



**MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING**  
**held on 17<sup>th</sup> January 2022 at 7pm**  
**at Fernwood Village Hall**

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

Clerk: Marion Fox Goddard

County & District Councillors J. Lee (County, 7.20pm to 8pm)  
 I. Walker (District, 8pm to 9pm)

**1. Declaration of intent to record, film or photograph the meeting by members, members of the public or the press**

**2. Public Forum**

Two residents joined the meeting to discuss the following issues:

- Cars parked on pavement on Goldstraw Lane, making visibility poor and it dangerous to pull out from Youngs Avenue. The resident noted NCC's reply regarding mirrors not being used due to safety concerns but wanted NCC to come up with other options to resolve the issue – *Clerk to send NCC contact details to the resident so this can be raised directly with NCC and Clerk to also write to Cllr Lee to ask for alternative solutions to be found.*
- Tall Silver Birches on Dale Green – concerns regarding if the trees fall, mess on the driveways and them stopping residents getting solar panels. Clerk reported that the tree specialist has advised that he would only recommend taking off a couple of branches following reports in November regarding their proximity to the telegraph wires; the trees are healthy and stable – *Resident to establish what requirements solar panels installers who have respect to the height of the trees. Parish Councillors to go to view the trees.*
- Raised concerns about the new service station, the traffic congestion that it may cause and the fact that there is only one way in/out of Fernwood.

**3. Apologies for absence**

District Councillor Mison.

**4. Declarations of Interest**

None.

**5. Approval of the minutes of the Parish Council meeting on 15<sup>th</sup> November 2021**

The Parish Council minutes were approved as accurate record and signed by the Chairman. Proposer: D. Harrison, Seconder: R. Cullen, RESOLVED unanimously.

**6. Councillors & Clerk Reports**

*Councillor J Weale* – The road infrastructure for Fernwood does need to be sorted out; the problem being that Hollowdyke Lane has been closed.

*Councillor M. Weale* – Asked whether there was any chance the decision to close Hollowdyke Lane could be changed as the current closure is only temporary.

*Councillor Cullen* – Had attended a liaison meeting with Barratt David Wilson Homes and Allison Homes and raised a query of when the public open space will open as work on this has commenced.

*Councillor Harrison* – Suggested the Parish Council contribute to Jubilee Street parties – *Clerk to look into this idea.*

*Cllr Smith* – Had attended a meeting with representatives from Balderton Parish Council, District Councillor Mison and NSDC's antisocial behaviour officer to discuss antisocial behaviour in the area. The 2 Parish Councils agreed it would be a good idea to work together to tackle antisocial behaviour including a joint Report It campaign and meetings with the Police when necessary.

Raised concerns regarding the scrapyard. The Clerk reported that NCC are looking into this, and an update has been requested - *Clerk to copy email to Councillor Lee.*

| <b>JANUARY Clerk's report</b>                                                                                                                                                                                                                                                                                                                                                                                                      | Agenda Item            |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| Village Hall transfer from Newark and Sherwood District Council (NSDC) to Fernwood Parish Council has completed.                                                                                                                                                                                                                                                                                                                   | 19/287b                |
| 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 – Meeting due to be held with NSDC and BDWH this month to resolve issues/move this forward.                                                                                                                                                                            | 21/46c                 |
| Derry's woodland purchase – This was not completed before Christmas and an update has been requested from our solicitor. Maintenance quote from NSDC – see item 8 d i. Tree work quote also received – see item 8d ii. Bin options will be ordered when the land has been transferred. Also, the light repairs and survey will be ordered once we have a transfer date in sight. Currently working on tree policy for the Council. | 21/30                  |
| Streetlamps that are out on the path between Dale Way and Rubys Avenue – At September meeting the Council approved the NCC quote to inspect the lights (following the Parish Council request to quote for bringing them up to NCC standard) and for a contractor to repair the lamps. This work will be completed once the Parish Council own the land.                                                                            | 20/114g<br>21/125di    |
| Parish Council Meetings – The integrated solution for conducting hybrid meetings in the small hall is on order but our supplier is struggling to obtain the components required. Quote the Council agreed to proceed with: £1125. Alternative quote has been received (£5641 excluding VAT).                                                                                                                                       | 21/45<br>21/125<br>dii |
| Complaint regarding the grass/dyke maintenance at Hollowdyke Lane/Phoenix Lane - awaiting land transfer plans from BDWH which may help with clarifying who is responsible for the area in front of the substation.                                                                                                                                                                                                                 | 21/87e                 |
| Townhill Square/Cormack Lane adoptions — BDWH are arranging the adoption with NCC – November: BDWH have reported that they are waiting for formal confirmation from NCC, and this will be chased. No further feedback.                                                                                                                                                                                                             | 21/87h                 |
| Signage for the park – Competition entries have been received from Chuter Ede Fernwood, year 6 pupils and Suthers School, year 7 pupils. Councillors J and M Weale have chosen the best entries. I am in the process of ordering the signs.                                                                                                                                                                                        | 21/98                  |
| Youth Initiative – Covid-19 Recovery Partnership: Social Recovery Fund has awarded £7000 to this project. Interviews have been completed for staff, but further                                                                                                                                                                                                                                                                    | 21/127                 |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| interviews are required. NCC are dealing with the recruitment management. Second press release will be done when the recruitment of staff has been finalised.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |         |
| B6326 Road Safety – Update from October meeting: ‘Councillor Cullen and the Clerk met with an NCC officer dealing with this. The proposal is to make the central refuge (on the B6326 close to the Tawny Owl) bigger and narrow the carriage way to make it safer for pedestrians/cyclists to cross there. When/if this is done is subject to the committee timetable of NCC and the final decision is with the County Councillors.’ – After the November meeting the Parish Council raised concerns as the widening the road and the slip road (widening of the B6326 near the Tawny Owl in November) seemed to be making the road harder to cross. The NCC officer has said the proposed work has taken into account the work that BDWH completed and suggested that they progress with the proposed modifications and see how well they improve matters. Cllr Lee has reported the decision will be made in March. | 21/115e |
| Speed hump — 1 was changed to tarmac before Christmas. After the November Parish Council meeting the Council requested that all of them be changed. NCC gave the following feedback ‘We will investigate the feasibility of re surfacing the outstanding speed humps within the estate however this will have a significant cost element.’ The Parish Council has received an email from one resident who does not want the speed humps to be changed. <i>During the meeting Councillor Lee reported that NCC are not intending on doing. Should residents have concerns about these they should write to NCC.</i>                                                                                                                                                                                                                                                                                                    | 21/124  |
| Request for signage at the T- junction at Plum way/Rubys Avenue – Councillor Lee has fed back the following: ‘The request for additional signage on Plum way/Ruby way will be added to my candidate scheme list for this coming budget year.’                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 21/129  |
| Remembrance Sunday 2022 - RAF Balderton history group have said that they would be delighted if Fernwood Parish Council joined them to lay a wreath at RAF Balderton airfield entrance.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 21/149  |
| Antisocial Behaviour – A meeting was held with Balderton Parish Council and NSDC on January 17 <sup>th</sup> to discuss this issue.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 21/149  |
| Radar speed signs on Goldstraw Lane/Dale Way – Officer has fed back that NCC allows interactive speed signs to be installed without the need to assess them against their criteria if they are privately funded and that they are only of benefit where speeds are significantly higher than the speed limit. They have suggested new surveys are conducted at the proposed locations and said they can arrange this. See item 7                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 21/152  |
| Administration Assistant – Vacancy has been advertised and applications have been arriving. Closing date 17/1/22. The Personnel Committee will conduct interviews 29/1/22 and 5/2/22.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 21/156  |
| Meeting with local MP – request has been made.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 21/154  |
| Request for signage for Fernwood from the Balderton roundabout – Feedback received from NCC. Email has been sent to Cllr Lee check whether they understand it is the roundabout the signage is requested for not the A1 – awaiting feedback.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 21/154  |
| Coat of Arms – Initial enquiries have been made – see item 8 d v.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 21/154  |
| Jubilee Celebrations – 2 volunteers have come forward. The first meeting will be held on 20/1/22.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 21/159  |
| Construction traffic/Mud complaints – 21/159. Planning enforcement served a breach of condition notice regarding the mud just before Christmas. I am hopeful that the introduction of a second wheel wash will reduce the mud left on the road. Fewer complaints regarding construction traffic so far in January – hopefully, the new signage that should be in place for the end of this month will help.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |         |
| Water Tower, Goldstraw Lane – following a complaint regarding broken fencing to the rear of the tower, I have managed to find and contact the owner who has agreed to get this fixed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |         |
| Liaison Meeting held with Barratt David Wilson Homes (BDWH) and Allison Homes (AH) on 10/1/22                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |         |

- Second wheel wash is planned to be installed by BDWH w/c 17/1/22
- Improved directional signage due to be installed by 25/1/22 – *During the meeting, the Clerk reported this may be delayed as an application needs to be made.*
- AH plans to start their roundabout on the B6326 in January but this is dependent on approvals from NCC
- AH site manager is planning to get water from the industrial estate rather than Phoenix Lane
- The path along the side of Hollowdyke Lane (HDL) (between Spring Drive and Thomas Road) will be done by BDWH after AH's gas and water works which will be on HDL. These works do not require the road to be closed.
- BDWH have been asked to confirm when the public open space in phase 2 will be opened as work has started on it. Not likely to be open for another year but BDWH will confirm.

## 7. County Councillor and District Councillors Reports

District Councillor Mison – nothing to report.

County Councillor Lee – Has requested temporary interactive signs and speed measurement strips on Goldstraw Lane. (Cllr Smith suggested Dale Way should be covered too). Has requested police patrols around schools to tackle dangerous/illegal parking.

## 8. Finance

a. [Bank reconciliation](#) – noted.

| b. Income 2021/22                          | £                 |
|--------------------------------------------|-------------------|
| Regular Hire                               | 14,356.51         |
| Other Hall Hire                            | 5,302.41          |
| CIL                                        | 59,615.59         |
| Precept                                    | 71619.00          |
| Interest                                   | 1,158.20          |
| Advertising income                         | 485.00            |
| Feed in tariff                             | 1,341.12          |
| VAT reimbursement                          | 1,786.83          |
| Youth Project External Funding<br>NCC/NSDC | 3100.00           |
| <b>Total</b>                               | <b>158,764.66</b> |

| c. Expenditure since last meeting under delegated powers/previously agreed expenditure |                                                   |        |        |          |                |
|----------------------------------------------------------------------------------------|---------------------------------------------------|--------|--------|----------|----------------|
| Payee                                                                                  | Budget Area                                       | Net £  | VAT £  | Total £  | Payment Method |
| <b>Parish Council</b>                                                                  |                                                   |        |        |          |                |
|                                                                                        | Salaries, HMRC, pension<br>(December and January) |        |        | 9,475.70 | BACS           |
| Amazon EU S.a.r.l UK<br>Branch                                                         | Stationery                                        | 28.39  | 5.70   | 34.09    | CARD           |
| Apogee                                                                                 | Copies                                            | 0.88   | 0.18   | 1.06     | BACS           |
| HMRC Land Registry                                                                     | Search                                            | 3.00   |        | 3.00     | CARD           |
| Iliffe Media                                                                           | Job Advertisement                                 | 520.00 | 104.00 | 624.00   | BACS           |

|                              |                                              |        |       |        |      |
|------------------------------|----------------------------------------------|--------|-------|--------|------|
| Light and Mobile Accessories | Individual Items – Paint                     | 5.37   | 1.08  | 6.45   | CARD |
| NSDC                         | Play Equipment Inspections                   | 95.00  | 19.00 | 114.00 | BACS |
| Sherwood Signs               | Individual Items – Safety Sign Dale Crescent | 60.00  | 12.00 | 72.00  | BACS |
| Unity Bank                   | Bank Charges                                 | 18.00  |       | 18.00  | BACS |
| Verve Architecture           | Individual Items – Village Hall Designs      | 900.00 |       | 900.00 | BACS |
| Zoom                         | Software/licences<br>Online meeting platform | 23.98  | 4.80  | 28.78  | CARD |
| <b>Village Hall</b>          |                                              |        |       |        |      |
| Ionos by 1&1                 | Email provider & domain                      | 15.96  | 3.20  | 19.16  | BACS |
| Amazon EU S.a.r.l UK Branch  | Individual Items - blind slats. straps       | 17.04  | 3.41  | 20.45  | CARD |
| BC Profiles                  | Individual Items - carpet glue               | 14.91  | 2.98  | 17.89  |      |
| Brighter Bills               | Utilities - Mobile Phones                    | 59.84  | 11.96 | 71.80  | BACS |
| BT                           | Phone and broadband                          | 142.35 | 28.47 | 170.82 | BACS |
| Cardea Solutions             | Individual Items - door finger protectors    | 56.48  | 11.30 | 67.78  | BACS |
| Crown                        | Utilities - Gas                              | 193.68 | 9.69  | 203.37 | BACS |
| DCR                          | Boiler Service                               | 140.00 | 28.00 | 168.00 | BACS |
| Kepes                        | Individual Items - blind weights.            | 12.07  | 2.42  | 14.49  | BACS |
| Lemonfresh                   | Cleaning Services                            | 300.00 |       | 300.00 | BACS |
| NSDC                         | Premises Licence                             | 180.00 |       | 180.00 | BACS |
| NSDC                         | Trade Waste                                  | 110.36 | 22.08 | 132.44 | BACS |
| PHS                          | Waste                                        | 81.60  | 16.32 | 97.97  | BACS |
| PPL/PRS                      | Music Licence                                | 264.04 | 52.81 | 316.85 | BACS |
| RB Wholesale                 | Cleaning - Products                          | 82.42  | 16.48 | 98.90  | BACS |
| SSE                          | Electricity                                  | 573.21 | 28.66 | 601.87 | BACS |
| Unity                        | Bank Charges                                 | 18.00  |       | 18.00  | BACS |
| Waterplus                    | Water                                        | 216.28 |       | 216.28 | BACS |

#### d. Items of Expenditure considered

| Expenditure                                       | Budget Area                     | Total £  | Decision                                                 |
|---------------------------------------------------|---------------------------------|----------|----------------------------------------------------------|
| i. Woodland ground maintenance                    | Grounds Maintenance (CIL)       |          | Decision deferred. <i>Clerk to obtain more quotes</i>    |
| ii. Woodland Tree Maintenance                     | Grounds Maintenance (CIL)       | 6145.20  | Unanimously approved Prop.: R. Cullen, Sec.: J. Newton   |
| iii. Tree Survey – Village Hall and Dale Crescent | Grounds Maintenance             | 360.00   | Unanimously approved Prop.: J. Weale, Sec.: R. Cullen    |
| iv. Donation to the Woodland Trust                | Section 137                     | 250.00   | Unanimously approved Prop.: J. Newton, Sec.: D. Harrison |
| v. Coat of Arms                                   | Parish Council Individual Items | 10905.00 | Unanimously approved Prop.: D. Harrison, Sec.: M. Weale  |
| vi. Honour Board                                  | Parish Council Individual Items |          | Decision deferred                                        |

**e. Precept request–Budgets for 2022/23 and precept required** - The Council agreed to accept the proposed budget and request a precept of £80,949. (Representing no change in charges to council taxpayers - £75.05 per band D property). Proposer: H. Micah, Seconder: J. Weale, RESOLVED unanimously.

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

## 9. Planning

a. Planning applications considered:

|                               |                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                              |
|-------------------------------|------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|
| <a href="#">21/02679/S73M</a> | Field At Great North Road Fernwood | Application to vary condition 2 (approved plans) and approve details for conditions 7 (surface water drainage), 11 (foul water drainage), 12 (water vole protection/mitigation), 18 (construction management plan) attached to planning permission 20/01177/FULM Proposed single petrol filling station forecourt building with associated drive thru, drive thru kiosk, 6no car pump islands, canopy, HGV fuelling, dedicated parking, and landscaping. | The Council agreed to support this application.<br><br>6 Support<br>1 Object |
|-------------------------------|------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|

b. The Council noted the following decisions made by Newark and Sherwood District Council:

|                                |                                                                                                              |                                                                                                                                                                                                                                  |                                     |
|--------------------------------|--------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| <a href="#">21/01461/FUL</a>   | Field At Great North Road, Fernwood                                                                          | Diversion of an existing oil pipeline.                                                                                                                                                                                           | Grant Full Planning Permission      |
| <a href="#">21/02349/HOUSE</a> | 7 Wisdom Close, Fernwood                                                                                     | Erection of porch (Retrospective)                                                                                                                                                                                                | Grant Householder Application       |
| <a href="#">21/02346/S73M</a>  | Phase 1B - Greater Fernwood Development Land North and East of Existing Fernwood Development Fernwood Newark | Application to vary condition 02 to amend wording to add Plot 167 and approval of 3m barrier details (approved barrier detail and Plots 190, 192 and 193 remain unchanged) all as attached to planning permission 19/02125/RMAM. | Grant Section 73 Major Applications |

## 10. Policy

*New document considered:*

a. Employee Eye Test Reimbursements

The Councillors unanimously agreed to adopt this policy. Proposer: R. Cullen, Seconder: J. Weale  
*Clerk to add to the Council's website.*

*Current documents that were reviewed:*

- b. [Risk Register](#)
- c. [Village Hall Risk Assessment](#)
- d. [Dale Crescent Green Risk Assessment](#)
- e. [Communications Policy](#)
- f. [Health and Safety Policy](#)

The Councillors unanimously agreed that no changes were required to items b-f.  
Proposer: H. Micah, Seconder: D. Harrison

## 11. Village Hall Management

- a. The Council noted the Village Hall Management Group notes from 15/11/21
- b. i. The Council unanimously agreed to no longer allow parties for 12-19 year olds at the village hall. Clerk to update ad hoc booking terms to reflect this.

The Council unanimously agreed to make no changes to the following:

- ii. Regular Hire Agreement
- iii. [Village Hall Free Usage Policy](#)

## 12. Dale Crescent Green

- a. The Council noted the Annual inspection report for the equipment on the green.
- b. Silver Birches – Advice from tree specialist - See item 2 public forum.

## 13. Correspondence

- a. Emergency Arrangements for Suthers School – noted.
- b. [SLCC Newsletter](#) on Civility and Respect Project - noted
- c. Letter regarding the closure of Hollowdyke Lane – noted. *Clerk to add to the agenda for the February meeting so the Parish Council can discuss how to proceed on this matter.*
- d. Email regarding speed humps – noted. *Clerk to feedback that NCC are considering these on a case by case basis.*

The Council resolved to exclude the public and press. Proposer: R. Cullen, Seconder: J. Weale.

### 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*

## 14. Communications with Nottingham County Council

The Council unanimously agreed to work together on a draft communication to Councillor Lee regarding communications.

Meeting closed at 21:40

**Next Meeting Monday 21<sup>st</sup> February, 7pm Fernwood Village Hall**