

Minutes of the Farndon Parish Council held on Monday, 27th July 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
 Councillor J Teixeira-Gomes

Also in attendance: District Councillor K Walker

FPC15-172 Apologies for absence

Received from County Cllr Mrs Saddington, Mr D Risling (FREG) and District Cllr N Mison

FPC15-173 Declarations of interest

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

FPC15-174 Minutes of the Parish Council Meeting – 15th June 2015

The minutes of the meeting held on Monday, 15th June 2015, were accepted as a true and correct record and signed by the Chairman.

FPC15-175 Minutes of the Parish Council Meeting – 3rd June 2015

The Chair again apologised to Members that he had been unable to prepare minutes in time for the meeting. They would be presented to a future meeting.

FPC15-176 Matters Arising from the Minutes

Cllr Mrs Bayne queried FPC15-163 relating to the request to put a memorial seat in the Cemetery. The Clerk confirmed that the information regarding the painting of the seat was correct.

FPC15-177 County Councillor Session – Cllr Mrs Saddington

Cllr Mrs Saddington had submitted a written report to be presented to Council.

Highways England

The unacceptable traffic gridlock around Newark had been raised directly with Highways England. A joint meeting had been held, co-ordinated by the MP, Robert Jenrick, and it was hoped there would be some interim improvements made as the term for larger improvements was a 10 year plan.

Comments made regarding the new signage and road markings at the A46 Farndon Roundabout had been accepted and Highways England were due to make alterations shortly. Separate e-mails regarding this matter had been circulated to Members.

Proposed Bus Stop

The petition had been presented at the County Council meeting on 9th July, with the report stating “that the County Council is reviewing the demand for the bus stop in conjunction with the local bus operators and the Parish Council and will, during the process, consider any objections received together with the support given in the petition”.

Noticeboard

Cllr Mrs Saddington was thanked for her kind contribution of £150 from her Divisional fund towards the cost of a new noticeboard on Long Lane.

FPC15-178 District Councillor Session

The Chair suspended the meeting at 6.35pm to allow Cllr Walker to present his report. In the absence of any report being presented, the meeting was reconvened at 6.36pm.

FPC15-179 Farndon Residents Environment Group

As apologies had been given no report was presented.

FPC15-180 Parish Council Matters

(a) **To note the response from the Police Commissioner regarding proposed cuts to the PCSO service**

Correspondence had been received from the Police & Crime Commissioner and Chief Constable for Nottinghamshire in response to the Parish Council’s objection to the proposed reduction in the number of PCSOs. It was noted this was a generic response and not specific to the issues raised by the Parish Council.

AGREED that a further letter be sent reiterating concerns that a reduction in PCSO numbers would have on the village given the value of the service given by the current PCSO. Attention also to be drawn to the contact centre located in the village and the importance of that to the local community.

(b) **To receive an update on legal matters currently being considered by the Council’s solicitors:**

- **Lease to Early Years**
Acknowledgement of instruction had been received and a draft lease awaited.
- **Fields in Trust Transfer**
The Clerk to liaise directly with the Fields in Trust team regarding the current position with the transfer.
- **Reconstruction of Title to Old Cemetery**
The Clerk to pursue the required letters from long standing residents in relation to the length of time the Cemetery had been in use.

(c) **To consider the adoption of new Standing Orders**

A draft of proposed new Standing Orders had been circulated to Members. The Chair asked Members to review them with a view to a full discussion at the September meeting.

(d) **To consider the Parish Council's response to proposals for the installation of two new bus stops on Marsh Lane**

Members considered the proposals for the installation of two new bus stops on Marsh Lane. It was AGREED that no objection be raised to the proposals but Members would not support them being used for school bus stops, at any time of the day. Further, Members asked that consideration be given to them being installed on a six month trial basis and usage monitored.

(e) **To receive details of the next meeting of the Newark Healthcare Consultation Group**

The next meeting was scheduled to be held on Thursday, 13th August, at the Town Hall. Of the Parish Council's representatives, Cllr Oldham had given his apologies and Cllr Mrs Bayne would attend if she was able.

It was AGREED that Cllr Gafney be nominated to attend on behalf of the Parish Council should he be able to.

(f) **To consider a Parish Council website**

The Clerk referred to an invitation received from Newark & Sherwood District Council's IT Department regarding building a website for the Parish Council.

It was AGREED that the officer be invited to attend the September meeting of the parish council. It was further AGREED that the Clerk should research the availability of suitable domain names prior to the September meeting.

FPC15-181 Update Reports from Chairs

Prior to consideration of these reports the Chair proposed that two Members have delegated powers to deal with urgent matters outside of the Parish Council meeting and that this should lie with the Chair and Vice-Chair of the Council, in addition to the Chair of each area. This was seconded by Cllr Oldham and unanimously AGREED.

(a) **Planning & General Purposes**

Footpaths

A request had been made of the Rights of Way Officer at Nottinghamshire County Council to establish the footpaths in the village that were outlined on the definitive map. This request had been made to assist the Village Handyman in his duties as the Rights of Way Officer had confirmed that a contractor was retained by the County Council to maintain the footpaths.

The map has been reviewed by the Clerk with the Village Handyman. The Parish Council were regularly maintaining FP15 which connects Village Way with Fosse Road, and recent works have been undertaken to FP8 and FP13 as they were in poor condition.

Noticeboard – Long Lane

Financial support in the sum of £150 had been provided by Cllr Mrs Saddington towards a new noticeboard by the bus shelter at the end of Long Lane. Confirmed prices to be obtained by the Clerk and circulated to Members for approval.

(b) **Playing Field**

Play Area Snagging

A site meeting had been held with the Wicksteed Installation Manager who reported that two of the companies that had provided equipment had now gone into liquidation. Subsequent to that meeting it had been confirmed that the contractor will return in late September to tend to the turfed areas that have not taken. Remedial works have already been taken to rectify the noise issue with the gate that were identified at the site meeting.

The Village Handyman had reported that there had been some vandalism to the site recently, with hand and foot holds being removed from one of the pieces of equipment. Wicksteed have been contacted to seek to obtain replacement pieces. A reply was awaited. It was AGREED that this vandalism be reported to the Police by the Clerk.

Further, after attending a course on play equipment inspection, the Village Handyman had identified a problem with the chain that attaches to the tyre on the zip wheel. Further investigation to be made by the Clerk and Handyman to rectify the issue.

Play Area Railings

The Probation Service have been using the play area railings as a form of community service works. The railings have been prepped ready for painting. A product called 'Dacrylate' has been identified as the one to use, with a lead free product for the top coat. Price is £76.96 per 5l for the top coat, £32.57 for the primer. It was AGREED that the product be ordered on a sale or return basis.

Weed Spray – Playing Field

The Cricket Club has reported that the field would benefit from a weed spray. This was last undertaken in 2014. It was AGREED that the Clerk liaise with the Cricket Club to undertake the weed spray at an appropriate time and that warning signage be used when the work was undertaken.

Residents Complaint – Overhanging Tree

A complaint had been received from a resident whose boundary abutted the playing field, to the rear of the Cricket Club. There was a tree in the corner of the playing field

that was overhanging in to the residents garden that could do with being cutback to the boundary.

In terms of other trees, there was an Ash tree with a large broken limb that needed to be removed. There was also a failed Lombardi pop next to that tree that was dead and further inspection had also revealed a dead Sycamore tree to the rear of the bowling green. It was AGREED that these works be undertaken in accordance with the quotation received.

Contracted Area for Mowing

D Lyne (contractor) had been asked to provide a quotation to extend the grass cutting to the boundaries. After consideration it was AGREED that this extended service would not be required as the Village Handyman could absorb the work in to his duties.

Maintenance of Playing Field Hedge & Verge

Complaints had been received regarding the condition of the hedge between the playing field and the Fosse Road and the adjacent grass verge.

Nottinghamshire County Council had been contacted regarding the verge and Officers had confirmed that, while it was their responsibility, they would be happy for the Parish Council to take on responsibility for the verge (160m long x 4m wide) and for it to be added on to the annual maintenance invoice. It was AGREED that, prior to incorporating the verge, the County Council be asked to bring it up to an acceptable standard.

In terms of the hedge, this could be cut back by the Council's contractors initially and then maintained by the Village Handyman. The Clerk had been asked to contact Brackenhurst to see if there were any countryside courses that required a hedge for plashing practice and a reply was awaited.

Farndon Bowling Club

A letter had been received from the Farndon Bowling Club requesting the Council to consider granting permission for members to take cars up to the club given the distance members have to work from the car park. Following discussion it was AGREED that the Club be advised that, while the Council were sympathetic to the matters raised in their letter, due to the Health & Safety requirements on the field permission could not be granted.

The Clerk was requested to review the agreement with Fields in Trust regarding vehicular access on to the field and report back to Members.

Car Park Lining

A problem had occurred recently where access to the field gate had been blocked by a user of the Memorial Hall. AGREED that the lining needed to be replaced once the Early Years build was complete.

Lock to Back Gate

The Chair reported that it had been necessary to purchase a replacement lock to the back car park gate due to an error by an employee.

(c) **Cemetery**

Cemetery Regulations

The Clerk had been reviewing the forms and regulations currently used in the Cemetery.

Drafts had been circulated for Members to review and it was AGREED that these be reviewed during the August recess with a view to adopting or amending at the September meeting.

AF22

This was the subject of a complaint raised at the last meeting. Proposals had now been submitted for the memorial and Members AGREED they be approved.

(d) **Ponds & Riverside**

Farndon Slipway

The Canals and Rivers Trust have agreed to provide a CRT lock for the slipway and two spare keys. The first lock and two keys will be provided free of charge (usual cost £90 for the lock and £7 for each key), but any replacements will be chargeable.

Maintenance – Farndon Ponds

As raised at the last meeting, the Village Handyman was unaware that he was required to maintain this area. The area has now been walked with Mr Dodson of FREG so an understanding could be gained on the work required. Extra support had been offered by a former employee to bring the area back up to an acceptable level. It was AGREED that this offer be accepted.

Work to Willow Tree, The Meadows

Members ratified the decision made to retain the services of Parkland Trees and Hedges to undertake work on a broken limb of a Willow tree in The Meadows at a cost of £285.

Picnic Area Benches

The Village Handyman had started work to repair the broken benches on the picnic area. They had been made safe and wood was on order to finish the repairs.

Sign

The Chair asked that the Village Handyman review the sign and replace as appropriate.

Toilets

The facility had recently been found to be without toilet paper. The Clerk reported that this had now been rectified and supplies provided.

Telephone Box, Main Street

The Clerk was asked to contact BT to request that the box be painted.

Car Park

Following discussion the Clerk was asked to obtain a price for:

- Yellow lining and 'No Parking' in front of the slipway gate and Horse Chestnut trees.
- Repairs to the surface where it was breaking up
- Investigation to also be made in to the drains/soakaway
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CLlr Baker to follow up the request for a meeting regarding the use of the car park and damage to the surface with the adjacent property owners.

Fields in Trust Sign

A decision needed to be made regarding where the Fields in Trust sign needed to be placed.

FPC15-182 Planning

- (a) **15/01146/FUL – 2 Chapel Lane, Farndon, Notts, NG24 3SR – Householder Application for Replacement frames and roof to the existing rear porch**
Members AGREED that the application be supported.
- (b) **15/00008/FUL – Trent Cottage, 6 West End, Farndon - Householder application for the erection of detached garage and rear ground floor extension**
Members AGREED that objection be raised to the application due to the visual impact the proposals would have on adjacent properties.
- (c) **Notification of Appeal Hearing – 13/00889/FULM – Field Reference 8884 Cotham road, Hawton – The construction and operation of a wind farm consisting of four (4) 130 metre high to blade tip wind turbines, an 80 metre anemometry mast and associated infrastructure for a period of 27 years**
Correspondence had been received advising that an appeal would be heard at a Public Inquiry at Hawtonville Community Centre, St Mary's Gardens, Newark at 10am on 29th September 2015.
- (d) **Update on the Growth Point**
There was no update to give at this time.

(e) **Early Years Development**

The Chair referred to correspondence received from the contractors, Robert Woodhead Ltd. There were still a number of outstanding issues and the Chair advised that it may be necessary to call a meeting of the Council if further discussion was required.

FPC15-183 Nottinghamshire County Council

(a) **To consider a response to the Boundary Commission in relation to the review of County Council boundaries**

The Clerk advised that the proposals had been accepted by Nottinghamshire County Council. It was AGREED that no comments be made on the consultation.

13 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	£2087.69	Wages
Southern Electric	£29.92	Electricity - PCs
County Supplies	£427.04	Bin Bags & Refuse Bins for Play Area
Parkland Trees & Hedges	£285	Tree Works - Willow, Meadows
Farndon Memorial Hall	£18.75	Save the Hospital Meeting - 1.5 hrs
Farndon Memorial Hall	£450.00	Room Hire - April/May/June 2015
NSDC	£104	Non-Domestic Rates PCs - July
NSDC	£104	Non-Domestic Rates PCs - August
Screwfix	£185.91	Tools for Village Handyman
J R Mowers	£187.56	Repairs to Cub Cadet
J Saunders	£35.98	New Answermachine and Wall Clock
County Supplies	£17.34	Toilet Rolls - PCs
County Supplies	£91.80	5 x Boxes of Black Bin Bags
BT	£153.54	01.07.15 to 30.9.15
PWLB	£1,445.76	Loan Repayment
Total	£5624.29	

(b) **To note any receipts in accordance with the circulated schedule:**

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

E Gill & Sons	£35.00	Memorial Fee - Joyce Wood
E Gill & Sons	£35	Memorial Fee - Audrey Hyde
Jack Williams	£75	Fishing Permit
Roger Mariott	£75	Fishing Permit
Neil Reekie	£75	Fishing Permit
NCC	£150.00	Cllr Mrs Saddington – Noticeboard
Total	£445.00	

- (c) **To note the auto-enrolment date for the provision of a pension service to employees**
The Clerk advised that the auto-enrolment date for Farndon Parish Council was 1st April 2017. It was AGREED that this item be placed on the agenda for discussion in September or October, depending on the agenda content.
- (d) **To consider a request for financial support for the Farndon Watch Hut**
A request had been received for financial support in relation to the completion of the new hut on Farndon Nature Reserve, which currently had a shortfall. It was AGREED that a sum of £300 be offered towards the shortfall provided that it could be match funded by other means.
- Cllr Mrs Bayne reported that she had attended the opening of the hut and it would be a very valuable addition to the village.
- (e) **To consider a request for financial support from Sherwood & Newark Citizens Advice Bureau Trustee Board**
It was AGREED that the request from Sherwood & Newark Citizens Advice Bureau Trustee Board for financial support be declined at this time but that they be advised to apply again in June 2016.
- (f) **To consider the adoption of new Financial Regulations**
A draft of proposed new Financial Regulations had been circulated to Members. The Chair asked Members to review them with a view to a full discussion at the September meeting.
- (g) **To consider changes to the Council's bank account to enable direct payment of wages**
Investigation had been made by the Clerk in to changes needed to the Council's bank account to enable direct payment of wages. It was AGREED that the changes suggested by the Council's bankers be implemented.
- (h) **To update the bank account mandate adding the Clerk as signatory**
It was AGREED that the Clerk be added to the bank account mandate as signatory in order that any queries relating to the accounts could be discussed with the bank. The Clerk would not be required to sign cheques.
- (i) **To note the recent budget decision regarding the Living Wage**
Members noted the recent budget decision regarding the Living Wage. It was AGREED that this be placed on a future agenda for further discussion.

FPC15-184 Public 10 Minute Session

No members of the public were present at the meeting.

FPC15-185 To receive any correspondence

Members received and noted the following correspondence:

- (a) Notts County Council – temporary road closure Hawton Lane, Farndon
- (b) Notts County Council – temporary road closure, Lodge Lane, Elston
- (c) Midlands Rural Housing - affordable housing

It was AGREED that the correspondence from Midlands Rural Housing be circulated to Members and an invitation be extended to the organisation to attend the December meeting of the Parish Council.

FPC15-186 To receive items for notification

Cllr Teixeira-Gomes asked the Clerk to review which landowner had been written to previously regarding the availability of land for allotments.

Cllr Mrs Bayne asked individual Chairs to email a relevant piece regarding their areas to her for inclusion in the report to the Farndon Focus.

FPC15-187 Date of Next Meeting

Monday, 28th September 2015 commencing at 6.30pm

FPC15-188 Exclusion of the Press and Public

Matter Pertaining to Individuals

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 9pm