

Farndon Parish Council

Minutes of the Farndon Parish Council Meeting held on 23 May in the Parish Room, Farndon Memorial Hall, Marsh Lane, Farndon, and Nottinghamshire.

Present: Cllr M Baker (Chair)
Cllr P Gafney
Cllr N Lawson
Cllr J Nelson
Cllr J. Teixeira-Gomes

In attendance: The Clerk

Also Present: Mr P Holmes, FREG, , Cllr S Saddington, Mr B Saddington, Cllr D Logue and Mr Paul Ainsworth

Minute

FPC72/2013

1. To elect

- the Chairman of the Council for 2013/14
- elect the Vice-Chairman of the Council for 2013/14

To suspend the meeting in order for the newly elected chairman and vice chairman to sign their Acceptance of Office

Cllr M Baker was proposed for the position of chairman by Cllr P Gafney and seconded by Cllr N Lawson. Cllr Baker was re-elected to the position of Chairman of the Council.

Cllr P Gafney was proposed to the position of vice chair by Cllr Teixeira-Gomes and seconded by Cllr Nelson. Cllr Gafney was re-elected to the position of Vice-Chairman of the council.

Proceedings were briefly suspended for the newly elected Chairman and Vice-Chairman to sign their declarations of acceptance of office.

2. At this stage Chairman Baker suspended standing orders to allow Mr Paul Ainsworth to speak. Mr Ainsworth reported that he had been liaising with both Cllr Baker and Cllr Gafney regarding the line of a new security fence he had erected on his property. He apologised if the council felt he had tried to encroach onto their land. His intention had been to protect his and his tenants' property. He was confident that these problems had been sorted. Mr Ainsworth then handed Cllr Gafney some paperwork with aerial photographs.

FPC73/2013 3. To receive and resolve to approve apologies for absence
None

FPC74/2013 4. To review the delegation arrangements to committees, employees and other local authorities

- Memorial Hall Management Committee

The clerk reported that Mr David Everington had already confirmed his willingness to continue on the Farndon Memorial Hall Committee. Cllrs Lawson and Teixeira-Gomes confirmed they would continue on the committee. The clerk was asked to write to Mrs P Gomes and Mr P Davies if they were willing to continue.

- Planning Officer

Cllr Lawson was confirmed as Planning Officer

- Farndon General Charities

Cllr Baker agreed to continue.

- Snow Officer

Cllr J Nelson

- Staythorpe Powerstation Steering Committee

Cllr Baker

- FREG

Cllr Gafney

- Newark & Sherwood Community Safety Partnership

Cllr Logue would make enquiries whether this was still in operation.

The positions of Footpaths Officer and Flood Officer were not re-appointed. The relevant committees would be dealing with these matters.

FPC75/2013 5. To review the representation on or work with external bodies and arrangements for reporting back.

Only verbal reports would be requested from representatives on the Staythorpe Powerstation Steering Committee and FREG.

FPC76/2013 6. To receive disclosures of interest pursuant to section 29(1) Localism Act 2011 from councillors on matters considered at this meeting.

Councillors declared the usual interests.

FPC77/2013 7. To receive minutes of Farndon Parish Council held on Thursday 17th May 2012 and Monday 22nd April 2013 and sign as a true record of these meetings.

The council received the minutes of the Annual Farndon Parish Council held on Thursday 17th May 2012 and Farndon Parish Council held on Monday 22nd April 2013 and resolved to sign these as a true record of these meetings.

- FPC78/2013 8. To receive and note draft Committee Minutes and to determine recommendations made by committees.
- Riverside, Ponds and General Purposes 08/05/2013
 - Playing Fields, Cemetery and Churchyard 29/04 and 08/05/2013
- The council received and noted the draft Committee Minutes.
- FPC79/2013 9. To review the terms of references for committees
- FPC80/2013 10. To review and adopt appropriate standing orders and financial regulations
Chairman Baker decided to combine this with agenda point 20: : The following paragraph to be added to Standing Orders: "All matters or complaints, either in writing or verbal, received regarding all or any of the council employees are to be sent, in confidence, to all members of the council. The Chairman will investigate the situation and, as required, report back to the council at an exempt meeting of the Parish Council."
The clerk advised that this was not really a matter of Standing Orders but should be covered under the council's Complaint's Procedure. There could also be implications under the Data Protection Act. Chairman Baker replied that he had taken advice and that it was a matter for Standing Orders. The council unanimously agreed to insert the above phrase into Standing Orders.
- FPC81/2013 11. To review arrangements with other local authorities and review contributions made to expenditure incurred by other local authorities.
The clerk reported that he had not had a reply from Nottinghamshire County Council nor Newark and Sherwood District Council regarding agency agreements.
- FPC82/2013 12. To review the inventory of land and assets including buildings and office equipment.
Approved following recommendation by Finance Committee.
- FPC83/2013 13. To review and confirm the arrangements for insurance cover in respect of all insured risks.
Approved following recommendation by Finance Committee
- FPC84/2013 14. To review the Council's and/or employees' memberships of other bodies.
The Council is currently a member of NALC. The chairman reported that there was another body CPALC and he would be reporting back to the council.
- FPC85/2013 15. Establishing or reviewing the Council's complaints procedure.
Deferred to the next meeting
- FPC86/2013 16. Establishing or reviewing of the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998.
Deferred to the next meeting. Cllr Logue would enquire what is in place at the

District Council.

- FPC87/2013 17. Establishing or reviewing the Council's policy for dealing with the press/media
Any publication on behalf of the council to be approved either by the Chairman of the council or the Chairman of the relevant Committee.
- FPC88/2013 18. Setting the dates, times and place of ordinary meetings of the full Council for the year ahead.
The meeting dates were confirmed as the second and fourth Monday of each month. Finance meetings would normally be an integral part of Full Council Meetings unless there was specific need for a separate meeting.
- FPC89/2013 19. Establishment or review of the Parish Plan
Deferred to a later meeting
- FPC90/2013 20. To receive and approve the Annual Accounts for 2012/13 and the Financial Statement and sign the Annual Return
The council received and approved the Annual Accounts for 2012/13 and the Financial Statement.
21. To consider and vote on the following resolution proposed by Cllr M Baker and seconded by Cllr P Gafney: The following paragraph to be added to Standing Orders: "All matters or complaints, either in writing or verbal, received regarding all or any of the council employees are to be sent, in confidence, to all members of the council. The Chairman will investigate the situation and, as required, report back to the council at an exempt meeting of the Parish Council."
See FPC80/2013
- FPC91/2013 22. To receive a report from the County Councillor
Cllr Saddington thanked the residents of Farndon for their confidence in her. She reported that under the new administration she was now vice Chairman of the Planning Committee. This new role would allow her to give input into school developments. She thanked the volunteers on the Parish Council. She reported that she had not yet received confirmation of any divisional funds but was expecting these to be confirmed shortly.
She reported that the bus shelter would be moved from the old A46 Fosse Road to Main Street for safety reasons.
Cllr Gafney reported that there was still a discrepancy in the amounts different companies charge for bus travel on the same route. Cllr Saddington recommended Cllr Gafney should contact Mr Chris Ward at the County Council directly.

FPC92/2013 23. To receive report from Newark and Sherwood District Councillors
Cllr Logue reported that since the last meeting he had contacted Newark and Sherwood Homes. They had informed him that residents of Sandhill Road had been given the option to have a dropped kerb fitted and that they should not park on the verges. They would also look into the matter of the TV aerial

FPC93/2013 24. To receive a report from FREG
Phil Holmes reported that there had been various litter picks and that another one was scheduled along the A46. An Open Day was planned for June, details of which would be confirmed later.
He mentioned that now the A46 had been de-trunked there would be the possibility of a village sign. Cllr Saddington suggested to use the Local improvement scheme to fund the project.

Members of the public are leaving approximately 20.30

FPC94/2013 25. Planning

- 13/00526 – 56 Marsh Lane Farndon – Application for Extension to form Conservatory
- 13/00583/FUL – 6 Cross Lane – Replace existing flat roof with pitched roof
- 13/00636/FUL – 31 Brockton Avenue – single storey front extension

The council agreed to support all three applications

26. Newark Growth Point
None

FPC95/2013 At this point Chairman reported that he had received a letter from a member of the public regarding procedures in the cemetery and proceeded to read from it. The clerk would report back at the next Combined Committees Meeting.

FPC96/2013 27. Correspondence

- Independent Audit and Scrutiny Panel
- Consultation Community Infrastructure Levy
- Stage Coach Signalling Work
- E-mail Lydia Hurst
- Tallents Solicitors re. Farndon Charities in Need
- NCC: New Bus Shelter Main Street
- NALC – Local Government Finance
- The Clerk Magazine May 2013
- Letter of resignation received from Cllr Aslin
- Chubb Inspection Certificate

The Council noted the above correspondence.

FPC97/2013 28. Receive and Sign Deeds of Dedication for Farndon Playing Fields as a Queen Elizabeth II Field

The map supplied by the council's surveyor and attached to the deeds was flawed and would need amending before the deeds could be signed.

29. Public Questions

None

FPC98/2013 30. Items For Notification

Cllr Gafney reported that the Queen Elizabeth II Oak sapling was doing well.

FPC99/2013 31. Confirmation of next meeting

The next meeting was confirmed to be 24 June 19.30. The Finance Meeting was to be part of the Full Council Meeting.

The meeting closed at approximately 21.20