



**MINUTES OF THE FERNWOOD PARISH COUNCIL MEETING**  
**held on 26<sup>th</sup> September 2022 at 7pm**  
**at Fernwood Village Hall**

Present: Parish Councillors: R. Cullen (Vice Chairman), H. Micah, J. Newton, J. Weale, M. Weale

Clerk: Marion Fox Goddard

*Agenda, reports and accompanying information for this meeting is available on the Council's website here: [FERNWOOD PARISH COUNCIL \(fernwood-pc.co.uk\)](http://fernwood-pc.co.uk)*

**124. Declaration of intentions to record the meeting**

The Clerk recorded the meeting.

**125. Public Forum**

5 members of the public joined the meeting.

**126. Apologies for absence**

Parish Councillors Harrison and Smith. District Councillor I. Walker. County Councillor Lee.

**127. Declarations of Interest**

None.

**128. Approval of the minutes of the Parish Council meeting on 18th July 2022**

The minutes were approved as accurate record and Councillor Cullen signed them. Proposer: J. Weale, Seconder: J. Newton, RESOLVED unanimously.

**129. Approval of the minutes of the Extraordinary Parish Council meeting on 7th September 2022**

The minutes were approved as accurate record and Councillor Cullen signed them. Proposer: J. Newton, Seconder: J. Weale, RESOLVED unanimously.

**130. Councillors' and Clerk's Report**

*Cllr Newton* – Confirmed that the 2 lamps that were out in the woods are now working.  
*Clerk to get quote for remaining lamp to be changed to LED.*

<b>September Clerk's report</b>	<b>Agenda Item</b>
Barratt David Wilson Homes (BDWH) transfer of the open spaces in central Fernwood as per the section 106 agreement to NSDC and then Fernwood Parish Council – Target date for completion: October 2022. N&SDC and Fernwood Parish Council sent a joint letter at the beginning of July seeking an update on this. Awaiting feedback.	21/46c
Replacement tree for the dead Elm removed on Dale Crescent – one quote received so far. Other quotes are being sought. Only 5 responses were received on the consultation	22/116c 22/92

September Clerk's report	Agenda Item
on how to address the bald patch on Dale Green. Three respondents preferred the shrubbery option, one respondent said they would be happy with turfing, or a shrubbery and one respondent said they would be happy with turfing, gym equipment or a shrubbery. I have started getting quotes for a shrubbery.	
Complaint regarding the grass/dyke maintenance at Hollowdyke Lane/Phoenix Lane - awaiting land transfer plans from BDWH.	21/87e
Youth Initiative – Reopened after the summer break. The booking system is still being used. There will be an article on the youth club in the October Fernwood Gazette. Councillor Cullen and I have now completed all the checks required to volunteer at the group should the staff require assistance. The recruitment of a permanent worker in charge and an additional youth support worker has been delayed but Youth Services do have this in hand. N&SDC have pledged £1731.23 to cover a youth support worker for July 2022 to June 2023. A new Worker in Charge (temporary) will start on September 30 <sup>th</sup> .	
Antisocial Behaviour/CCTV – A letter has been sent to N&SDC to request 2 cameras managed through the partnership that N&SDC are members of – awaiting feedback. Nottinghamshire Police have been in contact to ask if the Parish Council would like to attend quarterly Safer Neighbourhood Group meetings which will cover Balderton, Fernwood and Middlebeck. A resident has suggested having a volunteer group to tackle those individuals dropping litter. <i>Clerk to ask NSDC's WISE team to visit to try to address this.</i>	21/149
Coat of Arms – A second sketch has been done. <i>Councillor Cullen signed the sketch at the meeting. Clerk to return to the Windsor Herald with a note detailing how the Lancaster should be changed.</i>	21/154
Barratt David Wilson Homes Development: Construction traffic improved directional signage – still not in place. The planning application was submitted in March. NSDC received feedback from NCC at the beginning of August. The developer received a quote from Via to erect signs on 16 <sup>th</sup> September, so they (BDWH) are now going to arrange installation.	22/87
Water Tower, Goldstraw Lane – broken fencing to the rear of the tower still not fixed. Teenagers have been seen trying to get into the building. I have raised this issue with the Police and N&SDC's antisocial behaviour team and they have got Environmental Health Officers involved. I spoke to the owner of the tower on 16 <sup>th</sup> September; he has said he will send his own staff to fix the fences w/c 19/9/22.	22/6
Hollowdyke Lane – We are trying to find a suitable date to go to NCC to discuss this. The Council agreed to conduct an online survey to confirm if there is support for the lane to be reopened. <i>Clerk to draft questions so survey can be conducted.</i>	22/24
Responsibility for ditches Hollowdyke Lane – a note was sent to NSDC regarding this, and they have asked their solicitor to investigate this. No further feedback at this stage.	22/16
Summer Play Sessions in the Village Hall Garden – these were very well attended.	22/80
Administration Assistant recruitment – Interviews were conducted on September 15 <sup>th</sup> and the new person will start on October 3 <sup>rd</sup> .	
Request for an Interactive Speed Sign on Dale Way – see item 135	22/114
The headmistress of Chuter Ede, Fernwood has been in touch regarding a child that hit a car whilst crossing the road near Restfil Way recently. The school are doing everything they can to educate the children to cross safely but there is concern that the design of the road is not helping the situation and a belief that a pelican crossing/ double yellow lines may be helpful in keeping pedestrians/cyclists going to school safer. She has said she will contact Nottinghamshire County Council directly, following our conversation but I have	

<b>September Clerk's report</b>	Agenda Item
advised if she needs any support in future regarding this to come back to the Parish Council.	
Woodland – ecological report/general update – see item 136	
New Internal Auditor booked to do interim audit in November.	22/110
FirstPort have responded regarding the woodland behind Dale Crescent homes They have said: the woodland marked is part of the managed estate; the building is Transco's responsibility (which may still have gas valves in);the wood was subject to a 5 yearly tree survey, on the last report they were no concerns about any of the trees and that they are carrying out a survey later this year.  As Transco no longer exist, I have contacted National Grid who have now fed back that Cadent Gas own the property. Cadent Gas will be doing a site visit and feeding back to us.	22/116
Village Hall extension – N&SDC have provided pre-planning application advice based on the draft plans that our consultant prepared. A meeting has been held with the consultant to go through the feedback. The consultant is currently getting quotes for a parking survey for the Council to consider. It is recommended this is done to assess current usage of the car park with a view to seeing whether it would be sufficient to meet extra demand from an extension	
Finance system – I have had demonstrations from Rialtas and Scribe. Currently awaiting quotes for the Council to consider.	

### 131. County Councillor and District Councillors Reports – No reports this month

### 132. Finance

- a. [Bank reconciliation](#) – noted.
- b. Year to date income – noted.
- c. Expenditure since last meeting under delegated powers/previously agreed expenditure was noted
- d. Items of Expenditure considered with unanimous decisions:

Expenditure	Budget Area	Total £	Decision
Floor scrubber	Village Hall – Individual items	Up to £2000	Prop. J. Newton; Sec.; J. Weale.
Wildflower bulbs	Grounds Maintenance	Up to £250	Prop. H. Micah; Sec.; M. Weale
NALC finance course	Training	£60	Prop.; H. Micah, Sec.; J. Weale
Plumbing work to meet legionella risk assessment	Maintenance	£1462.03	Prop. J. Weale; Sec.; J. Newton
Additional work required following legionella risk assessment (Thermometer calibration, water testing)	Legionella Management	£414 per annum	Prop. J. Newton; Sec.; M. Weale
SLCC membership for the Clerk	Subscriptions	325.00	Prop. J. Newton; Sec.; J. Weale

Leaf blower	Parish Council – Individual items	264.59	Prop. H. Micah; Sec.; M. Weale
Bat Surveys	Parish Council – Individual items		Council will proceed on survey for tree 853. See note below.
Woodland Management Plan	Parish Council – Individual items		Additional quote to be sought from N&SDC
50% contribution to the costs for managing the road closures in Balderton for Remembrance Sunday	Parish Council – Individual items	340.00	Prop. J. Newton; Sec.; M. Weale

*Clerk to get alternative quotes for Legionella Training and woodland management plan and get costings for decommissioning showers in the shower block. Also, to add a sign to indicate water may be hot in changing room toilets.*

Notes:

- i. *Although legionella risk assessment indicated medium risk in disabled shower and changing room toilets, the Council noted these areas are locked off for most of the time and not used by hall users. Removing the showers and adding a sign will mitigate the risks outlined in the risk assessment.*
  - ii. *Tree 869 belongs to Balderton Hall. Clerk to write to the owner to explain the bat surveys requirement and seek their agreement to pay EMEC for the survey work required for tree 869.*
- e. The conclusion of the external audit for the year ended 31 March 2022 was noted.
- f. The option to opt out of the SAAA central external auditor appointment arrangements was noted.

### 133. Planning and Licensing

a. The Council noted the following decisions made by Newark and Sherwood District Council:

<a href="#">22/01256/HOUSE</a>	6 Johnsons Road Fernwood	Single storey rendered extension to rear of the property	Grant Householder Application
<a href="#">22/01410/ADV</a>	Welcome Break Newark Services Great North Road	Welcome Break Newark Services Great North Road	Grant Advertisement Consent

- b. Application for a premises licence to be granted under the Licensing Act 2003 for [Welcome Break Newark Services](#) (alcohol) – The Council was happy with the late night refreshments and 24 hour opening aspects of the application but unanimously objected to a 24 hour alcohol licence (a licence in line with the One Stop shop in Fernwood or Tesco and Sainsburys in Balderton would be more acceptable). *Clerk to send feedback to N&SDC.*
- c. N&SDC's emails regarding further changes to the N&SDC's Scheme of Delegation for planning and associated applications and offer of planning training – noted. *Clerk to thank N&SDC and ask for the slides to be copied to the Fernwood Parish Council.*

### 134. Via East Midlands' consultation on the reduction of the speed limit to 40mph on the B6326 between Hollowdyke Lane and Shire Lane

The Council unanimously agreed with the proposal – *Clerk to send feedback to NCC.*

### 135. Response to Via East Midlands' refusal to allow Fernwood Parish Council to install a speed activated sign on Dale Way

Cllr Cullen confirmed the wording of NCC's [Highway Network Management Plan](#) which details that requests for self funded speed activated signs will accepted regardless of whether NCC's criteria for these are met. The Council agreed to ask for the sign on Dale Way again confirming the Parish Council will pay and highlighting the policy detailed above. *Clerk to respond to Via.*

### 136. Woodland Update Report

The Council noted the Clerk's report regarding the woodland and agreed to:

- a. Not ask NCC to inspect the lamps and or quote for path repairs and not seek adoption of the paths by NCC (Unanimous). *Clerk to seek quotes for path repairs from elsewhere..*
- b. Not to proceed with applying for on dogs on lead order following feedback from N&SDC (Unanimous).
- c. Name the woods 'Costall Woods' (4 votes in favour, 1 abstention)

### 137. [Local Council Award Scheme](#)

The Council unanimously agreed to apply to the award scheme.

### 138. Christmas closure period for Fernwood Village Hall and the Parish Council office

The Council agreed to close the hall and parish council office from December 24<sup>th</sup>, 2022, to January 2<sup>nd</sup>, 2023, inclusive.

### 139. Correspondence

- a. Email regarding the tinder in the woodland behind the nursery – noted. (EMEC advice is to leave woodpiles so request to remove 'tinder' will not be actioned.)
- b. Email regarding antisocial behaviour – noted. (N&SDC antisocial behaviour team and Police aware, quotes being obtained for shrubbery.)
- c. Emails regarding construction traffic on Hunters Road, vehicles going over 20mph on Hollowdyke Lane and enquiry on when there will be a dog bin on the new development. *Clerk to request speed measurement tubes on Hollowdyke Lane from NCC and ask Barratt David Wilson Homes when the bin on their plans will be installed.*
- d. Invite to the Nottinghamshire Association of Local Councils AGM. *Clerk and Cllrs J & M Weale will attend. Cllr J. Weale to vote.*
- e. Messenger request to ask developers to have all ages in mind when designing parks – noted. The Parish Council agreed to put this request to Persimmon when their S106 has been agreed. *Clerk to write to N&SDC and Persimmon.*
- f. Complaint regarding the park at Fernwood – noted. (Fernwood Parish Council is not responsible for the park in central Fernwood; this is owned by Barratt David Wilson Homes and managed by FirstPort. The Parish Council is working with N&SDC to get ownership of the open spaces in Fernwood, but this has yet to be completed.)
- g. Winter Service 2022/2023 - Offers to Assistance to Parish Councils – noted.
- h. Email regarding alcohol licence application at the Welcome Break Services – noted. See item,133b.

- i. RCAN Community Engagement Project – noted.
- j. NHS Nottingham and Nottinghamshire Engagement Team Consultation regarding an [Have your say to inform the development of a new mental health website for adults](#) - noted. Cllr Micah agreed to respond.

### EXEMPT ITEM

Under the Public Bodies (Admissions to meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of schedule 12A of the Local Government Act 1972.

The Council unanimously agreed to close the meeting to the press and public.

#### **140. Review the Parish Clerk and Responsible Financial Officer's working hours**

The Council unanimously agreed to permanently change the clerk's working hours to 37 hours per week. (Prop.: R. Cullen, Sec.: J. Newton) *Contract documentation to be updated Clerk/Chairman*

Meeting closed at 9.15pm

**Next Meeting: Monday 17<sup>th</sup> October, 7pm, Fernwood Village Hall**