



Balderton Parish Council Full Council Meeting

Minutes of the meeting held on Wednesday 24th April 2024 at 7pm

Attendees:

Balderton Parish Councillors: Ronalie Bright, Jane Buxton (Chair), Karen Callingham, Martyn Cox, Mandie Elson, Roy Fairbairn, Simon Forde (arrived during item 56), Jean Hall (arrived during item 56), Debbie Moore (arrived during item 64), Joy Sellars, Dean Scott

County/District Councillors: Sam Smith (County)

Parish Clerk: Marion Fox Goddard

Public: 6 residents joined the meeting

Meeting agenda pack with reports can be found on our website: <https://www.baldertonparishcouncil.gov.uk>

50. Declarations to record the meeting

The clerk recorded the meeting.

51. Apologies for absence

Parish Councillors: Vanessa Bracegirdle, Mac Mallard, Leigh Marshall,
District/County Councillors: Keith Girling (County), John Lee (County/District), Emma Oldham (District)

52. Declarations of interest

Cllrs Buxton, Callingham, Sellars – Item 61 – their properties may be affected by the covenant.

53. Public forum

No comments/issues were raised.

54. Approval of the minutes of the Full Parish Council meeting March 27th, 2024

The minutes were unanimously approved as an accurate record and Councillor Buxton duly signed them.

55. Reports from County and District councillors/Discussion

Council Councillor Smith – NCC¹'s highways team attempted to fix the area where flooding is occurring on London Road in January (near Highfields School). Rainfall in February still caused flooding there. A resident's recording of the problem has been given to the Highways team to look at this again. Cllr Smith will contact the team to see where they are up to with it and let Balderton Parish Council know. The area where Wolfit Avenue meets Main Street has of surface water pooling; this is on the programme of works to be addressed this summer (Cllr Smith has informed residents). £15 million highways patching continues, Goldsmith Street has been done recently and patching is due to be rolled out the poets' estate. Main Street potholes have been temporarily filled but they need patching; this is on Cllr Smith's list. Cllr Buxton raised issues that the St Giles Community Hall on Main Street are having due to the water table rising. Cllr Smith agreed to contact them. Cllr Elson asked whether the area around Lansbury Road will be dealt with – This is Cllr Lee's

¹ NCC – Nottinghamshire County Council

area, so it was suggested that Cllr Elson contact him (full resurfacing planned 2026/27). Cllr Fairbairn asked when the cycle path down London Road will be remarked including new highways code standards. Cllr Smith agreed to create a new request for this at NCC.

56. Parish Councillor Reports

Councillor Hall (Cllr Callingham read as Cllr Hall was at an N&SDC meeting) - Had a met with NCC youth services and Mending Lines founder Chris Parker. Working together to deliver Angling program to try to help tackle mental health and antisocial behaviour. Congratulates Chris on his work for the community. Represented Balderton Parish Council (BPC²) at a meeting with Mending Lines and Newark Police. Working with N&SDC and residents to tackle issue on Mead Way. Co-ordinated distribution of BPC newsletters which received positive feedback from residents. Working with fellow district councillors (Forde, Lee, and Oldham) and N&SDC officers for Balderton, to ensure Balderton is considered and heard on matters such as antisocial behaviour, planning and the Southern Relief Road and considered for new projects. Represented BPC/N&SDC at Lansbury road community planter event which was attended by residents across the generations and had a real buzz.

Councillor Callingham – had also attended the Meeting between NCC youth services and Mending Lines and the meeting with Mending Lines and Nottinghamshire Police; this meeting included what is being done to address antisocial behaviour and talking to officers from Operation Swift who are working to tackle wildlife crime in the area. Delivered newsletters. Attended Beat Surgery at Balderton Village Centre and engaged with teenagers at the youth pod who gave it positive feedback. Attended the Annual Parish Meeting and Lansbury Road planters event which were good for community engagement.

Councillor Elson – had attended training, met with a resident who has concerns about a tree and attended the Annual Parish Meeting.

Councillor Bright – helped deliver newsletters, attended the mayoral hustings and the Beat Surgery – the police were very approachable.

Councillor Fairbairn – has attended the mayoral hustings and done allotment inspections. Overall standard of allotments is improving although a handful of allotment holders have been written to.

Councillor Cox– had delivered newsletters and attended the Annual Parish Meeting.

Councillor Sellars – had helped coordinate the newsletter distribution, attended an account package demonstration, the Lansbury Road planter session, the Annual Parish Meeting, and the Beat Surgery.

Cllr Buxton – had met with Urban and Civic to ensure better communication are in place for Balderton regarding work on the Southern Relief Road. A newsletter will be provided to keep Balderton residents informed. Had attended a St Gobain tour, the Nottinghamshire Association of Local Councils meeting, the Annual Parish meeting and helped distribute newsletters.

Councillor Forde – has met with Via regarding benches and a walking trail. Encouraged anyone who spots a highway issue to report it on the MyNotts app.

57. Clerk's report – noted. The clerk asked attendees to encourage residents to report antisocial behaviour and wildlife crime to the police³ as the council does not have powers to enforce the law although the council is working with them to try to tackle the issue.

Administration/Management	BT – The issue with the phones reported last month have been resolved. The mobile phones have been issued. The Internal Auditor is provisionally booked for early in May. I will be preparing the Annual Governance and Accountability Return over the next few weeks and will arrange a session
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² Balderton Parish Council - BPC

³ By calling 101 or completing an online report - <https://www.nottinghamshire.police.uk/ro/report/>

	<p>to explain the process to members before this is taken to full council for approval.</p> <p>Unity Bank accounts have been set up. Councillors who are signatories are reminded to let the Clerk know when they have finalised their set up for online access. Once we have this set up and tested, we will proceed with the application to make changes to the Lloyds Bank accounts which were agreed by Full Council in February.</p>
Procurement since the last meeting	LED lighting upgrade and other electrical work approved in February is underway. Church Wall Survey – has not been received yet. New CCTV is in place. A three-year gas contract with Eon has been agreed and insurance for 2024/25 has been confirmed.
Newsletter	Councillors have distributed the newsletter. Feedback so far has been positive.
Offer of common land	Investigations are underway but there is nothing to report at this stage.
Concerns regarding wildlife crime at Balderton Lake	<p>We are aware of this issue and have liaised with Newark Police and Newark and Sherwood District Council's Antisocial behaviour team officers. There have been calls for the council to have an out of hours number for instances such as these. Parish and Town councils do not have the power to enforce the law on this issue. The correct action to be recommended to anyone who witnesses this is to Report it to Nottinghamshire Police who do have 24-hour lines open for reporting. Call 101 or access their online form at https://www.nottinghamshire.police.uk/</p> <p>We fully appreciate the concerns of residents regarding this issue and councillors, and I will continue to liaise with Nottinghamshire Police and Newark and Sherwood District Council about this matter.</p> <p>As part of the Safer Streets 5 project, we are looking to get CCTV installed as soon as possible at Heron Way car park. We are aiming to get this installed by the Autumn, but this is subject to planning and procurement lead times.</p> <p>New signage is due to be installed at Balderton Lakeside over the next fortnight which includes the message to treat all wildlife with respect.</p>

58. Minutes from committees/subcommittees

- a. Amenities Committee Minutes held on April 10th, 2024 – noted.

59. Resignation of Councillor White and casual vacancy process

The vacancy has been advertised and we are waiting to see if an election is called for. If not, the council will advertise to fill by co-option.

60. Finance

- a. The council unanimously approved the following reports:
- i. Income/expenditure for March and bank balances.
 - ii. Expenditure transactions for March.

Cllr Fairbairn asked if £590 was the total cost for the newsletter – the clerk confirmed that it was. Cllr Forde reminded the council of the need to detail what reserves are for. The clerk confirmed that this is on the to do list for this year.

- b. The council unanimously agreed to purchase:

	Item	£ (excluding VAT)
i	Grass seed (8 x 20 kg bag)	910.80
ii	Membership of the Institute of Cemetery and Crematorium Management and booking 2 memorial inspection workshops	405.00

- c. Banking arrangements

- i. Unity account is set up. Cllrs Bracegirdle, Cox, Sellars and Scott need to finalise online access so a test transaction can be done before we start using this account.
- ii. CCLA investment – Application form has been sent.
- iii. Dual signatories – Once the Unity online access is finalised, we will apply for dual online councillor approvals for Lloyds.
- iv. Signatories for Lloyds and Skipton – Following the resignation of Cllr White, she will be removed from both accounts. Cllr Bracegirdle will be added to the Skipton account (agreed 45h. 27/3/24) as it has been confirmed Cllr Elson is a signatory.

61. Covenant on Balderton Lake

This item was deferred until the next meeting.

62. Correspondence

- a. Email regarding N&SDC's Planning Application Local Validation Checklist Consultation – Cllrs Buxton and Hall will respond to this on behalf of Balderton Parish Council.
- b. Email regarding N&SDC's Statement of Community Involvement Consultation - Cllrs Buxton and Hall will respond to this on behalf of Balderton Parish Council.
- c. Invite and request for support from the Salvation Army for their Community Eco event which is being planned for June 8th - Cllrs Buxton and Hall will put them in touch with litter picking groups and the clerk will offer to help publicise on the council's Facebook page.

63. Consideration the motion of Cllrs Buxton and Sellars: To reconsider the decision made regarding which financial package should be used by Balderton Parish Council (March 2024, Full Council item 46)

The council agreed to move from Sage to Rialtas for the council's account package (1 user, no cloud for year 1, going forward this) (For: 9 Abstain:1).

64. Decision on using a third-party company to assist with the accounts on a temporary basis

The council unanimously agreed to appoint DCK to provide 1 day⁴ of support per month for three months. This will be reviewed after the second month.

65. Decision on using of a locum temporarily to aid with management and projects to ensure the council moves towards best practice

The council agreed that a locum should be sought on a temporary basis, with the clerk liaising with members of the Personnel and Policy Committee regarding the scope of work.

There was a short break at this point before the exempt item was discussed.

EXEMPT ITEMS

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.

66. Consideration of a Personnel Issue

The council agreed follow Local Government Association guidance regarding a personnel issue. (For 10:, 1 against).

Meeting closed at 9pm

Future parish council meetings – open to the public

- Planning Committee Meeting: Monday 20th May, 7pm
- Annual Parish Council Meeting: Wednesday 22nd May, 6pm, followed by Full Council, 7.30pm
- Amenities Committee: Wednesday 12th June, 7pm

⁴ Day rate £475 plus travelling and accommodation expenses.