

SUBJECT TO RATIFICATION AT THE 2021 4th MAY 2021 MEETING

Minutes of the virtual meeting of Farndon Parish Council held on Monday, 29th March 2021 at 6.30pm

Present: Councillor M Baker, in the Chair
Councillor Mrs Bayne
Councillor Mrs Kingston
Councillor Parker
Councillor Teixeira-Gomes

Also present County Councillor Mrs Saddington, District Councillor I Walker and 1 member of the public

FPC20-127 Apologies for absence

Apologies were received and accepted from Councillor Duckmanton.

FPC20-128 Declarations of Interest

It was AGREED that any declarations of interest would be stated by Members as required during the meeting.

FPC20-129 Minutes of the Parish Council held on 2nd March 2021

Subject to an amendment under FPC10-120, paragraph 8, to read 'Cllr Duckmanton' instead of 'Cllr Duckworth', the minutes of the Parish Council meeting held on 2nd March 2021 were accepted as a true and correct record.

FPC20-130 **COVID-19 Update**

(a) Remote Meetings

The Clerk advised that the Government had not extended the emergency legislation put in place last year to enable councils to meet via Zoom.

At present, councils can meet remotely until 6th May but restrictions for meeting indoors are in place until 16th May, and it is not clear when the Memorial Hall will be open. The Parish Council's room would not be big enough to allow for social distancing. The Parish Council have to hold an annual meeting during May so Members may wish to think about holding both the annual parish meeting and annual parish council meeting before 7th May.

The Chair advised that Hertfordshire County Council, and one of the local government societies, were fighting through the courts to allow remote meetings to continue. Depending on this outcome the Parish Council would be able to decide a way forward for meetings beyond May but the Chair suggested that the Annual Meeting of the Parish Council and the Annual Parish Meeting be held via Zoom on Tuesday, 4th May 2020. This was AGREED.

FPC20-131 County Councillor Session

Councillor Mrs Saddington was only in attendance to observe due to being in the pre-election period.

The Chair referred to reports that had been submitted regarding the surface of Wyke Lane, and potholes on various roads within the village. Regarding Wyke Lane, Councillor Mrs Bayne considered that one of the problems was vegetation overgrowing from an adjacent property. The Clerk advised that Highways were aware and the area had been inspected and was awaiting repair. The residents of the adjoining property were shielding and had been since the start of the pandemic.

FPC20-132 Nottinghamshire County Council

(a) Voluntary Sector Development Team

Notification had been received regarding support available from the Nottinghamshire County Council's voluntary sector development team. The support would be useful to organisations that work with young people, and would be of use should the youth club initiative ever proceed.

(b) Closure of Newark Castle Level Crossing

Notification had been received regarding the closure of Newark Castle Level Crossing over the weekends of Friday, 2nd April to Monday, 5th April 2021 and the following weekend from Saturday, 10th April to Sunday, 11th April 2021. Information had been circulated to Members and also on the residents page.

FPC20-133 District Councillor Session

The Chair suspended the meeting to allow District Councillor Walker to present his report.

Councillor Walker reported that there had been a spike of COVID-19 in the Newark area, albeit they were small numbers and mostly school related. The District Council were working with the Police, Schools and County Council to mitigate the risk of larger outbreaks. The testing centre will be moved from Newark Leisure Centre to the Palace Theatre next month in readiness for the re-opening of the Leisure Centre.

The Director of Housing, Health & Wellbeing had been unable at present to take a report to the Senior Leadership Team on the impact of new builds on car parking review. Councillor Walker would keep the Parish Council updated as and when information was available.

The Chair thanked District Councillor Walker for his report and reconvened the meeting.

(a) Impact of New Builds on Car Parking Review

This item had been covered under District Councillor Walker's report.

(b) Neighbourhood/Community Plan Presentation

The Clerk referred to the presentation given at the previous meeting and asked whether Members had any further thoughts on taking this forward. It was AGREED this be reviewed at a future point when matters within the wider community were more settled.

(c) Newark & Sherwood Community Lottery

This was a new initiative being promoted by Newark & Sherwood District Council as a means of allowing organisations and Parish Councils to raise money through a lottery that the District Council would manage and run. It had currently been paused and would be placed back on the agenda for review when back in place.

(d) Open Space Strategy

Members were aware that the Chair and Clerk had attended a briefing on the Open Space Strategy. Information was currently confidential and as soon as it could be released Members would be advised.

(e) New Premises Licence – Hardy’s Farm Shop

An application had been received to amend the licence currently held by Farndon Farm Shop. Copies of the existing licence and new application had been circulated to Members for information.

The current hours for off sales were Monday to Sunday, 9am to 5pm; with the new licence seeking on and off sales from 8am to 11pm, with daily opening hours of 7am to 11pm each day.

After discussion, Members asked the Clerk to seek further information on the reasons behind the extension of the hours as there could potentially be an impact on neighbouring residential properties.

(f) Support for Volunteer Litter Pickers

Information had been received from Newark & Sherwood District Council regarding a new support scheme for volunteers called Green Champions, which will be rolled out in Spring 2022. In the meantime, to assist villages with volunteer litter picks the District Council were offering a recycled litter bin to be used specifically for bagged rubbish collected on litter picks. This could be collected on a fortnightly basis from a specified location. This would be a free service.

Members noted that rubbish collected by FREG at the moment, was either taken to the individuals home, placed in the Parish Council bins, or collected direct by Newark & Sherwood District Council if an annual pick.

After discussion, it was AGREED that the Clerk accept this offer and liaise with FREG on the logistics of where to place it so it wasn't misused.

- (g) Arc4 District Wide Housing Needs Assessment 2020
Information had been circulated to Members regarding the 2020 Assessment, which included reference to the specific Housing Needs Assessment undertaken for Farndon, which was prior to the building of the social housing by the District Council.

The Clerk noted that Farndon was classed as being in Rural South, but it was not particularly clear on what the potential impact of the assessment was on the village. It was AGREED that the Clerk liaise with the Chair to review the assessment in greater detail.

FPC20-134 Farndon Residents Environment Group

FREG hoped to be able to hold a meeting of some description in April, but in the meantime were continuing with individual litter picks.

FPC20-135 Public 10 Minute Session

There were no questions raised.

FPC20-136 Parish Council Matters

(a) Floodbank – Picnic Area

Members noted the responses received from the Environment Agency, Newark & Sherwood District Council and Nottinghamshire County Council regarding the flood bank on the picnic area.

The Environment Agency had confirmed that the flood bank was not an Environment Agency owned flood defence asset and, therefore, did not undertake any maintenance on it. The survey that had been referred to at the 2nd March meeting was to collect data to be used in hydraulic modelling studies on the River Trent and its tributaries.

It was considered that all sources had been exhausted in terms of seeking to establish what might have been put in place at the time of the original installation.

After discussion it was AGREED that Councillor Parker be given delegated authority to work with the Clerk and Mr Ainsworth to plan a way forward before the next flood season.

FPC20-137 Update Reports from Chairs

(a) Chairman's Report

The Chair referred to the grant of £25m Newark had received from the Government through the Newark Town Fund initiative. The money would be for the International Space Centre, changes to the centre of town, and all types of amenities that would boost and benefit Newark and the village to a degree.

The Chair referred to a request for feedback on the opinions of Parish and Town Councils on whether meeting via Zoom has been beneficial. The outcome of the court case was awaited on whether or not use can continue after 6th May.

County Day

The Lord Lieutenant, Sir John Peace, was investigating arranging a 'County Day' in August to bring the county together. The Chair would report back to Members when further information was received.

The Clerk advised that a donation of £200 had been received from Councillor Mrs Saddington to use towards a village celebration when lockdown allowed.

(b)

Planning

Links to the planning applications on the District Council's website had been circulated to Members in advance of the meeting

Draft Local Validations Checklist Consultation

This had been circulated to Members for information. Members noted that it was quite a technical document which the Parish Council could comment on should it so wish. It was AGREED that no comments be made and the consultation just be noted.

Planning Applications

21/00533/HOUSE – 1 Prebends Close, Farndon - Proposed extensions to the north and south elevations

After discussion, Members AGREED unanimously to support the proposals as outlined in the application.

21/00458/HOUSE – 6 Birchenall Court, Farndon - Single storey rear extension.

Councillor Parker noted that this application was very similar to one that was already in place on an adjacent property. After discussion Members AGREED unanimously to support the proposals as outlined in the application.

21/00315/HOUSE – The Granary, Annexe, 5 Grays Court, Farndon - Convert existing attached garage into living space, with installation of 2no. windows and 7no. rooflights

Members noted that the Conservation Officer at Newark & Sherwood District Council was unable to support the application from a conservation perspective. After discussion Members AGREED unanimously that they supported the comments made by the Conservation Officer so could not, therefore, support the application.

21/00406/HOUSE – 3 Birchenall Court, Farndon - Proposed 2 storey extension to side of existing family dwelling and removal of tree protected by TPO N45

After discussion, it was AGREED that Councillor Parker would undertake further research and visit the property and was given delegated authority to report back to the Clerk on the Parish Council's decision.

Tree Works

- 21/00651/TWCA W- The Mews, 18 Cross Lane, Farndon -Walnut Tree (T1) - Reduce crown away from the roof by 1.5m, crown lift over the road by 5.2m.
Leylandii Tree (T2) - Fell to ground level due to low amenity value, not in keeping with area and will provide more room for surrounding trees

- 21/00561/TWCA – Chestnut Farm, 36 Main Street, Farndon - Removal of 1 Cherry Tree.
- 21/00493/TPO U- 12 Westfield Way, Farndon - Undertake works to trees identified as forming part of Group G1 protected by TPO N45; T1 Holly - Fell due to roots causing damage to fence and slabs and overshadowing. T2 Pine/ Fir - crown reduction by 5 metres due to overshadowing, size and lean towards neighbouring properties.

Members noted the tree works as outlined within each individual property description.

(c) General Purposes
There was nothing to report.

(d) Playing Field
Request for Use of Football Pitch

Councillor Duckmanton had received a request from Flowserve to use the playing field for the forthcoming season. They had previously shared a pitch with Knowhow at the Flowserve ground and would play alternative weeks. No costs had been agreed as yet. Nothing further had progressed on the request through Newark & Sherwood District Council for pitches for Fernwood Foxes, or from Newark Vets.

Cricket Club Pavilion

The Chair referred to a further meeting held with cricket club representatives regarding the position of the proposed pavilion. The provisional agreement was that the club would look to put a pavilion on the green area between the existing pavilion and the bowls club.

Via had been approached regarding what the implications were for a car park entrance from the Fosse Road. They would provide a quotation, but would not produce plans until any quotation was accepted. This would be circulated to Members once received. It was expected that costs would be met by the Cricket Club. The Clerk noted that there were a lot of services within the verge, together with a street light and pedestrian crossing. It was also not clear how the 120m visibility splay referred to by Via would impact on the line of trees.

The Chair also referred to a discussion regarding the height of the building, and the cricket club were going to look at having a dormer style pavilion which would have less of an impact than two storeys but allow a balcony view.

Damage to Play Area

The Clerk referred to damage to a piece of equipment in the play area recently, whereby the top of a twister pole had been completely removed. A quotation had been requested from the manufacturer, but it may not be possible to just purchase the damaged piece due to the configuration. It was AGREED that Councillor Parker review with the Sexton.

Councillor Mrs Kingston suggested the damage needed highlighting on the residents page.

Play Area Surface

Members noted that some of the grass matting had been replaced in the play area previously with bonded mulch. There were other areas of grass matting that also needed to be addressed. A quotation had recently been received from a company that had undertaken some work with Newark & Sherwood District Council. The cost to replace the matting under 6 units had come in at £23,007, which was not achievable.

It was AGREED that Councillor Parker meet on site with the Sexton and Clerk to plan a way forward.

Playing Field Weed Spray

The quotation for the weed spray in the sum of £410 had been accepted. Work would be undertaken in May, and the contractor would liaise with the cricket club and Sexton on an appropriate date.

Inspection App

The Clerk referred to a demonstration of a play area inspection app, Small World, given recently via Zoom. This would be a useful tool for the play area inspections, but could also be used as a tool to review the council's bin stock and to record tree checks. Members AGREED to the purchase of the app at a cost of £295.

(e)

Cemetery

Removal of Unauthorised Items & Surrounds

The Clerk referred to the extension of items being included around and on graves that were contrary to the Cemetery regulations. These made it difficult for the Sexton to work efficiently and also posed a health and safety risk, to Cemetery staff and also members of the public. The Cemetery regulations were now available on the website and had previously been sent out to new plot holders.

The Clerk also referred to problems with sunken graves and a damaged area of grass. These had been addressed with areas filled and reseeded.

After discussion it was AGREED that delegated authority be given to Councillor Mrs Bayne and the Clerk to review the area, identify those plots that were in contravention and draft a letter to send the grave grant holder.

Councillor Mrs Bayne referred to the evergreens which had been trimmed back previously. They were now beginning to encroach across the middle and would need to be trimmed. The Clerk to review with the Sexton.

Renewal of Waste Collection

The Clerk referred to the renewal received for the waste collection from Newark &

Sherwood District Council in the sum of £2,712.32. This was for a weekly collection of 3 x 1100 litre bins.

In addition to the Cemetery bins, the Parish Council had waste from 40 bins which were emptied twice a week.

(f) Ponds & Riverside

Phase 4 Tree Works

Members noted the phase 4 tree works in the meadow had been completed. The cost of £2,480, previously circulated to Members, was ratified.

FPC20-138 Financial Matters

(a) To consider accounts for payments in accordance with the circulated schedule

Members received and noted the accounts for payments as outlined in the circulated schedule.

(b) To note any receipts in accordance with the circulated schedule

Members received and noted the receipts as outlined in the circulated schedule.

(c) To note the Council's financial position as at 28th March 2021

Members noted that the closing balance as at 28th March 2021 was £52,210.44

FPC20-139 Nottinghamshire Association of Local Councils

(a) Training

The Chair referred to the online training that Councillors Parker and Teixeira-Gomes were undertaking through NALC on planning and asked for feedback. Councillor Parker advised that the training would be undertaken jointly when restrictions allowed.

FPC20-140 Correspondence

(a) Anti-Social Behaviour Plan

The Clerk referred to correspondence received from PC Shaw who was looking to put a plan in place to hopefully prevent any anti-social behaviour issues in the summer after lockdown had ended. The plan was in initial stages and it was intended to work with multi-agencies, including the Parish Council, to bring it together. Members were supportive of any initiative to reduce the impact of anti-social behaviour has on the village.

The Chair referred to the importance of any incidents of anti-social behaviour being reported either through 101, or 999 if a criminal offence was taking place. It was AGREED that this message again be promoted through the residents page and on the website.

External Audit

The Clerk advised that instructions had been received from PKF Littlejohn regarding the external review.

FPC20-141 Items for Notification

(a) Play Area Fencing

The Clerk apologised for not re-sending the link to the fencing provider. This would be addressed.

(b) Online Training

Councillor Mrs Kingston asked to do the online planning training through NALC. The Clerk to progress.

FPC20-142 Date of Next Meeting

Tuesday, 4th May 2021 to include the Annual Parish Meeting and Annual Meeting of the Parish Council

The Chair extended best wishes to Members for Easter

The meeting closed at 8.20pm