



**Minutes of the Full Council Meeting held on  
Tuesday 26<sup>th</sup> April 2022 at 7:30pm**

The meeting was held in the Lower Hall of the Village Centre

**Present: Cllrs. Purcicoe (Chairman), Westbury (Vice Chairman), Hazard, Dennis, I.Clarke, K.Clarke, Selby, Puddephatt, Johnson and Strawson**  
**Also Present: Vikki Arkell (Clerk & RFO)**

22.1 To receive any apologies for absence

**Cllr Healy sent her apologies**

**It was proposed to accept Councillor Healy's apologies. Cllr Johnson made an amendment to the proposal, the amendment was to defer accepting the apology until Council was informed of the reason for apology.**

**The amendment was defeated.**

**The Council resolved to accept the apology**

**Cllr Johnson voted against**

22.2 To receive any declarations of interest

**Cllr I Clarke declared a non-pecuniary interest in 22.24 as member of the allotments**

22.3 Due to the nature of the business to be discussed it is recommended that agenda item 22.26 requires the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1(2) and resolve to exclude public and press for these items

**The Council resolved to exclude the public and press for item 22.26**

10 minutes for the public to comment, ask questions about agenda items or suggest items to be considered for a future agenda

**Members of the public had the opportunity to speak to Council**

22.4 Report from the County Councillor

**Cllr Laughton informed the Council that there had been agreement from Derby City, Derbyshire County, Nottingham City and Nottinghamshire County Council to join under an East Midlands Mayoral district**

22.5 Previous meeting report from the Chairman of the Staffing Committee

**Cllr Puddephatt gave the Council an overview of discussions at the most recent meeting, the Staffing Committee is reviewing all HR policies and contracts and is requesting that the approval by Full Council**

22.6 Previous meeting report from the Chairman of the Planning Committee

**Cllr Strawson gave the Council an overview of the planning applications discussed, and the decisions made by NSDC on outstanding applications**

22.7 Update on the Queens Platinum Jubilee Celebrations

**Cllr Westbury gave the Council an update on the plan over the Jubilee Weekend. He informed the Council that he had a good group of Volunteers with various plans over the whole weekend**

22.8 Clerks report

a. Update on works in progress

**The Council noted the Clerks reports and the progress of works within the village**

b. Correspondence received

**All Correspondence had been forwarded on previously**

22.9 The March 2022 Financial Summary

**The Council noted the Financial Summary**

Financial Summary at 31st March 2022 (End of Year)			
Unity Trust opening balance	£138,526.46		
Monthly receipts		£27,046.23	
Monthly payments		-£31,053.11	
Unity Trust closing balance		£134,519.58	
Nationwide opening balance	£126,427.41		
Monthly receipts		£12.64	
Monthly payments		£0.00	
Nationwide closing balance		£126,440.05	
Mansfield BS opening balance	£86,254.63		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Mansfield BS closing balance		£86,254.63	
Cambridge BS opening balance	£0.00		
Monthly receipts	Transfer from Unity Bank	£1,000.00	
Monthly payments		£0.00	
Mansfield BS closing balance		£1,000.00	
<b>Total Funds</b>	<b>£348,214.26</b>		
Made up of	Spent/Received in 2021/22	Notes	
S106 Ash2 spend by Feb 2023	-£9,816.60	£7,493.67	For provision or maintenance of a village hall, tennis, football or cricket facilities in the parish
<b>Total S106</b>	<b>£7,493.67</b>		
CIL spend by April 2021 (Spend extension April 2022)	-£27,551.27	£0.00	
CIL spend by April 2022 (Spend extension April 2023)	-502.01	£21,322.93	
CIL spend by April 2023		£27,408.17	
CIL spend by April 2024		£99,165.87	£100k allocated to the wheeled facility project which = 68k remaining
CIL spend by April 2025		£18,714.96	
CIL spend by January 2026		£1,446.80	
<b>Total CIL</b>	<b>£168,058.73</b>		
Best Kept Village reserve		£2,129.12	
Council Projects EMR (Projects carried over from previous year)	-£14,500.00	£9,110.96	£5600 for the VC Chairs, £250 for Xmas lights, £465.96 from Councillors Divisional Fund for RBL & £2795 for Wilsons Field
Village Centre Renovation EMR	£9,111	£13,000.00	
Playground Renovation EMR	£3,000 + £6,000	£14,000.00	£6000 added from 21/22 budget for Lady Goodwin improvements
LIS grant (wheeled facility)	£20,000.00	£20,000.00	
Funding from NSDC/NCC (Not for council general use)	-£175.00	£0.00	
<b>Total Ear Marked Reserve</b>	<b>£233,792.48</b>		
<b>General Reserve</b>	<b>£114,421.78</b>		
<b>Current Fund</b>	<b>£0.00</b>		
<b>Total Funds</b>	<b>£348,214.26</b>		
Monies awarded to Farnsfield Parish Council - held by Newark and Sherwood District Council			
S106 Miller (Facilities) Spend by September 2023		£77,531.47	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish
S106 Miller (Open Space) Spend by September 2023	Allocated to the refurbishment of Hadleigh Park Playground	£59,283.81	Open Space, off-site Children's play area
S106 Bellway (Facilities) Spend by August 2024		£68,416.61	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish
S106 Bellway (Open Space) Spend by November 2024	Allocated to the refurbishment of Hadleigh Park Playground	£102,983.39	Open Space, off-site Children's play area

22.10 The 21/22 CIL and S106 spend report  
**The Council noted the CIL and s106 spend report for 2021-22**

### Items to approve

22.11 The 22<sup>nd</sup> March 2022 Full Council meeting minutes as accurate  
**The Council resolved to accept the Full Council meeting minutes as accurate**

22.12 April 2022 bills for payment  
**The Council resolved to accept the bills for payment**

Bills For Payment April 2022								
Invoices to be paid								
Approval Code	Payment To	Description	Net	VAT	Gross	FPC Code	Notes	
1	TK	GMS	VC Cleaning Items	£46.50	£9.30	£55.80	4660	Credit note of £12 received so will only pay 43.80
2	APM21.62	Unwin Print	Farnsfield Flyer Printing	£205.00	£0.00	£205.00	4165	
3	APM21.62	J.Whittlestone & Sons Ltd	Boiler service	£79.00	£15.80	£94.80	4360	
4	PCM21.169	RS Electrical	Installation of the Acres Defibrillator	£100.00	£20.00	£120.00	4520	CIL
5	FAC21.80	HandiCentre	Brush for mini tennis court and lightbulbs	£15.98	£0.00	£15.98	4660	
6	PCM21.269	LITE	Deposit for Christmas Illuminations	£3,500.00	£700.00	£4,200.00	4322	CIL
7	PCM21.186	Alpha furniture	VC Chairs	£5,595.50	£1,119.10	£6,714.60	4360/359	
8	PCM21.209/ ICVA	NSDC	Tree Works - Tree Survey + 2 Willow Trees and Christmas Light Removal	£3,650.00	£730.00	£4,380.00	4650	
9		RBL	Contribution from NCC (Councillors' Divisional Fund) to the band playing at the Jubilee Event	£465.96	£0.00	£465.96	1100	
Pre Paid Invoices								
21	TK/VA	Amazon	Cleaning Products	£29.87	£5.78	£35.65	4660	On April CC Statement
22	APM21.62	Hallmaster	VC Booking Software - Annual	£187.00	£37.40	£224.40	4130	On April CC Statement
23	VA/DP	NSDC	Certificate of Lawful Development Application	£292.50	£0.00	£292.50	4360	On April CC Statement
24	FAC21.96	21CC	Jubilee Beacon	£490.00	£98.00	£588.00	4430	Grant received for £400 to contribute towards to Beacon
25	CP/VA/DP	Bloom and Wild	Flowers	£25.83	£5.17	£31.00	4210	On April CC Statement
Direct Debits and Standing Orders								
31	APM21.62	EON (March Bill)	Wilson's Field Electricity	£23.74	£1.19	£24.93	4522	
32	APM21.62	Zest Group	Monthly 365 Services	£115.40	£23.08	£138.48	4220	Note - this has increased
33	APM21.62	ASL	Monthly Copier Charges	£4.58	£0.92	£5.50	4160	
34	APM21.62	Eon (March Bill)	Village Centre Electricity	£172.14	£8.61	£180.75	4321	Estimated
35	APM21.62	Eon (March Bill)	Pavilion Electricity	£24.75	£1.24	£25.99	4670	
36	APM21.62	Waterplus	VC Water	£343.20	£0.00	£343.20	4330	
37	APM21.62	British Gas (March Bill)	VC Gas	£1,250.83	£20.96	£1,271.79	4330	Will address why this is so high in the Clerks report
N/A	APM21.62	Mr G's Cleaning	VC Window Cleaning	£20.00	£0.00	£20.00	4340	
Receipts to note								
30th March	NCC	Grant from Cllr Loughton for the RBL Jubilee Celebrations	£465.96	£0.00	£465.96	1100		
12th April	NSDC	Grant for the Jubilee Beacon	£400.00	£0.00	£400.00	1100		

22.13 The 21/22 accounts to be audited  
**The Council proposed to accept the accounts to be audited**



**Cllr Johnson abstained from voting**

**The Finance Committee will look at an official process of accepting the asset register**

22.14 The Staffing Committee updated Terms of Reference

**The Council resolved to accept the updated Staffing Terms of Reference**

22.15 Reviewed and updated employments policies recommended by the staffing committee:

21.15.1 Staff Induction and training programme for new employees (new document, now required by law)

**The Council resolved to accept the policy**

21.15.2 Staff Disciplinary policy\*

**With one amendment, the Council resolved to accept the policy**

21.15.3 Staff Grievance policy\*

**The Council resolved to accept the policy**

21.15.4 Staff Sickness absence policy\*

**The Council resolved to accept the policy**

\* Taken directly from NALC policies, with minor changes to suit FPC shown in red

22.16 The Health and Safety Policy (no changes made)

**With one spelling correction, the Council resolved to accept the Health and Safety Policy**

22.17 The purchase of a new office printer

**The Council resolved to purchase the printer as suggested by the Clerk - [Clerk to organise](#)**

**Items to discuss and agree a course of action:**

22.18 The online attendance options for members of the public

**The Council resolved to withdraw the online attendance option for the Committee meetings due to none attendance but to keep the online option for the Full Council Meetings. To be reviewed in 3 months' time.**

22.19 To discuss/approve the Insurance renewal

**The Council resolved to accept the renewal with Zurich on a 3 year basis - [Clerk to notify Zurich](#)**

22.20 The quotes to purchase tree trunk "reading benches"

**The Council resolved to purchase 2 log benches for £833.33 + VAT. To be taken from CIL - [Clerk to organise](#)**

22.21 The repair of the broken roof tiles on the Lock Up

**The Council resolved to fix the roof tiles on the Lock Up at a cost of £100 - [Clerk to organise with Cllr Healy](#)**

22.22 The quote to create a vehicle proof boundary of the Hadleigh Park area

**The Clerk made the Council aware of financial regulation 11.1h. Due to the work being a specialist job, that members of the Council had seen the work completed by NSDC elsewhere and that NSDC**



would be responsible for bunds when installed the Council decided to suspend the Financial Regulation.

**The Council discussed the quote and resolved to accept the quote from NSDC - [Clerk to organise](#)**

22.23 The request from Farnsfield Allotment Association for permitted development approval for the erection of a toilet facility at the allotments site at Reynolds' Field

**The Council resolved to not give FAA permission to erect a toilet facility - [Clerk to notify the FAA](#)**

22.24 Items for future agenda

**None**

22.25 To consider legal matters

**The Council discussed the legal matters**

**Minutes of the Annual Full Council Meeting held on  
Tuesday 24<sup>th</sup> May 2022 at 7:20pm**  
The meeting was held in the Lower Hall of the Village Centre

**Present: Cllrs. Purcicoe (Chairman), Westbury (Vice Chairman), Hazard, Dennis, I. Clarke, K. Clarke, Selby and Johnson**  
**Also Present: Vikki Arkell (Clerk & RFO)**

**Annual Meeting Items**

22.27 To elect a Chairman for 22/23

**Cllr Purcicoe was nominated and seconded as Chairman, there were no other proposals.  
The Council resolved to appoint Cllr Purcicoe as Chairman for 22/23**

22.28 To elect a Vice Chairman for 22/23

**Cllr Westbury was nominated and seconded as Vice Chairman, there were no other proposals.  
The Council resolved to appoint Cllr Westbury as Vice Chairman for 22/23**

22.29 To receive any apologies for absence

**Cllr Puddephatt sent her apologies. The Council resolved to accept the apologies**

22.30 To receive any declarations of interest

**Cllr I Clarke and Cllr Healy declared an interest in 22.51 as an Allotment holder**

22.31 To schedule the date, time and place of ordinary meetings of the Council, up to and including

The next annual meeting of the Council

**The Council resolved to accept the schedule as outlined. Cllr Westbury to publish the dates online and the Clerk to arrange for the dates to be added to the notice board**

22.32 To discuss/approve the Committees for 22/23

**The Council resolved to continue with a Planning, Finance & Risk, Staffing and Facilities Committee**

22.33 Appointment of any new committees in accordance with standing order 4

**No new committees were proposed**

22.34 Review of the terms of reference for Committees

**The Council resolved to accept the terms of reference with one change to the Facilities TOR, no changes to the Finance and Risk TOR, two changes to Planning TOR and no changes to the Staffing TOR**

22.35 To appoint members and Chairman of the following Committees:

a. The Facilities Committee

**Cllr Westbury – Chairman, Cllr I Clarke, Cllr K Clarke, Cllr Healy and Cllr Selby**

**Cllr Johnson joined the meeting**

b. The Finance and Risk Committee

**Cllr I Clarke – Chairman, Cllr Westbury, Cllr K Clarke, Cllr Puddephatt and Cllr Dennis**

c. The Staffing Committee

**Cllr Puddephatt – Chairman, Cllr Westbury and Cllr Purcicoe**



- d. The Planning Committee  
**Cllr K Clarke – Chairman, Cllr Selby and Cllr I Clarke**
- e. Any new Committee formed in 22.33  
**No new Committees were formed**
- 22.36 To discuss/approve the number and date of the ordinary meetings of a standing committee up until the date of the next annual meeting of the Council  
**The Council resolved to accept the schedule as presented**
- 22.37 To review/approve the following policies/documents
  - a. Farnsfield Parish Councils Standing Orders  
**The Council resolved to remove 5.J.iii. Changes to SO 18 were postponed to the next meeting.**
  - b. Farnsfield Parish Council Financial Regulations  
**The Council resolved to continue with the financial regulations unchanged, for 22/23**
  - c. Data Breach Procedure  
**Council resolved to approve the policy with no changes**
  - d. Grants Policy  
**Council resolved to approve the policy with the changes presented**
  - e. Subject Access Request Policy  
**Council resolved to approve the policy with no changes**
  - f. 22-23 Treasury Management Strategy  
**The Council resolved to approve the 22-23 Treasury Management Strategy**
  - g. Asset Register  
**The Council resolved to accept the May 2022 Asset Register**
- 22.38 Review of delegation arrangements to committees, sub-committees, staff and other local authorities  
**The Council resolved to accept the scheme of delegation as presented**  
**Cllr Johnston abstained from voting**
- 22.39 Due to the nature of the business to be discussed it is recommended that agenda item 22.55 requires the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1(2) and resolve to exclude public and press for these items  
**The Council resolved to exclude the public and press for item 22.55 due to its legal nature**
- 22.40 10 minutes for the public to comment, ask questions about agenda items or suggest items to be considered for a future agenda  
**A resident shared their concern that the acres pitch does not have free to use goal posts in place**

Items to receive or note



22.41 Report from the County Councillor

**Cllr Laughton gave a short report. Cllr Laughton informed the Council the proposal to have an East Midlands Mayoral district had now been approved by parliament. Election are anticipated to be in 2024**

22.42 Previous draft meeting minutes of the Staffing Committee

**The Council noted the draft Staffing Committee minutes**

22.43 Previous draft meeting minutes of the Planning Committee

**The Council noted the draft Planning Committee minutes**

22.44 Previous draft meeting minutes and a report from the Chairman of the Finance & Risk Committee

**The Council noted the draft minutes**

22.45 Previous draft meeting minutes and a report from the Chairman of the Facilities Committee

**Cllr Westbury gave a short report, the Council noted the draft minutes**

22.46 April 2022 Financial Summary

Financial Summary at 30th April 2022			
Unity Trust opening balance	£134,519.58		
Monthly receipts		£45,453.86	
Monthly payments		-£23,324.02	
Unity Trust closing balance		£156,649.42	
Nationwide opening balance	£126,440.05		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Nationwide closing balance		£126,440.05	
Mansfield BS opening balance	£86,254.63		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Mansfield BS closing balance		£86,254.63	
Cambridge BS opening balance	£1,000.00		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Mansfield BS closing balance		£1,000.00	
Total Funds		£370,344.10	
Made up of	Spent/Received in 2022/23		Notes
S106 Ash2 spend by Feb 2023		£7,493.67	For provision or maintenance of a village hall, tennis, football or cricket facilities in the parish
Total S106		£7,493.67	
CIL spend by April 2022 (Spend extension April 2023)	-£3,600.00	£17,722.93	£100k allocated to the wheeled facility project
CIL spend by April 2023		£27,408.17	
CIL spend by April 2024		£99,165.87	
CIL spend by April 2025		£18,714.96	
CIL spend by January 2026		£1,446.80	
Total CIL		£164,458.73	
Best Kept Village Reserve		£2,129.12	
Council Projects EMR (Projects carried over from previous year)	-£6,061.46	£3,049.50	£5600 for the VC Chairs, £250 for Xmas lights, £465.96 from Councillors Divisional Fund for RBL & £2795 for Wilsons Field Works
Village Centre Renovation EMR		£13,000.00	
Playground Renovation EMR		£14,000.00	
LIS grant (wheeled facility)		£20,000.00	
Total Ear Marked Reserve		£224,131.02	
General Reserve		£114,421.78	
Current Fund		£31,791.30	
Total Funds		£370,344.10	
Mones awarded to Farnsfield Parish Council - held by Newark and Sherwood District Council			
S106 Miller (Facilities) Spend by September 2023		£77,531.47	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish
S106 Miller (Open Space) Spend by September 2023	Allocated to the refurbishment of Hadleigh Park Playground	£59,283.81	Open Space, off-site Children's play area
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S106 Bellway (Open Space) Spend by November 2024	Allocated to the refurbishment of Hadleigh Park Playground	£102,983.39	Open Space, off-site Children's play area

**The Council noted the April 2022 Financial Summary**

22.47 Clerks report



- c. Update on works in progress  
**The Clerk informed the Council that the lecterns and notice boards have been painted. The target hardening started on Monday 16th May and will be hydro seeded before the end of the week. The playground renovations started on the Monday 23<sup>rd</sup>, the plan is to treat the build as two phases (junior & toddler) where one area will be completed prior to the second area beginning. The removal of all old equipment is the first stage of the works.**
- d. Correspondence received  
**All correspondence previously received had been shared with Councillors. The Clerk informed the Council that in response to the called election, administrative services have asked if the Council want polling cards to be posted to electors. The Council resolved to request that posting cards are delivered to electors in the case of a contested election – [the Clerk to inform electoral services](#)**

### Items to approve

22.48 The 26<sup>th</sup> April 2022 Full Council meeting minutes as accurate

**The Council resolved to accept the Full Council Meeting minutes as accurate**

22.49 May 2022 bills for payment and the pre-approved payments for 22/23

Bills For Payment May 2022						
Invoices to be paid						
Approval Code	Payment To	Description	Net	VAT	Gross	Notes
21.237	JRISLIPS	VC Window frame replacement	£914.00	£182.80	£1,096.80	
21.27	Sherwood Decorators Ltd	Painting of lecterns and noticeboards	£522.00	£0.00	£522.00	
22.19	Zurich	Annual insurance payment	£4,477.19	£0.00	£4,477.19	
APM21.62	NSDC	Quarterly play inspections	£50.00	£10.00	£60.00	2 x inspections
DP/VA	Rainworth Fencing	Fence Repair	£19.72	£3.94	£23.66	
TK	Granwax	Wooden Floor Cleaner	£51.20	£10.24	£61.44	
21.28	Wellers Hadley	Legal Advice	£906.00	£181.20	£1,087.20	Invoice not yet received
N/A	Dixon Accountancy	Internal Audit	£110.00	£0.00	£110.00	
Pre Paid Invoices						
VA/DP	NSDC	Certificate of Lawful Development Application	£58.50	£0.00	£58.50	
22.17	HP	Office printer	£169.99	£34.00	£203.99	
APM21.62	Mr G's Cleaning	VC Window Cleaning	£13.00	£0.00	£13.00	
21.272	Amazon	Nets and Pegs for football goals on wilsons field	£62.40	£12.49	£74.89	
APM21.62	ASL	Printer collection at end of contract	£280.00	£56.00	£336.00	DD
Direct Debits and Standing Orders						
PCM20.36.1	N&Sherwood DC	Waste Collection Monthly Charge	£23.92	£0.00	£23.92	
APM21.62	Zest Group	Monthly 365 Services	£115.40	£23.08	£138.48	
APM21.62	EON (April Bill)	Wilson's Field Electricity	£11.50	£0.58	£12.08	
APM21.62	EON (April Bill)	Village Centre Electricity	£120.16	£6.01	£126.17	Estimated
APM21.62	EON (April Bill)	Pavilion Electricity	£12.78	£0.64	£13.42	
APM21.62	British Gas (April/May Bill)	VC Gas	Bill not produced for meeting			Estimated
APM21.62	Waterplus	VC Water	£107.18	£0.00	£107.18	
APM21.62	BT	VC Broadband and Mobiles	£174.44	£34.88	£209.32	
APM21.62	ASL	Monthly Copier Charges (Final Bill)	£7.10	£1.42	£8.52	
Receipts to note						
May	NSDC	S106 funding for Hadleigh Park refurbishment	£162,267.20	£0.00	£162,267.20	
April	NSDC	Precept part 1	£42,686.00	£0.00	£42,686.00	

**The Council resolved to accept the bills for payment and the pre-approved payments list for 22/23**

22.50 The Annual Governance documents for year ending 31<sup>st</sup> March 2022

- To receive and note the Annual Internal Audit Report completed by the internal auditor  
**The Council received and noted the Internal Audit Report**
- To complete and approve the Annual Governance Statement 2021/22 of the Annual Return  
**The Council completed the Annual Governance Statement. The Council approved the Annual Governance Statement**
- To consider, approve and sign the Statement of Accounts 2021/22 of the Annual Return



**The Council considered, approved and signed the Statement of Accounts 2021/22 of the Annual Return**

- d. To accept the Annual Governance and Accountability Return

**The Council accepted the Annual Governance and Accountability Return**

- e. To note the dates of the Notice of Public Rights and Publication of Annual Governance and Accountability Return

**The Council noted the dates of the Notice of Public Rights and Publication of Annual Governance and Accountability Return**

- 22.51 The 22-23 Farnsfield Allotment Association Management Agreement recommended by the Facilities Committee

**The Council resolved to accept the 22-23 Farnsfield Allotment Association Management Agreement**

**Cllr Johnson requested that the voting was recorded**

**For: Cllrs Purcicoe, Westbury, Hazard, Dennis, K Clarke and Selby, Against: None, Abstentions: Cllrs Johnson, Healy and I Clarke**

- 22.52 The request from residents of Chapel Lane to site a bouncy castle inside the gateway to Lady Goodwin Park as part of the Jubilee Celebrations

**The Council discussed that there were quite a lot of risks to navigate and questions regarding liability, that would need resolving before an event such as this. With such a short timeframe before the event, the Council felt there was not enough time to overcome the concerns and finalise safety requirements.**

**The Council resolved not to allow the bouncy council to be sited on Lady Goodwin Park**

- 22.53 The review of Covid restrictions for the cleaning and hire of the Village Centre

**The Council accepted the post Covid changes to the cleaning and hire of the Village Centre –**  
**The Clerk to work with the Booking Secretary to inform the hirers**

- 22.54 Items for future agenda

**Standing Orders – Section 18**

- 22.55 To consider legal matters

**The Council discussed the legal matters**



**Minutes of the Full Council Meeting held on  
Tuesday 28<sup>th</sup> June 2022 at 7pm**

The meeting was held in the Lower Hall of the Village Centre

**Present: Cllrs. Dennis, I. Clarke, K. Clarke, Puddephatt, Selby, Healy, Johnson and Hamilton**

**Also Present: Vikki Arkell (Clerk & RFO)**

*Cllr K Clarke opened the meeting as both the Chairman and Vice Chairman were not in attendance.*

*Cllr K Clarke requested for volunteers or nominations for a chairman of the meeting.*

*Cllr K Clarke was nominated and seconded as chair of the meeting.*

*The Council resolved for Cllr K Clarke to chair the meeting*

- 22.56 To welcome the newly elected Councillor  
**Cllr K Clarke welcomed Cllr Nigel Hamilton to the Council**
- 22.57 To receive any apologies for absence  
**Cllr Purcicoe, Westbury and Hazard sent their apologies, the Council resolved to accept the apologies**  
**Cllr Johnson abstained from voting**
- 22.58 To receive any declarations of interest  
**Cllr Healy and Cllr Clarke stated that they are Allotment holders however it was not a pecuniary interest**
- 22.59 10 minutes for the public to comment, ask questions about agenda items or suggest items to be considered for a future agenda  
**The Council received questions from the members of public**
- 22.60 Report from the County Councillor  
**The County Councillor was not present to give a report**
- 22.61 Clerks report  
e. Update on works in progress  
**The Clerk updated the Council on works within the Village**  
f. Correspondence received  
**The Clerk had no further correspondence to share with the Council**

## 22.62 The May 2022 Financial Summary

Financial Summary at 31st May 2022			
Unity Trust opening balance	£156,649.42		
Monthly receipts		£164,775.20	
Monthly payments		-£11,495.29	
Transfer to Cambridge BS account		-£84,000.00	
Unity Trust closing balance		£225,929.33	
Nationwide opening balance	£126,440.05		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Nationwide closing balance		£126,440.05	
Mansfield BS opening balance	£86,254.63		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Mansfield BS closing balance		£86,254.63	
Cambridge BS opening balance	£1,000.00		
Monthly receipts		£84,000.00	
Monthly payments		£0.00	
Mansfield BS closing balance		£85,000.00	
<b>Total Funds</b>		<b>£523,624.01</b>	
Made up of	Spent/Received in 2022/23	Notes	
S106 Ash2 spend by Feb 2023		£7,493.67	For provision or maintenance of a village hall, tennis, football or cricket facilities in the parish
S106 Bellway and Miller (Open Space)		£162,267.20	Allocated to the refurbishment of Hadleigh Park Playground
	<b>Total S106</b>	<b>£169,760.87</b>	
CIL spend by April 2022 (Spend extension April 2023)	-£3,600.00	£17,722.93	£100k allocated to the wheeled facility project
CIL spend by April 2023		£27,408.17	
CIL spend by April 2024		£39,165.87	
CIL spend by April 2025		£18,714.96	
CIL spend by January 2026		£1,446.80	
	<b>Total CIL</b>	<b>£164,458.73</b>	
Best Kept Village Reserve		£2,129.12	
Council Projects EMR (Projects carried over from previous year)	-£6,061.46	£3,049.50	£5600 for the VC Chairs, £250 for Xmas lights, £465.96 from Councillors Divisional Fund for RBL & £2795 for Wilsons Field Works
Village Centre Renovation EMR		£13,000.00	
Playground Renovation EMR		£14,000.00	
US grant (wheeled facility)		£20,000.00	
<b>Total Ear Marked Reserve</b>		<b>£386,398.22</b>	
<b>General Reserve</b>		<b>£114,421.78</b>	
<b>Current Fund</b>		<b>£22,804.01</b>	
<b>Total Funds</b>		<b>£523,624.01</b>	
Monies awarded to Farnsfield Parish Council - held by Network and Sherwood District Council			
S106 Miller (Facilities) Spend by September 2023		£77,531.47	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish
S106 Bellway (Facilities) Spend by August 2024		£68,416.61	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish

### The Council noted the Financial Summary

## 22.63 The 24<sup>th</sup> May 2022 Full Council meeting minutes as accurate The Council resolved to accept the minutes as accurate

## 22.64 June 2022 bills for payment

Bills For Payment June 2022						
Invoices to be paid						
	Approval Code	Payment To	Description	Net	VAT	Gross
1	PCM21.237	Unwin Print	Ticket books for outdoor play	£85.00	£17.00	£102.00
2	FAC21.96	HandiCentre	Platinum Jubilee event items	£53.07	£4.18	£57.25
3	DP/VA	Rainworth Fencing	Postmix for two knee high posts on Hadleigh Park	£8.00	£1.60	£9.60
4	PCM21.273	AJ Property Services	Removal of old swing pad	£1,220.00	£0.00	£1,220.00
5	PCM22.64	Rialtas	Annual Fee	£129.00	£25.80	£154.80
6	PCM21.274	Sherwood Decorators Ltd	Painting of lamp posts on Wilsons Field	£440.00	£0.00	£440.00
7	PCM22.64	NSDC	Target Hardening Project	£10,280.00	£2,056.00	£12,336.00
8	APM22.49	NSDC	Grounds Maintenance April - June 2022 (Small)	£640.00	£128.00	£768.00
9	APM22.49	NSDC	Grounds Maintenance April - June 2022 (Core)	£2,174.00	£434.80	£2,608.80
10	PCM21.237	A1 Mobile	Toilets for outdoor play	£200.00	£40.00	£240.00
11	PCM21.237	Folksy Theatre	Outdoor play performance	£1,500.00	£0.00	£1,500.00
12	FAC 22.10	Judson Signs	Orienteering Panels	£132.00	£26.40	£158.40
13	VA/DP	RS Electrical	Electrical repairs at the VC	£215.00	£43.00	£258.00
14	PCM21.269	Lightman	Refurbishment of shelter and goals on Wilsons Field	£2,795.00	£559.00	£3,354.00
15	FAC21.27	Birch Sports Ltd	Mini Tennis Court Moss Treatment	£63.00	£12.50	£75.50
16	TK	GMS	VC Cleaning Items	£96.32	£19.26	£115.58
17	PCM21.234	J Chapman	Finger Arm Refurbishment	£380.00	£0.00	£380.00
Pre Paid Invoices						
20	TK - CC	Viking	VC Cleaning Items	£23.88	£4.78	£28.66
21	DP/VA - CC	Amazon	Prize for Jubilee Event	£20.00	£0.00	£20.00
22	DP/VA - CC	Amazon	Batteries for fire doors	£9.25	£1.85	£11.10
23	DP/VA - CC	Amazon	Batteries for fire doors	£9.25	£1.85	£11.10
24	21.272 - CC	Amazon	Football net for Wilsons Field	£25.74	£5.16	£30.90
Direct Debits and Standing Orders						
31	APM22.49	N&Sherwood DC	Waste Collection Monthly Charge	£23.92	£0.00	£23.92
32	APM22.49	Zest Group	Monthly 365 Services	£115.40	£23.08	£138.48
33	APM22.49	EON (May Bill)	Wilson's Field Electricity	£9.75	£0.49	£10.24
34	APM22.49	EON (May Bill)	Village Centre Electricity	£63.84	£3.19	£67.03
35	APM22.49	EON (May Bill)	Pavilion Electricity	£11.76	£0.59	£12.35
36	APM22.49	British Gas (05.04.22-07.06.22)	VC Gas	£72.19	£3.60	£75.79
37	APM22.49	Waterplus	VC Water	£105.57	£0.00	£105.57
38	N/A	Lloyds	CC Fee	£3.00	£0.00	£3.00
Receipts to note						
		Nottingham County Council	Library Rent	£735.25	£0.00	£735.25

**The Council resolved to approve the bills for payment**

## 22.65 To review/approve the following policies/documents

h. Farnsfield Parish Councils Standing Orders

**The Council resolved to accept the presented changes to the standing orders**

i. Dignity at Work/Bullying and Harassment Policy

**The Council resolved to accept the Work/Bullying and Harassment Policy with no changes made**

j. Tree Safety Policy

**The Council resolved to defer this policy to be reviewed further**

k. Internal Control Statement

**The Council resolved to defer this policy to Finance Committee for review. Cllr**

**Johnson suggested that how the credit card is reconciled is written into the control statement as well as considering the control of petty cash for ticket sales**

l. Data Breach Procedure

**The Council resolved to accept the policy unchanged**

**The Clerk to publish the approved policies**

## Items to discuss and agree a course of action:

### 22.66 The discharge of the best kept village reserves

**The Council discussed the origin of the best kept village funds that are held within Council Reserves. As Farnsfield Community Spaces now has its own bank account, Council resolved to transfer the funds to FCS in line with the wishes of the now disbanded Farnsfield and Edingley Horticultural Society.**

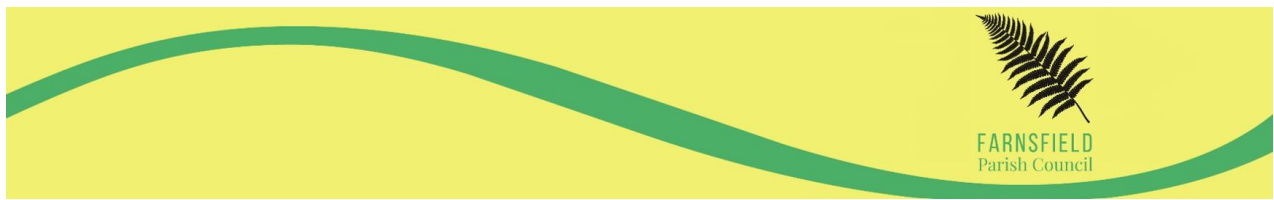
**The Council resolved to donate the funds donated from Farnsfield and Edingley Horticultural Society and the winnings from the best kept village competition to Community Spaces to use within the village**

**Cllr Healy abstained from voting due to being part of the Community Spaces Group**



**The Clerk to organise the donation of £2129.12 to Community Spaces**

- 22.67 To receive the report from the annual meeting and inspection held between Farnsfield Parish  
**The Council resolved to defer this item to a future meeting as Cllr Westbury and Cllr Purcicoe were not present**
- 22.68 The maintenance of the area around the bug hotels on Hadleigh Park  
**The Councils discussed the options for the area. The Council resolved for the working party to revisit the area and bring the suggestions to the Facilities Committee**
- 22.69 Parking on the pavement on Chapel Lane  
**Cllr Healy explained that correspondence was received concerning parking on Chapel Lane. The resident was unable to use the pavement due to cars being parked on the entire pavement. The Council will publish a request to the residents to park more politely**  
**The Clerk to work with Cllr Westbury to publish a suitable notice online**
- 22.70 Feedback from the Annual Meeting of the Parish and ideas to increase the attendance of the meeting for next year  
**The Clerk explained the ideas that were brought forward at the most recent Annual Meeting of the Parish. This item will be added onto the agenda in September to discuss ideas**
- 22.71 Items for a future agenda  
**Village event for the 2022 Tour of Britain**



**Minutes of the Full Council Meeting held on  
Tuesday 26<sup>th</sup> July 2022 at 7pm**

The meeting was held in the Lower Hall of the Village Centre

**Present: Cllrs. Purcicoe (Chairman), Westbury, Dennis, I. Clarke, K. Clarke, Puddephatt, Hazard, Selby, Healy and Hamilton**  
**Also Present: Vikki Arkell (Clerk & RFO)**

**Items to receive or note**

22.72 To receive any apologies for absence

**Apologies were received from Cllr Johnson – the Council resolved to accept the apologies**

22.73 To receive any declarations of interest

**None declared**

22.74 10 minutes for the public to comment, ask questions about agenda items or suggest items to be considered for a future agenda

**Members of the public were given the opportunity to ask questions about agenda items and highlight issues within the village**

22.75 Reports from Committee Chairman following the previous meetings

a. Planning Committee – 28<sup>th</sup> June

**Cllr K Clarke informed the Council that applications were currently run of the mill and a little sluggish at the moment however the committee continue to evaluate all applications**

b. Finance and Risk Committee– 12<sup>th</sup> July

**Cllr I Clarke gave an update on the discussions that were held. The Clerk highlighted the S106 spend to the Council, as it is required to be spent by February 2023 as well as the high-risk items to be resolved asap**

c. Facilities Committee – 12<sup>th</sup> July

**Cllr Westbury informed the Council that the Facilities Committee had reviewed The Acres football pitches rental price and had informed the current teams that use the pitch. He also explained that the committee had agreed a £250 budget for the opening of the new playpark at Hadleigh Park to match that contributed by Proludic**

22.76 Report from the Pavilion working party

**The working party didn't have anything to report. The Clerk reminded the working party of the funding requiring spending by September 2023**

22.77 Report from the County Councillor

**Cllr Laughton announced he has reported the movement at the property on Cockett Lane again as it had been reported by residents, and the enforcement officer will attend again**

22.78 Clerks report



g. Update on works in progress

**The Clerk updated the Council on ongoing and completed works within the village, including an update on the play park at Hadleigh Park and that the permitted development has been granted for the wheeled facility on the Acres**

h. Correspondence received

**The Clerk informed the Council of correspondence received**

## 22.79 The June 2022 Financial Summary

Financial Summary at 30th June 2022			
Unity Trust opening balance	£225,929.33		
Monthly receipts		£3,001.68	
Monthly payments		£27,065.68	
Unity Trust closing balance		£201,865.33	
Nationwide opening balance	£126,440.05		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Nationwide closing balance		£126,440.05	
Mansfield BS opening balance	£86,254.63		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Mansfield BS closing balance		£86,254.63	
Cambridge BS opening balance	£85,000.00		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Mansfield BS closing balance		£85,000.00	
<b>Total Funds</b>		<b>£499,560.01</b>	
Made up of	Spent/Received in 2022/23	Notes	
S106 Ash2 spend by Feb 2023		£7,493.67	For provision or maintenance of a village hall, tennis, football or cricket facilities in the parish
S106 Bellway and Miller (Open Space)		£162,267.20	Allocated to the refurbishment of Hadleigh Park Playground
<b>Total S106</b>		<b>£169,760.87</b>	
CIL spend by April 2022 (Spend extension April 2023)	<b>-£4,040.00</b>	£17,282.93	£100k allocated to the wheeled facility project
CIL spend by April 2023		£27,408.17	
CIL spend by April 2024		£99,165.87	
CIL spend by April 2025		£18,714.96	
CIL spend by January 2026		£1,446.80	
<b>Total CIL</b>		<b>£164,018.73</b>	
Best Kept Village Reserve		£2,129.12	
Council Projects EMR (Projects carried over from previous year)	<b>-£8,856.46</b>	£254.50	<del>£5600 for the VC Chairs, £250 for Xmas lights, £465.96 from Councillors Divisional Fund for RBL &amp; £2795 for Wilsons Field Works</del>
Village Centre Renovation EMR		£13,000.00	
Playground Renovation EMR		£14,000.00	
LIS grant (wheeled facility)		£20,000.00	
<b>Total Ear Marked Reserve</b>		<b>£383,163.22</b>	
<b>General Reserve</b>		<b>£114,421.78</b>	
<b>Current Fund</b>		<b>£1,975.01</b>	
<b>Total Funds</b>		<b>£499,560.01</b>	
<b>Moneys awarded to Farnsfield Parish Council - held by Newark and Sherwood District Council</b>			
S106 Miller (Facilities) Spend by September 2023		£77,531.47	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish
S106 Bellway (Facilities) Spend by August 2024		£68,416.61	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish

The Council noted the June 2022 Financial Summary

### Items to approve

22.80 The 28<sup>th</sup> of June full Council meeting minutes as accurate

The Council resolved to accept the minutes as presented



## 22.81 July 2022 bills for payment

### The Council resolved to accept the bills for payment

Bills For Payment July 2022							
Invoices to be paid							
	Approval Code	Payment To	Description	Net	VAT	Gross	Notes
1.1	RS	HandiCentre	Purchase of a bin	£10.83	£2.16	£12.99	
1.2	VA/DP/IC	HandiCentre	Bark for Bug Area	£32.11	£6.42	£38.53	
2	VA/DP	J.Whittlestone & Sons Ltd	Valve repair and tap replacement	£316.50	£63.30	£379.80	
3	TK/VA	Viking	Replacement mats for lower hall	£73.98	£14.80	£88.78	
4	APM22.49	Mercury	Annual monitoring of fire alarm system @ VC	£275.00	£55.00	£330.00	
5	APM22.49	Mercury	Annual maintenance of fire alarm system (2 visits)	£190.00	£38.00	£228.00	
6	TK	GMS	VC Cleaning Items	£47.05	£9.41	£56.46	
Email	APM21.62	NSDC	Quarterly play inspection x 2	£50.00	£10.00	£60.00	
Pre Paid Invoices							
20	CP/VA/DP - CC	SLCC	Clerk Finance Qualification	£120.00	£24.00	£144.00	
21	FAC22.24 - CC	Amazon	Fans for VC	£109.96	£22.00	£131.96	2 fans are damaged and being returned
22	22.21	Forest Crafts	Log benches for Hadleigh Park	£833.33	£166.67	£1,000.00	
23	VA/TK/BW - CC	Amazon	VC First Aid Kits	£36.66	£7.34	£44.00	Parts missing so will be returned
	22.66	Farnsfield Community Spaces	The discharge of the best kept village reserves	£2,129.12	£0.00	£2,129.12	
Direct Debits and Standing Orders							
31	APM22.49	N&Sherwood DC	Waste Collection Monthly Charge	£23.92	£0.00	£23.92	
32	APM22.49	Zest Group	Monthly 365 Services	£115.40	£23.08	£138.48	
33	APM22.49	EON (July Bill)	Wilson's Field Electricity	£8.91	£0.45	£9.36	
34	APM22.49	EON (June Bill)	Village Centre Electricity	£119.60	£5.98	£125.58	
35	APM22.49	EON (June Bill)	Pavilion Electricity	£10.06	£0.50	£10.56	
36	APM22.49	British Gas	VC Gas	Bill not yet available			
37	APM22.49	Waterplus (23.05.22 - 23.06.22)	VC Water	£110.03	£0.00	£110.03	Estimated
38	N/A	Lloyds	CC Fee	£3.00	£0.46	£3.46	
Receipts to note							
		Farnsfield Allotment Association	Allotment Rent	£1.00	£0.00	£1.00	

## 22.82 The formation of a Cotton Mill Lane working party

The Clerk informed the Council that at the previous Finance and Risk Meeting that a high risk that was highlighted was "Loosing access to Council owned land, losing money on the Acres/Pavilion hire and losing the provision of Allotments" due to contested use of Cotton Mill Lane. It was suggested that a working party could look into the origins of Cotton Mill Lane and its ownership.

The Council resolved to form a working of 3 Councillors. Cllr I Clarke, Cllr Westbury and Cllr Purcicoe

## 22.83 To readopt the Councillor Code of Conduct

The Council resolved to readopt the Code of Conduct with no changes

## 22.84 The July 2022-2025 Lengthsman Agreement

The Council discussed the agreement and did have concerns that the Council will be obligated to carry out the tasks listed that will require a person to be specially trained. The Council however believed that as this had not been an issue in the past and because the contact was generic for all parishes, it was unlikely to be so within this contract.

The Council resolved to accept the Lengthsman grant and for the Clerk to sign and return

## Items to discuss and agree a course of action:

### 22.85 Items delegated to the Clerk from 27<sup>th</sup> July – 13<sup>th</sup> September

A list of routine items to be delegated to the Clerk was previously circulated, the Council resolved to delegate the items as listed as well as adding delegation to the Clerk and Cllr K Clarke to organise the repair of the wetpour to Lady Goodwin Park as a matter of urgency

## 22.86 The online attendance options for members of the public





**The Council discussed the remote options for the meeting and resolved to remove remote options as standard, however, to make it clear that a link can be issued on request to the Clerk to allow those who can't attend in person to attend remotely**

22.87 To carry out treatment works to the Acres football pitches

**The Council discussed the treatment works and resolved to go ahead with the works on both the 11 a side and the new 7 a side pitch.**

**The S106 funding will be used to fund the football pitch improvements**

22.88 To purchase a set of 7-a-side football goals to be placed on the Acres

**The Council discussed the purchase of a set of 7 a side to be left on the Acres for all residents to use. The Council resolved to purchase the set of 7 a side goals.**

**The S106 funding will be used to fund the new goals.**

22.89 The Car Park extension brief and tender dates

**A draft extension brief was previously circulated. The Council resolved to accept the brief and dates as drafted to be published. [The Clerk to organise the publication](#)**

22.90 To discuss how the Council can deliver the environmental policy through the current grounds maintenance contract with Newark and Sherwood District Council

**The Council discussed suggestions put forward by Cllr Healy. The Council resolved to expand the grounds maintenance working party to include Cllrs; Dennis, Selby and I Clarke as well as a member of Farnsfield Community Spaces. [The Working party will meet to review the grounds maintenance contract and ideas from community spaces and report back to council with a proposal at the next Council meeting.](#)**

22.91 To seek Council's agreement to two lanes for pentanque/boules, site to be discussed/agreed

**The Council resolved to install a two lane pentanque area in the location proposed on Reynolds Field with the option of a QR "booking" system. [Cllr Clarke to organise 2 more quotes to meet financial regulations.](#)**

22.92 To seek Council's agreement for two concrete outdoor table tennis tables, site to be discussed/agreed

**[The Council postponed this item due to meeting time constraints](#)**

22.93 A village event to celebrate the 2022 Tour of Britain

**The Council resolved to accept the idea proposed by Cllr Healy to enter the best decorated village/town in Nottingham competition, and to organise a "decorate a bike" competition using the painted bikes stored in the "undercroft". The Chairman will provide a prize of a £25 amazon voucher from the Chairmans allowance for the winner of the best decorated bike in Farnsfield.**

22.94 Items for a future agenda and to confirm the date of the next meeting as Tuesday 13<sup>th</sup> September

**No additional items were suggested, and the next meeting date of 13<sup>th</sup> September was confirmed**

**Minutes of the Full Council Meeting held on  
Tuesday 27<sup>th</sup> September 2022 at 7pm**

The meeting was held in the Lower Hall of the Village Centre

**Present: Cllrs. Purcicoe (Chairman), Westbury, Dennis, I.Clarke, K.Clarke, Selby, Healy and Hamilton**

**Also Present: Vikki Arkell (Clerk & RFO)**

**Items to receive or note**

- 22.95 To receive any apologies for absence  
**Apologies were received from Cllr Hazard and Cllr Puddephatt. The Council resolved to accept the apologies**
- 22.96 To receive any declarations of interest  
**Cllrs Hamilton, Westbury, Dennis and Purcicoe declared an interest in item 22.114 as members of the Royal British Legion**
- 22.97 Due to the nature of the business to be discussed it is recommended that agenda item 22.120 & 22.121 requires the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1(2) and resolve to exclude public and press for these items  
**The Council resolved to exclude the public for agenda items 22.120 & 22.121**
- 22.98 10 minutes for the public to comment, ask questions about agenda items or suggest items to be considered for a future agenda  
**Members of the public were given the opportunity to ask questions**  
**A resident requested that traffic calming and the installation of a crossing on the high street south of the village, was considered for a future agenda**
- 22.99 Reports from Committee Chairman following the previous meetings of the;  
d. Planning Committee – 26<sup>th</sup> July  
**There were no planning matters to report**  
e. Staffing Committee – 22<sup>nd</sup> August  
**The Chair of the staffing committee was not present, items discussed at the meeting have been presented later on in the agenda with reports previously circulated**
- 22.100 Report from the pavilion working party  
**No report was given**
- 22.101 Report from the Cotton Mill Lane working party  
**A report was previously circulated. The Cotton Mill Lane working party are continuing to gather information. The Cotton Mill Lane working party requested to register with the Land Registry the Councils prescriptive access rights to Council owned land. The Council resolved for the working party to go ahead with this application.**  
**The working party request a budget of £100 to request digital copies from archives. The Council resolved to allow a budget of £100 to be requested through the Clerk or through expenses.**
- 22.102 Report from the County Councillor  
**Cllr Laughton sent his apologies**
- 22.103 Report from the outdoor play event and a financial summary of the event  
**Cllr Dennis gave a report on the outdoor play event, the event was well received and the overall cost to the Council was £302.00**
- 22.104 Clerks report



i. Update on works in progress


**The Clerk gave the following updates:**

- **The initial infrastructure for the Christmas Illumination was installed on Thursday 1<sup>st</sup> September with no issues**
- **Wheeled facility - they are currently making the specialist steel for the skatepark. “The Current programme has us starting at the end of the year”**
- **Although the playground renovations are complete, we are still waiting on the delivery of the two new derby bins. The orange fencing around the bunds can be removed when the grass is properly established.**
- **No information regarding the breach of the TPO’s on footpath 9**
- **No information from the Land Registry**


j. Correspondence received

**Correspondence from residents had been shared with Councillors to consider any action if they wish. The Clerk informed the Council that there is now an expression of interest process that must be followed when applying for S106 monies in the future. The decision that the project meets the criteria for spend will be at the discretion of the District Council and will follow the District Council’s agreed protocol as approved by Policy and Finance Committee. NSDC would recommend that the application is made 4-6 months before the project is wanting to start to ensure it is approved in time.**

## 22.105 The July and August 2022 Financial Summary

Financial Summary at 31st July			
Unity Trust opening balance	£201,865.33		
Monthly receipts		£14,924.34	
Monthly payments		-£8,093.13	
Unity Trust closing balance		£206,696.54	
Nationwide opening balance	£126,440.05		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Nationwide closing balance		£126,440.05	
Mansfield BS opening balance	£86,254.63		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Mansfield BS closing balance		£86,254.63	
Cambridge BS opening balance	£85,000.00		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Mansfield BS closing balance		£85,000.00	
<b>Total Funds</b>	<b>£506,391.22</b>		
Made up of	Spent/Received in 2022/23		Notes
S106 Ash2 spend by Feb 2023	-£62.40	£7,431.27	For provision or maintenance of a village hall, tennis, football or cricket facilities in the parish
S106 Bellway and Miller (Open Space)		£162,267.20	Allocated to the refurbishment of Hadleigh Park Playground
<b>Total S106</b>		£169,698.47	
CIL spend by April 2022 (Spend extension April 2023)	-£4,957.58	£16,365.35	£100k allocated to the wheeled facility project
CIL spend by April 2023		£27,408.17	
CIL spend by April 2024		£99,165.87	
CIL spend by April 2025		£18,714.96	
CIL spend by January 2026		£1,446.80	
<b>Total CIL</b>		£163,101.15	
Best Kept Village Reserve		£2,129.12	
Council Projects EMR (Projects carried over from previous year)	-£8,856.46	£254.50	£5600 for the VC Chairs, £250 for Xmas lights, £465.96 from Councillors Divisional Fund for RBL & £2795 for Wilsons Field Works
Village Centre Renovation EMR		£13,000.00	
Playground Renovation EMR		£14,000.00	
LIS grant (wheeled facility)		£20,000.00	
<b>Total Ear Marked Reserve</b>		£382,183.24	
General Reserve		£114,421.78	
Current Fund		£9,786.20	
<b>Total Funds</b>		£506,391.22	
Monies awarded to Farnsfield Parish Council - held by Newark and Sherwood District Council			
S106 Miller (Facilities) Spend by September 2023		£77,531.47	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish
S106 Bellway (Facilities) Spend by August 2024		£68,416.61	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish

Financial Summary at 31st August			
Unity Trust opening balance	£206,696.54		
Monthly receipts		£993.91	
Monthly payments		-£5,242.82	
Unity Trust closing balance		£204,447.63	
Nationwide opening balance	£126,440.05		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Nationwide closing balance		£126,440.05	
Mansfield BS opening balance	£86,254.63		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Mansfield BS closing balance		£86,254.63	
Cambridge BS opening balance	£85,000.00		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Mansfield BS closing balance		£85,000.00	
<b>Total Funds</b>	<b>£502,142.31</b>		
Made up of	Spent/Received in 2022/23		Notes
S106 Ash2 spend by Feb 2023	-£587.40	£6,906.27	For provision or maintenance of a village hall, tennis, football or cricket facilities in the parish
S106 Bellway and Miller (Open Space)		£162,267.20	Allocated to the refurbishment of Hadleigh Park Playground
<b>Total S106</b>		£169,173.47	
CIL spend by April 2022 (Spend extension April 2023)	-£4,957.58	£16,365.35	£100k allocated to the wheeled facility project
CIL spend by April 2023		£27,408.17	
CIL spend by April 2024		£99,165.87	
CIL spend by April 2025		£18,714.96	
CIL spend by January 2026		£1,446.80	
<b>Total CIL</b>		£163,101.15	
Best Kept Village Reserve	-£2,129.12	£0.00	
Council Projects EMR (Projects carried over from previous year)	-£8,856.46	£254.50	£5600 for the VC Chairs, £250 for Xmas lights, £465.96 from Councillors Divisional Fund for RBL & £2795 for Wilsons Field Works
Village Centre Renovation EMR		£13,000.00	
Playground Renovation EMR		£14,000.00	
LIS grant (wheeled facility)		£20,000.00	
<b>Total Ear Marked Reserve</b>		£379,529.12	
General Reserve		£114,421.78	
Current Fund		£8,191.41	
<b>Total Funds</b>		£502,142.31	
Monies awarded to Farnsfield Parish Council - held by Newark and Sherwood District Council			
S106 Miller (Facilities) Spend by September 2023		£77,531.47	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish
S106 Bellway (Facilities) Spend by August 2024		£68,416.61	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish

The Council noted the July and August summaries

Items to approve



**22.106** The 26<sup>th</sup> July 2022 full Council meeting minutes as accurate  
**The Council resolved to accept the Council meeting minutes as accurate**

**22.107** Certificate of Acceptance that the Hadleigh Park Playground Refurbishment is complete and the testimonial to submit  
**The Council resolved for the Clerk to sign the “certificate of acceptance” that the Hadleigh Park Playground refurbishment has been completed satisfactorily. The Council approved the drafted testimonial to submit**

**22.108** September 2022 bills for payment and statement of invoices paid in August

Bills For Payment 27th September 2022							
	Approval Code	Payment To	Description	Net	VAT	Gross	Notes
Invoices to approve							
1		V Arkell	VA Expenses - Travel	£9.90	£0.00	£9.90	
2	VA/IC	Cllr I Clarke	Expenses - Lectern tops for village signs	£23.94	£0.00	£23.94	
3	21.244	Proludic	Hadleigh Park Playground (- Credit note for opening party contribution)	£171,063.18	£34,212.64	£205,275.82	Credit note = £165
4	22.85	Proludic	Lady Goodwin roundabout wetpour repair	£1,885.00	£377.00	£2,262.00	
5	VA/DP	Newark and Sherwood Locksmiths	Pavilion Keys - 3 x Full Sets	£118.50	£23.70	£142.20	
6	VA/DP/IC	Handicentre	Paint for railing on HP and key cutting	£9.77	£1.95	£11.72	
7	APM22.49	PKF Littlejohn	Audit Fees	£400.00	£80.00	£480.00	
8	FAC 22.27	Cllr I Clarke	Expenses - Plants	£60.95	£0.00	£60.95	
9	APM22.49	NSDC	Grounds Maintenance July - September 2022 (Core)	£2,174.00	£434.80	£2,608.80	
10	APM22.49	NSDC	Grounds Maintenance July - September 2022 (Small)	£640.00	£128.00	£768.00	
11	PCM22.64	NSDC	Watering of the grass and wild seed on the HP bunds (19 visits)	£2,250.00	£450.00	£2,700.00	
12	APM22.49	Unwin Print	September Farnsfield Flyer	£110.00	£0.00	£110.00	
13	VA/DP/IC	Rainworth Fencing	Further target hardening of Hadleigh Park	£153.56	£30.71	£184.27	
14	VA/DP/IC	Judsons Signs	Story Glade signage	£45.00	£9.00	£54.00	
15	21.268	Mansfield Plastic Fabrications Ltd	Lampost Poppies	£104.00	£20.80	£124.80	40 x £2.60
CC payments							
22	VA/TK/BW - CC	Amazon	VC First Aid Kits	-£36.66	-£7.34	-£44.00	REFUNDED
22	N/A	Hermes	Return Postage for First Aid Kits	-£5.20	£0.00	-£5.20	REFUNDED
Pre-paid invoices							
23	FAC 22.29	Biondi Ice Cream	Ice Cream for HP opening	£200.00	£0.00	£200.00	
24	RS	Handicentre	Pegs	£2.91	£0.58	£3.49	
Direct Debits and Standing Orders							
31	APM22.49	N&Sherwood DC	Waste Collection Monthly Charge	£23.92	£0.00	£23.92	
32	APM22.49	Zest Group	Monthly 365 Services	£115.40	£23.08	£138.48	
33	APM22.49	EON (August Bill)	Wilson's Field Electricity	£8.76	£0.44	£9.20	
34	APM22.49	EON (August Bill)	Village Centre Electricity	£80.47	£4.02	£84.49	
35	APM22.49	EON (August Bill)	Pavilion Electricity	£15.07	£0.75	£15.82	
36	APM22.49	British Gas	VC Gas			Not yet billed	
37	APM22.49	Waterplus	VC Water	£121.35	£0.00	£121.35	Estimated
38	APM22.49	Waterplus	Allotment/Pavilion Water	£100.40	£0.00	£100.40	Estimated
39	N/A	Lloyds	CC Fee	£3.00	£0.00	£3.00	
Receipts to note							
		Nottingham County Council	Library Rent	£735.25	£0.00	£735.25	

**The Council resolved to accept the bills for payment**

**22.109** The returned Section 3 from the external auditor of the AGAR process  
**The Clerk explained that the AGAR has been returned with one “except for” matter. The asset register was poorly maintained in previous years with no evidence of the breakdown of costs. The new formatted asset register that was produced as part of the April 2022 asset review, contained the breakdown of all items owned by the Council and has items that were previously listed incorrectly amended/added and items no longer owned removed. Due to the many omissions and incorrect figures that were found when reviewing the asset register in 21-22, the external auditors would have expected the 20-21 figure to be reinstated on the AGAR to better reflect the assets owned in that year. This is because the Council did own the assets in 20-21, they were just recorded poorly. The importance of reinstatement would be to have a basic but accurate comparison between the two years, rather than it is looking like a substantial amount of assets were disposed of between years.**

**The Council noted the External Auditors comments and will note them when considering the process in the future**

**22.110** Movement of funds within the councils banking arrangements



**The Council resolved to not move any funds as the precept is due to be received on Friday 29<sup>th</sup> September**

22.111 The Farnsfield Parish Council Village Tree Policy

**The Council accepted the drafted Tree Policy and resolved to have a full tree inspection every 5 years as well as a smaller annual review inspection – Clerk to organise quotes for the annual inspection**

Items to discuss and agree a course of action:

22.112 To purchase additional picnic seating for the Hadleigh Park area

**The Council resolved to purchase 2 additional picnic benches to be sited on Hadleigh Park. The Clerk to arrange**

22.113 The appointment of a contractor to install the boules courts from the quotes received

**The Council resolved to accept Quote 2, from Lightmain for £3,762 + Vat. The Clerk to inform Lightmain and Cllrs Clarke and Westbury will lead the project**

22.114 Arrangements for the Remembrance Day parade

**The Council resolved to accept the quote received to close the road for the Remembrance Day parade. The Clerk to accept the quote and Cllr Purcicoe to inform the RBL**

22.115 To organise a Christmas event, including organising a Christmas tree, purchasing new Christmas lights if required and the Village Centre Christmas closure date

**The Council resolved to fund the Christmas Tree and the electricity for the lighting on the tree. The Council approved for the Christmas light switch on to be organised by a group of business owners on main street, as it was last year. The Clerk to contact the organiser with all the contact details so that the business owners can organise the delivery and decoration of the tree to work around their event.**

**The Council resolved not to replace the broken tree lights on “The Green” and the bottom of the Ridgeway as the street would be lit with the Christmas Illuminations**

**The Council resolved to close the Village Centre from the 24<sup>th</sup> December – 2<sup>nd</sup> January**

22.116 Following the Car Park extension tender process - to review information received and to receive recommendations from the Car Park working party on the next step in the process

**The working party explained to the Council that before the Car Park Extension was sent to Tender, the working party were looking into the planning permissions required to change and extend the Car Park. Unfortunately, there was not a lot of information that could be sourced to clarify where the Council would stand, and no response from the associations that were reached out to. Information has since been received from NALC and the Open Spaces Society it is likely that further permissions are going to be required to go ahead with the project.**

**The Clerk has emailed the Secretary of State for Environment, Food and Rural Affairs to explain the situation and request more information on the process of applying to build against the Open Spaces covenant that is on the land.**

***Three tenders were received with only one quoting for the “whole project”. This tender was only a 30-day quote which doesn’t meet the brief of 3 months and doesn’t allow the Council to resolve the issues above.***

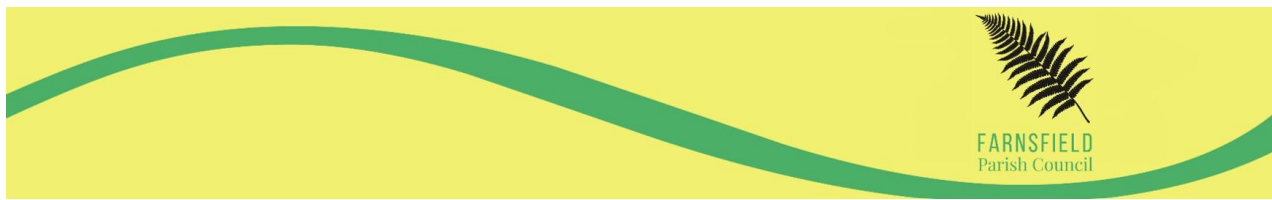
**The Council will defer this item until more concrete information has been received regarding the permissions required to carry out the extension**

22.117 The management of Millennium Wood, to cover the issues of safety, ash die back and biodiversity



Cllr Healy reminded the Council of the 5-year plan that was originally drawn up. Year 1 has been completed and requested that Year 2 is costed and moves forward. The Council resolved to obtain quotes for a tree survey for millennium woods. **The Clerk to approach Carisbrook, Ruskin and Forest Farm Tree Services for quotes.**

- 22.118 A Councillor to take over responsibility for preparing and publishing the Farnsfield Flyer  
**No Councillors volunteered to take on the Farnsfield Flyer. The Council decided to think about a way to keep the Farnsfield flyer with consideration that a member of the public may take on the Flyer and the Council to funds the publication. This is to be deferred to the next Full Council meeting**
- 22.119 Items for a future agenda and to confirm the date of the next meeting as Tuesday 11<sup>th</sup> October  
**Farnsfield Flyer**
- 22.120 The revised Staffing contract as recommended by the Staffing Committee  
**The Council resolved to accept the draft contract for all Council Employees as outlined by the Staffing Committee**
- 22.121 The proposed Pay rise for Council employees as recommended by the Staff Committee  
**The Council resolved to accept the pay rises as outlined by the Staffing Committee**



**Minutes of the Full Council Meeting held on  
Tuesday 11<sup>th</sup> October at 7pm**

The meeting was held in the Lower Hall of the Village Centre

**Present: Cllrs. Purcicoe (Chairman), Westbury, Dennis, I. Clarke, K. Clarke, Selby, Healy, Puddephatt, Hazard and Hamilton**  
**Also Present: Vikki Arkell (Clerk & RFO)**

**Items to receive or note**

22.122 To receive any apologies for absence

**None received**

22.123 To receive any declarations of interest

**Cllr K Clarke declared an interest in 22.136 as a member of the Cricket Club**

22.124 Due to the nature of the business to be discussed it is recommended that agenda item 22.142 requires the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1(2) and resolve to exclude public and press for these items

**The Council resolved to exclude the public and press for item 22.132.**

**Cllr Healy abstained from voting**

**Cllr Purcicoe proposed to move agenda item 22.137 to closed session due to confidential information within the report that has been received since the publication of the agenda. The Council resolved to exclude public and press from agenda item 22,137 due to the nature of business to be transacted. Cllr Healy abstained from voting**

22.125 10 minutes for the public to comment, ask questions about agenda items or suggest items to be considered for a future agenda

**Items that were suggested to Council to be added to a future agenda:**

**Roads at either end of the village have poor surfacing for cycling, can the Council reach out to Nottingham County Council to see if the roads are to be resurfaced in the near future**

**Can the Council erect 2 x Ukrainian flags in the village**

**Can the lamppost poppies be extended to lampposts along Parfitt Drive – Cllr Purcicoe offered to fund this from the Chairmans Allowance**

22.126 Reports from Committee Chairman following the previous meetings of the;

f. Finance and Risk Committee – 4<sup>th</sup> October

**Cllr I Clarke gave the Council an overview of the meeting, the finances reviewed, and decisions made**

g. Facilities Committee – 4<sup>th</sup> October

**Cllr Westbury gave the Council an overview of discussions at the meeting**

22.127 Report from the County Councillor

**The County Councillor wasn't present to give a report**

22.128 Clerks report

k. Update on works in progress

**The Clerk previously circulated updates on the works in progress:**

**The 2 x new bins for Hadleigh Park will be delivered this week**

**Bendcrete have now fabricated all the specialist steel. Questions about the electricity need resolving which will be resolved before the next meeting**


**The bunds on Hadleigh Park have had new topsoil added and additional hydro seeding is being completed over the next few days in areas where previous seeding hasn't taken**

l. Correspondence received



All correspondence was previously forwarded to all Councillors

22.129 The September 2022 Financial Summary  
The Council noted September's financial summary

Financial Summary at 30th September			
Unity Trust opening balance	£204,447.63		
Monthly receipts		£46,661.57	
Transfer between accounts		£10,000.00	
Monthly payments		-£211,828.64	
Unity Trust closing balance		£49,280.56	
Nationwide opening balance	£126,440.05		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Transfer between accounts		-£10,000.00	
Nationwide closing balance		£116,440.05	
Mansfield BS opening balance	£86,254.63		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Mansfield BS closing balance		£86,254.63	
Cambridge BS opening balance	£85,000.00		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Mansfield BS closing balance		£85,000.00	
Total Funds		£336,975.24	
Made up of	Spent/Received in 2022/23		Notes
S106 Ash2 spend by Feb 2023	-£587.40	£6,906.27	For provision or maintenance of a village hall, tennis, football or cricket facilities in the parish
S106 Bellway and Miller (Open Space)	-£162,267.20	£0.00	Allocated to the refurbishment of Hadleigh Park Playground
Total S106		£6,906.27	
CIL spend by April 2022 (Spend extension April 2023)	-£4,957.58	£16,365.35	£100k allocated to the wheeled facility project
CIL spend by April 2023		£27,408.17	
CIL spend by April 2024		£99,165.87	
CIL spend by April 2025		£18,714.96	
CIL spend by January 2026		£1,446.80	
Total CIL		£163,101.15	
Best Kept Village Reserve	-£2,129.12	£0.00	
Council Projects EMR (Projects carried over from previous year)	-£8,856.46	£254.50	£5600 for the VC Chairs, £250 for Xmas lights, £465.96 from Councillors Divisional Fund for RBL & £2795 for Wilsons Field Works
Village Centre Renovation EMR	£3,000.00	£16,000.00	
Playground Renovation EMR	£3,000.00	£17,000.00	
LIS grant (wheeled facility)		£20,000.00	
Total Ear Marked Reserve		£223,261.92	
General Reserve		£114,421.78	
Current Fund		-£708.46	
Total Funds		£336,975.24	
Monies awarded to Farnsfield Parish Council - held by Newark and Sherwood District Council.			
S106 Miller (Facilities) Spend by September 2023		£77,531.47	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish
S106 Bellway (Facilities) Spend by August 2024		£68,416.61	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish

Items to approve

22.130 The 27<sup>th</sup> September 2022 full Council meeting minutes as accurate  
The Council resolved to approve the minutes as accurate

22.131 The October 2022 bills for payment

**The Council resolved to accept the bills for payment with the exception of invoice for 2 which the Council would request the Clerk continue to contest as the Council is not satisfied with the amount of time it took the work to be carried out**

Bills For Payment 11th October 2022						
Approval Code	Payment To	Description	Net	VAT	Gross	Notes
<b>Invoices to approve</b>						
1	APM22.49	NSDC	Emptying of the dog waste bins	£1,144.00	£228.80	£1,372.80
2	APM22.49	Mercury Fire and Security Ltd	2 hours labour additional to the allocated inspection time	£93.60	£0.00	£93.60
3	FAC22.40	ADI Leak detection	Needs to be paid in advance	£990.00	£198.00	£1,188.00
4	VA/DP/IC	HandiCentre	Grounds maintenance and VC maintenance	£37.33	£4.55	£41.88
5	22.112	NBB	2 x Pionic Benches Hadleigh Park	£1,630.00	£326.00	£1,956.00
6	FAC22.7	Broxap	2 x Bins for Hadleigh Park	£1,078.00	£215.60	£1,293.60
<b>CC payments</b>						
21	22.101	British Newspaper Archive	3 month access for the CMLWP	£23.33	£4.66	£27.99
22	VA/TK	Ebay	Cellotape	£3.25	£0.00	£3.25
23	VA/TK	Ebay	Envelopes	£5.88	£0.00	£5.88
24	VA/DP	Amazon	Cable Ties for Lamppost Poppies	£8.99	£0.00	£8.99
<b>Direct Debits and Standing Orders</b>						
31	APM22.49	N&Shenwood DC	Waste Collection Monthly Charge	£23.92	£0.00	£23.92
32	APM22.49	Zest Group	Monthly 365 Services	£115.40	£23.08	£138.48
33	APM22.49	EON (September Bill)	Wilson's Field Electricity	£9.18	£0.46	£9.64
34	APM22.49	EON (September Bill)	Village Centre Electricity	£108.17	£5.41	£113.58
35	APM22.49	EON (September Bill)	Pavilion Electricity	£18.47	£0.92	£19.39
36	APM22.49	British Gas	VC Gas	£40.89	£2.03	£42.92
37	APM22.49	Waterplus (September Bill)	VC Water	£121.35	£0.00	£121.35
38	APM22.49	Waterplus (September Bill)	Allotment/Pavilion Water	£31.39	£0.00	£31.39
39	N/A	Lloyds	CC Fee	£3.00	£0.00	£3.00
40	APM22.49	British Telecom	Broadband and Telephone	Changed monthly billing from next cycle so the bills are easier to monitor. The Council has been charged incorrectly for almost 6 months so a refund is due		
41	N/A	Diamond Window Cleaning	Window Cleaning	£30.00	£0.00	£30.00
<b>Receipts to note</b>						
	Received in September	NSDC	Precept Part 2	£42,688.00	£0.00	£42,688.00

22.132 On recommendation of the Finance and Risk Committee: The movement of funds between the Councils banking arrangements

**The Council resolved to move 40k as recommended by the Finance and Risk Committee**

Items to discuss and agree a course of action:

22.133 Emergency arrangements during the Clerks annual leave

**The Clerk suggested suitable arrangements during upcoming annual leave. The Council resolved to accept the suggested arrangement in the Clerks absence including the Chairman of the Facilities and the Chairman of the Council having authorisation to permit any GENUINE EMERGENCY works such as burst pipes, boiler issues, electrical concerns and fallen trees up to £500**

22.134 The wording for the signage for the Wheeled Facility

**The Council resolved to postpone this agenda item to the next meeting**

22.135 On the recommendation of the Facilities Committee: for the Council to underwrite the costs the annual outdoor performance by Folksy Theatre on Sunday 31<sup>st</sup> July 23<sup>rd</sup> July, 2023

**The Council resolved to underwrite the costs of the annual outdoor performance to be held in Summer 2023 at a cost of £1800**

22.136 The request for a donation towards the firework display organised by Farnsfield Cricket Club

**The Council resolved to make a donation of £500 towards the cost of the fireworks display**  
**Cllr K Clarke abstained from voting**

22.137 Car Park Extension: review information received and to receive recommendations from the Car Park working party on the next step in the process

**This item was moved by previous resolution (22.124) to the closed section of the meeting**



22.138 The draft 2023-24 financial year budget

**The Clerk presented the draft budget. The Council are to look at the budget further and send any feedback or ideas for projects to the Clerk who will amend the budget for the next meeting**

22.139 A Councillor to take over responsibility for preparing and publishing the Farnsfield Flyer  
**Councillors discussed the Farnsfield Flyer, Cllr Westbury will publicise on Facebook to see if any members of the public wish to take on the Farnsfield Flyer with support from the Council**

22.140 Unauthorised planting on areas maintained by Farnsfield Parish Council with the proposal that all street side green areas in the care of Farnsfield Parish Council should revert to grass with any planting constrained to clearly demarked beds

**After a discussion, the Council resolved for organisations or individuals to register an interest in areas that are owned or maintained by the Council, to agree with Council how these areas are to be planted and maintained in line with the Councils environmental policy.**

**Cllr Westbury will publish this on the Facebook page and Council website**

22.141 Items for a future agenda and to confirm the date of the next meeting as Tuesday 15<sup>th</sup> November

**Cllr Puddephatt requested that the proposal to erect Ukrainian flags be added to the next agenda. The Council asked the member of the public who suggested the idea to write to the Clerk with suggested location and cost**

22.137 Car Park Extension: review information received and to receive recommendations from the Car Park working party on the next step in the process

**The Council resolved to seek quotes and create drawings to be agreed at the next Full Council meeting**

22.142 Report from the Cotton Mill Lane working party

**The Council discussed the presented report. The Council resolved to approve costs of up to £2000**



**Minutes of the Full Council Meeting held on  
Tuesday 15<sup>th</sup> November at 7:15**

The meeting was held in the Lower Hall of the Village Centre

**Present: Cllrs. Purcicoe (Chairman), Westbury, Dennis, I.Clarke, K.Clarke, Selby, Healy, Puddephatt, Hazard and Hamilton**  
**Also Present: Vikki Arkell (Clerk & RFO)**

**Items to receive or note**

22.143 To receive any apologies for absence

**None – full attendance**

22.144 To receive any declarations of interest

**None received**

22.145 Due to the nature of the business to be discussed it is recommended that agenda item 22.164 requires the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1(2) and resolve to exclude public and press for these items

**The Council resolved to exclude the public and press for item 22.164 due to the nature of the business to be discussed**

22.146 10 minutes for the public to comment, ask questions about agenda items or suggest items to be considered for a future agenda

**Members of the public in attendance were given the opportunity to make representations about agenda items**

22.147 Reports from Committee Chairman following the previous meetings of the;  
h. Planning Committee – 18<sup>th</sup> October 2022

**Cllr K Clarke stated there was no information to report to the Council from the meeting held on the 18<sup>th</sup> October**

22.148 Report from the County Councillor

**Cllr Laughton informed the Council that the principal Councils are working on the budgets for the next financial year. He said that unfortunately due to increases of costs there would be an increase in the Council tax and there may be a reduction in services**

22.149 Clerks report

m. Update on works in progress


**The Clerk reported that there had been signage installed on the gym equipment at Lady Goodwin Park which informs users how to use each piece of equipment and, the disabled access through the Copse on Hadleigh Park was now complete**

n. Correspondence

**All correspondence had been previously forwarded to Councillors**



## 22.150 The October 2022 Financial Summary

Financial Summary at 31st October 2022			
Unity Trust opening balance	£49,280.56		
Monthly receipts		£37,408.90	
Monthly payments		-£15,216.84	
Transfer between accounts		£40,000.00	
Unity Trust closing balance		£111,472.62	
Nationwide opening balance	£116,440.05		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Transfer between accounts		-£40,000.00	
Nationwide closing balance		£76,440.05	
Mansfield BS opening balance	£86,254.63		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Mansfield BS closing balance		£86,254.63	
Cambridge BS opening balance	£85,000.00		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Mansfield BS closing balance		£85,000.00	
Total Funds		£359,167.30	
Made up of	Spent/Received in 2022/23		Notes
S106 Ash2 spend by Feb 2023	-£1,577.40	£5,916.27	For provision or maintenance of a village hall, tennis, football or cricket facilities in the parish
S106 Bellway and Miller (Open Space)	-£162,267.20	£0.00	Allocated to the refurbishment of Hadleigh Park Playground
Total S106		£5,916.27	
CIL spend by April 2022 (Spend extension April 2023)	-£9,915.58	£11,407.35	£100k allocated to the wheeled facility project
CIL spend by April 2023		£27,408.17	
CIL spend by April 2024		£99,165.87	
CIL spend by April 2025		£18,714.96	
CIL spend by January 2026		£1,446.80	
Total CIL		£158,143.15	
Best Kept Village Reserve	-£2,129.12	£0.00	
Council Projects EMR (Projects carried over from previous year)	-£8,856.46	£254.50	£5600 for the VC Chairs, £250 for Xmas lights, £465.96 from Councillors Divisional Fund for RBL & £2795 for Wilsons Field Works
Village Centre Renovation EMR	£3,000.00	£16,000.00	
Playground Renovation EMR	£3,000.00	£17,000.00	
LIS grant (wheeled facility)		£20,000.00	
Total Ear Marked Reserve		£217,313.92	
General Reserve		£114,421.78	
Current Fund		£27,431.60	
Total Funds		£359,167.30	
Monies awarded to Farnsfield Parish Council - held by Newark and Sherwood District Council			
S106 Miller (Facilities) Spend by September 2023		£77,531.47	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish
S106 Bellway (Facilities) Spend by August 2024		£68,416.61	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish

The Council noted the financial summary

## 22.151 The NJC Pay award 2022/23

The Council noted the NJC pay award

## Items to approve

## 22.152 The 11<sup>th</sup> October 2022 full Council meeting minutes as accurate

The Council resolved to accept the minutes as accurate

## 22.153 The November 2022 bills for payment

Bills For Payment 15th November 2022							
	Approval Code	Payment To	Description	Net	VAT	Gross	Notes
<b>Invoices to approve</b>							
1	FAC22.42	Handicentre	Installation of a Disabled access path on Hadleigh Park	£130.36	£26.07	£156.43	
2	VA/DP	Mansfield Plastic Fabrications Ltd	Lampost Poppies	£31.20	£6.24	£37.44	
3	APM22.49	NSDC	Grounds Maintenance - Millenium Wood	£450.00	£90.00	£540.00	
4	APM22.49	NSDC	Playground inspections	£50.00	£10.00	£60.00	
5	PCM21.269	LITE	Christmas Illuminations (Payment 2 of 3)	£3,500.00	£700.00	£4,200.00	
6	VA/DP	PK Pest Control	Removal of Moles on the Acres	£60.00	£0.00	£60.00	
7	22.101	Cllr I Clarke	Expenses - Archive fee	£12.00	£0.00	£12.00	
8	FAC22.42	Cllr I Clarke	Expenses - Installation of a Disabled access path on Hadleigh Park	£29.99	£0.00	£29.99	
9	TK	GMS	Cleaning products for the VC	£166.01	£33.20	£199.21	
10	22.84	Chevron	Road Closure for the Remembrance Day Parade	£635.00	£127.00	£762.00	
11	VA/TK	Viking	Stationary and Cleaning Products	£92.04	£18.41	£110.45	
12	FAC22.21	NeoSmart	Allotment Water Meter	£121.53	£24.31	£145.84	
<b>CC payments</b>							
21	VA/DP	Amazon	3 x First Aid Kits	£71.85	£14.37	£86.22	October CC Statement
22	22.63	Amazon	Voucher for the winner of the TOB decorate a bike competition	£25.00	£0.00	£25.00	October CC Statement
23	VA/DP	Amazon	Safety signage for the Pavilion	£2.83	£0.57	£3.40	October CC Statement
24	VA/DP	Amazon	Safety signage for the Pavilion	£3.00	£0.00	£3.00	October CC Statement
<b>Direct Debits and Standing Orders</b>							
31	APM22.49	N&Sherwood DC	Waste Collection Monthly Charge	£23.92	£0.00	£23.92	
32	APM22.49	Zest Group	Monthly 365 Services	£115.40	£23.08	£138.48	
33	APM22.49	EON (October Bill)	Wilson's Field Electricity	£20.42	£1.02	£21.44	
34	APM22.49	EON (October Bill)	Village Centre Electricity				Not yet billed
35	APM22.49	EON (October Bill)	Pavilion Electricity				Not yet billed
36	APM22.49	British Gas (22.09-21.10)	VC Gas	£79.40	£3.97	£83.37	minus £5.22 credit will be taken
37	APM22.49	Waterplus (September Bill)	VC Water	£116.89	£0.00	£116.89	Estimated
38	APM22.49	Waterplus (September Bill)	Allotment/Pavilion Water	£26.25	£0.00	£26.25	Estimated
39	N/A	Lloyds	CC Fee	£3.00	£0.00	£3.00	
40	N/A	Diamond Window Cleaning	Window Cleaning	£30.00	£0.00	£30.00	
<b>Receipts to note</b>							
	Received in October	HMRC	VAT 126 Return			£35,444.89	

**The Council resolved to pay the invoices listed on the November bills for payment as well as the 3 invoices received by email on the 15<sup>th</sup> November**

## 22.154 The updated Risk Management Scheme

**The Council resolved to accept the updated Risk Management Scheme – [The Clerk to publish](#)**

**Items to discuss and agree a course of action:**

## 22.155 The request for funding to finance a singer to perform at the 2022 Christmas Light switch-on

**The Council resolved to make a donation of £175 to pay for the signer to perform at the event – [The Clerk to organise](#)**

## 22.156 The revised plans for the electricity cables, the reduction in costings and the wording for the signage for the Wheeled Facility

**The Council resolved to only install the ducting to allow for the electricity cables to be installed in the future and accepted the reduced quote with the mast and the electricity cables removed.**

**The Council approved the design for the signage with two modifications, the age to be changed to say "It is advised that users under 11 are supervised by a responsible adult" and the 3 what words changed**

## 22.157 The publication of the "History of the East Side Project" and the "Flooding" information documents

**The Council resolved to publish the "History of the East Side Project" and the "Flooding" information documents as drafted – [Cllr Westbury to publish](#)**

## 22.158 The Village Centre terms of hire and hire fees

**The Council reviewed 3 options when looking at the increases for the Village Centre hire fees. The Council resolved to increase the hire charges that were outlined in Option 2 - 5.3%-7.5%.**

**Cllr Puddephatt suggested the option for the booking secretary to charge a £25 key deposit fee to hirers. With the key deposit added to the terms of hire, the Council resolved to accept the drafted village centre terms of hire.**

**The Council requested that the Booking Clerk inform the hirers that the Village Centre is very fortunate to be on a fix rate for gas and electricity and that this fixed rate has been taken into**



consideration when looking at increases and the savings have been passed on to the users. Unfortunately, this fixed rate will end in September 2023 and therefore there is likely to be an increase in fees from January 2024

22.159 The draft 2023-24 financial year budget and precept projections

**The Council reviewed the previously circulated documents. The Clerk requested that any change requests or questions are emailed by the 5<sup>th</sup> December to allow for further calculations to be finalised for the December meeting**

22.160 The report received from the leak investigation at the Village Centre and the quotes to carry out the repairs required

**The Council reviewed the report and the quotes received to carry out the repairs. A quote of £998.00 + VAT was accepted**

22.161 To request to site a Ukrainian flag flush to the wall of the Village Centre, and review after 6 months

**Cllr Puddephatt proposed the Council purchase a Ukrainian Flag, Cllr Dennis made the amendment to also purchase a Union Jack Flag to show support between the two Countries. The Council resolve to accept the amendment. The Council resolved to purchase a Ukrainian ad Union Jack Flag to be hung on the exterior of the Village Centre to be reviewed after 6 months - The Clerk to purchase with a budget of up to £20**

22.162 To review the quotes received to carry out the surveys required on Hadleigh Park car park

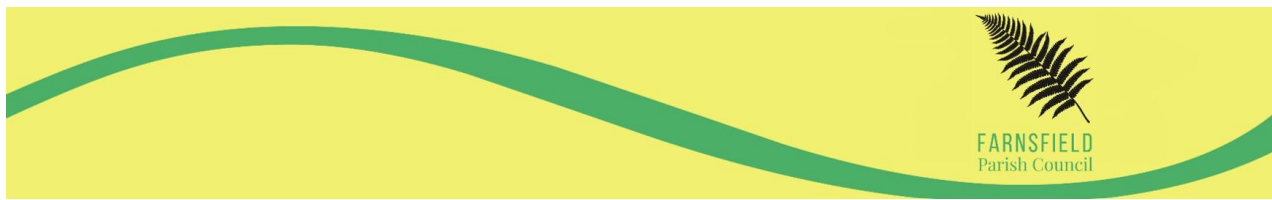
**This item was postponed to a future agenda**

22.163 Items for a future agenda and to confirm the date of the next meeting as Tuesday 45<sup>th</sup> 13<sup>th</sup> of December

**The next meeting will be held on Tuesday 13<sup>th</sup> December**

22.164 Car Park Extension: to review the quote for legal support and to agree the area of land to utilised for the extension project

**The Council resolved to accept the quote for legal support and agreed that the area of land to be utilised will be 60m x 32m**



**Minutes of the Full Council Meeting held on  
Tuesday 13<sup>th</sup> December at 7:00**

The meeting was held in the Lower Hall of the Village Centre

**Present: Cllrs. Purcicoe (Chairman), Dennis, I. Clarke, K. Clarke, Selby, Healy and Puddephatt**

**Also Present: Vikki Arkell (Clerk & RFO)**

**Items to receive or note**

22.165 To receive any apologies for absence

**Apologies were received from Cllr Hazard and Cllr Hamilton. Cllr Westbury also sent his apologies but hoped to join the meeting later if possible.**

**The Council resolved to accept the apologies**

22.166 To receive any declarations of interest

**None**

22.167 10 minutes for the public to make representations about agenda items

**Members of the public in attendance were given the opportunity to make representations about agenda items**

22.168 Reports from Committee Chairman following the previous meetings of the;

a. Planning Committee – 15<sup>th</sup> November 2022

**Cllr Clarke stated there was no report to provide to the Council**

b. Facilities Committee – 22<sup>nd</sup> November 2022

**The Clerk gave the Council a short report in Cllr Westbury's absence**

22.169 Report from the County Councillor

**Cllr Laughton sent his apologies**

22.170 Clerks report

a. Update on works in progress

**The Clerk informed the Council of the following:**

**The Christmas illuminations were installed on Saturday 26<sup>th</sup> November. Two issues were highlighted. Column 52 is letting water in, this damaged the RCBO, which had to be replaced. This has been reported to ViaEM, and Column 50 has a tree next to the column that will need cutting back next year otherwise LITE will be unable to install the light on that post**

**The speed survey was completed on Station Lane and the data has shown that there is no speeding issue that warrants intervention by ViaEM. In summary, 85% of drivers are driving at appropriate speeds.**

**The Pentanque courts are complete, the simple booking system is also ready to be published**

**Correspondence**

**Verbal requests had been received for the Parish Council to install a pedestrian crossing near the new Playpark at Hadleigh Park. As this is under Nottingham County Council's authority, Cllr Laughton had been asked about the process of applying for a crossing. Cllr Laughton stated that a PV2 study needs to be carried out and this study would analyse the number of pedestrians using the area and see if the quantity warrants intervention.**

**Cllr Laughton has requested for a study to be carried out in Summer 2023**

**The Clerk reported there had been no updates regarding the breach of TPO on Footpath 9 however will continue to chase it**

22.171 The November 2022 Financial Summary





Financial Summary at 30th November 2022			
Unity Trust opening balance	£111,472.62		
Monthly receipts		£3,043.55	
Monthly payments		-£11,667.20	
Unity Trust closing balance		£102,848.97	
Nationwide opening balance	£76,440.05		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Nationwide closing balance		£76,440.05	
Mansfield BS opening balance	£86,254.63		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Mansfield BS closing balance		£86,254.63	
Cambridge BS opening balance	£85,000.00		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Mansfield BS closing balance		£85,000.00	
<b>Total Funds</b>		<b>£350,543.65</b>	
Made up of	Spent/Received in 2022/23		Notes
S106 Ash2 spend by Feb 2023	-£1,577.40	£5,916.27	For provision or maintenance of a village hall, tennis, football or cricket facilities in the parish
S106 Bellway and Miller (Open Space)	-£162,267.20	£0.00	Allocated to the refurbishment of Hadleigh Park Playground
<b>Total S106</b>		<b>£5,916.27</b>	
CIL spend by April 2022 (Spend extension April 2023)	-£13,415.58	£7,907.35	£100k is allocated to the wheeled facility project
CIL spend by April 2023		£27,408.17	
CIL spend by April 2024		£99,165.87	
CIL spend by April 2025		£18,714.96	
CIL spend by January 2026		£1,446.80	
<b>Total CIL</b>		<b>£154,643.15</b>	
Best Kept Village Reserve	-£2,129.12	£0.00	
Council Projects EMR (Projects carried over from previous year)	-£8,856.46	£254.50	£5600 for the VC Chairs, £250 for Xmas lights, £465.96 from Councillors Divisional Fund for RBL & £2795 for Wilsons Field Works
Village Centre Renovation EMR	£3,000.00	£16,000.00	
Playground Renovation EMR	£3,000.00	£17,000.00	
LIS grant (wheeled facility)		£20,000.00	
<b>Total Ear Marked Reserve</b>		<b>£213,813.92</b>	
<b>General Reserve</b>		<b>£114,421.78</b>	
<b>Current Fund</b>		<b>£22,307.95</b>	
<b>Total Funds</b>		<b>£350,543.65</b>	
Monies awarded to Farnsfield Parish Council - held by Newark and Sherwood District Council.			
S106 Miller (Facilities) Spend by September 2023		£77,531.47	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish (£4780 is allocated to a Bowls gamt)
S106 Bellway (Facilities) Spend by August 2024		£68,416.61	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish

The Council noted the financial summary

### Items to approve

22.172 The 15<sup>th</sup> November 2022 full Council meeting minutes as accurate

The Council resolved to accept the minutes as accurate

## 22.173 The December 2022 bills for payment

Bills For Payment 13th December 2022							
	Approval Code	Payment To	Description	Net	VAT	Gross	Notes
Invoices to approve							
1	22.47	NSDC	Recharge for the Parish of Farnsfield by-election	£526.90	£0.00	£526.90	Electorate fee has been wa
2	22.83	Lightmain	Pentanque Courts	£3,762.00	£752.40	£4,514.40	
3	DP/VA	Islips	Guttering repair at the VC (Above entrance of LH)	£120.00	£24.00	£144.00	
4	FAC22.38	AKVO	Water testing for VC and Pavilion	£300.00	£60.00	£360.00	
5	DP/VA	Handicentre	Key Cutting - Attic Storage Room	£2.91	£0.58	£3.49	
6	VA/DP	J.Whittlestone & Sons Ltd	Valve repair in VC heating system	£437.48	£87.50	£524.98	
7	FAC22.42	Rainworth Fencing	Post Mix for the wheelchair access pathway on HP			£27.48	
CC payments							
21	VA/DP	Amazon	Printer ink - Clerk printer	£14.99	£3.00	£17.99	November CC Statemen
Direct Debits and Standing Orders							
31	APM22.49	N&Sherwood DC	Waste Collection Monthly Charge	£23.92	£0.00	£23.92	
32	APM22.49	Zest Group	Monthly 365 Services	£115.40	£23.08	£138.48	
33	APM22.49	EON (November Bill)	Wilson's Field Electricity				No billing produced yet
34	APM22.49	EON (1st Oct - 16th Nov)	Village Centre Electricity	£115.22	£5.76	£120.98	
35	APM22.49	EON (1st Oct - 16th Nov)	Pavilion Electricity	£14.12	£0.71	£14.83	
36	APM22.49	British Gas (22.10-21.11)	VC Gas	£113.28	£5.66	£118.94	
37	APM22.49	Waterplus (November Bill)	VC Water	£121.35	£0.00	£121.35	Estimated
38	APM22.49	Waterplus (November Bill)	Allotment/Pavilion Water	£24.46	£0.00	£24.46	Estimated
39	N/A	Lloyds	CC Fee	£3.00	£0.00	£3.00	
40	N/A	Diamond Window Cleaning	Window Cleaning	£30.00	£0.00	£30.00	
41	APM22.49	British Telecom	Broadband and Telephone (Sept - November)	£53.76	£10.75	£64.51	Includes credits for incorrect
Receipts to note							
		Farnsfield Allotment Association	Summer 2022 Water Bill	£353.46	£0.00	£353.46	
		Nottingham County Council	Library Rent	£735.25	£0.00	£735.25	

The Council approved the bills for payment as presented with one additional invoice sent by email

### Cllr Westbury joined the meeting

### Items to discuss and agree a course of action:

22.174 The final draft of the 2023-24 financial year budget and precept projections

**Two draft versions were previously circulated to the Council. The Council resolved to use V5 as the accepted budget to calculate the precept**

22.175 In accordance with Section 89 of the Local Government Act 1972, for the Council determine if they wish to fill the current casual vacancy by co-option or to leave the position vacant until the May election

**The Council resolved to leave the position vacant until the May election**

22.176 Quotes received for the maintenance/repair of the wooden flooring on the Upper Hall and Lower Hall of the Village Centre

**The Council resolved to accept the two quotes to sand and seal the Village Centre Upper Hall at £3150, and the Lower Hall at, £2010 – The Clerk to arrange**

22.177 Quotes received for amended signage to illustrate access to the Acres for vehicles & pedestrians from Main Street and Parfitt Drive

**The Council resolved to purchase and install three updated signage as illustrated at a cost of £320 + VAT – Cllr I Clarke to arrange**

22.178 Quotes to purchase 2 picnic benches for the pentanque area and to install the benches on a gravel base with adjoining path

**The Council resolved to purchase two benches at a cost of £1620 + to be installed with a gravel base and adjoining path with a budget of £250 + VAT – The Clerk to arrange**

**Cllr Westbury requested that a potential opening event was added to the facilities agenda**

22.179 Proposed changes to the ground maintenance contact



**Cllr Clarke proposed to postpone the item until the ground's maintenance contact is considered by the ground's maintenance working party who can bring a proposal forward if changes are required**

22.180 The outstanding work that is required on the Hadleigh Park Copse

**Cllr Purcicoe proposed to carry out the reduction and thinning works to the trees within the Copse, outlined at the meeting held with Mark Speck in November 2021. Some small work had been completed however there were some recommended further work outstanding.**

**The Council resolved to go ahead with the thinning and reduction tree works**

**Cllr Healy left the meeting**

**2 Quotes had been sought to carry out the works. The Council resolved to accept the quote for £1850 + VAT from NSDC – [The Clerk to arrange](#)**

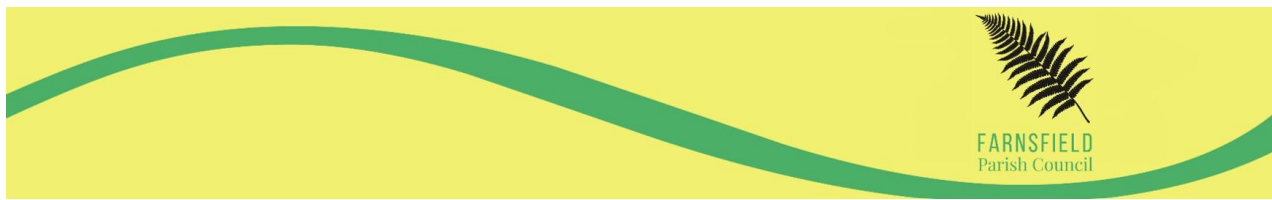
22.181 Exception to the Village Centre hire agreement for the New Year's Eve event 2022

**The Council resolved to make an exception to the Village Centre hire agreement for the New Year's Eve event to allow for the event to carry on until 12:30 – [The Clerk to inform the Booking Clerk](#)**

22.182 Items for a future agenda and to confirm the date of the next meeting as Tuesday 24<sup>th</sup> January 2023

**Report from the Grounds Maintenance working party**

**Purchasing of a traffic monitoring device to measure traffic volumes**



## **Minutes of the Full Council Meeting held on Tuesday 24<sup>th</sup> January 2023 at 7:00**

The meeting was held in the Lower Hall of the Village Centre

**Present: Cllrs. Purcicoe (Chairman), Dennis, Westbury, I. Clarke, K. Clarke, Selby, Healy and Puddephatt**

**Also Present: Vikki Arkell (Clerk & RFO)**

### **Items to receive or note**

22.183 To receive any apologies for absence

**Cllr Hazard and Hamilton gave their apologies, the Council resolve to accept their apologies**

22.184 To receive any declarations of interest

**None**

22.185 10 minutes for the public to make representations about agenda items

**Members of the public in attendance were given the opportunity to make representations about agenda items**

22.186 Reports from Committee Chairman following the previous meetings of the;

a. Planning Committee – 10<sup>th</sup> January 2023

**Cllr K Clarke stated there was nothing to report**

b. Facilities Committee – 10<sup>th</sup> January 2023

**Cllr Westbury gave the Council a short overview of decisions made at the previous meeting**

c. Finance and Risk Committee – 10<sup>th</sup> January 2023

**Cllr I Clarke gave the Council a short overview of decisions made at the previous meeting**

22.187 Report from the County Councillor

**Cllr Laughton reported that the work to the A614 works is still going ahead. He also reported that a walkaround had been arranged with Cllr Purcicoe and a representative from ViaEm to discuss the road conditions within the village**

22.188 A progress report from the Pavilion working party

**Cllr Westbury gave an update regarding the research that the Pavilion working party had carried out and the next steps in moving the project forward**

22.189 Clerks report

a. Update on works in progress

**The Clerk reported that the water leak had been repaired at the Village Centre, 2 emergency lights had been replaced and the tennis club notice board repair/refurbishment had been completed**

b. Correspondence received

**The Twinning Association requested for items that have been gifted from Andouille be displayed in the Village Centre. The Council resolved for Cllr K Clarke and I Clarke, to look at the hanging items to see if some can be accommodated within the Village Centre**



## 22.190 The December 2022 Financial Summary

Financial Summary at 31st December 2022			
Unity Trust opening balance	£102,848.97		
Monthly receipts		£3,195.07	
Monthly payments		-£10,156.96	
Unity Trust closing balance		£95,887.08	
Nationwide opening balance	£76,440.05		
Monthly receipts	£0.00	£0.00	
Monthly payments		£0.00	
Nationwide closing balance		£76,440.05	
Mansfield BS opening balance	£86,254.63		
Monthly receipts		£1,016.85	
Monthly payments		£0.00	
Mansfield BS closing balance		£87,271.48	
Cambridge BS opening balance	£85,000.00		
Monthly receipts		£288.41	
Monthly payments		£0.00	
Mansfield BS closing balance		£85,288.41	
Total Funds		£344,887.02	
Made up of	Spent/Received in 2022/23		Notes
S106 Ash2 spend by Feb 2023	-£1,577.40	£5,916.27	For provision or maintenance of a village hall, tennis, football or cricket facilities in the parish
S106 Bellway and Miller (Open Space)	-£162,267.20	£0.00	Allocated to the refurbishment of Hadleigh Park Playground
Total S106		£5,916.27	
CIL spend by April 2022 (Spend extension April 2023)	-£13,415.58		£100k is allocated to the wheeled facility project
CIL spend by April 2023		£7,907.35	
CIL spend by April 2024		£99,165.87	
CIL spend by April 2025		£18,714.96	
CIL spend by January 2026		£1,446.80	
Total CIL		£154,643.15	
Best Kept Village Reserve	-£2,129.12	£0.00	
Council Projects EMR (Projects carried over from previous year)	-£8,856.46	£254.50	£5600 for the VC Chairs, £250 for Xmas lights, £465.96 from Councillors Divisional Fund for RBL & £2795 for Wilsons Field Works
Village Centre Renovation EMR	£3,000.00	£16,000.00	
Playground Renovation EMR	£3,000.00	£17,000.00	
LIS grant (wheeled facility)		£20,000.00	
Total Ear Marked Reserve		£213,813.92	
General Reserve		£114,421.78	
Current Fund		£16,651.32	
Total Funds		£344,887.02	
Monies awarded to Farnsfield Parish Council - held by Newark and Sherwood District Council			
S106 Miller (Facilities) Spend by September 2023		£77,531.47	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish (£4780 is allocated to a Bowls grant)
S106 Bellway (Facilities) Spend by August 2024		£68,416.61	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish

The Council noted the financial summary

### Items to approve

22.191 The 14<sup>th</sup> December full Council meeting minutes as accurate and matters arising

**The Council resolved to defer the approval of minutes to the next meeting so that item 22.180 can be amended to be clearer for the future reader**

22.192 The January 2023 bills for payment

**The Council approved the bills for payment as presented with two additional invoice sent by email (12&13)**

Bills For Payment 24th January 2023						
	Approval Code	Payment To	Description	Net	VAT	Gross
<b>Invoices to approve</b>						
1	PCM22.178	NBB Outdoors	2 x Benches for Reynolds Field	£1,655.10	£331.02	£1,986.12
2	PCM22.176	The Sandman	Upper and Lower Floor Restoration	£5,160.00	£0.00	£5,160.00
3	PCM22.177	Judson Signs	Southwell Road Signage	£320.00	£64.00	£384.00
4	PCM21.269	LITE	Removal of Xmas Illuminations	£1,750.00	£350.00	£2,100.00
5	PCM22.	Parish Online	Annual Subscription	£75.00	£15.00	£90.00
6	APM22.49	NSDC	Grounds Maintenance Contract Pt 3	£2,814.00	£562.80	£3,376.80
7	APM22.49	NSDC	Annual Playground Inspection x 2	£190.00	£38.00	£228.00
8	FCM22.155	Bramley and White	Funding for the singer at the Christmas light switch on event	£175.00	£0.00	£175.00
9	PCM22.178	Rainworth Fencing	Postcrete for Reynolds Field benches	£9.16	£1.83	£10.99
10	APM22.49	PWLB	Loan repayment	£455.27	£0.00	£455.27
11	VA/DP	PK Pest Control	Mole removal - Acres	£90.00	£0.00	£90.00
12	PCM22.115	White Post Farm	Village Christmas Tree	£250.00	£0.00	£250.00
13	PCM22.180	NSDC	Copse Tree Works	£1,850.00	£370.00	£2,220.00
<b>CC payments</b>						
21	PCM22.161	Flag and bunting store	Flags for VC			£11.60
22a	VA/TK	Amazon	Mops - VC	£14.74	£2.95	£17.69
22a	VA/TK	Amazon	Mops - VC	£10.75	£2.15	£12.90
23	22.63	Amazon	Shelf Brackets - Office	£14.16	£2.83	£16.99
24	22.63	Amazon	Batteries for the fire doors - VC	£13.56	£2.72	£16.28
25	22.178	Amazon	Materials for the fitting of Reynolds Field Benches	£16.92	£3.38	£20.30
26	22.178	Amazon	Materials for the fitting of Reynolds Field Benches			£109.99
27	VA/TK	Amazon	Accident Books VC	£9.75	£1.95	£11.70
<b>Direct Debits and Standing Orders</b>						
31	APM22.49	N&Sherwood DC	Waste Collection Monthly Charge	£23.92	£0.00	£23.92
32	APM22.49	Zest Group	Monthly 365 Services	£115.40	£23.08	£138.48
33	APM22.49	EON (December Bill)	Wilson's Field Electricity	£22.05	£1.10	£23.15
34a	APM22.49	EON (17th - 30th November)	Village Centre Electricity	£142.74	£7.14	£149.88
34b	APM22.49	EON (1st - 31st December)	Village Centre Electricity	£139.86	£6.99	£146.85
34a	APM22.49	EON (17th - 30th November)	Pavilion Electricity	£142.74	£7.14	£149.88
35b	APM22.49	EON (1st - 31st December)	Pavilion Electricity	£27.56	£1.38	£28.94
36a	APM22.49	British Gas (22.10 - 21.11)	VC Gas	£36.45	£1.82	£38.27
36b	APM22.49	British Gas (21.11 - 08.12)	VC Gas	£32.18	£1.60	£33.78
36b	APM22.49	British Gas (9.12 - 11.01)	VC Gas	£151.31	£7.56	£158.87
37	APM22.49	Waterplus (December Bill)	VC Water	£116.89	£0.00	£116.89
38	APM22.49	Waterplus (December Bill)	Allotment/Pavilion Water	£26.25	£0.00	£26.25
39	N/A	Lloyds	CC Fee	£3.00	£0.00	£3.00
40	N/A	Diamond Window Cleaning	Window Cleaning	£30.00	£0.00	£30.00



22.193 The 2023-2024 budget as recommended by the Finance and Risk Committee  
**The Council resolved to accept the 2023-2024 budget as previously agreed by Council and recommended by the Finance and Risk Committee**

Budget Financial Year 2023-24	
Income	
Village Centre Hire Income	£20,500
Library Rental Income	£3,000
Acres Hire Income	£1,200
<b>Total Generated Income</b>	<b>£24,700</b>
Lengthsmans Grant	£1,200
Taken from FPC Reserves if required	£5,300
<b>Precept</b>	<b>£84,708</b>
	£115,908
Budgeted Spend 2023-2024	
Clerk	£22,505
Booking Clerk	£3,305
Cleaner	£5,000
Village Caretaker	£4,810
Training	£300
Phone & Broadband	£600
Stationery & Office Items	£320
Membership Fees	£666
Insurance	£5,000
Travel Expenses	£50
Bank Charges	£200
Audit & Legal Fees (inc Planning)	£2,000
Chairman's allowance	£200
IT & Software	£1,746
VC Gas	£3,700
VC Electricity	£3,000
Xmas Costs	£3,250
VC Waste Disposal	£410
VC Water	£1,800
VC Window Cleaning	£360
VC Health & Safety (inc Inspections)	£1,200
VC Maintenance, Repairs, Renewals	£2,000
Village Centre Renovation Reserves	£3,000
VC Cleaning Supplies	£350
Public Works Loan Board (Wilson's Field)	£911
Music Licences	£600
Events	£2,100
Grants	£3,000
Dog Waste Disposal	£2,050
Village Electricity	£1,400
Minor Village Works & Maintenance (inc street furniture)	£2,200
Playground Inspections & Minor Maintenance	£3,000
Playground Renovation Reserves	£3,000
Grounds Maintenance	£16,000
Acres Pavilion Costs	£1,200
Farnsfield Flyer	£675
Tree and Woodland	£5,500
Outdoor Table Tennis Tables	£6,500
Elections	£2,000
<b>Total Spend</b>	<b>£115,908</b>

22.194 The Finance and Risk committee's recommendation for the 2023-2024 precept request and the cash value of the precept request for 2023/24

**The Council resolved to request a cash precept of £84,708 which should result in a 0% increase on all bands (final calculations are completed by NSDC)**

22.195 Following the recommendation of the Finance and Risk Committee, to appoint an internal auditor to perform the formal Internal Audit

**The Council resolved to appoint Dixon Accountancy to perform the end of year internal audit**

22.196 The payment plan for Bendcrete, and the movement of funds between the Councils banking provisions to be able to facilitate the payments

**The Council resolved to accept the payment plan and for the Clerk to pay the instalments as required. The Final payment must be approved by Full Council on completion of satisfactory work. The Council resolved to allow any movements of funds required to facilitate the payments.**

Items to discuss and agree a course of action:



22.197 The format and distribution of the Farnsfield Flyer

**Cllr I Clarke had previously volunteered to issue a Council led newsletter which reports items resolved by Council. A member of the public had emailed to volunteer to formulate the community side of the flyer. The Council resolved to continue with the Farnsfield Flyer as proposed. The flyer will be published online, and Cllr Healy will print hardcopies of the flyer to be distributed to those who don't have access to the internet. Cllr Puddephatt will contact the Bramley to see if they will publish a summarised version**

22.198 An event to celebrate the Coronation of His Majesty King Charles III

**The Council resolved to reach out to the residents online to see if there are any ideas within the Village for an event to celebrate the Coronation of His Majesty King Charles III**

22.199 Proposed changes to the ground maintenance contact as recommended by the Grounds Maintenance working party

**The Council resolved to defer the item to a future agenda**

22.200 To review the quotes received to conduct surveys required on Hadleigh Park car park

**The Council resolved to conduct some more research into studies required and report back to the Council at the next meeting**

22.201 Items for a future agenda

**None**





**Minutes of the Full Council Meeting held on Tuesday 28<sup>th</sup> February 2023 at 7:00**

The meeting was held in the Lower Hall of the Village Centre

**Present: Cllrs. Westbury(Chairman), Dennis, I.Clarke, K.Clarke, Selby, Healy, Hazard, Hamilton and Puddephatt**

**Also Present: Vikki Arkell (Clerk & RFO)**

**Items to receive or note**

22.203 To receive any apologies for absence

**Cllr Purcicoe sent his apologies – the Council resolved to accept the apologies**

22.204 To receive any declarations of interest

**Cllr Hamilton – 22.218 as a member of the RBL**

**Cllr K Clarke – 22.219 as an employee of the school**

22.205 10 minutes for the public to make representations about agenda items

**The Council gave the opportunity for the public to make representations regarding agenda items**

22.206 Reports from Committee Chairman following the previous meetings of the;

i. Planning Committee – 24<sup>th</sup> January 2023

**Cllr K Clarke stated that there were no planning applications to report on at this time**

22.207 Report from the County Councillor

**Cllr Laughton gave a report to the Council. Cllr Laughton spoke about the incinerator planning application at the Old Colliery site at Bilsthorpe.**

22.208 Clerks report

o. Update on works in progress

**The Clerk informed the Council about a meeting that was held with Highways regarding the issues with the road within Farnsfield**

p. Correspondence received

**All correspondence had previously been passed on to Councillors**

## 22.209 The January 2023 Financial Summary

Financial Summary at 31st January 2023			
Unity Trust opening balance	£95,887.08		
Monthly receipts		£6,044.32	
Monthly payments		-£20,398.66	
Unity Trust closing balance		£81,532.84	
Nationwide opening balance	£76,440.05		
Monthly receipts	£0.00	£0.00	
Monthly payments		£0.00	
Nationwide closing balance		£76,440.05	
Mansfield BS opening balance	£86,254.63		
Monthly receipts		£1,016.85	
Monthly payments		£0.00	
Mansfield BS closing balance		£87,271.48	
Cambridge BS opening balance	£85,000.00		
Monthly receipts		£288.41	
Monthly payments		£0.00	
Mansfield BS closing balance		£85,288.41	
		<b>Total Funds</b>	<b>£330,532.78</b>
Made up of		Spent/Received in 2022/23	
		Notes	
S106 Ash2 spend by Feb 2023	-£6,737.40	£766.27	For provision or maintenance of a village hall, tennis, football or cricket facilities in the parish
S106 Bellway and Miller (Open Space)	-£162,267.20	£0.00	Allocated to the refurbishment of Hadleigh Park Playground
		<b>Total S106</b>	<b>£766.27</b>
CIL spend by April 2022 (Spend extension April 2023)	-£16,820.68	£4,502.25	£74,400 is allocated to the wheeled facility project
CIL spend by April 2023		£27,408.17	
CIL spend by April 2024		£99,166.87	
CIL spend by April 2025		£18,714.96	
CIL spend by January 2026		£1,446.80	
		<b>Total CIL</b>	<b>£151,238.05</b>
Best Kept Village Reserve	-£2,129.12	£0.00	
Council Projects EMR (Projects carried over from previous year)	-£8,956.46	£254.50	£5600 for the VC Chairs, £250 for Xmas lights, £466.96 from Councillors Divisional Fund for RBL & £2795 for Wilsons Field Works
Village Centre Renovation EMR	£3,000.00	£16,000.00	
Playground Renovation EMR	£3,000.00	£17,000.00	
LIS grant (wheeled facility)		£20,000.00	
		<b>Total Ear Marked Reserve</b>	<b>£205,248.82</b>
		<b>General Reserve</b>	<b>£114,421.78</b>
		<b>Current Fund</b>	<b>£10,862.18</b>
		<b>Total Funds</b>	<b>£330,532.78</b>
Monies awarded to Farnsfield Parish Council - held by Newark and Sherwood District Council			
S106 Miller (Facilities) Spend by September 2023		£73,331.47	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish (£4780 is allocated to a Bowls grant)
S106 Bellway (Facilities) Spend by August 2024		£68,416.61	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish

The Council noted the financial summary for January

### Items to approve

22.210 The 13<sup>th</sup> December and 24<sup>th</sup> January full Council meeting minutes as accurate and matters arising

**The Council resolved to approve the amended 13<sup>th</sup> December minutes as accurate.**

**The Council resolved to approve the 24<sup>th</sup> January Minutes as accurate**

22.211 The February 2023 bills for payment

Bills For Payment 28th February 2023							
	Approval Code	Payment To	Description	Net	VAT	Gross	Notes
Invoices to approve							
1	APM22.49	NALC	Annual subscription	£645.40	£0.00	£645.40	
2	VA/DP	RS Electrical	Repair of VC Emergency Lights	£127.00	£25.40	£152.40	
2	22.16	J.Whittlestone & Sons Ltd	Repairs to VC following the leak detection	£998.00	£199.60	£1,197.60	S106 Ash 2
4	21.271	Farnsfield Bowls Club	Grant for Fencing - works complete	£4,200.00	£0.00	£4,200.00	S106 Miller Funding
5	TK/VA	GMS	VC Cleaning supplies	£92.98	£18.59	£111.57	
6	21.245/22.196	Bendcrete Leisure	Construction of wheeled facility	£70,000.00	£14,000.00	£84,000.00	CIL
CC payments							
20	TK/VA	Amazon	Floor Mops for VC	£52.78	£10.56	£63.34	
Direct Debits and Standing Orders							
31	APM22.49	N&Sherwood DC	Waste Collection Monthly Charge	£23.92	£0.00	£23.92	
32	APM22.49	Zest Group	Monthly 365 Services	£115.40	£23.08	£138.48	
33	APM22.49	EON (January Bill)	Wilson's Field Electricity	£22.80	£1.14	£23.94	Smart
34	APM22.49	EON (January Bill)	Village Centre Electricity	£145.78	£7.29	£153.07	Smart
35	APM22.49	EON (January Bill)	Pavilion Electricity	£16.57	£0.83	£17.40	Smart
36	APM22.49	British Gas (9.12 - 11.01)	VC Gas	£398.92	£79.78	£478.70	Smart
37	APM22.49	Waterplus (January Bill)	VC Water	£466.57	£0.00	£466.57	Actual
38	APM22.49	Waterplus (January Bill)	Allotment/Pavilion Water	£26.46	£0.00	£26.46	Estimated
39	N/A	Lloyds	CC Fee	£3.00	£0.00	£3.00	
40	N/A	Diamond Window Cleaning	Window Cleaning	£30.00	£0.00	£30.00	
41	APM22.49	British Telecom	Broadband and Telephone	£74.29	£14.85	£89.14	
Receipts to note							
		Newark and Sherwood District Council	S106 Funding for the Bowls Club Fencing Grant	£4,200.00	£0.00	£4,200.00	S106 Miller Funding

**The Council resolved to accept the February 2023 bills for payment**



22.212 Policies

a. Correspondence

**The Council resolved to adopt the updated correspondence policy – the Clerk to publish**

b. Social Media Policy

**The Council resolved to adopt the updated Social Media policy - the Clerk to publish**

**Facebook admin to be revisited after May election**

c. Environmental Policy

**The Council resolved to adopt the updated Environmental policy - the Clerk to publish**

22.213 1<sup>st</sup> March Farnsfield Flyer

**The Council resolved to accept the 1<sup>st</sup> March Farnsfield Flyer for publication - the Clerk to publish**

22.214 The Farnsfield Parish Council 2023 Strategy Plan

**The Council resolved to adopt the 2023 Strategy Plan – the Clerk to publish**

22.215 The Copse Management plan as recommended by the Grounds Maintenance working Party

**The Council resolved to adopt the Copse Management plan as drafted**

**Items to discuss and agree a course of action:**

22.216 An event to celebrate the Coronation of His Majesty King Charles III including road closure arrangements

**Cllr Westbury reported that he had made an enquiry to see if a closure of New Hill would be a possible option, it would be possible, but it would be for a short span of time. Unfortunately there had been no interest in an event run by the Council. The Council resolved to not have an event run by the Council due to residents choosing to organise their own events.**

**The Council delegated the allocation of the funds to the Facilities Committee**

22.217 The planting of the Platinum Jubilee Oak Trees and the installation of the storyteller bench

**The Council approved for the storyteller bench to be fitted in front of the current story glade log benches. The oak tree will remain in the pot and be planted after it has grown some more**

22.218 Request from the Farnsfield Branch of The Royal British Legion to use Reynolds Field to hold their "Party in the Park" event from Friday 7<sup>th</sup> July until Sunday 9<sup>th</sup> July inclusive

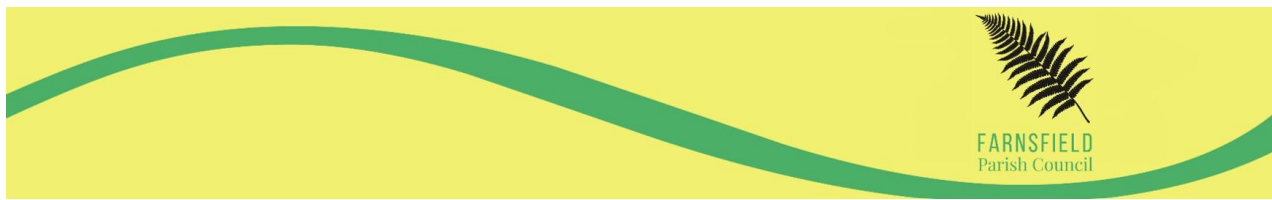
**The Council resolved to allow the Royal British Legion to use Reynolds Field to hold the event on Reynolds Field from Friday 7<sup>th</sup> July until Sunday 9<sup>th</sup> July inclusive. The Clerk to check the insurance implications and feedback to the Council**

22.219 Request from Farnsfield St Michaels School to hold their year 6 leavers party straight after school on Wilsons Field day 21<sup>st</sup> July

**Farnsfield St Michaels School withdrew their request**

22.220 To review the quotes received to conduct surveys required on Hadleigh Park car park

**The Council reviewed the quotes and the further explanation provided. The Council resolved to accept the quote and go ahead with the surveys after the 20<sup>th</sup> March open spaces consultation deadline.**



#### 22.221 Wheeled Facility

##### a. Progress of construction

**The Clerk reported that the Wheeled Facility project is running ahead of schedule. The path construction has had to be revised due to the position of the tree roots. The Council reviewed the solutions presented from the contractors. The Council resolved for approximately 2/3 of the path to be made from a compact stone with a tapered method at the field entrance where the roots are above ground. The Council discussed that this more flexible material would be better as the tree roots would likely cause the concrete to crack over time. The Council also agreed to add a spur to the path, this should be in concrete and installed opposite the fence opening from the next field with a 800mm gap left between the motorway barrier.**

##### b. Future Maintenance, Risk Assessment and inspection procedures

**The Council resolved for formal inspections to be completed at the same time as the other play facilities owned by Farnsfield Parish Council. The Council caretaker to also perform informal visual assessment and report any offensive graffiti for removal**

##### c. Opening Event

**As guided by Sue Bearman, the Council resolved to hold an opening event in May/June after purdah and elections**

#### 22.222 To approve the Lady Goodwin playground improvements as recommended by the Facilities Committee

**The Clerk and Cllr K Clarke recommended that benches 1 & 2 are renovated rather than replaced if it more cost efficient to do so.**

**The Council resolved to accept a spend of up to £6225 for the repair of the Lady Goodwin benches and to create concrete bases under all benches.**

**[Cllr Westbury to investigate if benches 1&2 can be renovated as this is the preferred option by Council](#)**

#### 22.223 To purchase a vehicle counter with a charger and battery for the monitoring of vehicles

**Cllr Laughton offered to request that highways conduct a speed survey on Quaker Lane. The Council resolved to accept Cllr Laughton's offer and to postpone this agenda item for further discission**

#### 22.224 To schedule the Annual Meeting of the Parish – suggest date of 30<sup>th</sup> May 2023

**The Council resolved to hold the Annual Meeting of the Parish on the 30<sup>th</sup> May 2023**

#### 22.225 Items for a future agenda

**None**



## **Minutes of the Full Council Meeting held on Tuesday 28<sup>th</sup> March 2023 at 7:00**

The meeting was held in the Lower Hall of the Village Centre

**Present: Cllrs. Purcicoe (Chairman), Dennis, I.Clarke, K.Clarke, Selby, Healy, Hazard and Puddephatt**

**Also Present: Vikki Arkell (Clerk & RFO)**

### **Items to receive or note**

22.226 To receive any apologies for absence

**Cllr Hamilton and Cllr Westbury sent his apologies, the Council resolved to accept the apologies**

22.227 To receive any declarations of interest

**None**

22.228 Due to the nature of the business to be discussed it is recommended that agenda items 22.244 require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1(2) and resolve to exclude public and press for these items

**The Council resolved to exclude the public from items 22.244**

22.229 10 minutes for the public to make representations about agenda items

**The members of the public were given the opportunity to make representations about agenda items**

22.230 Reports from Committee Chairman following the previous meetings of the;

j. Planning Committee – 14<sup>th</sup> March 2023

**Cllr K Clarke informed the Council that the Planning Committee had requested that the Broadlands application be decided by Newark and Sherwood District Council Planning Committee rather than be decided by delegation to a Planning Officer**

k. Facilities Committee – 14<sup>th</sup> March 2023

**The Clerk gave a short update in Cllr Westbury's absence**

l. Finance and Risk Committee – 14<sup>th</sup> March 2023

**Cllr I Clarke updated the Council on decisions made at the last meeting**

22.231 Report from the County Councillor

**Cllr Laughton updated the Council on works on the A614. It is planned to be started in approximately 9 months' time**

22.232 Clerks report

q. Update on the S106 spend extension request


**The Clerk informed the Council that Newark and Sherwood District Council are initially resistant to allow an extension to the S106 spend date of August 2023. A phone call is arranged with Newark and Sherwood District Council to go over the options. The Clerk to keep the Council informed**

r. Correspondence received

**Correspondence had previously been circulated to Council**



## 22.233 The February 2023 Financial Summary

Financial Summary at 28th February 2023			
Unity Trust opening balance	£81,532.84		
Monthly receipts		£11,090.89	
Monthly payments		-£3,679.83	
Unity Trust closing balance		£88,943.90	
Nationwide opening balance	£76,440.05		
Monthly receipts	£0.00	£0.00	
Monthly payments		£0.00	
Nationwide closing balance		£76,440.05	
Mansfield BS opening balance	£87,271.48		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Mansfield BS closing balance		£87,271.48	
Cambridge BS opening balance	£85,288.41		
Monthly receipts		£0.00	
Monthly payments		£0.00	
Mansfield BS closing balance		£85,288.41	
<b>Total Funds</b>	<b>£337,943.84</b>		
Made up of	Spent/Received in 2022/23		Notes
S106 Ash2 spend by Feb 2023	-£6,737.40	£756.27	For provision or maintenance of a village hall, tennis, football or cricket facilities in the parish
S106 Bellway and Miller (Open Space)	-£162,267.20	£0.00	Allocated to the refurbishment of Hadleigh Park Playground
<b>Total S106</b>	<b>£756.27</b>		
CIL spend by April 2022 (Spend extension April 2023)	-£16,820.68	£4,502.25	£74,400 is allocated to the wheeled facility project
CIL spend by April 2023		£27,408.17	
CIL spend by April 2024		£99,165.87	
CIL spend by April 2025		£18,714.96	
CIL spend by January 2026		£1,446.80	
<b>Total CIL</b>	<b>£151,238.05</b>		
Best Kept Village Reserve	-£2,129.12	£0.00	
Council Projects EMR (Projects carried over from previous year)	-£8,856.46	£254.50	£5600 for the VC Chairs, £250 for Xmas lights, £465.96 from Councillors Divisional Fund for RBL & £2795 for Wilsons Field Works
Village Centre Renovation EMR	£3,000.00	£16,000.00	
Playground Renovation EMR	£3,000.00	£17,000.00	
LIS grant (wheeled facility)		£20,000.00	
<b>Total Ear Marked Reserve</b>		<b>£205,248.82</b>	
<b>General Reserve</b>		<b>£114,421.78</b>	
<b>Current Fund</b>		<b>£18,273.24</b>	
<b>Total Funds</b>		<b>£337,943.84</b>	
Monies awarded to Farnsfield Parish Council - held by Newark and Sherwood District Council.			
S106 Miller (Facilities) Spend by September 2023		£77,531.47	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish (£4200 is allocated to a Bowls grant)
S106 Bellway (Facilities) Spend by August 2024		£68,416.61	For provision or maintenance of a village hall, tennis, football, bowls or cricket facilities in the parish

**The Council noted the February 2023 Financial Summary, Councillors had no further questions**

### Items to approve

22.234 The 28<sup>th</sup> February Full Council meeting minutes as accurate and matters arising

**The Council resolved to accept the minutes as accurate**

22.235 The March 2023 bills for payment and the transfer of funds to ear marked reserves as recommended by the Finance & Risk Committee

Bills For Payment 28th March 2023							
	Approval Code	Payment To	Description	Net	VAT	Gross	Notes
Invoices to approve							
1	22.164	The Legal & Public Notices Advertising Agency	Newark Advertiser Advert x 2	£290.26	£58.05	£348.31	
2	APM22.49	J.Whittlestone & Sons Ltd	VC Boiler Service	£154.00	£30.80	£184.80	
3	21.245/22.196	Bendcrete Leisure	Construction of wheeled facility	£24,415.60	£4,883.12	£29,298.72	CIL
4.1	APM22.49	Newark and Sherwood District Council	Core Grounds Jan-march 2023	£2,174.00	£434.80	£2,608.80	
4.2	APM22.49		Small Grounds Jan-march 2023	£640.00	£128.00	£768.00	
5	APM22.49		Football Pitch Marking	£405.00	£81.00	£486.00	
6	APM22.49		Dog Waste Collection	£1,144.00	£228.80	£1,372.80	
7	APM22.49		Q4 play inspections	£50.00	£10.00	£60.00	
8	VA/DP	PK Pest Control	Mole removal - Acres	£60.00	£0.00	£60.00	
CC payments							
20	TK/VA	Amazon	Floor Mops for VC	£52.78	£10.56	£63.34	
21	VA/IC/DP	Parkison Group	Sport VAT Training	£10.00	£0.00	£10.00	
22	22.17	HP	Monthly Printer Ink Subscription	£7.91	£1.58	£9.49	
Direct Debits and Standing Orders							
32	APM22.49	Zest Group	Monthly 365 Services	£115.40	£23.08	£138.48	
33	APM22.49	EON (February Bill)	Wilson's Field Electricity	£21.29	£1.06	£22.35	Smart
34	APM22.49	EON (February Bill)	Village Centre Electricity	£125.43	£6.27	£131.70	Smart
35	APM22.49	EON (February Bill)	Pavilion Electricity	£23.62	£1.18	£24.80	Smart
36	APM22.49	British Gas (12.2 - 11.02)	VC Gas	£175.65	£35.13	£210.78	Smart
37	APM22.49	Waterplus (February Bill)	VC Water	£93.06	£0.00	£93.06	Actual
38	APM22.49	Waterplus (February Bill)	Allotment/Pavilion Water	£26.47	£0.00	£26.47	Estimated
39	N/A	Lloyds	CC Fee	£3.00	£0.00	£3.00	
40	N/A	Diamond Window Cleaning	Window Cleaning	£30.00	£0.00	£30.00	
42		Npower	Christmas Tree Electricity	£0.96	£0.05	£1.01	

**The Council resolved to accept the bills for payment. The Finance & Risk Committee recommend moving £5327 to the Playground Renovation Ear Marked Reserves to fund the agreed improvements at Lady Goodwin Park as the invoice for works will come through after this financial/budget year where it was agreed. The Council resolved to move the funds as recommended**

22.236 The Trade Waste agreement for 23/24

**The Council resolved to accept the trade waste agreement got 23/24. The Clerk to agree the contract**

22.237 Policies

d. Financial Regulations – amendments as recommended by the Finance & Risk Committee

**The Council resolved to accept the amendments to the Financial Regulations**

22.238 Farnsfield Parish Council Registers as accurate:

a. The Asset Register

**The Council resolved to accept the Asset Register as accurate**

b. The Risk Management Scheme

**The Council resolved to accept the Risk Management Scheme as accurate**

Items to discuss and agree a course of action:

22.239 The insurance cover of street furniture

**The Council noted the information previous circulated, the Council resolved to increase the street furniture cover to £41k to cover all street furniture owned**

22.240 The sign off of the completed Wheeled Facility:

a. The approval of the final payment

**The Council resolved to pay the final payment**

b. The conclusion of the wheeled facility working party

**The Chairman thanked the Wheeled Facility Working party for their hard work and the**

**Council resolved to close the wheeled facility working party as the project is now complete**

c. Consideration on how to exclude footfall in the areas of topsoil that require protecting while it seeds



**The Council resolved to seek further advice from Newark and Sherwood District Council grounds team. The Council resolved to purchase 30 plastic stakes to hold up fencing to protect the soil**

- d. The purchase of tools for users to remove the mud and debris on the skate park

**The Council resolved to purchase two brooms for users to be able to clear debris before use**

- e. Insurance considerations

**The Clerk informed the Council that the concrete structure was not insured. The Council were happy with this as public liability is covered separately.**

22.241 The proposal to appropriate an area of Open Space land at Hadleigh Park having been advertised for two consecutive weeks and the Council having considered the two responses received to the proposal the Council hereby resolves to appropriate the area of 1920 square metres for the purpose of car parking, the design and layout of the facility to be agreed

**Councillors were previously circulated the two letters received. Having considered the letters received the Council discussed that the letters were comments regarding the construction of the car park rather than the process of removing the space from the open spaces act. Having followed the correct procedure and considering comments received, the Council resolve to appropriate the area of 1920 square metres for the purpose of car parking. The Clerk to organise the studies that were agreed previously.**

22.242 Consideration of the method of obtaining quotes for the design and implementation of the Hadleigh Park Car Park extension

**The Council referred to defer the item to a future meeting to allow for the results of the study to be received.**

22.243 Items for a future agenda

**None**

22.244 The Farnsfield Library Lease

**The Council resolved to defer the item until outstanding questions had been answered**