

Minutes of the Farndon Parish Council held on Monday, 28th September 2015 at 6.30pm in the Parish Council Room

Present: **Councillor M Baker, in the Chair**
 Councillor Mrs M Bayne
 Councillor A Duckmanton
 Councillor P Gafney
 Councillor M Oldham

Also in attendance: County Cllr Mrs Saddington, Mr Love (NSDC), Mr Mizen (NCC) and one member of the public

FPC15-189 Apologies for absence

Received from Cllr J Teixeira-Gomes , District Cllr I Walker and Mr D Risling (FREG)

FPC15-190 Declarations of interest

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

FPC15-191 Parish Council Matters

(a) To receive feedback from an officer of Nottinghamshire County Council on the Parish Council's response to proposals for the installation of two new bus stops on Marsh Lane

The Chair welcomed Mr Mizen, an Officer with Nottinghamshire County Council and suspended the meeting at 6.35pm to allow him to comment on the Parish Council's submission.

While understanding the Parish Council's concerns, Mr Mizen advised that stopping school children from using the stop would be difficult to manage.

The Chair advised that the reason behind the request was the impact this could have on residential properties, especially if children were gathering when residents were leaving for work. The other bus stops used by school children, i.e., Main Street and on Marsh Lane, were not directly outside residential properties.

Mr Mizen advised that it may be possible to enter in to a dialogue with the bus operators and for usage of the stops to be monitored. Monitoring could also be undertaken by officers of the Highway Authority to establish if the stops were safe from a health and safety perspective.

It was AGREED that a six month trial of usage should be undertaken after the stops were installed but, while liaison would continue with the Parish Council, any decision to remove the stops would be made by the Highways Authority.

Mr Mizen advised that he would need to feed back to local residents and consultees which would give an anticipated timescale of the middle of November for installation of the stops.

Mr Mizen advised that he would confirm the discussion to the Parish Council by e-mail.

Noticeboard – Long Lane, Bus Shelter

- (b) Mr Mizen referred to the Parish Council's request to replace the noticeboard on the bus shelter on Long Lane. It was confirmed that the County Council were happy for permission to have a noticeboard, on one side, to continue.

It was AGREED that the Clerk should look to source a dual noticeboard, half of which was open for public use and the other half lockable for Parish Council correspondence.

The Chair thanked Mr Mizen for attending and reconvened the meeting.

FPC15-192 County Councillor Session – Cllr Mrs Saddington

The Chair suspended the meeting at 6.45pm to allow Cllr Mrs Saddington to present her report.

Winter Assistance

The Clerk confirmed that correspondence had been received and the item was on the agenda for consideration.

Gateway Sign

Cllr Mrs Saddington advised that parishes could apply for up to £2,000 funding for a gateway sign in to the village. Forms could be accessed via the County Council's website. It was AGREED that the Clerk should obtain the forms for an application to be submitted.

Village Funding

Cllr Mrs Saddington advised that, in addition to the £150 given to the Parish Council towards the noticeboard, support had also been provided to a number of other organisations; FARI £100, the art show £120 and the St Peter's Early Years £150.

The Chair thanked Cllr Mrs Saddington for attending and reconvened the meeting.

FPC15-192 Parish Council Matters

To receive information from an Officer of Newark & Sherwood District Council on a website for the Parish Council

The Chair welcomed Mr Love, an Officer with Newark & Sherwood District Council, and suspended the meeting at 6.50pm to allow him to present his report.

Mr Love advised that the District Council currently provided hosting facilities for parishes on its own website. There was no limit to the amount of data that could be used and a lot of work was done behind the scenes to support parishes and to enhance their position on search engines. Over the last six months the Farndon page had received over 700 hits over the last six months with the main pages visited being for agendas, minutes and the Farndon Focus.

The Parish Council could purchase its own domain name and that could be linked back to the District Council site.

It was AGREED that the Clerk should check availability of names, in conjunction with Cllr Duckmanton, and report back to Members.

The Chair thanked Mr Love for attending and reconvened the meeting.

FPC15-193 Minutes of the Parish Council Meeting – 27th July 2015

The minutes of the meeting held on Monday, 27th July 2015, were accepted as a true and correct record and signed by the Chairman.

FPC15-194 Matters Arising from the Minutes

There were none.

FPC15-195 District Councillor Session

In the absence of any District Councillor's no report was presented.

FPC15-196 Farndon Residents Environment Group

The Clerk referred to a report sent by FREG outlining work planned for September and October.

The Chair requested that FREG be advised that any member, not just the Chair, was welcome to attend and contribute to the Parish Council meetings.

It was AGREED that the Clerk provide an action note summarising the minutes to be presented at the FREG meetings which were held on the first Monday of the month.

FPC15-197 Parish Council Matters

(a) **To note a further response from the Police Commissioner regarding proposed cuts to the PCSO service and the offer of a meeting with the Police Commissioner.**

Following a further response that the Clerk had submitted to Police Commissioner's office regarding concerns expressed at the reduction in PCSO numbers, an offer had been made for the Police Commissioner to attend a meeting with the Parish Council.

It was AGREED that Monday, 16th November be accepted and that the meeting be open for members of the public to attend.

- (b) **To receive an update on legal matters currently being considered by the Council's solicitors:**
- **Lease to Early Years**
Work was ongoing and a draft lease expected shortly. The Chair confirmed that rental payments would commence on 1st October and be paid by direct debit on a monthly basis.
 - **Fields in Trust Transfer**
Fields in Trust had sent through a Non-Charitable Deed of Dedication and asked for confirmation of a number of matters. It was AGREED that the Clerk should respond as appropriate to enable the matter to proceed to completion.
 - **Reconstruction of Title to Old Cemetery**
The Clerk advised that she had approached one resident and further information was awaited regarding their local knowledge on the Cemetery.
- (c) **To consider the adoption of new Standing Orders**
The Chair referred to the draft that had been circulated for consideration.
- A number of queries were raised and it was AGREED that the Clerk review them, amend the Standing Orders where appropriate and circulate a revised copy to Members.
- (d) **To note arrangements for Remembrance Sunday**
It was AGREED that the Clerk check arrangements for the 2015 ceremony with St Peter's Church and advise members. It was noted that Mr Everington had offered to read the lesson and his offer had been accepted.
- (e) **To note the official opening of the St Peter's Early Years facility**
The Chair advised that he had attended the Open Day on Saturday, 26th September and performed the opening ceremony. The day had been very well attended and 7 new pupils had been signed up on the day.
- The Chair advised that low level lights would be installed over the doors and there were a number of snagging issues that needed to be addressed.
- The new barrier was still to be installed, which would pivot on the Cemetery side. Once installed, the sign advising of opening and closing times would be attached to it.
- Proposals for signage had been submitted to Nottinghamshire County Council. The location requested was AGREED.
- (f) **To discuss moving the Public 10 Minute Session to earlier in the agenda for future meetings**
Following discussion it was AGREED that this session be moved to earlier in the agenda for a trial period of six months and then be reviewed.

- (g) **To consider whether an approach should be made to Farndon St Peter's Primary School for the Parish Council to have a representative on its Governing Body**
The Chair referred to the current composition of the school's governing body. It was AGREED that the Clerk should write to the school and ask if there was a possibility of a Member of the Parish Council joining the body as a community governor.

FPC15-198 Update Reports from Chairs

- (a) **Planning & General Purposes**
Benches

Cllr Oldham referred to the lack of benches around the village and queried if it would be possible for a scheme to be established for people to place dedicated benches in locations agreed by the Parish Council.

It was AGREED that an article be written for the December issue of the Farndon Focus.

Mobile Phones

It was AGREED that the Parish Council invest in a mobile phone for the Village Handyman on a pay as you go basis.

Noticeboard

Cllr Oldham referred to the lack of a noticeboard in the California Road/Main Street area.

It was AGREED that the Clerk approach Newark & Sherwood District Council to see if there was an area where a noticeboard could be placed.

- (b) **Playing Field**

To note the progress on work to the play area railings

Work was progressing well with all rubbing down complete and painting had commenced.

To ratify the decision to undertake tree works at the playing field boundary

A decision had been made to undertake remedial tree works on a number of trees along the hedge boundary with the Fosse Road. It was AGREED that the decision and commitment to expenditure be ratified.

Opportunity was also taken to remove branches from a tree that was overhanging in to a neighbouring property.

To note the transfer of responsibility for the playing field verge from NCC to the Parish Council from 1st September 2015

Responsibility for maintenance of the verge had taken effect from 1st September. The County Council had cut it before responsibility had been transferred as requested.

To note correspondence sent to Farndon Bowling Club requesting notification for vehicular access

The Clerk had written to the Secretary to advise that permission should have been sought for the recent vehicular access and to request notification of dates when access is required in line with the terms of the lease.

Football Club

The Chair reported that a team that used the field had now disbanded as the manager had left. There was now only one team using the field. It was noted that the grass would now have chance to recover.

Dogs

It had been noted that the majority of dogs on the field were being exercised off lead, against regulations. It was AGREED that the Clerk should contact Newark & Sherwood District Council's dog warden service to see if any assistance could be given to educate owners.

(c) **Cemetery**

Cemetery Regulations

It was AGREED that delegated authority be given to Cllr Mrs Bayne and the Clerk to finalise the regulations for circulation to Members.

(d) **Ponds & Riverside**

Farndon Slipway – update

The Clerk updated Members on the current situation with the CRT lock and the confusion that had occurred which had seen it sent to Farndon, Cheshire.

To consider a programme of maintenance for Farndon Ponds, to include any feedback from the Environment Agency

On 12th August the Vice-Chair and Clerk had met with an Officer from the Fisheries Office at the Environment Agency. Assistance can be given with signage in other languages and management of the ponds, including a survey of the species they provide a home for.

No report has as yet been received but it is hoped that this will be received shortly. Assistance was also offered on wider management of the area if Members felt this was required.

While the Handyman had mown the area by the car park the area is in need of a firm programme of maintenance over the winter months.

FREG had requested the Parish Council to consider as a priority:

- renovation of the last third of the fishing pegs
- hedge cutting along the Ponds entrance path and farmland
- path clearance

The Clerk advised that she had also been approached by holders of fishing permits offering to assist with maintenance of the area and to offer suggestions for the fishing pegs.

It was AGREED that the Clerk arrange a meeting on site with the Village Handyman, Bailiffs, the Contractor, Mr Dodson (FREG), Cllr Gafney and/or Cllr Teixeira-Gomes with a view to establishing a quotation for the works required.

To note the closure of the Public Toilets, Riverside

Closure of the public toilets took place on 14th September. Keys have been returned to the management company as requested by Newark & Sherwood District Council. Signage was put up initially advising that the facilities were going to be closed but were not visible after closure. New signage has been ordered.

To note works required at the Picnic Area, Riverside

Cllr Gomes had requested the hedge/shrubs alongside the picnic area and the Boathouse needed to be cut back. The Handyman was aware of this and the work would be programmed.

Incidences of fly tipping

Cllr Gafney advised there had been a couple of incidences of fly tipping at the back of the village. Newark & Sherwood District Council had been very helpful in removing the waste.

The Clerk was asked to contact the Environment Agency to see if any fly tipping signs could be provided.

To consider works to the surface of the car park and its use by adjacent businesses

It was AGREED that this should be placed on the agenda for review at the January meeting but the Clerk should seek to obtain quotations for consideration as part of the budget process in November.

FPC15-199 Planning

(a) **Decision Notice – 15/01146/FUL – 2 Chapel Lane, Farndon, Nottinghamshire, NG24 3SR – Householder Application for Replacement frames and roof to the existing rear porch**

Received and noted that the application had been granted planning permission.

(b) **15/01344/FUL – 110 Fosse Road, Farndon – Create Vehicular Access**

Objection had been lodged to the application as the proposed vehicular access was across the whole width of the property boundary. The District Council had been advised that if the application were amended to allow single vehicle access, as other properties in that area had, the objection would be reconsidered.

- (c) **15/01465/FUL – 150 Marsh Lane, Farndon, NG24 4TG – Householder application for proposed rear single storey extension and single storey detached garden room**
This application had been supported.
- (d) **5/01465/FUL – 98 Marsh Lane, Farndon – Householder application for Demolition of Conservatory and Erection of Two Storey Rear Extension**
This application had been supported.
- (e) **Update on the Growth Point:**
14/01978/OUTM – Land South of Newark, Bowbridge Lane – Application for Reserved Matters approval for access comprising Bowbridge Lane north of the southern link road including the junction with Bowbridge Road, Bowbridge Lane and Hawton Lane
Received and noted with no observations made.
- (f) **Advance notification of Newark & Sherwood District Council's Plan Review Consultation commencing 5th October 2015**
It was noted that the consultation period for the Plan Review will run between 5th October and 16th November. Further information was awaited.

FPC15-200 Nottinghamshire County Council

- (a) **Intention to introduce an advisory 20mph limit around St Peter's Primary School and roads adjacent**

Advice had been received of the intention to introduce an advisory 20mph limit around St Peter's Primary School, extending on to Marsh Lane (from just prior to Village Way down to the Memorial Hall).

It was AGREED that this proposal be supported.

In supporting the proposal, Members expressed their concern that inconsiderate parking also posed a hazard to children walking to and from school and asked that efforts be made through the school to educate drivers to park more appropriately.

A wider discussion took place on the speed of drivers generally through the village. The Clerk was asked to establish whether the Speedwatch Group was still in existence and report back to the October meeting.

- (b) **To consider the Winter Service offer of assistance**

It was AGREED that the offer of 5 x 25kg bags of salt (free of charge) be accepted.

FPC15-201 Financial Matters

- (a) **To consider accounts for payment in accordance with the circulated schedule:**
Members AGREED payments in accordance with the circulated schedule outlined below.

Various	3977.44	Wages
BT Business	153.54	Regular Charges
Farndon Memorial Hall	18.75	Room Hire - Save the Hospital Meeting Inv No 95
Farndon Memorial Hall	450	Room Hire - April/May/June Inv No 96
Newark & Sherwood District Council	208	Non-Domestic Rates - £104 01/07/15 & 01/08/15
Screwfix (Trade UK Account)	185.91	Tools for Handyman
J R Mowers	187.56	Repairs to Cub Cadet Lawnmower
County Supplies	17.34	Toilet Rolls - P/C's
County Supplies	91.8	Bin Bags x 5
Public Works Loan Board	1445.76	Loan Payment
Dacrylate Paints Ltd	223.83	Paint for Play Area Railings
J Saunders	35.98	Answermachine £29.99 and Wall Clock £5.99
Newark Castle Rotary Club	300	Donation to Watch Hut
Parkland Trees & Hedges	360	Farndon Playing Field: Tree works
Newark & Sherwood Locksmiths Ltd	70.24	Mul-T-Lock Padlock for Back Barrier inc Key
HM Revenue & Customs	830.12	PAYE: Months 1 to 3
J R Mowers	102.8	Repairs to Z Series mower.
D Lyne	198	Playing Field Mow 05/06/15, 19/06/15 & 26/06/15
Newark & Sherwood Locksmiths Ltd	28.2	Back Barrier Keys x 2 @ £9.50 - recharge to Early Years Slipway Key
Southern Electric	29.92	Charges for P/Cs 11/06/2015 to 27/08/2015
Shaw & Sons Ltd	354.9	Grant of Exclusive Rights Burial Register
Screwfix (Trade UK Account)	54.98	PPE Village Handyman
Skipit Ltd	210	8 yard skip - Cemetery
J R Mowers	68.99	Battery for ride-on John Deere mower
Total Amount:	9604.06	

(b)

To note any receipts in accordance with the circulated schedule:

Members NOTED payments in accordance with the circulated schedule outlined below.

NSDC	1442.69	Agency Payment – P/Cs
E Gill & Sons	130	Interment
Fee	55	Fishing Permit
NSDC	25,500	Second Half Precept Payment
E Gill & sons	160	Inscriptions
Total	27,287.69	

(c) **To consider the External Audit and matters raised.**

The Clerk advised Members of the queries that had been raised during the process of the External Audit for which, with the authority of the Chair, assistance had been sought from the Internal Auditor.

It had been disappointing to note that no response had been received in answer to the queries and that a number of different auditors had been involved during the audit process.

However, the audit had been completed with one matter raised regarding bank reconciliation.

The Notice of Conclusion of Audit would now be completed and displayed.

(d) **To consider the adoption of new Financial Regulations**

It was AGREED that the Clerk make the amendments made and circulate a final copy to Members for agreement.

(e) **To consider financial support for 'Carols on the Green'**

It was AGREED that the Clerk review the level of support given last year and to also liaise with Nottinghamshire County Council regarding the relevant road closures.

FPC15-202 Public 10 Minute Session

No members of the public were present at the meeting.

FPC15-203 To receive any correspondence

Nottinghamshire Association of Local Councils – 70th AGM – 18th November

It was AGREED that Councillor Baker be nominated to attend the conference scheduled to be held on Wednesday, 18th November at Epperstone Village Hall commencing at 7.30pm, and to be nominated as

FPC15-204 To receive items for notification

There were none presented.

FPC15-205 Date of Next Meeting

Monday, 26th October 2015 commencing at 6.30pm

FPC15-206 Exclusion of the Press and Public

Matter Pertaining to Employees

This report contains information relating to the financial or business affairs of a particular person (including the authority holding that information) which is a category of exempt information under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) which the Council has the power to exclude the press and public if it so wishes.

RECOMMENDED that under Public Bodies (Admissions to Meetings) Act 1960 1 (2), the press and public be excluded from the meeting during discussion of this item of business on the grounds that it involves the likely disclosure of exempt information as defined in the Public Bodies (Admissions to Meetings) Act 1960 1 (2) of the Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

The meeting closed at 9.15pm