



**MINUTES OF THE FERNWOOD ANNUAL PARISH COUNCIL MEETING**  
**held at 7pm on 13 May 2019**  
**at the Fernwood Village Hall, Rubys Avenue, Fernwood**

Present: Councillors: R. Cullen, D. Harrison, H. Micah, B. Smith (Chair), J. Smith, J. Weale, M. Weale

District Councillor N. Mison, K. Walker

Clerk: Marion Fox Goddard

**223. To Elect the Chair of the Council and to receive the declaration of acceptance of Office**  
 Nominations were received for Councillor Smith and he was elected unanimously. The declaration of acceptance of office was duly signed.

**224. To receive apologies for absence**

Apologies were received and accepted from District Councillor Ivor Walker.

**225. Declarations of interest**

None declared.

**226. Election of Officers**

Nominations for Vice Chair were received for Councillor Jim Weale and he was elected unanimously.

**227. Appointment of Councillors**

- Personnel Committee - Committee members: Cllrs H. Micah, D. Harrison, B. Smith
- Planning and Strategy Committee - Committee members: Cllrs R. Cullen, D. Harrison, J. Smith, J. Weale
- Village Hall Management Group – Group members: Cllrs R. Cullen, J. Weale, M. Weale, Staff: Assistant Clerk, Caretaker, Clerk. Resident's Association representative: Cheryle Mack

*Clerk to reissue Terms of Reference for each of the groups.*

**228. Appointment of representatives of other bodies**

- Newark Healthcare Consultative Group (NHCJ) – Cllrs J Weale
- Neighbourhood Watch - Cllrs D. Harrison, B. Smith

**229. Review and Adopt the Standing Orders of Fernwood Parish Council**

Resolved unanimously to adopt the standing orders once amended to be gender neutral. (Proposer: Cllr R. Cullen, Seconder: Cllr M. Weale)

**230. Review and Adopt the Financial Regulations of Fernwood Parish Council**

Resolved unanimously to adopt the Financial Regulations (Proposer: Cllr D. Harrison, Seconder: Cllr M. Weale)

**231. Review existing bank signatories and recommend changes as required**

Resolved unanimously to retain Cllrs H. Micah, B. Smith and J. Weale as signatories and add Cllr R. Cullen. Previous Cllr Branston to be removed.

**232. Review the Policy Review Schedule**

Resolved unanimously to accept the schedule. (Proposer: Cllr R. Cullen, Seconder: Cllr J. Weale)

**233. Review the Asset Register and the Parish Council Insurance Policies**

The asset register was accepted. The Councillors received copies of the current Parish Council and Village Hall insurance policy. *Clerk to clarify whether we should be documenting depreciated values.*

**234. Review the Council subscriptions to other bodies**

- NALC – Nottinghamshire Association of Local Councils
- SLCC for Clerk – Society of Local Council clerks
- ICO – Information Commissioners Office (Mandatory)
- 1&1 – Website Domain names (Village Hall and Parish Council)
- 1&1 – Email hosting

Resolved that these are all retained.

**235. Confirm the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.**

Ordinary Parish Council meetings will be held on the 3<sup>rd</sup> Monday of every month at. 7.00pm except (August and December).

**236. Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972**

The Councillors noted the Council's expenditure incurred under section 137 of the Local Government Act 1972.

Organisation	Date of Award	Amount
Royal British Legion	16/4/18	£240
Chuter Ede	16/4/18	£375
Bomber County Gateway Trust	18/6/18	£500
Fernwood Residents Association	14/5/18	£1200

**237. Review of Standing Orders and Direct Debits**

Resolved unanimously to continue with these methods of payment for the following suppliers:

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| <ul style="list-style-type: none"> <li>• 1&amp;1</li> <li>• Ames</li> <li>• Apogee</li> <li>• Blue Castle Waste</li> <li>• BNP Paribas</li> <li>• Brighter Bills</li> <li>• BT Business</li> <li>• HMRC</li> </ul> | <ul style="list-style-type: none"> <li>• Information Commissioner's Office</li> <li>• Nottinghamshire Local Government Pension Scheme</li> <li>• PHS Group</li> <li>• PPL/PRS Licensing</li> <li>• SSE</li> <li>• Salaries</li> <li>• TV Licence</li> <li>• Water Plus</li> </ul> |
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Meeting closed at 7.30pm