



**MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING**  
**held on 16<sup>th</sup> January 2023 at 7pm**  
**at Fernwood Village Hall**

Present: Parish Councillors:	R. Cullen, D. Harrison, J. Newton, B. Smith (Chairman), J. Weale, M. Weale
Clerk:	Marion Fox Goddard
District Councillor	I. Walker (left after item 9iv)
Residents/Public	7 people joined the meeting including a representative from The Newark Advertiser.

*Agenda, reports and accompanying information for this meeting is available on the Council's website here: [Agenda pack for this meeting](#)*

**1. Declaration of intentions to record the meeting**

The meeting was not recorded.

**2. Apologies for absence**

Parish Councillor Micah. District Councillor K. Walker. County Councillor Lee. PCSO Hewerdine.

**3. Declarations of Interest**

None.

**4. PCSO 4885 Hewerdine from Nottinghamshire Police to discuss with the Council the potential for a Public Space Protection Order in Fernwood to tackle Antisocial behaviour effectively.** Item postponed due to PCSO Hewerdine being diverted to a job in Warsop. *Clerk to rearrange for a future Parish Council meeting.*

*Prior to the commencement of the public forum item, the Clerk read out a statement welcoming attendees to all meetings and referring to the council's standing orders regarding conduct at meetings.*

**5. Public Forum**

- a. A resident asked if there are plans for a doctors' surgery in Fernwood. Feedback from the Council included: i. when the current housing developments were agreed funding was allocated to the health authority (from the developers) and the health authority choose where to allocate this, ii. it is believed that nearby surgeries are expected to take on the extra demand rather than building a surgery in Fernwood. iii. a pharmacy business has been in touch with the Clerk in the past, wanting to know if there are any buildings in Fernwood suitable to open an outlet; she has recently let them know about the unit that is up for sale on Rubys Avenue.
- b. A resident reported that over the weekend she had seen someone in the woods behind Collinson Lane, chopping up wood. Councillor Newton detailed that he had also seen

somebody doing this just before Christmas and reported it to John Jeys. It was agreed that we should let John know about the recent occurrence; the resident will send details of the car to the Clerk so the details can be forwarded to John.

- c. A resident raised concerns regarding scrambling bikes in the woods and asked if anything had been reported. This had not been reported to the Parish Council, but the resident was advised to ring 101 whenever he hears the bikes so the police can build a picture of where this is happening and allocate resources.
- d. A question was raised regarding on whether the Warm Hub sessions at Fernwood Village Hall that have started on Tuesday mornings is being used. The Clerk responded that there have been no attendees so far but there are plans to cover this in the next Fernwood Gazette to reach out to more people; so far it has been promoted on notice boards and online only.

## 6. Approval of the minutes of the Parish Council meeting on 21st November 2022

The minutes were unanimously approved as an accurate record and Councillor Smith signed them.

## 7. Councillors' and Clerk's Report

*Cllr Cullen* - Had attended the Welcome Break liaison meeting and had joined an online Ordnance Survey session on mapping information that could be useful for our understanding of data available.

*Cllr Newton* – Remarked that the owl tree carving was fantastic.

January Clerk's report	Agenda Item
Barratt David Wilson Homes (BDWH) transfer of the open spaces in central Fernwood as per the section 106 agreement to NSDC and then Fernwood Parish Council – In November, N&SDC has again assured me that the lawyers are working on this; I have requested an update.	21/46c
Replacement tree and shrubbery for Dale Crescent planted in December. See Item 17g regarding this.	22/163
Complaint regarding the grass/dyke maintenance at Hollowdyke Lane/Phoenix Lane - awaiting land transfer plans from BDWH.	21/87e
Youth Initiative – Review meeting due this month. Youth Club to restart on January 13th.	
Antisocial Behaviour/CCTV – At the November meeting, I reported that N&SDC were currently reviewing their charging structure which has delayed a response, but they should be able to give feedback in the next couple of weeks. I have requested an update.	21/149
Coat of Arms – The artist painting the Coat of Arms has set a target date to complete it by the end of January. Our contact at the College of Arms has said that it will not be written, signed, and sealed by the end of the month though – the whole process normally takes about a year from beginning to end. They expect they will be able to get it completed by the end of March. See item 9d vii regarding framing the Coat of Arms.	21/154
Hollowdyke Lane – The meeting that Councillor Cullen and I were due to have with NCC in December to discuss this and other highways plans in the area was cancelled by NCC. A revised date has been requested and a list of all the highways issues the Parish Council would like to discuss with NCC/Via East Midlands was sent to NCC early in December. A reminder email has been sent and I am awaiting an update. See item 16 – Hollowdyke Lane survey results.	22/24 22/139 22/153

January Clerk's report	Agenda Item
Responsibility for ditches Hollowdyke Lane – a note was sent to NSDC regarding this, and they have asked their solicitor to investigate this. No further feedback at this stage.	22/16
Request for an Interactive Speed Sign on Dale Way – the design fee has been paid. I will be meeting with Via EM staff on January 17th to move this forward.	22/114
Community Infrastructure Levy/Investments Update – The Parish Council received a further £566,088 of CIL in December. I have invested this with CCLA. Notice has been served on the 95 day term accounts with Nationwide Building Society and Redwood Bank. As soon as the funds are transferred I will arrange consolidation of the 2 Unity accounts.	22/163f
RAF Balderton Marker - we have been in contact with RAF Balderton research group regarding this and they do not think it is protected. I've contacted <a href="#">The Airfield of Britain Conservation Trust</a> and Historic England to see what we can do to protect this. Members of the group have agreed to write articles for the Fernwood Gazette Regarding airbase history	22/161
Coat of Arms Petition – a <a href="#">response</a> was sent early in December. This was published on the Council's website and Facebook page and shared to local social media pages. See item 11 – Petition Policy	22/159
Warm Hub – sessions at the Village Hall commenced in December. So far there have been no attendees, but we are hopeful numbers will pick up now Christmas has passed. We will advertise them in the next Fernwood Gazette. The One Stop shop has kindly agreed to provide refreshments.	22/159
Water Tower - the owner of the building has confirmed that they still plan to develop this into apartments and the application will be submitted to N&SDC shortly.	22/159
<p>Safer Neighbourhoods Group (SNG) – Last month Cllr J. Weale and I met with the Police, N&amp;SDC's antisocial behaviour officer and other local councils. The meeting that was organised by the local Neighbourhood Policing Team from Nottinghamshire Police was held to discuss antisocial behaviour (ASB) issues across Balderton, Fernwood and Middlebeck. From September to November, the Police had 11 incidents reported to them in Fernwood; there were similar numbers in Middlebeck and significantly more in Balderton. They are aware of the 'hotspots' and have behaviour contracts in place with individuals known to have been involved in ASB. Key messages from the meeting were:</p> <ol style="list-style-type: none"> <li>1. Policing is an evidence led service so it is vital that each time someone witnesses ASB or a crime, we need to report it.</li> <li>2. They have contacted Welcome Break who have extensive CCTV systems at the new services area. Should there be any issues, the police will be able to obtain CCTV footage to address these</li> <li>3. They have noted the 2 reports of ASB at the new park on Phoenix Lane and this is now included on their patrol plan.</li> <li>4. They have visited all the local schools to talk to young people about ASB.</li> <li>5. They are looking into having a Public Space Protection Order for Fernwood.</li> <li>6. There will be quarterly meetings of the SNG to address issues, work collaboratively, and help keep communities informed.</li> </ol> <p>An officer detailed that they would be able to send an officer for an hour to monitor speed on roads such as Hollowdyke Lane if speeding was deemed to be an issue (This would be useful if the mandatory speed limit was reduced on Hollowdyke Lane).</p>	
Welcome Break - Cllrs Cullen, Harrison and M. Weale and I visited the new services on 6/1/23. They are on schedule to open on March 1st.	
Liaison meetings were held with Allison Homes and Barratt David Wilson Homes in December. Their work should not affect Fernwood residents in coming months. BDWH reported that they will be delivering football pitches, a pavilion, and allotments in 2023. <i>Since this report was published in the agenda pack, BDWH have clarified that this will be</i>	

<b>January Clerk's report</b>	Agenda Item
<i>a commencement date and they expect it to be a couple of years before they are ready for use by residents.</i>	
<i>Note from Clerk: The amount of business that the Council will need to consider at the January 2023 meeting and the increase in business in general, leads me to question whether we need to consider moving to 11 meetings each year. I suggest the Council considers this at a future meeting.</i>	

## 8. County Councillor and District Councillors Reports

*Councillor Lee* – Did not attend the meeting but had sent a report which the Clerk read out.

Key points regarding Fernwood:

- He will try to make sure that Hollowdyke Lane is incorporated in any future planning application conditions so the speed limit can be reduced adequately, pavements installed where suitable and street lighting .
- N&SDC are looking at consultation on glass recycling from the kerbside; hopefully, this will alleviate issues with the recycling bins.
- He has received great feedback from residents, the District Council and the PCSO supporting the yellow lines outside the village hall. NCC officers are confident the scheme would be safe .
- He has received complaints about the traffic lights outside the service station; these have been raised with officers and they are being investigated.

*Councillor I. Walker* – N&SDC is currently working on budget setting and rent reviews. Regarding NALC<sup>1</sup>, with local government elections for parish and district councils in May, he encouraged the Councillors to stand again.

*Clerk to enquire whether there will be a change in the number of seats on Fernwood Parish Council with the number of households in the parish growing.*

## 9. Finance

a. [Bank reconciliation](#) – noted.

b. Year to date income – noted.

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

d. Items of Expenditure considered with unanimous decisions:

Expenditure	Budget Area	Total £	Decision
i. Replacement of smoke/heat sensors in the village hall	Maintenance	1188.20	Unanimously agreed.
ii. Replacement gym equipment on Dale Crescent Green	Individual Items Parish Council (CIL)	4913.64	Unanimously agreed.
iii. Fire Safety training	Training	414.00	Unanimously agreed.

<sup>1</sup> Nottinghamshire Association of Local Councils

Expenditure	Budget Area	Total £	Decision
iv. Solar panel maintenance	Maintenance	-	The Council unanimously agreed to not proceed with this work but will keep an eye on the panels' performance.
v. SLCC Practitioners Conference	Training	288.00	Unanimously agreed.
vi. Speeding Tubes for measurement of speed on Hollowdyke Lane	Individual Items Parish Council (CIL)	375.00	Unanimously agreed.
vii. Frame for Coat of Arms	Individual Items Parish Council (CIL)	605.70	Unanimously agreed.
viii. Energy Review	Utilities	-	The Council unanimously agreed not to sign a new contract for electricity yet.
ix. Grit bin for Phoenix Lane	Individual Items Parish Council (CIL)	186.00	Unanimously agreed. (Barratt David Wilson Homes has agreed to reimburse the Parish Council for this).

*Clerk to organise purchase of items i-iii, v-vii and ix. Clerk to bring follow on tariff for the current electricity contract which ends on 30th June and new contract quotes to the May parish council meeting.*

d.Appointment of PKF Littlejohn LLP as the external auditor the five financial years from 2022-23 to 2026-27 – was noted by the Council.

e.Precept request – Budget for 2023/24 and precept required

The Council unanimously agreed to accept the proposed budget and request a precept of £89,112. (Representing no change in charges to council taxpayers - £75.05 per band D property).

*Clerk to send the precept request to NSDC and publish budget report on the Council website.*

## **10. Planning and Licensing**

The Council noted the proposed Claypole Neighbourhood Development Plan and agreed no feedback was required to be sent South Kesteven District Council. However the Clerk will write to Claypole Parish Council to welcome the plan and wish them good luck with the referendum, on behalf of the Council. *Clerk to action.*

## **11. Policy**

*New policies considered:*

a. Community Infrastructure Levy Policy – The Council unanimously agreed to adopt the policy, do a consultation on CIL usage, and promote the policy and grants via the Council's website, social media, and Fernwood Gazette.

b. Dignity at Work Policy – The Council unanimously agreed to adopt the policy. Councillor Smith signed the paper copy of the Civility Pledge.

c. Petitions Policy - The Council unanimously agreed to adopt the policy.

*Clerk to publish online and organise a consultation and article in the next Fernwood Gazette.*

*Current document reviewed:*

- d. Code of Conduct
- e. Communications Policy
- f. Risk Register
- g. Dale Crescent Green Risk Assessment
- h. Legionella Risk Assessment
- i. Fire Risk Assessment
- j. Health and Safety Policy
- k. Village Hall Risk Assessment
- l. Volunteer Litter Picking Risk Assessment

The Council unanimously agreed that no changes were required to these policies (dates have been updated in Village Hall Risk assessment but otherwise unchanged).

## **12. Grant Application from Citizens Advice Sherwood and Newark**

Councillor Newton declared that he knows the applicant so did not take part in the discussion of this item and did not take part in the following decision:

The Council unanimously agreed to give £500 to this cause under LGA 1972, S 142 (2) (a).

## **13. Local Council Award Scheme**

The Council unanimously resolved to confirm that all documentation and information is in place for the Foundation Award.

## **14. Annual play inspection report for the gym equipment on Dale Crescent Green decision on whether to replace the two items of gym equipment**

The Council noted the report and will be replacing the gym equipment (see item 9dii).

## **15. Woodland Update**

The Council noted the [update report](#) which included a tree work update and proposal for area behind Marron Court. The Council agreed to consult with residents on the proposed design. The Clerk reported that timescales are tight to get this delivered before Spring, but she will endeavour to bring consultation results and quotes to the February Parish Council meeting.

*Clerk to set up an online consultation and write to residents backing onto the area to consult with them on the designs.*

## **16. Hollowdyke Lane consultation**

The Council noted the results and, based on the 72% of respondents that supported the Council in its attempts to investigate keeping the road open to traffic, unanimously agreed to get quotes for an investigation into feasible options for keeping the north end of Hollowdyke open to traffic.

The Council will use a private company to obtain data on the speed of traffic on Hollowdyke Lane – see item 9dvi.

*Clerk to obtain quotes.*

## **17. Correspondence**

- a. Request for help to petition NCC for the removal of a hump on Dale Way – noted. Clerk to write to NCC again to raise this issue and ask again for a quote for replacing all three humps with tarmac.
- b. Email from resident raising concerns regarding parking on Fernwood and the location of the new service station - Prior to the meeting the Clerk had sent contact details for the highways and the reference for the services planning application. The issue of parking has been raised in communications with NCC. *Clerk to contact NCC for an update on the meeting that was cancelled in December to address a number of highways issues (including parking) with NCC and Via East Midlands officers.*
- c. Email regarding the Coronation in 2023 and D-Day commemorations in 2024 – Noted. The Council proposes to arrange an event for Sunday 27th August rather than an event for the Coronation considering it being within a week of the elections and Bruno Peek's email about the coronation events having a markedly different look. *Clerk to add note to website and social media.*
- d. Email from resident concerned regarding icy conditions on Phoenix Lane – see item 9dix – A grit bin will be put on Phoenix Lane for residents to use. *Clerk to add article in Fernwood Gazette re grit bins.*
- e. N&SDC consultation on their Planning Application Local Validation Checklist – noted.
- f. N&SDC email regarding UK Shared Prosperity Fund- Applications Open – noted.
- g. Email regarding Dale Crescent – The Council agreed to move the no ball games sign to the area identified. *Clerk to action.*

### **EXEMPT ITEM**

*Under the Public Bodies (Admissions to meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of schedule 12A of the Local Government Act 1972.*

The Council unanimously agreed to close the meeting to the press and public.

## **18. Nottinghamshire County Council's report regarding communications.**

The Council noted the report and agreed how to proceed.

Meeting closed at 9.35 pm

**Next Meeting: Monday 20<sup>th</sup> February 2023, 7pm, Fernwood Village Hall**