

## Farnsfield Parish Council

### Supporting papers for F&E Committee meeting, March 2026

#### Agenda item FE069

This proposal has been received from Farnsfield Allotment Association:

#### **Farnsfield Allotments Association Delegated Management Agreement**

Referring to the numbered paragraphs of the Agreement, the proposals are as follows:

**Para 5** amend the word “will” to “may”. This is on the basis that FPC has only sought one such meeting in the ten years of our existence.

**Para 6** amend the word “shall” to “may”. For the reason set out above.

**Para 9** remove the phrase “...and the level of rent to be charged...” It is felt that the level of annual rent is purely for FAA to decide as it obviously needs to be set at a level which keeps the Association solvent. Currently it is reviewed annually at our AGM which takes place in January or early February.

**Para 10** We are concerned as to whether in fact FPC would in fact wish to arbitrate in the circumstances set out. If not, then this paragraph should be deleted. We should point out that there has been no such problem since the inception of FAA.

**Para 11** It is felt extremely unlikely that NSDC would wish to become involved in any such dispute ( of which there have not been any in the past). Is FPC able to suggest an alternative procedure? If not, it is suggested this paragraph is deleted.

**Para 12 j&k** Does FPC wish to be involved in this process, which incidentally has never been used as yet, or is it content for FAA to deal alone with any recalcitrant tenants?

**Para 13a** remove the words “...and sending monthly readings....is on.” This is no longer appropriate given the system which is in place for the monitoring of our water usage.

**Para 14 e to h** These sub-paragraphs will need to be amended or deleted depending on FPC's view regarding the provisions of current paragraph 11. ( It appears these sub-paragraphs refer in error to Paragraph 10 when clearly 11 is meant).

An additional paragraph needs to be inserted to cover the recent agreement regarding the culling of rabbits. I would suggest this should be **Para 14** with the original paragraph being numbered **Para 15**.

'FPC grants permission to FAA for the culling of rabbits on the site by shooting, with or without ferrets, but by means of an air rifle only, subject to the following conditions:

- i) FPC will be notified at least 48 hours in advance of the date and time of the proposed shoot and also of the type of air rifle to be used;
- ii). Nottinghamshire Police will be informed by FAA at least 48 hours in advance of the date and time of the proposed shoot, and also of the type of air rifle to be used;
- iii). FAA will notify all members by email at least 48 hours in advance of the date and

time of the proposed shoot;

iv). The shooter will be required to have, and to produce on request, both the appropriate Public Liability insurance cover, and the appropriate firearms licence for the type of weapon to be deployed;

v). The shooter shall carry out a risk assessment before each shoot and will be required

t a). to tour the site to assess any physical hazards, and to check the boundaries of the site to ensure that no shots are taken which may result in the discharge of pellets beyond the site;

b). to check that no allotment holders, or unauthorised intruders, are present on the site at the time of the shoot;

a vi). The shooter must ensure that all rabbits are killed as humanely as possible, and that all carcasses are removed as quickly as possible from the site. The shooter must also take sufficient care to ensure that no harm is caused to other animals likely to be present on the site including, but not exclusively, hedgehogs, squirrels, foxes, and domestic cats;

n vii). In the event that the shooter kills rats, he must be aware of the risk of Leptospirosis and must handle the carcasses accordingly.

## **AGREEMENT FOR DELEGATED MANAGEMENT OF THE ALLOTMENTS AT REYNOLD'S FIELD, FARNSFIELD, NOTTINGHAMSHIRE**

This agreement is made on **24<sup>th</sup> January 2023** between Farnsfield Parish Council (FPC) and Farnsfield Allotment Association (FAA), acting on behalf of its members.

1. FPC agree to let to FAA, 7000 square metres of land (The Site) on land commonly known as Reynold's Field, Southwell Road, Farnsfield, Nottinghamshire (plan 1).
2. The Site will be used solely for the provision of allotment gardens and for no other purpose whatsoever.
3. FAA will have delegated authority on behalf of FPC for decisions concerning the detailed operation and management of the allotments and relationships with individual allotment holders, excluding any changes of services affecting all allotment holders, including, but not limited to the provision of water, roadways, and access.
4. The FAA shall pay a yearly rent of £1.00 payable within 2 months of the date of this agreement. FPC will give six months prior notice in writing of any intention to increase the rent. If FAA wish to contest any increase in rent, the dispute resolution procedure set out in paragraph 10 will be followed.
5. One meeting per year will be held between FPC and FAA during the month of March. Immediately prior to such a meeting, FPC will carry out an inspection of the allotments and of the site. The meeting will include a report by FAA on rates of occupancy and status of any waiting list, use of the site, budget and expenditure, and any future developments.
6. The provisions of this Agreement shall be reviewed annually at the meeting held as set out in para 5 of this agreement.
7. In accordance with its constitution, FAA will be responsible for keeping a register of its

tenants, for dealing with enquiries and for maintaining a waiting list of prospective tenants.

8. FFA will not sublet, assign, or part with possession of the site or any part thereof for whatever reason
9. FPC shall have the right of final approval of the form of tenancy agreement to be entered into between FAA and its tenants and the level of rent to be charged subject to consultation with FAA.
10. Any disagreement between FAA and its members shall be notified in writing (email will suffice) to the Clerk of FPC. The Chairman or other members of Farnsfield Parish Council's Facilities Committee (providing they, or their spouse or partner shall not also be a plot-holder) will arbitrate upon the disagreement and shall advise all parties in writing of their decision within 28 days of receipt of such notification.
11. Any disagreement between FPC and FAA shall be referred in writing (email will suffice) and shall be arbitrated upon jointly by a representative of Newark and Sherwood District Council
12. Under this agreement the FAA agrees to:
  - a. Let allotments to its tenants who shall hold them until 31<sup>st</sup> January of the next following year, and thereafter year by year at a rent to be decided by FAA.
  - b. FAA will monitor the site to ensure its tenants do not sublet, assign, or part with possession of their plot or any part thereof and save and insofar as, at the discretion of FAA any plot may be divided between two or more individual tenants
  - c. FAA will issue keys for access of the site to its tenants and maintain appropriate records.
  - d. FAA will ensure the site is used for allotment gardens only for the cultivation of fruit, vegetables and flowers for use and consumption by its tenants only. The tenants shall not sell or undertake a business in respect of the cultivation and production of fruit, vegetables, and flowers in the allotment garden.
  - e. FAA will ensure their tenants keep the site and plots clean and in a good state of cultivation.
  - f. FAA will ensure that tenants do not keep any livestock on their plots.
  - g. FAA will ensure their tenants do not cause any nuisance or annoyance to fellow tenants on the site, or to any neighbouring residents.
  - h. FAA will ensure tenants do not obstruct any roads or paths on or near the site and undertake to maintain all footpaths and walkways around the plots.
  - i. FAA will seek approval from FPC for any walk in polytunnel, any shed or other new structure which is larger than that permitted in the tenancy agreement. If a tenant shall erect such structure without permission from FPC, the FAA will issue a preliminary enforcement notice and report the matter to the Clerk of FPC.
  - j. FAA will monitor compliance with the tenancy agreement by their tenants and will carry out plot inspections and issue preliminary enforcement notices to tenants who are in breach of their agreement. The FAA will report the issue of such notices to the Clerk of FPC.

k. In the event that the FAA tenant fails to comply with such notices, FPC will issue a final notice in writing to the FAA tenant requiring that tenant to surrender their plot to FAA within 28 days of this notice.

l. FAA will take out Public Liability Insurance to cover its members, their guests, and events.

13. FPC agrees to:

a. Provide mains water to the site. FPC however will not be held responsible for outages or maintenance that is required to the supply.

The FAA will be charged for water usage from **approximately** 1<sup>st</sup> March until 31<sup>st</sup> of October each year. The FAA will be charged annually after the October bill is published. If the FAA require the water to be turned on earlier, or off later, they must inform the Clerk in advance so meter readings can be taken.

Billing for water will be calculated in the following way:

Total water used as indicated by the water meter at the Allotments + 50% of the annual standing charge + 50% of the annual fixed cost = Total billed

This will be ratified using the overall billing and meter readings from the Pavilion.

The FAA are responsible for ensuring the water supply is isolated between 1<sup>st</sup> November and 28<sup>th</sup> February and sending monthly readings during the time in which the water supply is on. Changes to these dates must be agreed in advance.

FPC will take Pavilion meter readings on 28<sup>th</sup> February and 31<sup>st</sup> October.

b. Maintain roads and parking areas adjacent to the site over which they have control

14. This Agreement may be terminated by either party, giving to the other party twelve months' notice in writing so to terminate. It may also be terminated the Landlord (FPC) by re-entry on to the site after one months' notice if:

a. The rent is in arrears by 6 months or;

b. The FAA is not duly observing and or carrying out the terms of this agreement.

c. In the case of 14.b. FPC will notify the Secretary of the FAA in writing (email will suffice) requiring remedial action within 28 days of receipt of the notice. The notice will specify what steps FPC consider FAA should take to remedy the failure.

d. If FAA wish to contest the notice, they shall notify the Clerk of FPC within 14 days of receipt of the notice of the grounds on which the notice is contested.

e. If the parties are unable to resolve the issue then either party may refer the matter to arbitration, as referred to in paragraph 10 above, within 28 days of receipt of notice of contestation by the Clerk of FPC.

f. While any such issues remain unresolved, no action shall be taken by FPC to re-enter the land.

g. If after the referral to arbitration under paragraph 10 of the agreement, it is found that there has been a breach by FAA of its obligations, then FPC will serve on the Secretary of the FAA a notice requiring such breach to be remedied within 28 days of the date of such notice.

- h. If the breach has not been remedied following service of an uncontested notice, or after arbitration under paragraph 14.g, in either case within 28 days, then FPC may re-enter the land
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#### **Agenda item FE072**

A request has been received for the installation of a grit-bin at the bottom of Branston Avenue.

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#### **Agenda item FE073**

One quotation has so far been received – from Gala Lights (other companies state they will provide a quotation shortly). Clearly we need more than 1 quotation in order to make a decision, so we will decide at the next F&E meeting – which is still in sufficient time for Xmas.

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#### **Agenda item FE074**

Proposal for Christmas Event 2026 (from Cllr J Shakeshaft)

Due to the very poor weather at the Christmas event last year, it would seem worthwhile to review arrangements. The Village Centre is available on Sunday 29<sup>th</sup> November and also Sunday 6<sup>th</sup> December. St Michael's have also agreed that the church could be also used. It would therefore seem sensible to host the event indoors, which would attract more stallholders.

The actual switching on of lights could happen at the end of the afternoon, outside the Co-op, but should not need to involve the closure of the road, especially with the use of marshalls.

Farnsfield Events were involved in organising the Christmas event last year and it would help to have increased involvement from them his coming year.

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#### **Agenda item FE075**

Following NSDC stating they were unable to meaningfully help with pitch renovation, the following commercial quotations have been received:

Fineturf                      £29,914

Larch Groundwork      £ 2,750

One further quote is currently awaited.

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#### **Agenda item FE076**

From: Bethany Carter

Sent: 13 January 2026 11:58

To: Farnsfield Parish Council <[clerk@farnsfield-pc.gov.uk](mailto:clerk@farnsfield-pc.gov.uk)>

Subject: RE: McLarens Ref: MUK.248957 - Farnsfield Parish Council - China Palace, New Hill, Farnsfield, NG22 8JN

Good morning, I hope you are well.

Thank you for your patience while we investigated the moisture ingress issue affecting your

property.

Following a detailed assessment by Polygon, we can confirm that the outstanding issue is not due to a leak from internal pipework or any sudden escape of water. Instead, the findings point to gradual moisture ingress from the ground, likely related to the age and construction of the building and exacerbated by previous drainage issues at the neighbouring property.

#### Findings:

- A thermal camera survey showed elevated moisture readings at the base of the wall adjoining the neighbouring property.
- The worst affected area is near the front garden of the adjacent Chinese restaurant.
- Although waste pipework in the restaurant's garden was repaired in June 2025, moisture ingress continues.
- Heating pipework within the library was inspected, no leaks or pressure loss were found.
- No feed pipework exists in the affected area; the internal stop tap, and meter are located elsewhere.
- After removing skirting, mortar at the base of concrete blocks showed high moisture levels, with visible soil and mud between blocks and floor edge.
- Moisture readings were low from the floor but high from the mortar, indicating ground moisture ingress.
- Salts testing revealed some nitrates but no chlorides, suggesting groundwater rather than wastewater.
- Drain dye/flood testing on the neighbouring property was not feasible due to the higher ground level (600–700mm above the library floor).

#### Conclusion:

- No internal leaks were found from heating or feed pipework.
- Moisture ingress is likely due to groundwater seeping through the base of the 1850s brickwork, possibly worsened by previous drainage issues next door.
- The presence of nitrates and absence of chlorides supports the theory of groundwater penetration through aged masonry.

Polygon have advised that to prevent further moisture entering the property, a number of remedial works have been recommended. These include:

- Creating a drainage channel on the outside of the affected wall (in the neighbouring garden, if access is possible) to help divert groundwater away from the structure.
- Re-pointing the external walls, as there is significant mortar missing along the front elevation.
- Improving drainage to the neighbouring garden area.
- Considering tanking or applying a protective coating to the wall below ground level on the adjoining side to help stop further ingress.

As these works relate to building maintenance and long-term protection rather than a sudden insured incident, they would need to be arranged privately. Completing these measures should help prevent the ongoing moisture ingress and protect the property going forward.

As the second issue is a maintenance-related condition rather than a sudden insured event, it falls outside the scope of policy cover. However, as part of the moisture was originally caused by the neighbouring property's escape of water, we are able to consider a contribution towards the reinstatement costs rather than a full settlement.

To progress the claim, please provide revised quotations for the reinstatement works required. Once we receive the updated quotations, we will be able to confirm the contribution we can offer.

Kind regards,  
Bethany Carter | McLarens  
Loss Adjuster  
Atomic House, 50 High Pavement,  
Nottingham, NG1 1HW  
[www.mclarens.com](http://www.mclarens.com)

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### **Agenda item FE077**

**From:** Rachel Parkin  
**Sent:** 03 March 2026 20:47  
**To:** Farnsfield Parish Council <[clerk@farnsfield-pc.gov.uk](mailto:clerk@farnsfield-pc.gov.uk)>  
**Subject:** Re: F&E agenda

Hi Peter,

I've been approached by a resident up on dayncourt walk enquiring about having a bench installed for the residents on the Ridgeway. Usually we could approach NSDC for funding for this but there are no social housing tenants in that part of the village?  
Could this be put on the agenda for consideration please

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### **Agenda item FE078**

**From:** Emily Wort  
**Sent:** 13 February 2026 15:50  
**To:** Farnsfield Parish Council <[clerk@farnsfield-pc.gov.uk](mailto:clerk@farnsfield-pc.gov.uk)>  
**Subject:** Litter & Dog Bins

Good morning,

I received a communication from Mr Robin Sprigg last week regarding issues with some litter and dog bins in Farnsfield. When I spoke to him on the phone, he had already spoken to our operative to regularly empty the bins in that area who had explained that recently there has been a consistent issue with domestic waste being disposed of in litter bins around Farnsfield. Unfortunately, there isn't a lot NSDC can do regarding this problem as we aren't in the area consistently. Is this something the parish could think about addressing, please?

We've also received the following information from our operatives who have visited Farnsfield recently regarding problems with the bins:

Location	what3words	Responsible Authority	Type of Bin	Description of Fault
Station Lane/Far Back Lane/Broomfield Lane/New Hill Crossroads outside Tennis Courts	quitter.tune.defenders	Farnsfield PC	L	Often reported as overflowing, either pay for more collections or invest in larger/additional bins.
Main Street/Blidworth Road/The Green Junction Bus Stop opposite Lion Pub Car Park	exploring.daring.superhero	Farnsfield PC	L	Often reported as overflowing, either pay for more collections or invest in larger/additional bins. Domestic waste often found.
Mansfield Road Public Footpath by 'Lock Up' opposite Grass Area	first.jetliners	Farnsfield PC	L	Often reported as overflowing, either pay for more collections or invest in larger/additional bins. Domestic waste often found.
Parfitt Drive Play Area	lifeboats.nametags.maximum	Farnsfield PC	L x 3	Often reported as overflowing, either pay for more collections or invest in larger/additional bins. Domestic waste often found.

NSDC are happy to provide quotes for additional bins at all locations, if this would be helpful?

After speaking to Mr Sprigg, the possibility of the bin on Parfitt Drive being replaced with one that didn't allow large bags to be easily disposed of inside was raised (possibly one with an enclosed top). Is this something Farnsfield Parish Council would consider, please? Mr Sprigg also asked that if the bin on Parfitt Drive is replaced, could the current wooden bin be repurposed on to play park, please?

Apologies for the deluge of information, especially on a Friday. If I can help with any of this, please do let me know.

I hope you have a lovely weekend,

Emily Wort  
Street Scene Technical Officer  
Environmental Services  
Newark and Sherwood District Council  
[www.newark-sherwooddc.gov.uk](http://www.newark-sherwooddc.gov.uk)