HART team direct people to the Parish Council too. We also have a list of residents who have offered to help. The Parish Council phone has been forwarded to a mobile so the Clerk can attend to calls whilst working from home. The Village Hall is closed. Caretaker doing checks and maintaining the green at Dale Crescent. The builders are repairing the cracks in the changing rooms and will replace the counters if they can obtain the materials required. Legislation now in place to allow remote meetings. See item 51.	20/33

47. County Councillor and District Councillors

Cllr Mison – Reported that he has received the plans for a Toucan Crossing (pedestrian and cyclist) between the Goldstraw Lane and Dale Way roundabouts. The Parish Council should be consulted on this soon. Reported that District Council meetings have stopped apart from regulatory meetings but these we recommence in May/June. The District Council are currently working on the humanitarian response to the Covid 19 situation.

Cllr K. Walker (verbal report to the Clerk prior to the meeting) – Wished to pay his respects to Julia Smith – ‘she was brilliant and has gone too early.’

48. Finance

a. Bank reconciliations for March circulated to members previously – noted.

b. Income 2019/20 Total	£
Regular Hire	17,426.28
Other Hall Hire	9,822.07
Commission	844.76
Entertainment night takings	22.00
Feed in tariff	1,420.24
Precept	69,507.00
VAT Rebate	7,753.10
Interest	701.02
Total	107,496.47

c. Expenditure since last meeting under delegated powers/previously agreed expenditure					
Payee	Budget Area	Net £	VAT £	Total £	Payment Method
	Salaries (April)			3669.63	SO/BACS
Parish Council					
Canva	Design Software			10.63	CARD
Primeprint	Printing			385.00	BACS
Running Imp		64.89	12.98	77.87	BACS
Newark Repair Centre	Grounds Maintenance			110.38	BACS
Mister Luck	Stationery	15.33	3.07	18.40	CARD
Unity Trust	Bank Charge			18.00	BACS
BNP Paribas	Copiers and Copies	175.70	35.14	210.84	BACS
NSDC	Dog Waste Bin Collections	1,100.10	220.02	1320.12	BACS
Asda	Grounds Maintenance: Fuel	16.83	3.37	20.19	CARD
Village Hall					
RB Wholesale	Cleaning supplies	12.70	2.54	15.24	BACS
Brighter Bills	Mobile phones	27.98	5.60	33.58	BACS
1&1	Email provider & domain	7.98	1.60	9.58	BACS
Waterplus	Water	55.21		55.21	BACS
Blue Castle	Waste Collection	146.88	29.38	176.26	BACS
SSE	Electricity	701.16	35.05	736.21	BACS
Mighty Housewares	Glasses	16.07	3.21	19.29	CARD
Unity Trust	Bank Charge			18.00	BACS
NSDC	Waste Collection	99.82	19.96	119.79	BACS
PHS	Waste Collection	214.53	42.91	257.44	BACS
Lightning Strike	Lightning protection system maintenance	120.00	24.00	144.00	BACS
Trodakk Limited	Stationery	8.32	1.67	9.99	CARD

d. Items of Expenditure considered

Expenditure	Budget Area	Total £	
Zoom.us	Software	14.39 per month	Unanimously Agreed Prop.: M. Weale Sec.: J. Newton
Home working allowance	Expenses	17.57 per month	Unanimously Agreed Prop.: D. Harrison Sec.: R. Cullen
Printing costs	Printing (Clerk home printer contract)	1.99-3.49 per month	Unanimously Agreed Prop.: R. Cullen Sec.: J. Newton
Energy Review	Energy - Electricity	BG Lite quote – 3 years fixed price	Unanimously Agreed Prop.: H. Micah Sec.: J. Weale

Clerk to arrange.

49. Planning and Licensing

a. Planning and Licensing Applications considered

20/00429/AD	Land Off Dale Way & Goldstraw Lane, Fernwood	Erection of 8 Flag Pole Advertisements and 4 Pole Mounted Signs	Unanimously objected. Prop.: D. Harrison Sec.: J. Weale
19/02125/RMAM	Land North & East Of Fernwood West & East Of Spring Lane/ Hollowdyke Lane South Of A1 And West Of Railway Line Fernwood	Re-plan on part of second phase.	Unanimously supported. Prop.: R. Cullen Sec.: J. Newton
Premises licence - Music/alcohol	Unit 7, Rubys Walk, Fernwood	Micropub and café	Unanimously supported but the Councillors were concerned regarding the license being for later than 11pm (Fridays/Saturdays in a residential area). Prop.: M. Weale Sec.: J. Newton

Clerk to feedback to NSDC including a letter regarding the Council's view on the Premises licence - Music/alcohol. Clerk to put a link to the licensing application on the local Facebook page.

- b. Planning decisions made by NSDC since the last meeting which were noted.

19/02199/FUL	54 Rubys Walk Fernwood	Application for 2 storey rear and side extension	Full planning permission granted
20/00198/TPO	3 Ainsdale Close Fernwood	Works to trees protected by TPO N302 identified as part of group W4 Tree No.1 - 1 x Tilia (Lime) tree - pollarding down to approx. 12-15' (3.6 - 4.5 metres) high due to excessive blocking of light in small garden of no. 3 Ainsdale Close	Refuse Works to Tree/s Protected by TPO
20/00172/FUL	30 Phoenix Lane, Fernwood	Proposed concrete base and timber summer house	Full planning permission granted
20/00306/FUL	33 Dale Crescent, Fernwood	Householder application for proposed single storey side extension and conservatory to rear	Full planning permission granted

50. Delegation to the Parish Clerk/Responsible Financial Officer during the Covid 19 isolation period

The Council unanimously resolved to delegate decisions to the Clerk/Responsible Financial Officer during this period. This is subject to decision being required prior to the scheduled Council meetings and on the understanding that the Clerk will email all Councillors before a decision is required to ascertain their feedback. This provision is being put in place in case we get to the stage where we cannot hold a meeting with enough Councillors to be quorate (which is 3 Councillors for Fernwood Parish Council) or an urgent decision is required. Should this be necessary, the decision will be documented in the next Parish Council meeting. Proposer: J. Weale, Seconder: D. Harrison

51. Policy Review

- a. Amendments to Standing orders regarding remote meetings (this item was discussed after the public forum).

The Council unanimously agreed to adopt the suggested changes to the Standing Orders to allow the Council to conduct remote meetings. Proposer: J. Weale, Seconder: R. Cullen

- b. [Section 137 Policy](#)

The Council unanimously agreed to make no changes to this policy. Proposer: J. Weale, Seconder: R. Cullen

Clerk to add Section 137 award feedback review to the January and July meetings going forward.

- c. Risk Assessments
 - i. Caretaker lone working
 - ii. Pandemic

The Council unanimously agreed to adopt these risk assessments Proposer: M. Weale,
Seconder: H. Micah

Clerk to publish policies/risk assessments on the Council's website.

52. Correspondence

- a. Response from Strawsons regarding the land behind Lancaster Grange – noted.
- b. Response from Via on why they won't allow directional signage for shops in Fernwood – noted. *Considering this response Clerk to write to Via about other signs which 'clutter' the village.*
- c. Correspondence from Via - Proposed Parking Restrictions Cross Lane, Unnamed Road and William Hall Way, Newark (Fernwood Business Park) – postponed due to the pandemic; will be rescheduled in future – noted.
- d. Photography offer for the next Gazette – noted.

Meeting closed at 8.20pm

Next Meeting: Monday 18th May 2020, 7pm