



MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING
held at 7.00 pm on 20 February 2017
at the Fernwood Village Hall, Rubys Avenue, Fernwood

Present: Councillors: D Harrison, M Hartley, P Murray, M Phelan, B Smith (Chair), J Weale, M Weale

District Councillors Mison (Part) & K Walker

Clerk: Caron Ballantyne

In Attendance: Assistant Clerk – Marion Fox Goddard
 0 members of the public

15. Public Forum

No members of the public present.

16. Declaration of Acceptance of Office for newly elected Councillors

Following the recent co-option to the Parish Council the new members signed their Declarations of Acceptance.

17. Apologies for absence

District Councillor I Walker, noted.

County Councillor Saddington, noted.

18. Declarations of interest

None

19. Approval of the minutes of the last meeting of 16th January 2017

Minutes were approved as an accurate record of the meeting and were signed by the Chair.

20. Councillors & Clerk Reports

Councillor M Weale

Query received today via phone about the insurance company used by the Parish Council – referred them to the office.

Councillor J Weale

David Wilson signs at both ends of the village, should be taken down. This has been raised before and no action has been taken. Clerk to follow this up.

South Fernwood Planning – Notified Claypole of Parish Council decision at their last meeting.

Councillor Harrison

It would be nice to have signs for Fernwood on the A1 – new southern relief road and village name plate.

Councillor Smith

Ellie has been in touch with regards to ASB CCTV and local residents have been given diaries to record incidents and registration plates. Section 59 letters have been issued to 6 individuals, leaflets will be delivered to local residents to update them. Vehicles can now be impounded if this continues.

Signs for CCTV are being put up.

Draft article for the Fanfare has been received from David Heath about service charge refunds.

Councillor Murray

DWH have cleared the dykes.

Parking is an issue again – would it possible to look at making all footways cycleways and marking them as such. This has been discussed in the past and NCC were to have placed lines on the footways.

Councillor Phelan

Nothing

Councillor Hartley

Nothing

Clerk

	Agenda Item
<i>Pension scheme for employees.</i> All employees now enrolled in the LGPS. All duties undertaken in preparation for Auto enrolment staging date.	16/14
Archive of Parish Council Paper minutes complete.	16/19
Email with regard to the litter on the slip road has been passed to the Highways Agency – Response now received, they have had a clean-up of the area of their responsibility.	16/46
Planning meeting with other Parish/Town Councils and District Councillors, being arranged – on the agenda for February to agree desired outcomes.	16/46
Additional bank accounts have been opened. Transfer of Standing Order and Direct Debits still to be completed. Hall users notified of change for payment of invoices.	16/48e
Revised terms and conditions are now in place for new bookings. All regular hirers have been contacted and revised contracts being signed. Assistant Clerk is continuing to chase those that have not yet been returned.	16/51
Claypole Parish Council informed of the decision not to contribute to the cost of the judicial review.	17/7
Approved Standing Orders and Financial Regulation posted to website.	17/9
NSDC notified of the Parish Council precept request.	17/10
CCTV – possible improvements on the February Agenda for discussion.	17/11
CCTV signs purchased and received – to be erected.	17/11
Parish Councillor vacancies have been filled by co-option.	17/12

Clerk has investigated the “formula” for the number of Parish Councillors needed – there is no “formula”. A Community Governance Review could be undertaken if required in consultation with NSDC. All members would be required to step down and be re-elected. To be considered in the future to tie in with a scheduled election.	17/12
NALC Training for Caretaker arranged.	17/13
Safer Nottinghamshire Board – all councillors to respond.	17/14b
Nottinghamshire Police and Crime Commissioner seeking views on policing priorities – all councillors to respond.	17/14e
Parish Council Complaint – brought forward to February agenda.	17/14h
Chuter Ede – Section 137 application awarded.	17/14i
NSDC – Village Hall/Nursery signage, meeting arranged for Wednesday 15 th February.	17/14j
NHS – Consultation on limiting medicines available on prescription – all councillors to respond.	17/14k

Other Matters

Fernwood is now included in the NCC gritting Routes – All yellow grit bins on Dale Way and Goldstraw Lane have been removed as a result.

Litter problem on the A1 off slip road continues. Now established that this is the responsibility of the district council as the road is adopted. No litter bins in the vicinity, consideration of provision of additional bin to be added to the agenda for the next meeting.

21. County Councillor and District Councillors Report

Cllr Mison

Complaints about street lights on Hunters Road, which has not yet been adopted and so are still the responsibility of the developer.

Request for a dog bin has again been received for Restfil Way.

Fly tipping should be reported to NSDC as soon as it is spotted.

Cllr Walker

Roger Blaney and various member met John Hays (Roads Minister) last week – no report received yet.

22. Planning

a. Decisions

16/02091/FUL	Dale Way (30)	Householder application for proposed single storey rear kitchen extension	Permitted
16/02191/HRN	Hollowdyke Lane, East Side Of, South Of Railway Line	Removal of 15m section of Hedgerow H24 to enable construction of twin trunk water mains	Permitted
16/02192/HRN	Hollowdyke Lane, East Side Of, South Of Railway Line	Removal of 15m section of Hedgerow H25 to enable construction of twin trunk water mains	Permitted
16/02193/HRN	Hollowdyke Lane, East Side Of, South Of Railway Line	Removal of 15m section of Hedgerow H27 to enable construction of twin trunk water mains	Permitted

16/02194/HRN	South East Side Of Staple Lane (south West Of Jericho Road)	Removal of 15m section of hedgerow H32 to enable construction of twin trunk water mains	Permitted
--------------	---	---	-----------

noted

- b. NSDC – Consultation on the Plan Review Preferred Approach – Sites and Settlements. Councillors attended the public consultation event, nothing additional to add.
- c. NSDC – Consultation on the Plan Review Preferred Approach – Town Centres and Retail. Councillors attended the public consultation event, nothing additional to add.

23.Finance

- a. Bank reconciliation for the year to date was agreed and signed
- b. Items of income

b) Income	Total
Regular Hire	£1,114.60
Other Hall Hire	£746.00
Small Business Rates rebate	£14,567.77

The Parish Councillors expressed their thanks to the Parish Clerk and Assistant Clerk in achieving the Small Business Rate Rebate.

- c. Items of expenditure paid by Direct Debit/Standing Order or Items of expenditure approved under delegated powers since the last meeting

Payee	Budget Area	Net	VAT	Total
Blue Castle Waste	Trade Waste - Village Hall	£55.60	£11.12	£66.72
BT Business	Utilities – Phone	£186.30	£37.26	£223.56
British Gas	Utilities – Electricity	£322.53	£16.12	£338.65
NALC	Training – Course	£25.00	-	£25.00
The Wearhouse.com	Stationary – binding machine and covers	£81.50	£16.30	£97.80
Public Works Loans	Loan	£1,172.39	-	£1,172.39
1&1	Subscription – 1&1 emails	£1.99	£0.40	£2.39
c) Expenditure since last meeting under delegated powers/previously agreed expenditure				
Payee	Budget Area	Net	VAT	Total
Blue Castle Waste	Trade Waste - Village Hall	£55.60	£11.12	£66.72
BT Business	Utilities – Phone	£186.30	£37.26	£223.56

noted

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

Payee	Budget Area	Net	VAT	Total
RB Wholesale	Cleaning - Products	£129.43	£25.89	£155.32
Jubilate	Fanfare Publication	£295.00	Nil	£295.00
County Signs	Neighbourhood Watch	£75.00	£15.00	£90.00
J Wilkins	5 year Electrical Test	£260.00	£52.00	£312.00

NALC	Annual Subscription	£344.83	Nil	£344.83
------	---------------------	---------	-----	---------

Resolved that these were all approved.

- e. Budget Monitoring – Resolved unanimously that all budget changes were approved. Subject to Agenda Item 30 which may result in additional budget increase being required for IT block.
- f. NAVACH membership renewal – Resolved unanimously that this is not renewed.
- g. New External Auditor Appointed – noted.

24.Approval of:

- a. Section 137 Grant Policy – Previously called “Good Causes Grant” – Resolved unanimously to approve the Policy.
- b. Document Publication Scheme - Resolved unanimously to approve.

25.Section 137 Grant Application

- a. Fernwood Forest Schools – Resolved unanimously to approve a grant for £500 towards this project – A progress report is to be requested from the applicant, which can be through the Resident Association.

26.Village Hall

- a. Building WiFi access request from users – Resolved unanimously not to permit access to the network by hall users for reasons of data security. The existing password to be changed to ensure security is maintained.
- b. Transfer of ownership from NSDC – This is being picked up again by Andy Hardy from NSDC. This will not take place without the transfer of the open spaces land ownership in addition to the Village Hall and Grounds. Once more information has been obtained this will come again for further discussion.

27.Proposed Planning Meeting

- a. Consideration to be given to the desired outcomes – resolved that Keith Walker (as Balderton Parish Council Chairman) would arrange a meeting with David Lloyd of Newark Town Council with the Parishes of Fernwood, Balderton and Claypole as a starting point.

28.Report from the Fernwood Maintenance Strategy Group

- a. Consideration to be given to the Report – noted.
- b. Consideration to be given to the continuation of the group – Resolved that Fernwood Maintenance Strategy Group responsibilities have now been passed to the Fernwood Central Joint Maintenance Panel (FCJMP) and the Fernwood Maintenance Strategy Group can be closed down.

29.CCTV

- a. Consideration to be given to upgrading/adding to the existing camera system. The proposal for extending the system is in relation to additional coverage of the car park at the front of the building. This area is not in the ownership of the Parish Council and there was concern about monitoring the area. Resolved that the Clerk would try to contact the land owner to be able to progress this. To be brought back to the meeting in March.
- b. Consideration to be given to the purchasing of a remote camera linked to NSDC and Police – Resolved unanimously not to purchase this.

30.IT

- a. Consideration to be given to purchase of a tablet device for the caretaker to undertake and record regular checks – Resolved unanimously that this was approved, budget of £250 allocated.

31. Correspondence:

- a. Information about the Plunket Foundation – Help for Parish Councils, noted.
- b. Email with regard to antisocial behaviour, noted. This information has been passed on the local beat team.
- c. Robert Jenrick – Facebook post with regard to the Fernwood Management Fees, noted.
- d. NHS - financial challenges and the shuttle bus service, noted.
- e. Portland College – Resolved unanimously not to provide financial support.
- f. Brought forward from January meeting – Complaint to the Parish Council – about the contemptuous disregard for the victims in the recent Standards Board investigation. Resolved unanimously that the Parish Chairman and the Clerk would meet with the complainant to discuss.

Meeting closed at 21:25pm