

SUBJECT TO RATIFICATION AT THE SEPTEMBER 2020 VIRTUAL MEETING

Minutes of the virtual meeting of Farndon Parish Council held on Monday, 27<sup>th</sup> July 2020 at 6.30pm

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

**FPC20-031**    Apologies for absence

Apologies for absence were received and accepted from Councillor Duckmanton, County Councillor Mrs Saddington and District Councillors N Mison and I Walker.

**FPC20-032**    Declarations of Interest

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

**FPC20-033**    Minutes of the Parish Council held on 22<sup>nd</sup> June 2020

The minutes of the Parish Council meeting held on 22<sup>nd</sup> June 2020 were accepted as a true and correct record.

In response to a question from Councillor Mrs Kingston, the Chair confirmed that there was no further action planned on West End at this time.

**IFPC20-034**   **COVID-19 Update**

(a)                Response from Buddy Volunteers

The Clerk advised that responses had been received from the buddy scheme volunteers, following the request sent for feedback on the scheme. The volunteers were maintaining their relationship with their buddies, which was a positive outcome from the scheme. A precis of responses would be shared with Members.

Councillor Mrs Kingston asked that a vote of thanks to the Clerk be minuted for organising and co-ordinating the scheme. This was AGREED by all Members.

(b)                Update on Meetings

The Clerk referred to information received from NALC which contained a checklist produced with the SLCC to help in the decision as to whether face to face meetings should be held. Local councils have the power to hold public meetings remotely until May 2021.

The Chair noted that the Memorial Hall currently remained closed to users.

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Signature\_\_\_\_\_ Date\_\_\_\_\_

Councillor Mrs Kingston commented that meeting remotely was not a problem while there were no major issues affecting the village. The Chair advised that, at some point, there would need to be a discussion regarding a loan to the Cricket Club, but nothing further was pressing.

After discussion, Members confirmed they were happy to continue with meeting remotely for the time being.

(c) NSDC Community Update

The Clerk had shared the update with Members for information.

**FPC20-035 County Councillor Session**

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

**FPC20-036 Nottinghamshire County Council**

(a) Local Improvement Scheme – Application Update

The Clerk referred to an email from the designer who anticipated that the project would be complete by the end of August, after which a date for installation could be arranged.

The Chair reminded the Clerk that the overgrown vegetation which was obscuring the current signs needed to be addressed before the new signs could be installed.

(b) Farndon Village Green

The Clerk advised that photographs had been forwarded from Councillor Mrs Bayne and Councillor Duckmanton, dating back to the early 1960s. Both these photographs showed that the area was hard standing and not grass and would be forwarded to the Rights of Way Team.

The Rights of Way Officer had confirmed that the explanation from the previous Clerk would not be enough, however, it was hoped that the visual evidence would add weight to his correspondence.

**FPC20-037 District Councillor Session**

No report was presented as District Councillors had given their apologies.

**FPC20-038 Farndon Residents Environment Group**

Mr Dodson had confirmed that the monthly litter picks had re-started and the first balsam pull had been held on the boundaries of the farmers field at the entrance to the ponds. It had been noted that this year the balsam was much reduced and it was hoped this would continue in to future years.

(a) AGM Minutes – 6<sup>th</sup> July 2020

A copy had been circulated to Members for information.

- (b) FREG Minutes – 6<sup>th</sup> July 2020  
A copy had been circulated to Members for information.

**FPC20-039 Public 10 Minute Session**

There were no members of the public present.

**FPC20-040 Parish Council Matters**

(a) Review of Dog and Litter Bins

The Clerk advised that, with Members agreement, it was proposed that a review of all the bins managed by the Parish Council be undertaken. This would identify their condition, level of usage, etc, as outlined in the form circulated to Members. The review would be undertaken by the Sexton/Handyman, when the bins were emptied over the course of the part-time Handyman's regular weekly emptying schedule.

Councillor Teixeira-Gomes asked if all bins could be numbered so that Members could identify where they were.

After discussion, Members were in agreement for the review to be undertaken as outlined, with results to be circulated prior to the next meeting.

The Chair referred to a discussion some time ago regarding employing someone on a part-time basis to litter pick. Coddington Parish Council successfully employed someone in this role and it was understood to be working well.

Members queried if this would be welcomed by FREG given their monthly litter pick support to the village. The Chair understood that the support would be welcome.

In response to a query on insurance, the Clerk confirmed that FREG should have their own public liability insurance as they were an independent group. Consideration would also need to be given on the potential increase in waste and whether the current commercial bins would be sufficient. The Clerk was asked to confirm what happened to the waste generated by the FREG monthly litter picks.

Councillor Mrs Kingston queried whether or not current employees could be offered any extra hours. The Clerk explained that the Council employed a full-time Sexton, with a part-time handyman contracted for 6 hours who also worked elsewhere.

Councillor Parker questioned whether there was a big enough litter problem to warrant employing someone.

The Chair acknowledged that lockdown had significantly reduced the rubbish in the village, but it was expected this would begin to rise especially with takeaways re-opening. Fly tipping was also back on the rise and reporting of this could be included within the duties.

After discussion, it was AGREED that the Chair investigate this further with the Clerk and put a specification together for consideration by Members. It was noted that, if agreed, any new role could be temporary for a six month period to assess viability.

The Chair referred to the recent incidents of fly tipping on Thorpe Lane, some of which had blocked the road leaving it inaccessible to residents. The Clerk had been in contact with Newark & Sherwood District Council to explore if any monitoring could be undertaken on the Lane.

(b) Review of Parish Council Mowing Equipment

The Clerk discussed with Members a review of the Parish Council's mowing equipment.

The Parish Council had a number of items of equipment, some specific to the Cemetery, some that can be used in the outer areas and a converted Z Series John Mower (deck removed) that was used for the bin round.

A new Z Series John Deere had been purchased in 2016, but was not now fit for purpose as it was perhaps not treated as it should have been when first delivered. The review would highlight what equipment was currently owned, where it was used and whether it was conducive to efficient working. An approach has been made by a resident of the village who was currently training in ground care to purchase the current Z series to help with his studies.

Depending on requirements, it may be that a lease option, rather than an outright capital expenditure could be considered.

A discussion took place on what areas the Parish Council currently cut, what was cut by the contractor and what equipment was used for individual areas. It was AGREED that the Clerk produce a list of areas, identifying that cut by the contractor and that by the Sexton, highlighting which equipment was used for those areas. This review would also include where any new equipment would be used.

In terms of the existing Z Series John Deere, as long as the machine was fit for purpose, then Members were content for it to be sold to the resident if it was suitable for their requirements.

Councillor Parker queried what areas were cut/maintained by FREG and whether that responsibility would revert to the Parish Council at any time. In terms of Parish Council areas, the Clerk confirmed that FREG cut the Millennium Green and also Holmefield, but had no information on what else was specifically cut/maintained by them.

It was noted that FREG did an excellent job in the village, and, if the Parish Council were reviewing it's own equipment it was considered that now may be an opportune time to include any areas that may come to the Parish Council in the future.

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Members further considered the adapted Z series used on the bin round. It was AGREED that a replacement for this vehicle be included within the review.

The Clerk was asked to ensure that the part-time handyman had 'L' plates on the Z series at all times. Concern was expressed at the speed which it was sometimes driven and the Clerk was asked to review that. It was noted that the vehicle was insured and taxed for the road.

(c) Anti-Social Behaviour

Members noted that there was still some anti-social behaviour in the village with damage to trees and consumption of alcohol on the playing field, and removal of tape and damage to signs within the play area.

(d) Parish Council/Village Website

The Clerk had circulated the link to the Hugo Fox website to Members for information. The site will shortly point to the domain name [www.farndonpcnotts.co.uk](http://www.farndonpcnotts.co.uk), which was currently in the process of being populated.

Feedback from Members would be welcomed.

**FPC20-041 Update Reports from Chairs**

(a) Chairman's Report

**Update on Newark Town Board**

The Chair confirmed that the presentation bid for £25m would be submitted on Friday, 31<sup>st</sup> July. If Members wanted to review the video the Chair was happy to circulate to them if requested.

**WCCTV**

The Chair referred to a webinar which he and the Clerk had recently sat in on regarding CCTV. The company were happy to put up a demo camera but needed to know the outcome of the NSDC camera. They would be making contact with the Clerk to discuss requirements further. The Chair anticipated the costs would be prohibitive.

(b) Planning

The link to applications on the District Council's website had been forwarded to Members for consideration in advance of the meeting.

**Consultation on Planning Enforcement Plan**

After discussion it was AGREED that the Clerk review the documentation and respond accordingly.

The Chair referred to some changes that may be made to the planning process which were being considered by the Government.

## **Applications**

### 20/01162/FUL – Land at The Meadows, Farndon - Retention of 6 of the existing garages and the development of 2no. 1-bed flats.

Prior to consideration of this item, Members noted the diversion that would be required to Footpath 3 should the development be approved. Members suggested that an additional planter be placed at the entrance to the diverted footpath, on land owned by the Parish Council, to maintain access.

The Clerk outlined that the Parish Council would need to maintain access to the land it has to the rear of The Meadows and Sandhill Road should permission be granted for the development.

Members expressed concern that the Parish Council had still not been advised of the outcome of the review of the District Council's 'Impact of New Builds on Car parking'. Of the existing dwelling at The Meadows, very few have direct off-street parking and there was a concern at the impact this development would have on parking in the area.

Members recognised that, of all the garage areas that had been developed in the area this was the most difficult. However, a large number of the garages scheduled to be demolished were used as storage, rather than parking and the area had suffered from repeated anti-social behaviour. The Clerk was asked to ascertain how many of the garages were currently occupied and whether they were all local to the village.

The Clerk outlined that one resident had objected so far as logged on the District Council's planning portal.

After discussion, it was proposed by Councillor Mrs Kingston, seconded by Councillor Teixeira-Gomes, that the application be supported. This was unanimously AGREED.

## **Decision Notices**

### 20/00202/FUL – Tonic Farndon, Main Street – Change of use from Sui Generis to a dwelling

Members received and noted the decision notice granting permission for the development as outlined.

### 20/00737/FUL – 19 Village Close, Farndon – Householder application to remove conservatory and erect rear single storey extension

Members received and noted the decision notice granting permission for the householder application as outlined.

## **Tree Works**

- 20/00880/TPO – 6 Birchenall Court, Farndon – Works to trees protected by TPO N45 identified as forming part of Group G2; T3 Silver Birch – Remove as tree has died due to honey fungus.

- 20/01011 & 20/01015 -TWCA – Long Acre, Wyke Lane, Farndon – Undertake works to give clearance to Overhead Power lines.
- 20/01012/TWCA – St Peter’s Church, Church Street, Farndon - Undertake works to give clearance to Overhead Power lines.
- 20/01014/TWCA – Farndon Lodge, 4 Church Street, Farndon – Undertake works to give clearance to Overhead Power lines
- 20/01016/TWCA – 8 West End, Farndon – Undertake works to give clearance to Overhead Power lines
- 20/01017/TWCA – Willow Holt, Wyke Lane, Farndon – Undertake works to give clearance to Overhead Power line

Members received and noted the decision notices granting permission as outlined.

- 20/00890/TPO – 50 Long Lane, Farndon – Works to trees protected by TPO N333 identified as forming part of group G1; T1 Silver Birch – Fell due to inappropriate placing, shading and growing over house. T2 Silver Birch – Crown reduction to give 2 metres clearance of BT lines.

Members noted that permission had been refused for the work to trees as outlined.

(c) General Purposes

**Duck Pond**

The Chair queried what the present position was with the proposed Duck Pond on the Main Street verge. The Clerk confirmed that a site meeting was awaited to gain a better understanding of the construction required to forward to Via.

It was noted that there were a number of projects that were pending a response. The Clerk was asked to give the contractor a timescale to present to the September meeting so that a way forward could be planned. The Clerk should seek an alternative contractor if required.

(d) Playing Field

**Request from Farndon Cricket Club**

The Chair referred to a site meeting held with representatives from the Cricket Club to further discuss the request from the club to use the bowls club, as outlined at the 22<sup>nd</sup> June meeting.

The Cricket Club had advised that they were keen to use the bowling green as an area to develop the youth team, and to also train the next generation in ground care.

The Chair outlined to Members what the cricket club had in mind in terms of nets and access. To protect the privacy of neighbouring residential properties, the Chair had advised that a new access would be required coming directly off the field from the front hedge. This was agreed.

The Cricket Club would take over this season, but rent would not be charged until the 2021/22 season. There would be a lot of work to do before the area could be used.

The Clerk confirmed that the bowls club was currently insured through the Parish Council's global insurance policy. If the Cricket Club were using the green and toilets then they would have to extend their own insurance to cover those areas.

Discussion took place on what would happen if the Cricket Club wanted to use the pavilion. The Clerk's opinion was that a hire fee would need to be charged for any use as the Parish Council owned the property, and third party liability would attach to the building. This would need to be discussed with the Parish Council's insurers as hiring would be a change to the current cover. When changed this would also enable the building to be hired out to other organisations.

An extension to the Cricket Club's existing lease would be required to include the additional land they would be taking over. They were also considering a building to store equipment and this would need to be covered in the lease.

The Chair proposed, seconded by Councillor Mrs Kingston, that the Cricket Club's request to use the land be agreed, with rent chargeable from the 2020-21 season; with use of the clubhouse to be negotiated. This was unanimously AGREED. The Clerk was asked to arrange another meeting to finalise details with the Cricket Club.

#### **Football Club Use**

The Clerk advised that no contact had been received from either club that had trained on the field during 2019. However, it was understood from Councillor Duckmanton that the Rose & Crown had relocated to Balderton, but Knowhow were remaining at Farndon. The Clerk was asked to obtain official confirmation.

(e)

#### Cemetery

##### **Caring for God's Acre**

The Clerk referred to a recent article on Countryfile which featured a charity 'Caring for God's Acre', a charity that helped organisations that managed burial grounds to help them become wildlife havens.

After discussion, it was AGREED that an action pack for £20 be purchased and the Clerk review it with Councillor Mrs Bayne. Further, the Clerk and Councillor Mrs Bayne would review the Cemetery to see what areas could benefit. It was noted that any implementation in the Church Yard would need to be discussed with the Church Wardens.

(f)

#### Ponds & Riverside

##### **Siting of Planters**

Members noted the siting of three planters at the Riverside, which had been planted up with begonias.

##### **Removal of Picnic Bench – Picnic Area**

The Clerk confirmed that, following contact from a resident who was experiencing repeated anti-social behaviour, a picnic bench had been removed from close to their



boundary. The bench has been removed completely, rather than re-sited, as it was found to be damaged on inspection. In future, the Parish Council would need to be mindful of where they are placed and are closer to where people were passing, not out of sight.

Councillor Parker asked if the Sexton could look at the picnic bench next to the River near the clappergate as it appeared to be broken.

### **Ponds – Water Discolouration**

The Environment Agency had been contacted regarding a bloom that had appeared on the back pond to identify whether it was blue-green algae.

The Inspector had advised that the film appeared to be a phenomenon known as pond film (where a film of dust and pollen accumulated on the water surface due to surface tension). The Sexton would monitor over the next couple of weeks.

Councillor Parker observed that there was a regular number of people fishing, some of which were at night and asked if night fishing was permitted. The Clerk confirmed that night fishing was permitted. The Sexton regularly patrolled as bailiff and varied visiting times.

The Clerk had discussed establishing a What's App group of those with fishing permits with the Sexton as it would be an instant way of communicating any issues. Members AGREED this was a good idea and asked the Clerk to progress.

### **Fly Tipping/Gates**

The Clerk referred to the recent fly tipping on the concrete hard standing at the ponds and the infilling of pot holes along the land that leads to the area that is owned by the Marina. This land does not have a public right of way across it and is closed once a year so that a right of way is not established.

The Marina had confirmed that they had not arranged for the recent work on the land, and there was a concern as to why it had been done, especially as fly tipping had appeared at the same time. After discussion with the Chair, a request had been made of the Marina for permission to lock their gate across to prevent access any further than the corner of the lane near the entrance to the meadow. This had been agreed, provided access details were given to the Marina. Further, the Marina had confirmed that three CCTV cameras had been put up in the area that would pick up any traffic coming to the gate. The Marina had also offered a meeting with the Parish Council to discuss how to improve CCTV coverage in that area.

Previously, the Chair had raised putting a gate across the right of way at the junction of the lane behind Walters Close. This had been agreed by Council on .....

After discussion, including whether access gates within the Ponds could be relocated, it was AGREED that a meeting be arranged with the land owner and Members at the

earliest opportunity to progress the matter. It was noted that Rights of Way would need to be involved as there would be requirements on ensuring that the correct width was left for the footpath.

In terms of the fly tipping, this was too much for Council employees to move. The District Council had advised that they may remove it but there would be a charge as it was on private land. The Chair asked the Clerk to leave the matter with him for the moment.

### **Freecamp**

FREG had notified the Clerk that a freecamp had been built within the pond area. On investigation it had been found in quite a remote area of the ponds, with what appeared to be markers to guide people to it. It had been dismantled and the Sexton would monitor the area.

## **FPC20-042 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 30<sup>th</sup> June 2020  
Members noted the Council's financial position as at 30<sup>th</sup> June 2020.

The Clerk advised that a detailed breakdown of the budget would be forwarded after the 31<sup>st</sup> July 2020.

- (d) May 2019 Election Costs Recharged  
Newark & Sherwood District Council had now confirmed the costs for the uncontested election held in May 2019. An invoice in the sum of £133.58 had been received.

## **FPC20-043 Nottinghamshire Association of Local Councils**

- (a) Constitution  
The Association had circulated a revised constitution, which would be proposed at the Annual General Meeting in November. A copy had been circulated to Members for information and comments.

After discussion it was AGREED that there were no observations and that the Association be allowed to decide how to run their own organisation.

- (b) Code of Conduct  
The Clerk had circulated a link to Members with a link to a survey for them to

complete if they wished.

The Chair commented that there needed to be changes as currently the Monitoring Officer had no powers to punish or restrict parish councillors.

**FPC20-044 Correspondence**

(a) Farndon Focus

Notification had been received that the September issue of the Focus would be going ahead. The deadline for copy was 15<sup>th</sup> August.

(b) St Peter's Early Years

Confirmation had been received that the committee would be submitting an application to extend their planning permission as it was coming to the end of its 5 year term.

The Chair advised that he was now on the Early Years Committee as was the Clerk. There was a discussion around whether or not the manager had changed. The Clerk was asked to confirm for clarification.

(c) VJ Day – 15<sup>th</sup> August 2020

Correspondence had been received from Newark & Sherwood District Council asking if the Parish Council would be commemorating VJ Day as all national commemorations had been cancelled.

It was noted that, as with VE Day, no organised commemorations would be held.

**FPC20-045 Items for Notification**

There were none.

**FPC20-046 Date of Next Meeting**

The next scheduled meeting was Monday, 28<sup>th</sup> September 2020 as August was recess.

It was AGREED, however, that a meeting be called in August should it be necessary to discuss specific items.

The meeting closed at 9pm