

## Farndon Parish Council

### Minutes of the Farndon Parish Council Meeting held on 23 September 2013 in the Small Hall, Farndon Memorial Hall, Marsh Lane, Farndon, and Nottinghamshire.

Present: Cllr M Baker (Chair)  
Cllr P Gafney  
Cllr N Lawson

In attendance: The Clerk

Also Present: Mr Peter Winter and Mr Brian Watts for Newark Fosseyway First Responders, Cllr Saddington, Cllr D Logue and approximately 40 members of the public.

#### Minute

- FPC142/2013 1. To receive and resolve to approve apologies for absence  
Apologies for absence were received from Cllrs Nelson and Teixeira-Gomes
- FPC143/2013 2. To consider an application to be co-opted to the Parish Council followed by secret ballot to co-opt new councillor  
In an open ballot the Council unanimously voted in favour of co-opting Mr Andrew Duckmanton onto the Council.
- FPC145/2013 3. If application successful new councillor will be given the opportunity to sign the acceptance of office declaration and take their place on the council.  
Councillor Duckmanton signed the declaration of acceptance of office witnessed by the clerk and took his seat on the council.
- FPC146/2013 4. 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. Specifically Cllr Gafney declared an interest in the police contact point and the Memorial Hall Trustees whilst Cllr Lawson declared an interest in the Memorial Hall Trustees.
- FPC147/2013 5. To receive presentation on the Community First Responder Scheme.  
Mr Peter Winter and Mr Brian Watts gave a brief presentation on the work of Newark Fosseyway First Responders. They reported on the need for first responders to undergo thorough training and assessment, that the organisation was entirely staffed by volunteers and self funded. There are currently 6 people either qualified or training to become first responders. The aim of first responders was to use local knowledge and proximity in order to provide first aid ahead of the arrival of an ambulance. First

responders are being dispatched by the ambulance service. Newark Fosseway First Responders are hoping to become a registered charity by the end of the year.

FPC158/2013

At this stage Chairman Baker decided to change the order of the agenda and moved Planning to be discussed next:

Planning

- Householder application for erection of single storey side and rear extension 16 Marsh Lane Farndon Newark On Trent Nottinghamshire NG24 3SZ

**Supported**

- Householder Application for Extensions to form Second Sitting Room and Kitchen at Rear, Extend Bedroom to Front, Larger Garage with Pitched Roof to Replace Existing with Flat Roof, Rear Store/Workshop 12 St Peters Close Farndon Newark On Trent Nottinghamshire NG24 3SN

**Supported**

- 13/01223/FUL | Conversion of existing chapel to form 1 No. dwelling | Farndon Methodist Church Chapel Lane Farndon Nottinghamshire

**Supported**

- 13/00719/FUL Change of use from confectionary manufacture and retail to hot food takeaway, 19 Main Street

It became quickly apparent that the majority of those attending the meeting were seeking to express their objection to the proposed change of use. Some of the reasons given by members of the public were:

- Unsuitable for residential area,
- Parking issues
- Noise issues – late opening
- Bus issues
- Unsuitable for conservation area
- Smells

A member of the public asked the council if it was known what type of hot food outlet was planned. Chairman Baker said it was for an Indian Takeaway. Cllr Gafney pointed out that the highways authority Nottinghamshire County Council had already submitted their comment had had no objections.

The Council agreed unanimously to **object** to the proposal.

Phil Ingall from Farndon Focus asked if the Parish Council would take this application to NSDC Planning Committee. Chairman Baker answered that if it went to Planning Committee Farndon Parish Council would strive to send a delegate.

- 13/01151/FUL Householder Application for Roof/Loft extension and Ground Floor Extension 99 Fosse Road Farndon Newark NG24 3TL

A neighbour registered his objection to the proposal.

- FPC148/2013 6. To receive minutes of and any updates with regards to Farndon Parish Council meeting held on Monday 22 July 2013 and resolve to sign as a true record of that meeting.  
The minutes of Farndon Parish Council meeting 22 July 2013 were received and agreed to be a true record.
- FPC149/2013 7. To receive a report from FREG.  
Mr Jez McCarthy reported that FREG had had its annual rotation of officers. He was now the chairman with Mr Barrie Nelson being vice chairman of FREG. He reported that FREG were looking at applying for LIS funding for an information board  
Chairman Baker asked if Mr McCarthy had attended the meeting of residents and FREG the previous Friday regarding proposed planning permission at Staveley Court. Mr McCarthy said he was not aware of such a meeting but he would make enquiries with other members of the group.
- FPC150/2013 8. Committee reports:
- Riverside, Ponds and General Purposes 04/09/2013  
Cllr Baker told councillors to destroy their copy of the draft minutes as they contained an inaccuracy.  
He reported that a villager had rung him to apply to become the third bailiff. All councillors agreed to appoint him third bailiff.  
Cllr Gafney reported that there had been more fly tipping in the area around the ponds. This had been reported to NSDC.  
It was agreed that Chairman Baker would reply directly to a letter printed in the Newark Advertiser regarding fly tipping.
  - Playing Fields, Cemetery and Churchyard 16/09/2013  
Councillors received the Committee report. They agreed to go ahead with the repair of the Cemetery gates at a cost of £150 as quoted.
- FPC151/2013 9. To receive report from Newark and Sherwood District Councillors.  
Cllr Logue reported that he had been talking to the planning officer in charge of the 19 Main Street application during the afternoon and was liaising closely. He would keep the Parish Council informed of any developments.  
Cllr Gafney asked if he would be attending the Boundary Commission briefing 25 September. Cllr Logue confirmed that this briefing was for Parish Councillors only and neither he nor Cllr Saddington were invited.  
Cllr Gafney commented that planning notifications in the local press were getting smaller and smaller and were impossible to read without magnification. He asked Cllr Logue to make enquiries. Cllr Logue in tern

asked the parish councillors to write to NSDC.

- FPC152/2013 10. To receive a report from the County Councillor  
Cllr Saddington reminded parish councillors of the Local Improvement Scheme deadline of 27 September.  
She also reminded councillors of the Winter Service correspondence sent to councils. She offered the council a free blue grit bin to be paid for from her funds. This bin would need to be filled and maintained by the Parish Council. - Deferred to Combined Committees 14/10/13  
Cllr Saddington reported that she had been to Farndon to open the Art Exhibition and that she had supported the Art Group with a grant. She also had offered a grant to the Wildlife Watch Group to help with the interior of the new hut.  
Cllr Gafney commented that the prices charged by the two bus companies still had not been reconciled. Cllr Saddington advised Cllr Gafney to send another e-mail.  
Cllr Saddington was asked to make enquiries as to when and how the inspection was done that had led to the Highways Authorities comments regarding the 19 Main Street planning application.
- FPC153/2013 11. To receive the External Auditor's Review  
The Council received the report.
- FPC154/2013 12. To receive and approve the petty cash records for July/August 2013.  
The Council received and approved the petty cash records for July/August 2013.
- FPC155/2013 13. To receive and approve the bank reconciliation for July/August 2013.  
The Council received and approved the bank reconciliation for July/August 2013.
- FPC156/2013 14. To receive payments and receipts for July/August 2013.  
The Council received payments and receipts for July/August 2013.
- FPC157/2013 15. To receive and approve the payments schedule for August/September/October 2013.  
The Council received and approved the payments schedule for August/September/October 2013. The clerk pointed out that the Council would have to add the payments agreed today to the schedule.
- Chairman Baker deferred the next two agenda items to the end of the meeting so these could be discussed under the exclusion of public and press.
- FPC170/2013 16. Discussion of staffing matters re handyman hours

- FPC171/2013 17. To receive and discuss new pay rates applicable from 1/4/13
- FPC158/2013 18. Planning
- Householder application for erection of single storey side and rear extension 16 Marsh Lane Farndon Newark On Trent Nottinghamshire NG24 3SZ
  - Householder Application for Extensions to form Second Sitting Room and Kitchen at Rear, Extend Bedroom to Front, Larger Garage with Pitched Roof to Replace Existing with Flat Roof, Rear Store/Workshop 12 St Peters Close Farndon Newark On Trent Nottinghamshire NG24 3SN
  - 13/01223/FUL | Conversion of existing chapel to form 1 No. dwelling | Farndon Methodist Church Chapel Lane Farndon Nottinghamshire
  - 13/00719/FUL Change of use from confectionary manufacture and retail to hot food takeaway, 19 Marsh Lane
- SEE ABOVE**
- FPC159/2013 19. Consider tree work quotes for Holmefield Green – deferred from Combined Committees 04/09/13  
Councillors agreed to ask Specialist Forestry Services to carry out the work at Holmefield Green to a cost of £375.
- FPC160/2013 20. To consider quotations obtained for the provision of lifting and handling training and authorise the necessary training  
Councillors agreed to book staff on a 3 hour Manual Handling Training Course delivered by GK Safety at a cost of £395 including certification and VAT for all staff.
- FPC161/2013 21. To appoint delegates for the NSDC Parish Conference Monday, 7th October 2013  
The clerk pointed out that the conference clashed with the date for the next Playing Fields Cemetery and Churchyard Committee. Councillors suggested to move the committee meeting to Wednesday 9<sup>th</sup> October. Chairman Baker said he would ring Cllr Nelson to see if she would like to attend the conference.
- FPC162/2013 22. To receive scheme of works from Cllr Gafney and quotes for work to be carried out at Farndon Ponds and authorise work to be carried out.  
Cllr Gafney reported that a couple of quotes had been received. Before any work on fishing pegs could be carried out the hedges would need trimming back. The clerk explained that without knowing what type and volume of work on the fishing pegs had been requested further quotes would be impossible to obtain. Deferred to Combined Committees 14/10/2013
- FPC163/2013 23. Report from Safer Roads for Newark  
Cllr Baker reported that he had been attending the September meeting of the

group. The group were going to cast their brief wider than initially thought incorporating roads all over Newark, not just the A46 roundabout. Councillors agreed Chairman Baker should continue to attend the group's meetings for a further three months and report back to the Council.

- FPC164/2013 24. Discussion with regards to registration of council property with land registry.  
The clerk explained that the Council owned several parcels of land that had never been registered. The Playing Fields were one of them. The deed of dedication of the Playing Fields necessitated a first registration. The Council had on previous occasions considered the registration of the Riverside Car park and the Cemetery. The Council agreed for the clerk to seek the assistance from the Council's solicitor for the first registration of the car park , cemetery and playing fields.
- FPC165/2013 25. To appoint voting delegates for the NALC conference Wednesday 13 November 2013 and nominate members for offices with Nottinghamshire ALC if applicable.  
Cllrs Baker and Gafney would be attending the conference. Cllr Baker agreed to be nominated again for an office at the local association.
- FPC166/2013 26. Any other correspondence not considered above
- Good Councillor Guide
  - A 46 Detrunking Order
  - Access to Planning
  - Allotments Forum
  - Aon Insurance
  - Brownies Thank you
  - BT Broadband
  - Community First Aid
  - Council Newsletter – Zero hours
  - FIT September Update
  - Focus on Funding
  - Free Seminar
  - FREG minutes
  - Fuel Poverty
  - Future Funding Outlook
  - Independent PCP Member
  - Invitation to "An Apple a Day"
  - LGA Bulletins
  - LIS Deadline
  - PWLB – Cemetery Loan
  - Local Council Review

- Local Councils Explained
- NALC –DIS Renewals
- Newark Community First Aid
- Agendas, Minutes and other correspondence from Newark Healthcare Group
- DPD adopted
- Nottingham Station re-opened
- PAYE survey
- Phone billing analysis
- Planning Stavely Court
- Resurfacing
- RSN newsletters
- Saltex
- Standards Training
- Thank you St Peter's PCC
- The Beat
- Transport and travel Summer Bulletin
- Winter Service
- Post Office Community Enterprise Fund

No nominations had been received for the Post Office Community Enterprise Fund.

- Briefing on Electoral review of Newark and Sherwood

FPC167/2013

## 27. Public Questions

A resident reported that cars parked opposite the new bus stop on Main Street which caused problems. The resident was informed that this was a Nottinghamshire County Council Highways matter. The clerk was asked to contact Cllr Saddington to see if double yellow lines were a feasibility. Cllr Gafney suggested to report any problems at the police contact point. He would speak to the PCSO about this problem.

A resident reported that the old A46 was increasingly being used as a race track. Cllr Lawson would contact Chief Inspector Andrew Charlton and invite him to the next Parish Council Meeting.

FPC168/2013

## 28. Items For Notification

There were three red buckets with rubble in them on the road on Marsh Lane. The clerk would ask the handyman to clear them away.

FPC169/2013

## 29. Confirmation of next meeting

The next meeting date was confirmed as 28/10/2013 at 19.00 in the Parish Room.

- FPC170/2013 Chairman Baker decided to exclude the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 1(2).  
17. Discussion of staffing matters re handyman hours  
Councillors unanimously voted in favour to reduce the handyman's standard working hours to 15 following his request.
- FPC171/2013 18. To receive and discuss new pay rates applicable from 1/4/13  
Councillors received the new National Joint Council pay rates and acknowledged for the clerk's pay increase to be backdated to 1 April accordingly.

The meeting closed at approximately 21.15



**Payments Schedule Finance and Full Parish Council September 2013**

| No                    | Date   | Payee                      | S/W | Purpose                        | Amount         |
|-----------------------|--------|----------------------------|-----|--------------------------------|----------------|
| 3362                  | 05-Aug | Norman Ward                | s   | Wages Wk 18                    |                |
| 3363                  | 12-Aug | Norman Ward                | s   | Wages Wk 19                    |                |
| 3365                  | 19-Aug | Norman Ward                | s   | Wages Wk 20                    |                |
| 3366                  | 09-Aug | S Pashley                  | s   | Wages August                   |                |
| 3367                  | 15-Aug | NCC Pension Fund August    | s   | Superannuation                 |                |
| 3368                  | 15-Aug | B Boyer                    | s   | Salary August                  |                |
| 3376                  | 27-Aug | B Pashley                  | s   | Wages Wk 20                    |                |
| 3377                  | 27-Aug | Norman Ward                | s   | Wages Wk 21                    |                |
| 3378                  | 02-Sep | Norman Ward                | s   | Wages Wk 22                    |                |
| 3382                  | 09-Sep | Norman Ward                | s   | Wages Wk 23                    |                |
| 3383                  | 09-Sep | B Pashley                  | s   | Wages Wk 23                    |                |
| 3384                  | 16-Sep | Norman Ward                | s   | Wages Wk 24                    |                |
| 3385                  | 16-Sep | B Pashley                  | s   | Wages Wk 24                    |                |
| 3387                  | 16-Sep | B Boyer                    | s   | Salary September               |                |
| 3388                  | 16-Sep | S Pashley                  | s   | Wages September                |                |
| 3389                  | 16-Sep | NCC Pension Fund September | s   | Superannuation                 |                |
|                       |        | Norman Ward                |     | Wages Wk 25                    |                |
|                       |        | Norman Ward                |     | Wages Wk 26                    |                |
|                       |        | Norman Ward                |     | Wages Wk 27                    |                |
|                       |        | Norman Ward                | s   | Wages Wk 28                    |                |
|                       |        | B Pashley                  | s   | Wages Wk25                     |                |
|                       |        | B Pashley                  | s   | Wages Wk 26                    |                |
| <b>Total S/W cost</b> |        |                            |     |                                | <b>6043.79</b> |
| 3369                  | 15-Aug | Cash                       |     | Petty cash Top Up              | 91.23          |
| 3370                  | 14-Aug | 1st Farndon Senior Section |     | Grant                          | 100.00         |
| 3371                  | 14-Aug | 1st Farndon Guides         |     | Grant                          | 100.00         |
| 3372                  | 14-Aug | 1st Farndon Brownies       |     | Grant                          | 100.00         |
| 3373                  | 23-Aug | The Gardener's Bothy       |     | Wooden Benches Ponds           | 520.00         |
|                       |        |                            |     | Grant towards footpath         |                |
| 3374                  | 23-Aug | Farndon Parochial Council  |     | accessibility work             | 200.00         |
|                       |        |                            |     | 2 Replacement dog bin(s)       |                |
| 3375                  | 27-Aug | Broxap                     |     | Playing Fields carriage + VAT  | 319.80         |
| 3379                  | 02-Sep | NSDC                       |     | Collection Fridges             | 70.58          |
| 3380                  | 02-Sep | Trade UK                   |     | Replacement Saw                | 13.49          |
| 3381                  | 05-Sep | Cash                       |     | Petty cash Top Up              | 97.87          |
| 3386                  | 16-Sep | NCC Supplies               |     | Stationery and toilet sundries | 110.63         |
| DD                    | 30-Sep | Southern Electric          |     | Electricity Riverside Toilets  | 84.19          |
|                       |        | Land Registry              |     | Registration Playing Fields    | 190.00         |
|                       |        | Trade Uk                   |     | New Safety Boots               | 50.00          |
|                       |        | CS Sales                   |     | New Sign Riverside             | 85.00          |
|                       |        | Land registry              |     | Car park and cemetery          | 60.00          |
|                       |        | Solicitor's fees           |     |                                | 150.00         |
|                       |        |                            |     |                                | <b>8386.58</b> |

Signed \_\_\_\_\_  
Date \_\_\_\_\_