

Minutes of a meeting of the Facilities and Planning Committee held at 7pm on Tuesday 11th June 2019 in the Lower Hall, Village Centre, New Hill, Farnsfield.

Present: Cllrs. Purcicoe (Chair), Johnson, Selby, K. Clarke, I. Clarke, Dennis, Westbury, Waterfield, Healy and Frost. Rachel Waterfield (clerk)

Cllr. Purcicoe opened the meeting at 8.15pm

19.1 Apologies for absence

None

19.2 Declarations of interest

Cllr. Johnson declared a non-pecuniary interest in agenda item 19.6.1

Cllr. Purcicoe suspended standing orders at 8.16 pm

19.3 Public open session

A member of the public thanked Cllr. I Clark for all his work on the CIL and s106 payments

A member of the public addressed the Committee: inconsiderate parking in Farnsfield is causing what they consider to be potentially life threatening incidents

A member of the public addressed the committee: Traffic Wardens are not visiting the village regularly

A member of the public addressed the Committee: he has been trying to book the football pitch but has no contact person.

Cllr. Johnson reported that she would be the contact and would liaise with the Booking Clerk to draft a process for booking the pitch which is compliant with VAT requirements.

Cllr. Purcicoe reinstated standing orders at 8.25pm

19.4 Committee to consider management of future hiring of the Acres Sports Facilities

[The Committee resolved unanimously to let the pitch on a non-fee basis until hire terms and conditions had been reviewed](#)

Action: it was agreed that Cllrs. I Clarke, Dennis and Johnson would lead a working party review and draft hire terms and conditions

19.5 Clerk's Report

19.5.1 Update on the Skatepark
No report from the working party

19.5.2 Correspondence

Cllr Purcicoe suspended standing orders at 8.36pm

Mr. Berridge addressed the committee and public regarding Severn Trent works in the Lion car park

An attenuation tank is to be sited in the Lion Pub Carpark.

Work is planned to start in August lasting approximately 20 weeks

The Lion Pub will lose half of its car parking spaces during the works

There will be traffic lights and a one way system for most of the works

Local traders may be liable for compensation from Severn Trent for loss of business during this period due to the works.

Cllr. Purcicoe reinstated Standing Orders at 8.43pm.

19.5.3 Playground Inspection Report

On file

The Committee resolved with 2 abstentions to approve the Annual Playground Inspections for 2019 with the addition of the DDA inspection for all sites

19.6 Planning Applications

19.6.1 Demolition of existing concrete store and erection of steel clad equipment store. Farnsfield Tennis Club New Hill Farnsfield. **19/00259/FUL**

The committee resolved with four abstentions not to object to this application.

Action: The clerk will review and report back to the committee the procedure for the disposal of assets

19.6.2 Householder application for new dormer window to replace existing Velux windows. South Close. Tippings Lane. Farnsfield **19/00992/FUL**

The committee resolved unanimously not to object to this application

19.7 Planning Decisions

19.7.1 **19/00349/FUL**. 9 Branston Avenue. Householder application for proposed kitchen extension and alterations to conservatory including substituting glazed roof with tiled roof. **Full Planning Permission**

19.7.2 **19/00466/FUL**. 27 the Ridgeway. Householder application for single storey extension to south elevation. **Full Planning Permission.**

19.7.3 **19/00730/FUL**. 27 Esam Close. Householder application for proposed extension to rear and side. **Full Planning Permission**

19.7.4 **19/00497/FUL**. 39 Abbott Crescent. Householder application for demolition of existing detached garage, erection of two side storey side extension and replacement of front porch. **Full Planning Permission.**

19.7.5 **19/00256/FUL**. Marmion. Far Back Lane. Householder application for front and rear dormer windows. **Full planning permission.**

Cllr. Purcicoe closed the meeting at 9.18pm

Minutes of a meeting of the Facilities and Planning Committee held at 8pm on Tuesday 9th July 2019 in the Lower Hall, The Village Centre, New Hill, Farnsfield

Present: Cllrs., Westbury (chair), Johnson, Purcicoe, K. Clarke, Frost, Waterfield, Healy, Dennis, I. Clarke, Selby and Murden Rachel Waterfield (Clerk)
9 Members of the public were also in attendance

Cllr Westbury opened the meeting at 8pm

19.8 Apologies for absence

None

19.9 Declarations of interest

Cllr. Johnson declared an interest in agenda item 19.12.2 Planning Application 19/01037/FUL

19.10 Declaration of intention to record the meeting

None

Cllr. Westbury suspended standing orders at 8pm

19.11 Public open session:

Severn Trent presentation on the works to be undertaken in the Lion Car Park to install an attenuation tank to alleviate the flooding in Farnsfield

Chris Keys, project manager for the Severn Trent sewer flood alleviation project in Farnsfield addressed the meeting. He confirmed that an attenuation tank would be sited in the Lion Car Park. The work would begin before the 19th August and last approximately 20 weeks. The works will necessitate traffic management at the site resulting in single lane access and temporary traffic lights. Severn Trent will be holding a drop in session at the Village Centre for residents on 24th July from 3-6.30pm.

The Chair of Farnsfield British Legion asked Chris how the works would affect the annual remembrance parade. Chris responded that Severn Trent contractors would not be working on Sundays but he would arrange support with traffic management on the day.

Cllr. I. Clarke questioned what would the visual impact be after the works had been completed. Chris responded that a control kiosk would be sited in the Lion car park. This would be sympathetic to the environment.

A resident questioned where the vent from the tank would be sited. Chris responded that it would be at the rear of the car park.

A member of the public addressed the committee: She had approached the traffic Management team regarding traffic wardens in the village.

Action: The clerk will contact the team with a view to arranging additional visits from the traffic wardens.

Cllr. Dennis stated that the Council should publicise any increase in Traffic Warden visits to Farnsfield.

A member of the public addressed the committee voicing concerns over notices which had been removed from Parish Council Noticeboards by unknown persons without prior authority.

Cllr Westbury reinstated standing orders at 8.15

19.12 Planning Applications

19.12.1 **19/01165/FULM.** Inkersall Grange Farm.NG22 8TN. Installation and operation of a solar farm, 132kv electrical substation and associated infrastructure

The committee discussed this proposal and resolved 10 to 1 in favour of asking NSDC Planning for an extension until September.

This was to allow Councillors time to research the subject and provide an informed opinion on the application.

Action: Cllrs. Murden and Healy will research this proposal and report back to Council.

19.12.2 **19/01037/FUL** Householder application for extension to garage to link with dwelling and form additional bedroom and ensuite shower. **7 Church Side. Farnsfield**

The committee resolved with 1 abstention not to object to this application

19.13 Planning Decisions

19.13.1 19/0259/FUL. Demolition of existing concrete store and erection of a steel clad equipment store. Farnsfield Tennis Club. FULL Planning Permission

19.13.2 19/00578/FUL. Householder application for removal of existing shed, erection of two bay garage/car port with room above. Holly Grove. Tippings Lane. FULL Planning Permission

19.13.3 19/00788/FUL. Householder application for proposed new garden room.2 Yates Croft. Full Planning Permission

19.14 Clerks report

Issues to be addressed at the Village Centre:

Upper Hall disabled toilet hot water tap is not producing hot water due to the distance it is from the boiler. Contractors have suggested a hot water boiler to address the issue.

Playground Inspection Report - On File

Village Caretaker Report :

- The caretaker has reported litter and smashed glass and bottles at the MUGA on Station Lane
- Playground repairs: Lights at the MUGA on station Lane at Wilsons Field need adjusting /replacing.

Christmas lights turn on arrangements: The clerk will not have the capacity to manage the Christmas lights Turn on in December. Councillors were asked for their support.

The Football team have not cleaned out the Pavilion after the final use. They are not emptying the bins after use. Their supplies are still in the Pavilion. How is pavilion to be maintained. It needs electrical and fire risk assessment. Does it need boiler inspection?

Action: Cllr Westbury and the working party looking at the management of the facilities at the Acres will address this matter

Legionella testing at the Pavilion: An overview of the legionella testing is recommended

Cutting of the hedge at the Acres end of footpath number 9. The clerk has actioned the caretaker to obtain quotes for the works.

19.15 Items for discussion and /or information

19.15.1 Selection of councillors to undertake the quarterly village asset inspection

Action: Cllrs. Murden and Healy

19.15.2 Selection of councillors to undertake the annual village centre asset register inspection

Action: Cllr. Dennis

19.15.3 Selection of councillors to undertake the annual statutory health and safety records inspection

Action: Cllr. I. Clarke

19.15.4 Request from a resident for hedgehog friendly signs along the Mansfield Road and Southwell Road.

Councillors discussed this matter and concern was raised over the signs impeding grass cutting. Cllr. Healy stated that a wood pile at the community allotment had been sited to provide shelter for hedgehogs. Residents could also place hedgehog boxes on their property.

Action: The clerk will respond to the resident outlining the discussion.

19.15.5 Update from Cllr. Purcicoe on the progress on the Cotton Mill Lane Project

Cllr. Purcicoe presented the following report:

My concerns with the Parish Council committing to carrying out work on Cotton Mill Lane was due to it being a bridleway - for horses and pedestrians and whether there was a right of access.

Looking through the files in the council offices there are a number of letters relating to the purchase of Reynolds Field.

27 September 2002

There is a letter from Gascoigne's to the Parish Council stating that a legal advisor should advise on the maintenance liability of Cotton Mill Lane and confirmation that appropriate rights of way exist.

4 November 2002

Kirkland and Lane state that Cotton Mill Lane is not adopted so they need details of right of way over the land if access is needed from that site.

There are no further documents that rights of way exist.

I spoke to Neil Lewis Countryside Access Manager at NCC on 20 June and he informed me that Jane Baines Senior Rights of Way officer had visited Cotton Mill Lane and said it was acceptable as a bridleway but there was damage being caused by vehicles accessing Parish Council land. Neil did provide me with a list of 5 contractors who carry out such work. When the current restrictions on new spend are lifted I will get quotes to carry out such works if Council resolve to do so.

19.15.6 Update from Cllr. Purcicoe on the Fire risk Assessment Remedial Works

Cllr. Purcicoe presented the following report:

Fire Detectors:

Mercury Fire will complete the works on Wednesday 17 July. This will be 2 emergency lights on upper hall exit ramp, new beacon in upper hall and install new remote monitoring system.

Fire Doors:

Work to resume Monday 12 August for approximately 2 weeks. I will be liaising with the booking clerk to ensure that any bookings will fit in with the works required.

Electrical Tests:

These have been completed by Barker and Sheldon. The engineers report has been submitted to their quality supervisor for certification, a verbal report has not indicated any major concerns. The quality supervisor will issue the report and a follow up visit will take place to label up the consumer units as tested.

Report from Cllr. Johnson:

Our fire policy includes our no smoking policy which applies to the inside and outside areas of our premises and includes e-cigarettes. We need to decide if we can reasonably enforce this outside the village centre entrance or if we should get a stainless steel cigarette bin, either a portable or a wall fixed. This should be added to the next appropriate agenda.

Prepare an information folder for attending fire crews, to be kept by the fire alarm pane to contain the following

- Plan of the building or site.
- Location of cut offs for gas, electricity, water
- Location and quantity of any chemicals that may pose a danger during fire-fighting operations
- Emergency contacts with telephone numbers
- Copy of the emergency plan.

We have red grab bags (information folders) to be kept next to the emergency exits for use by attending fire crews. We are waiting for the latest building plan showing the additional alarm zones to be prepared. Also included will be the location of the electricity, gas and water cut offs, location of any chemicals that may pose a danger during fire-fighting operations (e.g. cleaning materials. paint, gas canisters), emergency contact list with telephone numbers, copy of the emergency plan.

19.15.7 Sustainable alternative to plastic lamp post poppies for the RBL Remembrance celebrations.

The British Legion have decided to buy their own lamppost Poppies after Council resolved to find a sustainable alternative earlier in the year.

Action: Cllrs Murden and Healy head up an environmental working party to research this and other environmental issues relating to Farnsfield.

19.15.8 Traffic survey on Southwell Road undertaken by Bellway homes

Cllr. I. Clarke presented the following report:

6-12 Feb 2017 VIA EM Traffic survey

This was conducted following a resident highlighting concerns about the speed of vehicles at the villages West bound exit. The survey device was attached to the lamp post at the bottom of the Spinney next to Telegraph pole 3. At this point in time the is the Permanent Vehicle Activated Speed Sign facing the inbound traffic flow was installed and in operation.

The 85th percentile speed is a nationally recognized indicator for decision making and the results measured were:

Inbound - 38.9 mph

Outbound - 40.6 mph

VIA EM identified the speed of outgoing traffic as a concern and immediately put steps in place to install a Temporary Vehicle Activated Street Sign facing the outbound traffic to slow the flow.

It is believed the Temporary Vehicle Activated Street Sign was installed for a period of around six weeks are normally installed for a period of 5 to 6-weeks. to Lamp Column 32 to face the outbound traffic flow.

With the recorded speeds in mind VIA EM discussed the speeds who agreed to carry out a period of mobile speed enforcement as a Community Concern Site. I know this has been implemented as I have witnessed and successfully passed the speed enforcement in action at this point myself

28 May 2019 Parish Council Meeting

Concern expressed by parishioner regarding high speeds and dangerous crossing conditions at the Eastern entry to the Village. Councillor I Clarke agreed to look into this.

30 May 2019 Report made to Council

Following a discussion with M Keeling Via EM a report was written and sent to council members by Councillor Clarke. The summary points regarding this topic are:

- VIA EM were supportive of our needs and recommended that the Parish Clerk put in a formal request for a speed and flow survey to be carried out at the east end of the village.
- A survey would not be able to be implemented until after the summer holidays in September.
- VIAEM build their budget list of tasks for the next financial year in September for submission to Notts County Council. The list of works is approved by NCC and implementation starts in March of the following year.
- If a survey can be implemented in time for the September window, we should not expect any recommended action on the ground until after March 2020.

4 June 2019 Speed survey Requested

A speed survey was requested by the Parish Clerk case number 122617256

7 June 2019 Councillor Purcicoe Input

Councillor Purcicoe identified a previous speed survey carried out at the east entry /exit point of the village in 2014 to support the Bellway Planning submission. This indicated the 85th Percentile speeds of

Inbound - 40.0 mph
Outbound - 40.0 mph

5 July 2019 Follow up discussion with VIA EM

On being made aware of the pre-existing survey VIA EM responded that if these speeds were recorded as part of an official survey, they would result in the approval of a Permanent Vehicle Activated Speed Sign for inbound traffic. Until NCC and VIA EM are able to follow the required process and install an appropriate sign we should consider the eastern entry/exit point to the village as a Community Concern Site for dangerous vehicle speeds.

**19.15.9 At 9.55 pm. Cllr Westbury proposed to suspend standing orders to allow the meeting to be extended by 15 minutes
This resolution was carried unanimously.**

19.15.10 Committee to consider how to manage inconsiderate parking in Farnsfield

Councillors resolved unanimously to establish a working party to review inconsiderate parking in Farnsfield.

Action: Working Party Members, Cllrs. Murden, Dennis and I. Clarke. Interested members of the public were asked to email the clerk.

19.15.11 Committee to review and consider for adoption the Draft FPC Tree Policy

An amendment to the policy was proposed:

**Change the reference to the Clerk to Caretaker with a view to reducing the Clerk's workload
The proposed amendment was carried unanimously**

The committee resolved unanimously to adopt the amended Tree Policy.

19.15.12 Request from a resident for benches at Hadleigh Park Green Space

Action: Council discussed this request and it was agreed to defer a decision until the spending restrictions on CIL and s106 have been lifted and consider along with the Hadleigh Park/Acres project.

19.15.13 Committee to consider the request from the Community Allotment to Plant Apple Trees at the Acres

The committee resolved unanimously to approve this request

Action: The trees will be planted along the existing treeline bordering The Acres

19.15.14 Committee to consider the request from the WI to plant a tree at Hadleigh Park Council discussed this request. Concerns were raised over the potentially poisonous berries of the Rowan Tree.

Action: Cllrs. Healy and Murden will discuss the matter further with the WI.

19.15.15 Committee to consider requests for additional recycling Facilities in Farnsfield Council discussed the request. Concerns were raised over the possibility of encouraging the use of single use plastics by providing recycling facilities such as these plus it was pointed out that Farnsfield already had recycling facilities for clothes.

Action: Cllrs. Healy and Murden will research the matter further.

19.15.16 Committee to discuss the completed skatepark surveys.

Cllr. Waterfield stated that the three surveys have been completed and Council have resolved to proceed with the fourth if no issues were raised from the initial 3. He stated that the fourth survey should be undertaken as soon is practicable to inform Council whether the Skate Park could proceed enabling them to make financial plans regarding CIL and s106.

Cllr. Purcicoe stated that having reviewed the surveys it had been strongly recommended that a professional survey for Japanese Knotweed and the possibility of a further Geotechnical survey. Before proceeding with the fourth survey Council should get costings for any additional surveys which may be required.

Action: Cllr. K. Clarke will find out what the additional surveys would cost prior to the July PCM.

19.17 Correspondence Nil

Cllr Westbury closed the meeting at 9.15pm.

Minutes of a meeting of the Facilities and Planning Committee of Farnsfield Parish Council held at 8pm on Tuesday 10th September 2019 in the Lower Hall, The Village Centre. New Hill. Farnsfield. NG228JN

Present: Cllrs. Westbury (chair), I. Clarke, Johnson, Dennis, Murden, Purcicoe, Frost, Selby, K. Clarke and Rachel Waterfield (clerk)
9 members of the public were also in attendance.

Cllr. Westbury opened the meeting at 8.00 pm

19.18 Apologies for absence
Apologies received and accepted from Cllrs. Waterfield and Healy.

19.19 Declarations of interest
None

19.20 Declaration of intention to record the meeting
The clerk declared that she would be making an audio recording of the meeting

Cllr. Westbury suspended standing orders at 8.02pm

19.21 Public open session

A resident questioned how Council intended to follow up on the extraordinary meeting of 19th August

A resident questioned whether a petition re. speeding traffic had been presented to NCC in 2016

A resident commented that the surfacing on Cotton Mill Lane was still in need of repair

A resident questioned whether the allocations of the s106 monies from Ash Farm could amended

Cllr. Westbury reinstated standing orders at 8.10pm

19.22 Actions from July 2019

19.22.1 Traffic Wardens in the Village:

Cllr. Murden reported that she had received no response from her enquiries to date. She suggested this be included in the scope of the Safer Neighbourhood group

Action: Clerk to supply Cllr. Murden with inconsiderate parking cards to distribute.

19.22.2 Planning application 19/01165/FULM. Inkersall Grange Farm:

After careful consideration and consultation with a selection of residents, FPC will not oppose the above development. We support the overall development and provision of alternative energy in the area and are reassured that the ongoing viability will be reviewed after 10 years to ensure the project continues to meet Paragraph 170 and 171 of the National Planning Policy Framework (NPPF).

19.22.3 Cleaning of the Pavilion at the Acres:

Cllr Westbury reported that laminated reminders had been posted in the pavilion.

19.22.4 July Village Asset inspection: Undertaken by Cllrs. Murden and Healy

19.22.5 Annual Village Centre asset register inspection:

Cllr. Dennis reported that he had prepared a template and would report back to committee when he had completed the register

19.22.6 Statutory Health and Safety Records Inspection:

Due to participation in and the requirements of the CIL/S106, Acres, Parking and Communications working parties Cllr. I Clarke reported that he cannot commit to assisting in the H&S topic area until one or more of his current working parties achieves its objectives or is dissolved.

Action: The Committee agreed to defer this until the January meeting.

19.22.7 Alternative to plastic lamp post poppies:



Action: It was agreed that Cllr. Murden would write to the British Legion with suggestions

19.22.8 Inconsiderate parking in Farnsfield:

A working party consisting of Cllrs. Murden, Dennis and I. Clarke has been formed. They have considered a wide range of issues adding inputs from past reports, planning applications, resident complaints and the VIA EM and Neighbourhood Policing team to our own observations. They have a draft report which they the working group will meet to make final changes to and agree on Wednesday 11th September after which they will release it to the council at the earliest opportunity.

Action: Cllr. I Clarke will contact Mike Keeling re. the speed survey

19.22.9 Planting of Bramley Apple Trees at the Acres: Cllr. Healy is actioning this

19.22.10 Recycling in Farnsfield:

Actions: Cllrs. Murder and Johnson will bring a draft environmental policy to the next meeting

Facilities

19.23 Report on the replacement of 3 windows in the uniform group hall and 1 window at the rear of the stage from Cllr. Purcicoe:

From discussions with the primary users of the attic room it was identified that the current windows are not suitable for the activities that take place. The height of the windows from floor level is less than 0.8m and should be safety glass, also there is the need for additional ventilation in the attic room and the provision of a "chute" type opening in any new windows would be welcomed. Such an opening would be restricted in its opening to provide airflow only. Two contractors were contacted to quote for the replacement of these windows along with the window at the rear of the upper hall stage which is in a poor state of repair. The specification for the windows was for double glazed safety glass, the inner glass to be acoustic glass. R Islip the contractors who fitted the fire doors quoted £2,420 + VAT = £2,904.00 for timber framed windows who previously fitted windows to the rear of the village centre quoted for UPVC at £2,755 inc. VAT. When asked to price for wooden frames they stated it would be considerably more than UPVC frames. I contacted N&SDC conservation officer Juliette Wilson who informed me that if the windows are replaced exactly the same - materials, shape etc. then planning permission would not be required.

19.24 Report on the Village Centre Fire Door works from Cllr. Purcicoe:

All fire doors have now been changed for new doors rated as FD30 doors which are fully certified, the details are kept electronically. Nine approved door fasteners have been fitted which auto shut in the event of the fire alarm being operated. Seven toilet doors have also been changed to match the new fire doors, but these are not required to be FD30 rated.

19.25 Cllr. Purcicoe to present a report on the arrangements for future fire risk assessments at the Village Centre:

From the HSE website "As an employer (and/or building owner or occupier) you are required to carry out and maintain a fire safety risk assessment". This is under the Regulatory Reform (Fire Safety) Order 2005 for England and Wales. You need to make sure that, based on the findings of the assessment, you take adequate and appropriate fire safety measures to minimise risk of injury or loss of life in the event of a fire. There isn't a frequency of when a FRA needs to be carried out but it is recommended that if there is reason to suspect the FRA is no longer valid or there have been significant changes to the building then it should be reviewed. If the council wish to have the FRA reviewed then at the moment we can either use Fire Risk Assessments Ltd who did last year's review, or NCC in-house team who carried out the FRA for the library.

Action: It was agreed that Cllr. Purcicoe would present a resolution to the next FPMC Meeting

19.26 Cllr. Purcicoe to present a report on the Village Centre roof:

Four appointments were made with roofing companies to look at the village centre roof during Tuesday 27th August. Along with Richard Jordan the consultant and Councillor

Purcicoe the contractors visited throughout the day. Only 3 contractors turned up, the fourth gave the reason of being too busy with a full diary of works. Richard Jordan had produced a 2 page prompt sheet with what would be expected from the contractors in preparing a schedule of works. Each contractor had effectively a 90 minute slot to check the roof, ask questions, take photographs etc. Two of the contractors carried out their inspections on the day, the 3rd returned on Saturday 31st August and was accompanied by Cllrs Purcicoe and Johnson. Each contractor has been asked to submit a work schedule and costings, I will forward to all councillors copies of these when received. A decision on choice of contractor will then need to be decided by resolution of full council. I also spoke to N&SDC conservation officer about the roof and was informed that if the roof height, profile or material type wasn't changed then planning permission would not be required.

19.27 Cllr. Purcicoe to present a report on the feasibility of the Caretaker undertaking the annual PAT testing at the Village Centre:

The annual PAT testing is due in December and the question was raised whether it would be worthwhile offering training to the caretaker to complete a PAT testing course. I've looked into the costs involved and they range from an Online Virtual College course for £30 + VAT which takes about 1 hour and at the end a certificate is produced. This course received reviews on Trustpilot ranging from 1* - Absolute waste of money to 5* Content good and informative. Other courses requiring a full day attendance at a location such as Chesterfield or Nottingham have a price of approx. £230 including VAT. At the end of the day the attendee receives a certificate of competence. There is then the need for PAT testing equipment which begins at approx. £200. Therefore, an outlay of approx. £430 + cost of wages and expenses comes to over £500. If the caretaker leaves then would need to train another person.

19.28 Cllr. Westbury to present a report on the Utility Aid recommendations for the Village Centre Utility contracts: **Action: Taken forward to the next meeting**

19.29 Committee to discuss the management of Legionella testing at the football pavilion and the option of replacing the showers with electric showers

Action: Matter to be reviewed alongside the plans for the updating of the Pavilion.

19.30 July Village Asset Inspection Report:

Cllrs. Murden and Healy to present the July Village Asset Inspection Report and committee to discuss a maintenance programme for the Village

Action: Taken forward to the next meeting

19.31 Cllr. Purcicoe to report and Committee to discuss the concerns raised by residents of Station Lane during the meeting of 13th August 2019, that the road is unsafe for pedestrians entering and exiting Wilson's Field From the meeting of 13th August a number of concerns were raised by residents and property owners on Station Lane about the safety of children entering and exiting Wilsons Field onto Station Lane, in addition there has been highlighted in recent correspondence the potential danger to users of Wilsons Field being hit by cricket balls. As a parish council we have a duty of care to everybody who uses parish council facilities and we need to look at ways to minimise the risks identified

Action: this matter will be included in the scope of the inconsiderate parking working party

19.32 Committee to discuss management of litter and broken glass at the MUGA on Wilsons field

Action: Taken forward to the next meeting

19.33 Council to discuss the adjustment or replacement of the floodlights at the MUGA on Wilson's Field

Action: Taken forward to the next meeting



19.32 Committee to discuss the arrangements for the Christmas Lights Switch On Tuesday 3rd December

Action: Cllr Dennis to take forward

Planning

19.33 Planning Applications

19.33.1 Clifton. Chapel Lane. Farnsfield. 19/01490/FUL. Removal of existing porch, internal and external alterations and single-story side and rear extensions

[The committee resolved unanimously not to object to this planning application](#)

19.33.2 Crifton Lodge Farm. Forest Lane. Bilsthorpe. 19/01299/FULM. Solar farm and associated development

[The committee resolved unanimously not to object to this planning application](#)

Action: Cllr Murden will report back to the clerk with the wording of the FPC response

19.33.3 27 Esam Close. Farnsfield. 19/01435/FUL. Erection of new fencing and wall to property boundary with associated gates

The committee resolved with 2 abstentions not to object to this planning application

19.33.4 App/l3055/C/18/3208501. Appeal against enforcement notice. Cockett Lane

19.34 Planning Decisions

19.34.1 15 Branston avenue. Farnsfield. 19/01004/FUL. Conversion of existing garage for use as 'granny flat' Grant Full Planning

19.34.2 7 Church Side. 19/01037/FUL. Extension to Garage. Grant Full Planning.

19.34.3 14 Station Lane. 19/01057/FUL. Side story Extension. Grant Full Planning

19.34.4 South Close, Tippings Lane. 19/00992/FUL. Replacement dormer windows. Grant Full Planning

19.34.5 White Post Garage. 18/02151/FUL. Erection of new sales garage. Grant Full Planning

Resolutions

[19.35. Committee to accept the quote from JR Islip for the replacement windows. The committee resolved unanimously to support this resolution](#)

[19.36 Committee to approve the expenditure on the VC Fire Door works](#)

[The committee resolved unanimously to support this resolution](#)

19.37 Committee to approve Cllr. Westbury's recommendations regarding the Village Centre Utilities contracts Retracted by the proposer

[19.38 .Committee to establish a working group to recommend actions to be taken to minimise the risks of accidents and injuries in the area of Wilson's Field due to the increase in traffic.](#)

[An amendment to this resolution was proposed in that the topic should be included in the scope of the inconsiderate parking working party. The amendment was carried unanimously](#)

[The amended resolution was carried unanimously](#)

Cllr. Westbury closed the meeting at 9.03 pm

Minutes of a meeting of the Facilities and Planning committee held at 8pm on Tuesday 8th October 2019 in the Lower Hall, Village Centre. New Hill, Farnsfield, NG228JN

Present: Cllrs. Westbury (Chair), Purcicoe, Johnson, I. Clarke, Frost, Selby, K. Clarke, Dennis, Murden, (Rachel Waterfield) Clerk.

10 Members of the public were also in attendance.

Cllr. Westbury opened the meeting at 8.14pm.

19.39 Apologies for absence

Apologies for absence received and accepted from Cllrs. Waterfield and Healy

19.40 Declarations of interest

Cllr. K Clarke declared an interest in items 19.53.3

Cllr. Purcicoe declared an interest in item 19.53.3 and 19.53.6

Cllr. Frost declared an interest in item 19.39.8

The clerk declared an intention to make an audio recording of the meeting.

Cllr. Westbury suspended standing orders at 8.17pm.

19.41 Public open session

The public open session is recorded by the clerk and any unanswered questions noted by the clerk and chair.

Cllr. Westbury reinstated standing orders at 8.29pm.

19.42 Actions from September 10th, 2019.

- **Action: Clerk to supply Cllr. Murden with inconsiderate parking cards to distribute.**
Done

- 19.22.7 Alternative to plastic lamp post poppies:

Action: It was agreed that Cllr. Murden would write to the British Legion with suggestions

Done

- **Action: Cllr. I Clarke will contact Mike Keeling re. the speed survey**

Done

- **Actions: Cllrs. Murder and Johnson will bring a draft environmental policy to the next meeting**

Done

- 19.28 Cllr. Westbury to present a report on the Utility Aid recommendations for the Village Centre Utility contracts:

Action: Taken forward to the next meeting

Done

- 19.32 Committee to discuss the arrangements for the Christmas Lights Switch

Action: Cllr Dennis to take forward

Done

19.42.1 Clerks Report:

Report on the Hedge maintenance on Footpath no. 9.

Planning application to reduce the hedge has been submitted.

Committee to receive and note the AKVO 6 month Legionella Inspection.

The inspection has been undertaken and no issues raised. The next inspection is due in 6 months.

Committee to receive and not a report of a Fire Drill undertaken at the Village Centre on Monday 23rd September.

A fire drill was undertaken which involved evacuating the Library with 23 school children and 2 accompanying adults.

Items for Consideration and Discussion.

19.43 Committee to discuss proposed schedules of work and quotes for repair and/or replacement of village centre roof.

The two quotes received by Cllr. Purcicoe were discussed. The differing scope of works of each quote was discussed. It was the consensus of the Committee that a working party consisting of Cllrs. Purcicoe, K. Clarke, Selby and Westbury meet to come up with recommendations and report back to the next FPMC in November

Action: Working party to report back to Committee in November with a proposal

19.44 Committee to receive a report on the remedial electrical works undertaken at the Village Centre.

Cllr. Purcicoe reported that electrical works were required following the fire risk assessment which have been done. Following this there were a small amount of outstanding works needed to enable the issue of a compliance certificate. These works will be completed on Tuesday 22nd October at 7.30am. This should not disrupt hire of the Village Centre.

The electrical contractors have also been into the Village Centre today and replaced 5 of the emergency lights which were not working correctly.

19.45 Committee to discuss and resolve upon the management of future Village Centre Fire Risk Assessments.

Cllr. Purcicoe reported that once the certificate of electrical compliance is issued Council would be in a position to have another fire risk assessment.. Cllr. Johnson confirmed that there is a statutory requirement to have a fire risk assessment but the timings and by whom is a Council decision. She went on to state that she would prefer an external; company to undertake the fire risk assessment following some additional remedial works still to be undertaken.

Action: The consensus of the committee was that a fire risk assessment by an external company should be commissioned when the outstanding works have been undertaken.

19.46 July Village Asset inspection Report:

Committee to note the July Village Asset Inspection Report and Committee to discuss a maintenance programme for the Village.

Cllr. Murden presented the report. (on file)

Cllr. Westbury asked for clarification on a maintenance programme.

Cllr. Murden suggested forward planning and budgeting for works that may be ongoing and/or needed in the future.

Cllr. Johnson suggested things which are broken should be fixed and reacting to risk assessments.

Action. Cllr Westbury to take this matter forward with the caretaker and report back to Committee.

19.47 Annual playground inspections reports. Committee to receive, note and agree on maintenance to be undertaken.

The annual playground inspections will take place on Monday 14th October. The Caretaker will accompany the inspector.

The October quarterly playground inspections were received by the Committee and are on file.

The caretaker has removed the graffiti and repaired the fence.

Action: Clerk, Caretaker and Cllr. Westbury to meet to discuss further playground maintenance which may be required following the report.



19.48 Report on the replacement of the floodlights at the MUGA on Wilson's Field and management of the litter and broken glass.

Whether to replace the floodlights or readjust them was discussed as was removing the barbed wire and repainting the MUGA.

Action: Strategic Working Party to take this matter forward.

19.49 Report from the Village Facilities Hire terms and conditions working party.

Cllr. Johnson reported that the combined terms and conditions for the village centre and the football pitch are on our website and available to view in our Hallmaster booking system.

Booking requests for the football pitch can now be made in Hallmaster and Farnsfield Villa and a number of other users are making their own booking requests now. Hallmaster will be integrated with our website in a few weeks time and potential customers will be able to view the schedule and see what slots are available to book which will give an improved service.

19.50 Committee to consider and confirm the siting of the WI memorial Tree

The clerk explained that there had been a delay in the planting of the tree due to risk assessments. The exact location of where the intention to plant the tree is unclear.

Action: Clerk to follow up with Cllr. Healy and the WI.

19.51 Committee members to undertake the October Village Asset Inspection.

Action: Cllrs. Murden and Selby to undertake the inspection.

Resolutions

19.52 Planning committee to discuss proposed schedules of work and quotes for repair and/or replacement of village centre roof. Resolution of selected contractor (if any chosen) to be taken to full council for approval.

Resolution withdrawn.

19.53 Planning Applications

19.53.1 Crifton Lodge Solar Farm 19/01299/FULM

Committee resolved with 2 abstentions not to object to this application

19.53.2 15 Alexandra Road. Farnsfield. 19/01725/FUL. Householder application for single story side extension to be used as a storage

Committee resolved unanimously not to object to this application.

19.53.3 Bells Field. Mansfield Road. Farnsfield. 19/01640/FUL. Householder application for a single-story side extension and loft conversion including construction of 2 no dormer windows and 1 no. roof light to rear elevation and 1 no. dormer window to front elevation. Re-roof with slate. (resubmission)

Committee resolved with 3 abstentions not to object to this

19.53.4 Land Off Southwell Road. Nottingham(Bellway Estate) 19/01588/S73M. Application to vary condition 2 of reserved matters approval 17/00392/RMAM to regularize the insertion of a first-floor bathroom window in the previously blank gable ends of plots 24 and 26

The committee objected to this application unanimously on the grounds that the gable ends should be blank as presented in the approved planning application so as not to impact on the privacy of neighbouring properties.



19.53.5 Yates Croft. Farnsfield. 19/01665/FUL. Householder application for single story extension over existing patio area and relocation of existing French door.

Committee resolved with 2 abstentions not to object to this application.

19.54 Planning Decisions

None have been received by the clerk.

Cllr. Dennis addressed the chair with a point of order in that the planning Decision notice for the Rustic Crust pizza Restaurant is on the NSDC Planning Website.

The change of use has been approved. He stated that this was contrary to NCC Highway comments and the decision was influenced by Parish Council support. He stated that it has set a precedent in that future objections to planning applications on the grounds of parking will be more difficult. A copy of the decision notice and the officer/committee report are available to view on the NSDC Council's website.

19.55 Correspondence.

19.55.1 Correspondence was received from a resident of Cotton Mill Lane enquiring about resurfacing

Action: Cllr. Purcicoe will respond.

19.55.2 Correspondence from a resident village facility and the skatepark. Cllrs Dennis and I. Clarke have responded.

Action: Cllr Westbury will respond.

19.55.3 The clerk requested clarification on how Council would like the clerk to respond to correspondence.

Action Cllr. I. Clarke will draft a process and policy.

19.55.4 Correspondence was received by Cllr. Healy regarding the skatepark.

Cllr. Westbury stated that Council had never stated that there was not going to be a skatepark.

Action: This will be discussed at the strategic meeting. Cllr Westbury will respond.

19.44.5. Correspondence was received from an Ofsted registered nanny regarding out of school childcare provision for children in Farnsfield.

Action: Cllr Westbury will respond.

19.44.6. Correspondence was received from a resident pertaining to men in sheds.

This matter will be discussed in the strategic meeting.

Action: Cllr. Westbury to respond.

Cllr. Westbury closed the meeting at 9.11pm

Minutes of the Facilities & Planning Committee meeting held at 8pm on Tuesday 12 November 2019 in the Lower Hall, Village Centre, New Hill, Farnsfield

Present: Cllrs. Westbury (Chair), I. Clarke, K. Clarke, Dennis, Healy, Johnson, Murdon, Purcicoe and Selby. 5 members of the public were also present.

Cllr. Westbury opened the meeting at 8:00

19.56 The meeting is recorded by council.

19.57 Apologies for absence were received and accepted from Cllr. Waterfield.

19.58 Declarations of interest - none.

19.59 10 Minute public open session - there were no comments or questions.

19.60 Planning Applications – none.

19.61 Planning Decisions

19/00168/FUL Cobblers Cottage - refused

19/01725/FUL 15 Alexander Road - granted

19.64 Cllr. Purcicoe gave an update on the Village Centre refurbishment.

Three new windows with double glazed acoustic safety glass and centre chute openings have been fitted in the attic room along with a double-glazed window at the rear of the upper hall stage.

All the necessary defects from the overdue electrical inspection have been rectified and a satisfactory condition report has been issued by the Approved Contractor in accordance with BS 7671: 2018.

An intermittent fault that was causing problems with the distribution board on the upper hall stage area has resulted in a new distribution board being installed.

The major works on the Village Centre roof have been agreed and will take place over an estimated 5-week period to include the two week half term period at the beginning of April. Such works are very dependent on weather conditions. The contractors will give as much notice of the intended dates so that all centre users and neighbours can be notified, there isn't any intention to close or restrict access to the centre while works are carried out.

We will need to budget to redecorate the Village Centre inside and after the roofing works have been completed.

Cllr. Westbury thanked Cllr. Purcicoe for his extensive work in improving safety at the Village Centre.

Cllr. Westbury reported that Bellway homes had offered to assist the Scout groups with the redecoration of the Village Centre Attic Hall.

Action: Cllr. K. Clarke will liaise with the Scout Group Leader on the project including the colour scheme.

19.65 Councillors noted the receipt of the annual playground inspections reports which this year include accessibility assessments and agreed to set up a working group to consider actions to be taken as a result and to plan for general ongoing maintenance of the

playgrounds, open space and village outdoor spaces and assets. Cllrs. Johnson, Westbury, Dennis and Selby would join the group initially and the caretaker would be involved.

19.66 Councillors consider what action to take re the soil slippage onto the path at the Old Gaol (Lock up).

Cllr. Healy suggested that a letter should be sent to the owners of the adjacent cottage asking for the boundary to be maintained. **Action: Cllr. Johnson to arrange for the owners to be notified.**

19.67 Report from Cllr. Dennis on the arrangement for the Xmas lights events

- Posters are in place around the villages advertising the event which will take place near the Co-op, in the Village Centre and in the Church.
Tree lights at The Green near the Red Lion have been replaced. Junction boxes have had to be checked out by Viaem.
- A successful application for the closure of top of Tippings Lane has been made.
- In order to be compliant a certified contractor has been arranged to put up two sets of lights up at a cost of £900.
- Members of Farnsfield Villa football team have volunteered to steward.
- There are many other volunteers, and more will be needed to help before and during the event.

19.68 Report from Cllrs. Johnson & Murden on Newark & Sherwood Parish Council Conference

The presentation slides have been sent to councillors. Key points from the conference included

- A presentation of the results of the Resident's Survey and the NSDC community plan.
- Launch of the Parish Council Initiative Fund for next year which has a greener theme.
- Suggestions for greener, safer, cleaner initiatives.
- Presentation from Liz Laine of Green Southwell.
- Presentation on the growth and regeneration of Newark.

19.69 Correspondence

19.69.1 NSDC Parish Council Free Tree Scheme

We can apply for up to 50 free trees for community planting events as part of Newark & Sherwood District Council's objective to protect and enhance the District's natural environment and have until February 2020 but trees are limited and allocated on a first come first served basis. Before completing the application, we need to

- detail where we are planting and if we don't own the land we need to say who the owner is and make sure we have their permission to plant.
- to provide details of how we will involve our local community in the planting of the trees
- make sure we arrange public planting events and let NSDC know for publicity purposes.

We can choose from Oak, Silver Birch, Rowan, Hawthorn or Field Maple depending on availability. Trees will be 1- or 2-year-old whips, 40-60cm high, supplied bare-rooted and will need to be planted as soon as possible. Concerns were raised about making sure the young trees were sufficiently watered.

Action: Councillors to consider possible locations with a view to taking advantage of the NSDC offer.

19.69.2 Councillors noted the changes to how planning applications might be "called in" for an NSDC Planning Committee rather than a planning officer decision. For planning applications of between 1 and 9 dwellings where the officer recommendation is contrary to the host Town/Parish council response, the application will be referred to the relevant Ward



Member in writing to give the opportunity to request the application is determined by Planning Committee.

19.69.3 Councillors considered how to respond to NCC's consultation on changed to its Guidance Note on the Validation of Planning Applications.

Councillors wishing to contribute to send their comments to Cllr. Johnson who will compile a response.

Cllr. Westbury closed the meeting at 8:44

Approved

Minutes of the Facilities & Planning committee meeting held at 8 pm on Tuesday 14 January 2020 in the Lower Hall, Village Centre, New Hill, Farnsfield, NG228JN

Present: Cllrs. Westbury (Chair), K. Clarke, I. Clarke, Johnson, Healey, Murden, Selby, Purcicoe.

Members of the public were also in attendance.

Cllr. Westbury opened the meeting at 8:00 pm

20.70 Apologies for absence.

Apologies were received from Cllr. Dennis.

20.71 Declarations of Interest.

Cllr. K. Clarke declared an interest in item 20.78.1 and did not join in the discussion or vote.

20.72 The meeting was recorded by council.

Cllr. Westbury suspended standing orders at 8:01 pm to allow for public participation. There were no comments from the public, Cllr. Westbury reinstated standing orders at 8.02 pm.

20.74 Cllr. Healy gave a report on progress of the proposed upgrade of the Old Gaol.

A quote for door and stone restoration works has been received from a building restoration company and further quotes are needed for the roof and some minor works. This is a community conservation project and young people and others from the community will be invited to help. Volunteer tasks will include pointing, sweeping and roof tiling.

The project is being assisted by a Senior Practitioner Historic Buildings from Nottinghamshire County Council and a qualified builder who works with the Archaeology Society in Southwell is doing drawings to help with material costings. Permission is needed to access the roof space to determine what works are needed.

Cllr. I. Clarke asked if we would need to prove ownership.

Action: Cllr. Healy to check if proof of ownership is a requirement for National Lottery grant application.

Cllr. Johnson was sure that the lottery grant application would insist on a volunteer and safeguarding policy and the parish council did not have these policies at this time.

Action: Council to agree volunteer and safeguarding policies.

20.75 Cllr. Purcicoe presented four quotes for replacement and repair of the Village Centre front windows.

20.76 Cllr. Purcicoe presented three quotes for tree works on footpath 9 for later resolution.

20.77 Items for resolution

20.77.1 [Councillors resolved to progress an additional finger sign to the Lock Up, on Main Street from the street furniture budget using the quote from Broxap](#)

Action: Cllr. Purcicoe to check whether an extension to the post is needed and that the finial can be removed before we place an order for the additional finger sign.

20.77.2 Councillors agreed to an investigation of the roof timbers at the Lock Up be a qualified person.



20.77.3 Councillors resolved to accept the quote from WRS Ltd to undertake the works to footpath 9 approved under planning decision 19-01768-TPO, on the basis of price.

20.78 Planning Applications

20.78.1 The Priors, Mansfield Rd, Farnsfield 19/02152/FUL
Councillors resolved not to comment on this planning application 19/02152/FUL.

20.79 Correspondence received.

20.79.1 The developer of the Old Orchard has acknowledged receipt of our letter.

20.79.2 Request for fencing works on Brickyard Lane.

Action: Cllr. Westbury to progress the works to repair or replace the knee rail on Brickyard Lane.

A concern about fly tipping on Cockett Lane, which is a continuing problem was noted. On this occasion the bags had been left after a litter clear up for NSDC to collect. Cllr. Healy has contacted the correspondent.

20.80 Planning Decisions.

20.80.1 19/01804/FUL full planning permission - Honeypot Croft, Station Ln, householder application for single side story extension and new porch

20.80.2 19/01665/FUL full planning permission - Yates Croft. Farnsfield, householder application for single story extension over existing patio area and relocation of existing French doors

20.80.3 19/01963/FUL full planning permission - Branston Avenue, householder application for erection of 2-storey side and single-story rear extensions.

20.80.4 3/19/01837/FULR3N granted - Installation of a 5m high ventilation stack, footpath outside the Lion Car Park, Main Street

The meeting closed at 20:37pm

Minutes of a meeting of Facility and Planning meeting held at 20:00pm on 11 February 2020 in the Lower Hall, Village Centre, New Hill, Farnsfield

Present: Cllrs. Westbury, (Chair), Johnson (Acting Clerk), I. Clarke, Dennis, Healy, Purcicoe, K. Clarke, Selby. Members of the public were also present.

Cllr. Westbury opened the meeting at 20:01 pm.

20.01 To receive any declarations of intention to record the meeting other than by council - none.

20.02 To receive any apologies for absence - Cllr. Murden apologised. Cllr. Puddephatt sent her apologies and provided a reason for absence form, however there was no need for councillors to accept her apology as she is not a member of this committee.

20.03 To receive any declarations of interest - none.

20.04 Declaration of intention to record the meeting - duplicate agenda item, see 20.01

20.05 10 minutes for the public to make representations or answer questions regarding agenda items.

A resident asked if, since highways and byeways are included under the powers and duties of a parish council would it not be reasonable to expect that the parish council would support the filling of potholes on Cotton Mill Lane and how will council decide which power or duty to use. An additional point was made that those with disabilities who use mobility scooters and wheelchairs are prevented from using Cotton Mill Lane safely at the moment.

Cllr. Westbury replied that councillors had, had discussions with Notts County Council (NCC) who own Cotton Mill Lane. Farnsfield Parish Council's duty in respect of the repair of Cotton Mill Lane is not clear.

The resident stated that NCC have an obligation to maintain Cotton Mill Lane as a bridleway and asked why Cotton Mill Lane is treat differently from other local bridleways.

The resident has reported the potholes to NCC and asked that Farnsfield Parish Council request the repair of the potholes on Cotton Mill Lane using the link on the NCC website.

20.06 Planning Applications

20.06.1 20/00088/FUL - 14, Ridgeway Close, Farnsfield, NG22 8DT – householder application for proposed alterations and extension to form new bathroom. Councillors resolved not to comment on application 20/00088/FUL.

20.07 To make a decision on extending the finishing time for a New Year's Eve 2020 event at the Village Centre after a request from a prospective customer to have music until 00:30 and leave by 1:00.

Our terms and conditions of hire require the premises to be vacated by midnight with music stopping at 11:30. Under our premise licence there can be music at the Village Centre until 12:00 and leaving after that won't be a problem as long as it is considerate.

Councillors resolved that a booking at the Village Centre for New Year's Eve can go ahead with music until 00.30 and the premises vacated by 1:00, subject to Council having sight of the relevant licences from Newark & Sherwood District Council. The person responsible for the hire is required to get the licences.

Action: Council will let neighbouring properties know about the extension.

20.08 Facilities

20.08.1 to decide on any request for free trees from Newark & Sherwood District Council

Action: Cllr. Healy agreed to progress subject to a volunteer policy being in place.

20.08.2 to discuss the requests to repair potholes on Cotton Mill Lane and make a recommendation to full council.

NCC have stated that Cotton Mill Lane is satisfactory as a bridleway.

Action: Cllr. Westbury to request the repair of the potholes on Cotton Mill Lane using the link on the NCC website.

Action: Cllr. Westbury to progress assistance locally to make temporary improvements to Cotton Mill Lane.

20.09 To discuss correspondence received and consider if there any actions required including

20.09.1 A request from a resident for a public convenience to be built in the village.

Action: Clerk to send a reply that we have no plans to provide a public convenience at present.

20.09.2 Request from a resident to help deal with potholes and rutting on the lane running from Sunnyside to Quaker Lane - a request has been raised by the Clerk asking NCC to inspect Sunnyside.

20.09.3 Invitation from Western Power Distribution to their stakeholder event at Trent Bridge Cricket Ground.

Action: Cllr. Westbury will publicise this event on Facebook and our website.

20.09.4 Notification of potential, site visit from Knighton, Kavanagh and Page (KKP) on behalf of NSDC to collect evidence regarding open space provision in the district – for information only no action needed.

20.09.5 Request from Newark & Sherwood District Council for details of allotment provision in Farnsfield

- how many allotment plots there are in the parish?
- how many allotment plots are currently in use in the parish?
- is there a waiting list in operation and if so, how many individuals are on the list?

Action: Clerk to contact the chair of the allotment association requesting the information.

20.10 Updates from working parties

20.10.1 A meeting of the Communications working party will be arranged for February.

20.10.2 Strategic Project working party met on 4th February and output will be published by 12 February.



- 20.10.3 Village Centre working party - the two gas boilers have been serviced, the flat roof over the old committee room has been replaced, the rest of the roofing works will commence in late March or early April and will include the two weeks beginning 6 April, the Village Centre front windows will be replaced at the same time, fire extinguisher service is due on this week. Further works will include a review of the heating system and internal decoration. A number of other improvements were discussed for future consideration.
- 20.11 Notification of planning decisions for information only.
- 20.11.1 19/02021/FUL - Forest Farmhouse, Mansfield Road, Farnsfield - Grant of full planning permission for new access road to existing farm business.
- 20.11.2 19/02033/FUL - Old Manor Farm, Main St, Farnsfield - Grant of full planning permission with a number of restrictions - Proposed residential development of 1 new dwelling, Change of use of annex (former Threshing Barn) into an independent dwelling, and Conversion of adjacent (rear) barn into an annex to the Threshing barn dwelling.
- 20.11.3 19/02148/ADV - The Rustic Crust Pizzeria, Main Street, Farnsfield - Grant of Advertisement Consent for hand painted fascia sign, signage board and projecting sign.
- 20.11.4 19/02152/FUL - The Priors, Mansfield Road, Farnsfield - Grant of full planning permission for proposed two storey side extension consisting of sun lounge and master bedroom
- 20.11.5 19/02180/TWCA - Maple Tree Cottage Southwell Road Farnsfield NG22 8EB – no objection
- 20.11.6 19/02218/TWCA - Rookery Chapel Lane Farnsfield NG22 8JP – no objection

Cllr. Westbury closed the meeting at 20.52 pm.

Minutes of a meeting of the Facilities and Planning Committee held at 8pm on Tuesday 10 March 2020 in the Lower Hall, Village Centre, New Hill, Farnsfield

Present: Cllrs. Westbury (Chair), I. Clarke, K. Clarke, Dennis, Healy, Johnson Murden, Puddephatt, Purcicoe. Members of the public were also in attendance.

20.12 Declarations of intention to record the meeting other than by council.
One member of the public so declared.

20.13 Apologies for absence were received and accepted from Cllr Selby.

20.14 Declarations of interest - Cllr. K. Clarke declared an interest in item 21.16.

20.15 Public Participation

1. Council were asked to consider delivering hardcopy newsletters to residents.
2. The poor road surface and road markings where the attenuation tank work took place was raised again.

20.16 Planning

20.16.1 Councillors agreed by resolution not to comment on planning application 20/00274/FUL - Hexgreave Hall, Upper Hexgreave, Farnsfield, NG22 8LS. Installation of 120kW Ground Source Heat Pump system and associated ground collector (retrospective).

20.17 Clerk's report, including update on actions not covered on the agenda

1. Additional hand soap has been ordered in response to the coronavirus issue.
2. Cllr. Healy will pass evidence that the Lock-up belongs to the parish council on to Cllr. Westbury to assist with his land registry work.

20.18 Update from Cllr. Westbury on the next steps for the speed awareness initiatives.

The first training session with PCSO Crowhurst has been completed. The next session is scheduled for 22 March at the Village Centre. More volunteers are needed.

20.19 Facilities

20.19.1 To consider and approve a Flood Risk Assessment and Drainage Strategy for proposed development at the Parfitt Drive Green Space, Reynold's Field, the Acres and the Millennium Woods.

[Councillors agreed by resolution to request a quote for a Flood Risk Assessment and Drainage Strategy for Parfitt Drive Green Space, Reynold's Field, the Acres and the Millennium Woods.](#)

20.19.2 To consider solutions for the repair of potholes on Cotton Mill Lane and make a decision if possible.

Council had received an offer to fill in and level the potholes on Cotton Mill Lane for a cost of £1000. Cllr. Purcicoe stated that a quote was also expected from a specialist contractor. Councillors agreed that a decision should be made at the next FPC meeting.

20.19.3 To discuss proposals for improving access across Wilson's Field from Station Lane to Mansfield Road.



Cllr I. Clarke reported that concerns had been raised about the dangerous exit and entrance points at each end of Wilson's Field, and of dangerous parking on Station Lane. Concerns have also been raised about the lack of disabled access down the side of the Old Jail. To resolve these issues would need specialist resources and Insight Design have been asked to provide a view of what initial assessments a planning application might require. These would include:

- topological survey of a potential green carpark area and footpath ramp
- an ecological survey of the hedge,
- planning drawings,
- planning submission support.

The initial cost was estimated at £7000. A landscape assessment might be needed in addition.

The public path and steps by the Lock-up are Grade 2 listed and are understood to belong to Notts County Council who are considering funding work in connection with the soil slippage.

Action: Cllr. Johnson, as acting clerk will contact Notts County Council for an update re the soil slippage and to check how they can assist with improving the steps and access from Wilson's Field to Mansfield Road.

20.19.4 To consider proposals for parking restrictions (road markings) as a solution to some of the inconsiderate parking

Cllr. I. Clarke reported on behalf of the Vehicle Management Working Party. Cllr. Laughton has undertaken to champion these issues. A document outlining proposed solutions through the use of additional double yellow lines has been circulated to councillors for comment. St. Michael's School have been asked for their feedback on the proposals."

It was suggested that maps of the proposals be publicised on the Parish Council notice boards and website and that it be made clear that the final decision is with Notts County Council.

20.19.5 To consider a tree warden volunteer role with Cllr. Healy as the supervisor and named contact and to agree on the purchase of any personal protective clothing or equipment to support the role.

This was not considered as the volunteers had already planted the trees.

20.19.6 To consider a quote for £765 to replace 80 feet of damaged fencing on Brickyard Lane.

An amendment to the proposal to look at more cost effective options was proposed and accepted.

[Councillors agreed by resolution that Cllr. Healy would look at alternative solutions.](#)

20.20 Correspondence

Notts County Council are preparing their new Waste Local Plan and are inviting comments on their Issues and Options consultation document. Cllr. Murden will respond to the consultation.



20.21 Updates from working parties

20.21.1 Environment - on the website

20.21.2 Village Centre

Cllr. Purcicoe reported that the flat roof above the committee room had been replaced. Front elevation windows will be replaced week commencing 6 April coinciding with the roof works. The two gas boilers have been serviced and remedial work completed.

20.21.3 Play and Open Space – on the website.

Cllr. Johnson is chasing NSDC in respect of the “Any Bin Will Do” as we are currently paying over £2 for each dog bin empty.

20.21.4 Car Parking (Vehicle Management) working party, nothing to add, see item 20.19.4

20.22 Notification of planning decisions - none

The meeting closed at 8.55pm.

Approved