

Minutes of the Annual Meeting of Farndon Parish Council held on Tuesday, 4th May 2021 at 6.30pm virtually via the Zoom platform

Present: **Councillor M Baker, in the Chair**
 Councillor Mrs Bayne
 Councillor Duckmanton
 Councillor Mrs Kingston
 Councillor Rhodes-Yeomans
 Councillor Parker
 Councillor Teixeira-Gomes

FPC21-1 Apologies for absence

Apologies for absence were received and accepted from Councillor Rhodes-Yeomans and District Councillor I Walker.

Apologies for absence were also accepted from County Councillor Mrs Saddington who was unable to attend due to the pre-election period.

FPC21-2 To Elect a Chairman of the Council – Civic Year 2021/22

The Clerk called for nominations to the position of Chairman of the Parish Council for the Civic Year 2021/22

Councillor Mrs Bayne proposed Councillor Baker, seconded by Councillor Duckmanton.

A vote was taken on this nomination and the proposal was carried UNANIMOUSLY.

The Clerk declared that Councillor Baker was duly elected as Chairman of the Parish Council. The Clerk would forward the Declaration of Acceptance of Office for signature.

FPC21-3 To Elect a Vice-Chairman of the Council – Civic Year 2021/22

The Chairman called for nominations to the position of Vice-Chairman of the Parish Council for the Civic Year 2021/22.

Councillor Baker proposed Councillor Mrs Kingston, seconded by Councillor Mrs Bayne.

A vote was taken on this nomination and the proposal was carried UNANIMOUSLY.

The Chairman declared that Councillor Mrs Kingston was duly elected as Vice-Chairman of the Parish Council. The Clerk would forward the Declaration of Acceptance of Office for signature.

FPC21-4 Declarations of Interest

It was AGREED that any declarations of interest would be stated by Members as required during the meeting.

FPC21-5 To appoint Committee Chairmen for the 2019/20 Civic Year

Councillor Baker proposed, seconded by Councillor Mrs Bayne that the Committee Chairmen for the Civic Year 2021/22 be as follows:

Playing Field	Councillor A Duckmanton
Ponds & Riverside	Councillor Parker, supported by Councillor J Teixeira-Gomes
Cemetery	Councillor Mrs M Bayne
General Purposes	Councillor Mrs Kingston
Planning	Councillor Parker

This was AGREED unanimously.

FPC21-6 To Review and Determine Representation on Outside Bodies

(a) **Farndon Residents Environment Group**

It was AGREED that the representative should remain as Councillor Gomes.

(b) **Farndon Memorial Hall Trustees**

It was noted that the Parish Council could have up to six representatives. The Trustees currently showing were Dave Everington and Cllr Mrs Kingston on the Charity Commission website. Councillor Rhodes-Yeomans and Parker were not showing, although they had been previously nominated.

The Clerk to follow-up with Councillor Rhodes-Yeoman and Parker on whether they would like to be a Trustee.

(c) **Newark Healthcare Group**

It was AGREED that the representatives should remain as Councillor Mrs Bayne.

(d) **Newark Municipal General Charities**

The representative was Lawrence Aslin who would remain in that position until 2023. After discussion it was AGREED that the Clerk seek confirmation that Mr Aslin was willing and able to continue until the expiration of the appointment.

(e) **Staythorpe Power Steering Group**

It was AGREED that the representative should remain as Councillor Baker.

FPC21-7 **To Review and Adopt Standing Orders and Financial Regulations**

The Clerk confirmed there had been no changes to Standing Orders or Financial Regulations.

The Clerk sought permission to review the documents as part of the CiLCA qualification. This was AGREED.

FPC21-8 To note the Council's Asset Register

The Clerk advised that the Asset Register needed to be reviewed as there had been some movement in assets.

Councillor Mrs Kingston suggested that photographs be taken as part of the record and included within the register. This was AGREED and the Clerk was asked to progress the project with the Sexton.

FPC21-9 To confirm the dates and times of ordinary meetings of the Parish Council for the Civic Year 2021/22

The dates of the ordinary meetings for the Civic Year 2021/22 were confirmed as:

2021

Monday, 28th June 2021
Monday, 2nd August 2021
Monday, 27th September 2021
Monday, 25th October 2021
Monday, 6th December 2021

2022

Monday, 24th January 2022
Monday, 28th February 2022
Monday, 28th March 2022
Monday, 25th April 2022
Monday, 23rd May 2022 – Annual Meeting of the Parish and Annual Meeting of the Parish Council

All meetings would commence at 6.30pm.

The Clerk to circulate a schedule to Members and also to the Farndon Focus for inclusion in the next issue of the magazine.

FPC21-10 Minutes of the Parish Council – 29th March 2021

The minutes of the meeting held on Monday, 29th March 2021 were accepted as a true and correct record and signed by the Chairman.

The Chair requested that consideration of the Newark & Sherwood Community Lottery be placed on the agenda for discussion at the June meeting.

The Clerk confirmed that a quotation had been requested from Via for an entrance from Fosse Road. A chaser email had been sent asking for a response.

FPC21-11 County Councillor Session

No report was presented as Cllr Mrs Saddington had given her apologies.

FPC21-12 District Councillor Session

No report was presented as District Councillor Walker had given his apologies.

(a) Impact of New Builds on Car Parking Review

The Clerk advised that she continued to chase for a response on a monthly basis. The latest information was that the report had not yet been presented to the Senior Leadership Team and advice given that there was no money for any improvements in any event.

The Clerk had responded that Members would wish to know what improvements were outlined within the report as they had no knowledge of the content and could not update residents, who were feeling extremely let down.

Monthly updates would continue to be requested.

FPC21-13 Farndon Residents Environment Group

(a) AGM Minutes – April 2021

Members noted the minutes of the Annual General Meeting.

(b) Minutes – April 2021

Members noted the minutes of the April meeting.

FPC21-14 Public 10 Minute Session

As no members of the public were present there were no questions raised.

FPC21-15 Parish Council Matters

(a) Highway Verges

Members noted that there were no licences to plant bulbs in the highways within the village.

The matter generally comes to light when there is a slight conflict between the dieback of bulbs, and the necessity to mow the verges. In the last week, the grassed areas outside the Londis were mown back which had elicited some concern due to the potential effect on bulbs flowering next year. However, operationally it was not practical to mow round the bulbs in this area.

The Clerk referred to 'No Mow May' which campaigned for verges and lawns not to be cut during May, and was an initiative being promoted by Newark & Sherwood District Council. This was designed to increase the bio-diversity and help insects and wildlife. In the meadow only two strips were being mown, with pathway strips for residents, which had resulted in a variety of grasses coming through. Less mowing had also been undertaken in the ponds, which had seen an increase in cowslips and bluebells.

Members were asked if they wished to join with the 'No Mow May' campaign.

There was a balancing act between maintaining the verges and operational pressures. The Clerk did not consider that there had been a significant loss of bulbs flowering this year following cuts in 2020; and there was a lot more bio-diversity to be had from nettles, sweet nettles, dandelions, etc, than from the planted bulbs.

After discussion it was AGREED that the areas that had been cut in front of the shop continue to be mown, with the other areas to remain uncut until the 1st June to tie in with the 'No Mow May' initiative. Residents to be made aware through the Facebook page of the strategy the Parish Council have adopted. The issue to be re-evaluated at the beginning of 2022.

FPC21-16 Update Reports from Chairs

(a) Chairman's Report

The Chair referred to the changes in legislation that meant remote meetings could not legally be held after 6th May 2021.

Members were asked what their preferences were for holding meetings after 21st June 2021.

After discussion it was AGREED that the Parish Council would have to comply with any legislation in place at the time. One option could be for face to face meetings to be held, with a link available to the public to join remotely.

The next scheduled meeting was 28th June 2021, which should theoretically be when all restrictions were removed. It was AGREED that if any urgent matters arose prior to that date, delegated authority be given to the Clerk, Chairman and Vice-Chairman to deal with them. It was noted that informal meetings could be held via Zoom, with any decisions ratified at the next meeting.

(b) Planning

21/00743/HOUSE – 76 Fosse Road, Farndon - Two-storey rear extension with partial render.

21/00913/HPRIOR – 31 California Road, Farndon - Householder prior approval for single storey rear extension The length that the extension extends beyond the rear wall of the original house: 3.30 metres Eaves height of the extension: 2.65 metres Maximum height of the extension: 3.64 metres

21/00754/HOUSE – 17 Walters Close, Farndon - Proposed ground floor side extension

21/00693/HOUSE – 136 Marsh lane, Farndon - 2 storey rear extension within keeping of surrounding property's with matching materials.

Decision Notice - 21/00458/HOUSE – 6 Birchenall Court – Single storey rear extension

Members noted the decision notice granting permission for the works as outlined.

Decision Notice - 21/00696/TWCA – Rose and Crown, 25 Main Street - T1 Sycamore - Crown reduction to points indicated on submitted photograph. T2 Yew - prune back to clear the Pub building by 1.0m

Members noted the decision notice granting permission for tree works as outlined.

Decision Notice - 21/00561/TWCA – Chestnut Farm, 36 Main Street - T1 Cherry - Removal due to leaning, roots may damage neighbours fence and proximity to listed property

Members noted the decision notice granting permission for tree works as outlined.

Decision Notice - 21/00651/TWCA – The Mews, 18 Cross Lane - Walnut Tree (T1) - Reduce crown away from the roof by 1.5m, crown lift over the road by 5.2m. Leylandii Tree (T2) - Fell to ground level due to low amenity value, not in keeping with area and will provide more room for surrounding trees.

Members noted the decision notice granting permission for tree works as outlined.

Decision Notice – 21/00493/TPO - 12 Westfield Way, Farndon - Undertake works to trees identified as forming part of Group G1 protected by TPO N45; T1 Holly - Fell due to roots causing damage to fence and slabs and overshadowing. T2 Pine/ Fir - crown reduction by 5 metres due to overshadowing, size and lean towards neighbouring properties

Members noted the decision notice refusing permission for the works as outlined.

Decision Notice – 21/00533/HOUSE -1 Prebends Close, Farndon - Proposed extensions to the north and west elevations

Members noted the decision notice granting permission for the works as outlined.

(c) General Purposes

Damage to Telephone Box – Main Street

The Clerk advised Members that 4 of the small glass side panels, three of the larger panels, a leather strap and the closer, together with the 4 top glass pieces. The Sexton had removed the damaged inside panel to reveal the metal behind and was confident that repairs could be undertaken in-house.

There was opportunity to have branded glass in the top 4 panels. After discussion it was AGREED that 'Farndon Parish Council' be included in one panel, with the other three frosted. Once repairs had been completed the box to again be used as a book swap as it had been well received and used in the village.

Councillor Mrs Bayne asked whether the Police investigation had revealed who may have set the fire as if it was arson it was a serious escalation in behaviour. The Clerk advised that there had been a suggestion that it may have been caused by something within the box itself, however, it had been decommissioned by BT prior to the Parish Council taking ownership. Unfortunately, there was no CCTV available in the vicinity.

Councillor Duckmanton referred to a potential community CCTV initiative, that would be covered later on the agenda.

The Clerk to circulate confirmed costings to Members once received.

Wildlife/Duck Pond – Main Street

The Clerk confirmed that a site meeting had now been held with Via. Officers were going to investigate what services were in the vicinity and advise on what depth the pond could be at.

In principle Via were happy for the area to be used as a wildlife pond.

Soldier Silhouette

Members noted the damage to the Royal British Legion soldier on the Main Street/Fosse Road verge. The bayonet and butt of the rifle had been snapped off and it was irreparable. An offer had been made from an anonymous resident to replace it, which Members were grateful for and asked the Clerk to accept.

(d)

Playing Field

To ratify the application to the Parish and Town Council Initiative Fund

The Clerk referred to an application submitted to the Parish and Town Council Initiative Fund, which had to meet the deadline of 16th April. Members ratified the Clerk's submission of the application for a CCTV scheme to cover the Playing Field.

A letter of support for the scheme had been provided by Nottinghamshire Police, and also support requested from County and District Councillors who represented the village. The application would be considered by the District Council in due course.

Councillor Duckmanton referred to the potential for a village wide community CCTV scheme, utilising solar powered CCTV units.

After discussion it was AGREED that a sub-committee be established comprising of Councillor Baker, Councillor Duckmanton and Councillor Parker to investigate the legalities and viability of such a scheme. The Clerk to research if any other communities had experience of a scheme through the Council Clerk's Mastermind Facebook page.

Any scheme would have to meet guidelines and be registered with the ICO for data protection. Information had already been requested from Newark & Sherwood District Council and forwarded to Councillor Duckmanton for review.

Update on use of Bowls Club, Farndon Cricket Club

Councillor Duckmanton updated Members on a recent site meeting held with the youth development arm of the Cricket Club at the Bowling Green. Their plans for the area were explained, and it was made clear that the Sexton would need to have access to the garage. A new gate was planned and once installed access would not be an issue.

(e)

Cemetery

Excess Soil

The Clerk referred to the excess soil building up in the Cemetery. Councillor Duckmanton to liaise with the Cricket Club to establish if it could be used at the bowling club.

Churchyard

Councillor Mrs Bayne asked whether a date had been set to mow the Churchyard. The Clerk advised it was dependent on the cowslips and bluebells and would ask the Sexton to inspect and advise.

Commonwealth War Graves Commission Signage

The Clerk confirmed that the signage was now in place. Councillor Mrs Bayne observed it would be good to include it within the Farndon Focus and also on the resident's page.

(f)

Ponds & Riverside

Request for Memorial Bench

The Clerk had received a request to place a memorial bench at the ponds. A site visit had been made with the family and an area adjacent to the 'beach' had been chosen. The bench was being supplied through E Gill & Sons, the base would be put in place by the Sexton.

Damaged Bin

The Clerk referred to a bin that had been damaged in the meadow. Unfortunately, the outer edges had been thrown through a greenhouse on Sandhill Road. The Police had been advised.

Slipway

Councillor Teixeira-Gomes referred to a recent fire on a boat moored adjacent to the slipway and asked if the mooring was under the ownership of the Parish Council. The Clerk understood that the Parish Council's ownership stopped at the riverbank but would check deeds.

Councillor Parker understood that the fire had been caused by a BBQ on the boat itself and was not the responsibility of the Parish Council.

Disabled Bench

Councillor Teixeira-Gomes reminded the Clerk about the request for a disabled bench at the picnic area. As previously, the Clerk advised that the company making the benches were not working due to the pandemic.

Overhanging Trees – Picnic Area

The Clerk was asked to investigate if trees were overhanging and impeding on the footpath at the picnic area.

FPC21-17 Financial Matters

- (a) To consider accounts for payments in accordance with the circulated schedule
Members received and noted the accounts for payments as outlined in the circulated schedule.

- (b) To note any receipts in accordance with the circulated schedule
Members received and noted the receipts as outlined in the circulated schedule.

- (c) To note the Council's financial position as at 31st March 2021 and 30th April 2021
Members noted the Council's financial position as at 31st March 2021. Details regarding the 30th April figures would be forwarded to Members once available.

- (d) To note arrangements for internal audit and the external review
The Clerk advised that the sign off of the 2020/21 accounts was scheduled with Rialtas on 12th May 2021. Thereafter, the accounts could be forwarded for internal audit.

Members AGREED to give delegated authority to the Clerk to continue to internal audit following the review of the year end with Rialtas. A copy of documentation would be circulated to Members for information.

The Clerk referred to a review of the Council's insurance policy Councillor Mrs Kingston had been asked to assist with. A quotation had been received which was significantly less than current insurers. The Clerk would progress and keep Members updated.

FPC21-18 Notts Association of Local Councils

- (a) Rural Broadband – Call for Evidence
It was noted that there was good coverage in the village, but there were outlying areas that may not be quite as good. It was AGREED that the Clerk complete the questionnaire with the Chair.

FPC21-19 Correspondence

- (a) Letter from Buddy Scheme
The Clerk referred to a letter received from a resident who had benefitted from support via the Buddy Scheme during the pandemic. While wishing to remain anonymous they wanted to formally thank the Parish Council for putting the scheme in place and had sent a donation of £100.

Consideration of a village event to be placed on the June agenda for discussion.

FPC21-20 Items for Notification

- (a) Flood Defence Meeting
The Clerk had raised a further enquiry with the Environment Agency after identifying a link that appeared to list the floodbank as an asset; as it had an asset number and spend linked to different financial years included on it. No response had been

received as yet and it was AGREED that a site meeting be progressed with Farndon Marina.

(b) School Lane

Councillor Teixeira-Gomes referred to the poor repair of the wall and pavement at School Lane.

The Clerk advised that these issues had previously been logged with Via. A site meeting had been made by the Highways Liaison Officer who was in contact with the owner. The Clerk confirmed that issues can still be reported via the portal.

FPC21-21 Date of Next Meeting
Monday, 28th June 2021

The meeting closed at 8.30pm.