



**MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING**  
**held on 18 March 2019**  
**at the Fernwood Village Hall, Rubys Avenue, Fernwood**

Present: Parish Councillors: D. Harrison, H. Micah, B. Smith (Chair), J.Weale, M.Weale  
 District Councillors: K. Walker, I. Walker (left at 7.55pm)  
 Clerk: Marion Fox Goddard

**198. Public Forum**

Julia Smith reported on a meeting held on March 14<sup>th</sup> with Chris Ward, Manager of Transport & Travel Services, Nottinghamshire County Council, County Councillor Keith Walker and the parish clerk. Chris has agreed to investigate improving the bus services to and from Fernwood in line with the recommendations made by Julia which were based on discussions with service users and Facebook consultation.

**199. Apologies for absence**

Parish Councillor: N. Branston (vacation). District Councillor N. Mison

**200. Declarations of Interest**

None.

**201. Approval of the minutes of the meetings on 18<sup>th</sup> February 2019**

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

**202. Councillors & Clerk Reports**

Councillor J. Weale – Spoke about the residents' concerns about hedges and trees along Hollowdyke Lane being removed by David Wilson Homes' contractor. The clerk reported that she has met with David Wilson Homes and been assured that only trees/hedges which we outlined in the planning application have been removed. The clerk has also been liaising with them about mud on the road and contractors entering the village. David Wilson Homes have acted quickly when issues have been raised. A meeting will be held between David Wilson Homes, the Planning and Strategy Committee and 2 representatives from Fernwood Residents Association on March 26<sup>th</sup>. Councillor Weale suggested that all Parish Councillors should attend this. Councillor Smith reminded the Council that this has been delegated to the Planning and Strategy Committee.

Councillor Smith – Asked if the Police had been in contact about coming to a Parish Council meeting. *Clerk to contact PSCO Eleanor Smalley to invite them to the next meeting.*

<b>Clerk's report – to be included in the minutes</b>	<b>Agenda Item</b>
Asked LCP properties how much they would want for the car park and costs involved – still no feedback.	17/102
Ventilation from changing rooms – The problem has been found and this has also highlighted other work that is required – quote received from contractor. NSDC - still awaiting feedback.	17/147c
Dog exclusion order in the play area request has been submitted to NSDC. This is going through the process to be implemented. Clerk has asked NSDC for guidance on what can be done about dogs not on leads on pathways –no feedback to date.	15b/123
Dog Poo bin on Cross Lane has been installed.	44
Safeguarding policy has been published, distributed to all regular users and staff.	114/195d
Fire Risk Assessment has been carried out. Clerk working through the recommendations. Training was done on January 30 <sup>th</sup> . Emergency Plan in draft format. Awaiting call out/emergency arrangements to be finalised before publishing.	170b
CCTV - New signage is now up.	155
Circuit boards – we have received advice not to allow users to access the boards should the electricity trip out. Emergency call out process and contractors will cover this.	164
Annual Tree Review – Completed 12/3/19, awaiting report.	180d
Amplifier enhancements - Awaiting meeting with supplier	180d
Councillor Vacancy – notices have been posted on noticeboards.	
Voids – Suggest that Councillors draft a letter to Barratt David Wilson Homes. Clerk unsure how to tackle this in light of previous correspondence on this.	191
Solar Panels were installed on the village hall end February/beginning of March.	196c
Hydrogen Fuel Cell Appliance – the original product we had chosen could not be obtained by the supplier. However, we have obtained a higher specification one which has improved energy production. This will be installed in March and replace the current water heater and boiler.	194
Strategic Plan – this has been updated and added to the website.	195a
Rats – Clerk has spoken to FirstPort about this issue – they were aware and are dealing with the issue.	197d
Village Hall Coffee Morning has been scheduled for the 3 <sup>rd</sup> Thursday of every month.	
Invites have been sent out for the annual Parish Meeting on April 3 <sup>rd</sup> . Flyers are being printed and distributed this month.	

## **203. County Councillor and District Councillors**

*Councillor I. Walker* – Recommended that Parishioners come to Parish Council Meetings.

*Councillor K. Walker* – NSDC are planning to bid for maintenance of open spaces and he is due to meet with Councillor John Cottee regarding the crossing on the A1 bridge, speed limit reduction and Staple Lane junction.

## **204. Planning**

a. Next Planning and Strategy Meeting Date – Tuesday 26<sup>th</sup> March 2019, 7pm – noted.

- b. Street Naming – The Councillors agreed that the clerk could take names from the list provided by Councillor Branston – Local Royal Airforce bases and aircraft names.  
*Clerk to action*

## 205. Finance

- a. Bank reconciliation for February circulated to members previously – noted.

	Total
b. Income (year to date)	<b>£ 104,120.30</b>
Regular Hire	20167.01
Other Hall Hire	8836.65
Commission	896.42
Entertainment night takings	892.00
Precept	70317.00
VAT Rebate	2805.37

<b>c. Expenditure since last meeting under delegated powers/previously agreed expenditure</b>					
Payee	Budget Area	Net £	VAT £	Total £	Payment Method
	Salaries (March)			4478.75	BACS
<b>Parish Council</b>					
Canva	Design Software			10.36	BACS
BT	Telephone	14.50	2.90	17.40	BACS
1 & 1	Email and domain	18.95	3.80	22.75	BACS
The Greener Group	Solar Panels (50%)	12744.50	2548.90	15293.40	CARD
Apogee	Printing	281.14	56.23	337.37	BACS
Kingfisher	Dog poo bin installation	458.99	91.80	550.79	BACS
NSDC	Dog poo bin emptying 2018/9	1740.40	304.57	2044.97	BACS
Community Heartbeat Trust	Defibrillator Pads	35.00	7.00	42.00	BACS
<b>Village Hall</b>					
DCR	Maintenance - pipework repairs	185.74	37.15	222.89	BACS
BT	Broadband	41.50	8.30	49.80	BACS
Phs	Waste services	195.25	39.05	234.30	BACS
RB Wholesale	Cleaning supplies	86.96	17.39	104.35	BACS
Waterplus	Water			49.83	BACS
Community Lincs	Insurance (additional due to solar panels)	6.75	0.81	7.56	BACS
SSE	Gas	991.90	49.59	1041.49	CARD
Blue Castle	Waste removal	97.92	19.58	117.50	BACS
RB Wholesale	Cleaning supplies	35.21	7.04	42.25	BACS
Ames	Legionella Control	116.34	23.26	139.60	BACS

## c. Items of expenditure considered

Expenditure	Budget Area	Net £	VAT £	Total £	
2 Mobile phones – Carphone warehouse	Village Hall – Mobile Phones (new budget area)			6.99 each per month	Unanimously Agreed Prop.: H. Micah Sec.: J. Weale
Electrical works -Viking Electrical	Village Hall – Individual items	70.00	14.00	84.00	Unanimously Agreed Prop.: D. Harrison Sec.: H. Micah

*Clerk arrange electrical work and purchase mobile phones.*

**206. Document Review**

**Expenses Policy** – No changes required.

**207. Village Hall**

- a. **Proposed Call Out System for Fernwood Village Hall – to cover call outs and emergencies** – The Councillors unanimously agreed to adopt the proposed call out system. Proposer: M. Weale, Seconder H. Micah, RESOLVED unanimously. *Clerk to arrange rota and roll this out.*
- b. **Proposed Fire Emergency Procedure** – The Councillors unanimously agreed to adopt the proposed call out system. Proposer: M. Weale, Seconder J. Weale, RESOLVED unanimously. *Clerk to update terms and conditions, inform regular hirers, brief staff and anyone else who opens the hall on new procedure.*

**208. Correspondence**

- a. **Letter from Age UK** – Supporting Age UK Nottingham and Nottinghamshire to deliver our Information and Advice Service *Clerk to write back to request a section 137 application form including how this service can help Fernwood's elderly residents.*
- b. **Email about Poppies for Lampposts** - The Councillors unanimously agreed to order 13 poppies (donating £3 for each). Proposer: D. Harrison, Seconder M.Weale, RESOLVED unanimously.
- c. **Letter from NSDC: Adoption of the Amended Core Strategy Development Plan Document** – noted.
- d. **Email from Notts Area Ramblers ROW Committee** – *Clerk to invite this group to the next Parish Council meeting so their ideas can be discussed. Clerk to obtain indicative costing from Via EM for footbridge over the A1.*

**209. Pay Review**

The Councillors unanimously agreed to move to the new pay scales for 2019/20 as detailed in the Employment Briefing E02-18/2018-9 NATIONAL SALARY AWARD

issued by nalc. Proposer: H. Micah, Seconder J. Weale, RESOLVED unanimously.  
*Clerk to inform staff and update contracts.*

Meeting closed at 8.50pm

DRAFT