



MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING
held at 7.30pm on 19 March 2018
at the Fernwood Village Hall, Rubys Avenue, Fernwood

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

28. Public Forum

One parishioner attended the public forum, raising 2 issues:

- Lack of buses to and from Fernwood – No buses go through the village on Saturdays and Sundays and the timing of buses for people wanting to go to/from work by bus on weekdays. *Clerk to write to bus companies to look into viability of additional services.*
- Unhappy with the letter from NSDC about reduced affordable housing in new developments. Councillors recommended that if parishioners agree, they should write to NSDC. *Clerk to add NSDC contact details to the Parish Council and Residents Association website so people can contact NSDC if they are concerned.*

Another Parishioner had emailed apologising for missing the public forum and wanting to inform the Parish Council that some residents are opposed to the outline planning consent granted to British Gypsum and that a group to coordinate efforts to lobby NCC during the consultation process has been formed. They will keep the Parish Council informed.

29. Apologies for absence

None

30. Declarations of interest

None

31. Approval of the minutes of the last meeting on 12th February 2018

The minutes were approved as accurate record unanimously and were signed by the Chairman.
Proposer: N. Branston, Seconder: M. Weale, RESOLVED unanimously.

32. Councillors & Clerk Reports

Councillor J Weale

Detailed that the development meeting held on March 15th went well, was informative and gave a greater understanding of concerns to all parties over road safety and the new school. *Clerk to copy minutes to all Parish Councillors.*

Councillor M Weale

Detailed that she had received a message asking the Parish Council to clarify that the DJ had provided all his services for Fernwood free of charge up to the second community night and requesting that if letters mention Fernwood Residents Association, for them to be copied to Fernwood Residents Association.

Councillor Hartley

Reported that he had been contacted by residents with concerns over the noise from the speed humps on Ruby's Way. Councillor J Weale detailed that the representative from NCC at the development meeting agreed to investigate the suitability of the speed humps generally in Fernwood.

Councillor Smith

Reported that Councillor J Weale, the clerk and himself had met with NSDC last week to discuss the freehold of the open spaces in Fernwood. The district council have agreed to do land registry searches for all the open spaces in Fernwood and speak to the land owner about the handing over the freehold of the land. *Clerk to copy minutes to all councillors.*

Reported that he had been contacted by a parishioner, wanting to discuss a decision made by the council at the last Parish Council meeting. As the Council made the decision rather than individual councillors, he felt it appropriate that the clerk should respond and if someone wants to question a decision, this should be done during the public forum of the next meeting rather than directly emailing a parish councillor.

The Councillors agreed that going forward anonymous letters will not be considered following guidance from Nottinghamshire Association of Local Councils. Enquiries/letters can be sent to the clerk for appropriate action and the Parish Council follows national procedures on Freedom of Information.

Clerk's Report

	Agenda Item
Additional litter bins – Clerk has met with Andy Kirk of NSDC. A new bin will be put on the bus stop on Goldstraw Lane (right hand side as you enter the village) and one on the lamp-post on Dale Way (left hand side as you enter the village). A new bin will not be put on the lay-by on the A1 slip road as it would be hazardous for staff emptying the bin and the rubbish seems to be on the other side of the road (possibly thrown out of driver side windows). However, this will be monitored more regularly and cleared as much as possible.	41
Meeting requested with owners of the retail unit – no response so far	102
Ventilation from changing rooms – The problem has been found and this has also highlighted other work that is required – quote received from contractor. Meeting planned with NSDC 20/3/18.	147c
Play equipment repairs – HAGS will be doing this work in April	148
Signage Plum Way/Rubys Avenue – awaiting signs, these are on order.	152d
A meeting was held with NSDC on 14/2/18 to discuss section 106 agreements and the management of the land in Fernwood. A follow up meeting is due on 14/3/18 to progress this.	137
Bike racks – still awaiting feedback from LCP properties. This has been chased again.	161
Balderton Parish Council invited the chair/vicechair to discuss Hollowdyke Lane. They will get back to Fernwood Parish Council with their feedback.	161
A complaint was sent to Via about the maintenance of the weeds/shrubs on Dale Way (23/11/17). No response has been received from Via.	169h
Development meeting – Scheduled for 15th March	6
Scrapyard - This is under investigation.	6
Letter to NCC Highway with reference to vehicles speeding has been sent.	15a
Clerk has emailed NSDC to obtain paperwork to request a dog exclusion order in the play area. Still awaiting feedback from NSDC; this has been requested again.	15b
Councillor K Walker is arranging a meeting with County Councillor Cottey and Jo Horton to discuss road issues around Fernwood.	21
Clerk has obtained 3 quotes for community night and Village Hall Subgroup has agreed a way forward.	25
Response letter has been sent to the parishioner who had written to express concerns over the next build and maintenance issues.	27c
Councillor Branston and the clerk are visiting Suthers School on 22 nd March.	27d
<p>Marion Fox Goddard attended a Minute Taking for Local Council course last month. Following the recommendations from the course, there will be following changes on the agenda/minutes:</p> <ul style="list-style-type: none"> - Agenda will list councillors' names - Resolutions will be detailed i.e. majority/unanimous/number of votes for:against. Proposer and seconder names will be recorded - Apologies to include a reason - Absences to be on the minutes <p>Ideas/recommendations for discussion:</p> <ul style="list-style-type: none"> - Publish bank reconciliation online – agreed. - Attendance list or book for attendees to sign in <i>Clerk to arrange.</i> 	

<ul style="list-style-type: none"> - Digital recorder for meetings (please note anyone is free to come in to record the Parish Council meetings) – <i>Clerk to get costings and look into retention</i> - Terms of reference for committees to be in standing orders – noted. - Working relationships between councillors and employees policy – <i>Clerk to add to April agenda.</i> - DBS check for caretaker – as regularly at Dale Way – <i>Clerk to investigate an overall safeguarding policy.</i> 	
<p>Nottinghamshire Association of Local Councils advice on anonymous letters/freedom of information:</p> <p>The Parish Council is not obliged to take any notice of anonymous letters. If a letter is an isolated expression of views then the council can ignore it.</p> <p>Provided there is no way of a reader identifying the author of the letter, then there wouldn't be a problem allowing sight of it under the Freedom of Information regulations. However, as well as ensuring any name, address, etc is redacted, it is worth considering whether the hand writing could identify the author to anyone who already knows them.</p>	

33.County Councillor and District Councillors

Councillor Mison

Fly tipping on Hollowdyke Lane – this is an issue which the district council are trying to tackle. If the waste is left on private land, the landowner must pay for the disposal. It would be helpful if people who find the problem report this to the council. *Assistant clerk to add a link to the Keep Britain Tidy App for reporting on the Parish Council and Fernwood Residents Association Facebook page. Assistant clerk to add a page of useful information on the Fernwood Parish Council website. Clerk to investigate CCTV costs.*

Councillor Walker

Has put the meeting with Councillor Cottee on hold for now as many of the issues were covered in the development meeting. Detailed he believes that Barratts were open to the Parish Council taking over the ownership of the land, if the Parish Councillors were cordial with them.

34.Planning

a. Applications for consideration

None		

b. Decisions to note:

None		

c. Letter from NSDC – Neighbourhood Plan Feedback – The Councillors noted NSDC's request to refer to relevant policies in the Neighbourhood Plan when making comments on planning applications.

35. Finance

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

b. Income - Year to date **Total £98832.32**

Regular Hire	17664.36
Other Hall Hire	7765.80
Commission	597.02
Entertainment night takings	150.75
Precept	69857.00
VAT rebate	2,797.39

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

Payee	Budget Area	Net £	VAT £	Total £	Payment Method
	Salaries (February)			3308.50	SO/BACS
Rosie's Helping Hands	Cleaning Services			241.00	BACS
Tapas Stuff	Uniform	51.45	25.45	61.74	BACS
Barry Smith	Expenses – Mileage, parking			3.80	BACS
Ian McGregor Entertainments	Disco			140.00	BACS
Panel Systems	Stage parts	19.50	3.90	23.40	BACS
RB Wholesale	Cleaning products	14.30	2.86	17.16	BACS
M. Fox Goddard	Mileage expenses and smoke alarms			78.95	BACS
Securetec	Intruder alarm battery			23.50	BACS
AJB air-conditioning	Ventilation service	17.00	85.00	102.00	BACS
Zoro	Trolley	27.88	139.42	167.30	BACS
Zoro	Trolley	5.33	26.66	31.99	BACS
Nightsearcher Ltd	Battery (floodlights)	26.33	131.66	157.99	BACS
Amazon	Padlock	3.88	19.39	23.27	BACS

d. Expenditure	Budget Area	Net £	VAT £	Total £	Payment Method
Tables	Village Hall Individual items	697.00	139.40	836.40	
Recycling bin 660litre	Waste (monthly charge)	39.00	7.80	46.80	

The councillors resolved unanimously to buy the tables and introduce a recycling bin.
Clerk to organise in the new financial year.

36. Staff Committee – new member

To be quorate, three councillors are required on this committee. Nigel Branston will join Barry Smith and Dee Harrison on this committee. Proposer: J. Weale, Second: M. Hartley, RESOLVED unanimously.

37. Section 137 Application for Funding - Citizens Advice

Resolved to give £400 this cause.

Proposer: J. Weale, Second: N. Branston, 6 votes in favour, 1 votes against. *Clerk to organise payment and ask for leaflets/website links for the Parish Council to promote.*

38. Village Hall

- a. Minutes of the Village Hall Management Group – noted.
- b. New Tables – agreed. (See 35d).
- c. Village Hall Free Usage Policy was adopted. Proposer: M. Weale, Second: M. Hartley, RESOLVED unanimously.
- d. Addition of a recycling bin at the village hall – agreed (See 35d).
- e. Community Night – Entertainment Review – To cover the entertainment costs, the Parish Council advised the Village Hall Management Group to consult on increasing the entrance fee to cover the costs; should the majority of respondents not want to pay more, no longer having a DJ may be need to be considered. 3 quotes for discos have been obtained and the Parish Council agreed to use Ian McGregor Entertainment should a DJ be required.

39. Correspondence

- a. NALC advice on play equipment - noted.
- b. NSDC letter to resident about affordable housing in new developments – *Clerk to add a note to the Parish Council and Residents Association Facebook pages to let parishioners who to contact, should they wish to contact NSDC about the reduction in affordable housing suggested by the developers.*
- c. Silent soldier campaign – awaiting information on whether this will go ahead.
- d. Seasonal decorations – noted.
- e. Consultation: Crime and poor performance in the waste sector - noted
- f. Local authorities' property fund – noted.
- g. Thank you from FADS – noted.

Meeting closed at 9.55pm