

Minutes of the Meeting of Farnsfield Parish Council  
held at **7.00pm on Tuesday 12th December 2023** in the  
Lower Hall of the Village Centre, New Hill, NG22 8JN

In Attendance: Cllr P Sarre (Chair), Cllr J Shakeshaft, Cllr Thompson, Cllr Moore, Cllr Healy, Cllr Savage, Cllr Cracknell

Also present: Clerk- Olwen Edwards (minute taker), Councillor Bruce Laughton and 7 residents.

Chair briefly made comments about conduct of some residents at the previous meeting and Cllr J Shakeshaft conveyed views from the young Youth Council members who had been present.

#### Meeting Item

- 23.147 Apologies for absence were received and accepted from Cllr Harris Sutton (illness) and Cllr M Shakeshaft (Newark and Sherwood District Council business). All agreed. Reasons accepted.
- 23.148 No declarations of interest were received.
- 23.149 Minutes of 28<sup>th</sup> November 2023 Full Council Meeting accepted as accurate. Proposed Cllr Thompson seconded Cllr Moore. Agreed 7:1 (Cllr abstained)
- 23.150 Matters arising from the minutes, if not an agenda item.  
Insurance matters: Clerk had contacted Zurich who advised to note any risk, ensure mitigation is evidenced and note the actions in place. Also advised it was unnecessary to expand our current Policy & approach if thorough. Clerk also discussed volunteers and prospective schemes and was advised where volunteers may be 1-to-1 with residents to ensure training, policy and processes are in place. Insurance only covers group activities and would mean an increase in the insurance and safeguarding requirements are met if Farnsfield Parish Council involved in 1 to 1 activities. And also the change of hours of use of VC which Zurich said was already covered for the revised hire agreement.  
Cllr Healy had approached Newark and Sherwood District Council about community funds and discussed with the TLC Group, but this was not something they wanted to pursue at the moment. Grants can't be spent retrospectively. Information has been promoted on Facebook as may be of use to other groups.

#### Public Session (20 mins)

- 23.152 a. Representation regarding items on the agenda
- A resident felt some Cllrs aggressive towards the public as recorded. Also mentioned the Neighbourhood Plan 16/17 where residents asked about 23.159 S106 Bellway working party. Within this the first priority was Youth – Skateboard Park and then a new Football Pavilion – but is now a refurb. Cllr Thompson responded explaining S106 could not afford a multi-sport facility. Quote received to develop the facility in March 2023 for £67k. Manager of Football Club not comfortable with bigger plan and comfortable with refurbishment.
  - Resident asked about item 23.161 and changes being proposed. It was explained that 1 Chair has resigned and it has felt logical to address continuity matters.
  - Bills for Payment: A resident raised concerns about errors directly with the Clerk. Mini tennis wash correction requires a further change. Expressed concern that entries may be wrong in VAT claims. Another resident suggested that a regular audit with a Cllr would be useful. Chair noted this was in progress.
  - A resident asked whether the TLC Group was a Parish Working Group, as a message on Facebook indicated it was not. A Cllr explained it sat under Farnsfield Parish Council as a Working Party.

- Resident commented that there used to be a Youth Group / Youth Club in the Village Hall. As part of the extension Farnsfield Parish Council offered they would facilitate youth groups in the village centre.
- b. Urgent village matters not previously raised
- A resident asked about the vacancies for Cllrs. The Chair explained that no applications for co-option had been made in response to the latest advert.
  - New leases for Tennis and Bowls clubs – a resident asked if drafts were to be made available to public before they are agreed. Cllr Thompson said they would not, based on legal advice, unless the member of the public is an agent for the Club. A resident commented she had submitted a Freedom of Information request on 30<sup>th</sup> November to Farnsfield Parish Council (which Clerk had not as yet received).

### Reports from the County Council and District Council

- 23.153 Report from County Councillor B Laughton. Information has been made available for Cockett Lane, are now considering moving the signs due to the level of speeding. Date being analysed. A614 improvement scheme will be 6 weeks late as DoT asked us to redo the data traffic has changed since covid. NCC funding and budgets are in a good position, tight but managed. On Thursday, passed the final motion (all 4 councils) to send to the minister (to be ratified early next year for election to be held first Thursday of May) for a mayor. A leaflet is due to explain what it's all about. £650mil per year, considerable impact across the counties, particularly on transport.
- Question: About improvements to the local bus service  
 Answer: Director of Transport working to new Mayor. Councillor to supply a name.
- Question: re. Traffic management to avoid Farnsfield being a thoroughfare  
 Answer: Mickledale Lane (traffic lights and improving junction) will take about 14 months to do and then Ollerton roundabout. Concern about cut throughs being used and how this can be managed.

### Correspondence received

- 23.154 Summary of Correspondence: Clerk noted she had not receive the Freedom of Information Request but had received feedback on the finances. Shared interesting correspondence on potential arts and crafts exhibition and was with TLC group as one of their potential projects

### Items to approve, receive or note

- 23.155 Bills for payment Nov/Dec /Monthly Financial Summary (**attachment FC23:154**)  
 Proposer Cllr Thompson and seconded Cllr Savage. Agreed 7:1 (Cllr abstained)
- 23.156 Update on progress re village Anti-Social Behaviour (ASB) concerns  
 Cllr Savage summarised the report tabled. Cllr Sarre suggested slight changes to the introductory paragraph and adding names of the invited attendees. Cllr Thompson asked about a letter being delivered to the ASB 'corridor' which Cllr Savage will chase and felt a follow up meeting with the public would be beneficial and bring Police to speak to residents. Cllr Healy flagged the need for residents to report incidents of ASB.
- 23.157 TLC Working Group Update: the 'Fanny' is in the process of being written. Group collating a lot of information on community transport. Chairs at the village centre had been identified as needing arms for some residents. Warm Spaces or Welcoming Spaces and looking at different venues. Different and interesting ideas emerging from the group. Also exploring what already exists and referring people onwards i.e. GP Carers champions whose roles are supporting older people, supporting others and have a wealth of knowledge.

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

- 23.158 Planning Applications – P&L Committee will address these directly going forwards.  
 D'Ayncourt Walk: proposal may cause an obstruction for neighbours. Cllr M Shakeshaft has drafted a response following consultation with Cllrs. it is intended to submit reservations tomorrow from Farnsfield Parish Council in time for deadline. Agreed 8:0.  
 Sandholes application: no representations. Agreed 8:0
- 23.160 Tender documents for the Football S.106 Miller Project (**attachment FC:23.158**)  
 a) Consider the tender draft and make final adjustments  
 5 firms approached and 2 have visited resulting in quotations. Original ballpark of £20k came in much higher and Village Centre came in lower. So cost of >£25k means we need to go out to tenders. Tenders issued to Councillors and will be issued published openly this week. Cllr

- Cracknell raised sewer pipes work does need removing and Cllr M Shakeshaft has already submitted minor alterations. Proposed Cllr Sarre seconded Cllr Healy, All agreed.
- b) Decide where the tender will be published/advertised. Proposal is to use the national government tender gateway. Proposed Cllr Sarre and seconded Cllr Thompson. All agreed.
- 23.161 Update on S106 (Standing Item)
- a) Progress on grant management of S106: Clerk briefly explained that the Side agreements were signed and funds were transferred a week later. Still awaiting the grant management manual to identify full details of our responsibilities.
- b) S106 Bellway project update: There are 10+ projects which exceed the funds available. Need to move to get the projects developed further and determine what is possible.
- 23.162 Proposal to establish a Budgeting & Policy Planning Working Group: useful in considering e.g. budget so intention to create a properly constructed working party to enable Cllrs to discuss business making solely recommendations and report to Committee or Full Council. Membership includes all Cllrs and Clerk, and have a lead. Cllr. Cllr Healy raised need to tap into other grants for our projects. Useful to consider short, mid and long term plans. Hoping that we involve members of the public. Proposed Cllr Sarre, Cllr J Shakeshaft. Clerk to lead for 2023 only, and issue possible dates. Proposed Cllr Sarre seconded Cllr Savage. All agreed. Revisit lead in 2024 at F&G 9/1/24.
- 23.163 Committee Membership Elections and Terms of Reference:
- a) Election of Chair of Finance and Governance Committee. With effect from 01/01/24. Cllr Savage put herself forward. Cllr Sarre proposed and seconded Cllr Thompson, All agreed.
- b) Proposed confirmation of Cllr M Shakeshaft as Chair of Planning & Licensing Cttee. Proposed by Cllr Sarre and seconded by Cllr Moore.
- At 8.35pm, Chair explained that due to absence of the Chair of Staffing committee, requirement for a quorum of 3 and Staffing having only 3 members, the Staffing Cttee would be postponed until January 2024.
- c) Introduction of Vice Chair positions in the Terms of Reference of Finance & Governance, Facilities & Environment, Planning & Licensing and Staffing Committees. To ensure resilience and continuity. Proposed by Cllr Healy and Cllr J Shakeshaft. All agreed.
- d) Election of Vice Chairs to Committees:
- Facilities & Environment: Cllr Cracknell, proposed by Cllr J Shakeshaft seconded Cllr Moore. All agreed
  - Finance & Governance: Cllr Thompson, proposed by Cllr Sarre, seconded Cllr Cracknell. All agreed
  - Planning & Licensing: Cllr Moore, proposed by Cllr Sarre, seconded Cllr Thompson. All agreed
  - Staffing Committee: Chair during maternity leave Cllr J Shakeshaft, proposed by Cllr Sarre and seconded Cllr Thompson. And Vice Chair Cllr Moore. Proposed by Cllr Sarre and seconded Cllr Healy. All agreed.
  - Full Council Interim Vice Chair: Cllr Healy offered. Proposed by Cllr Sarre and seconded Cllr Savage. All agreed.
- 23.164 Request for support for the skatepark street art project: £815+VAT. Cllr explained it gave a sense of ownership to those younger people positively using the facility. Idea came from the Youth Council similar to projects from other areas which some Cllrs had visited i.e., Rainworth. Cllr Sarre felt the report needed more detail on cost. Appreciated the detail in the verbal explanation but required more evidence for the level of expenditure. And suggested fuller report comes to F&E on 9<sup>th</sup> January 2024. Cllr Moore felt it may be difficult to evidence the impact of this but would approach the ASB officer. Newark and Sherwood District Council may support this type of project. Cllr Sarre proposed provide more information re seeking 3 quotes, fuller report, rationale, discuss with ASB officer and return this proposal to F&E 9<sup>th</sup> January 2024. All agreed.
- 23.165 **Date of the next meeting:** 23<sup>rd</sup> January 2024 at 7pm in the Lower Hall

**Closed 9.09pm**