

MEETING OF THE FULL COUNCIL

7.00pm Wednesday 17th April 2019

The Old Courthouse, Burgage, Southwell

Minutes

Present : Cllrs D Martin (Chairman), B Prentice, L Harris, P Harris, M Brock, P Scorer, P Handley, P Brooker, S Rodgers, P Rainbow, S Thompstone, M Jeffrey, S Reynolds, K Ashworth

In Attendance : T Broughton (Clerk to the Town Council) , K Green(Assistant Clerk to the Council, County Councillor Jackson, District Councillor B Laughton

Members of the Public:

Chairman welcomed all in attendance. – Chairman thanked the three members of the council who are not standing for re-election for all their hard work and attention to the detail of running the council, Cllr Rodgers, Cllr Ashworth and Cllr Gregory.

1 member of the public

Cllr Harris is recording the meeting.

1. Apologies for Absence

Cllr Gregory (Personal)

2. Minutes of previous meetings.

2.1 Minutes of the Town Council meeting dated 20th March 2019

AGREED

Proposed Cllr Jeffrey, Seconded Cllr Prentice

To accept the minutes dated 20th March 2019 and amend one rotten on page one to be removed.

Unanimous of those present at the meeting

2.2 Clerk to report on matters arising –

It was questioned as to what was Millers Field, it should be Millers Homes.

It was asked if the information on the ACV had been sent. Town Clerk replied not, however it was stated that the information had been sent. Cllr Handley asked the Clerk to request the author of the information to resend four weeks ago. It was stated that the information had been sent to the Clerk in December 2017 and January 2018 or 2019, however this has not been received.

3 To receive any declarations of interest

Members are hereby reminded that, under the provisions of sections 26-34 and Schedule 4 of the Localism Act 2011, a member with a Disclosable pecuniary interest of which they are aware in a matter who attends a meeting of the council at which the matter is considered must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.

None.

4 Opportunity to hear questions from the members of the public –

A resident queried why work was being undertaken near the Glenfields pond. The response was the investigations are being completed by the company contracted to do the flood mitigation work. It was asked if the council can contact the company to enquire about sewage and the surveys. Town Clerk will bring this query up at the next project delivery board meeting. One member requested information from the County Councillor on the properties that have already spent money on PLR.

5 Police Report – No report.

6 County Councillor’s Report – lot of investigation work on the flood mitigation scheme. Lowes Wong School work will commence soon and the remainder of the work during the summer holidays. Property Level Resilience will commence shortly. Work will commence on the Allenby Road end of the town. Public meetings will also commence soon. Racecourse road legal documents are now complete and work will start soon to open the path to the public.

7 District Councillor Loughton Report – No report.

District Councillor Rainbow – No report.

District Councillor Handley – No report.

8 Recommendation from Operations Committee to accept the least expensive quotation received for the lease of a van which will complete the vehicle requirement for the Council.

It was confirmed that the vehicle can be returned at the end of the lease period with any necessary major work carried out prior to its surrender.

The least expensive quote was from Vanarama £2295

AGREED

Cllr Prentice, Seconded Cllr Ashworth

To accept the quotation from Vanarama £2295.54 – budget has been allocated.

Unanimous

9 To receive and note committee meeting minutes from the following statutory committees that have taken place since the last Full Council meeting.

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| 9.1 | Planning Committee | 6 th March & 3 rd April 2019 |
| 9.2 | Finance & Scrutiny Committee | Next Committee meeting due 24 th April 2019 |
| 9.3 | Operations Committee | 13 th March & 10 th April 2019 – members to approve Operations Minutes dated 27 th February 2019 and update on Freedom Event 2020 |
| 9.4 | Highways Sub-Committee | 13 th March 2019 |

AGREED

Cllr Jeffrey, Seconded Cllr Ashworth

Noted

Unanimous

AGREED

Cllr Handley, Seconded Cllr Prentice

Noted

Unanimous

A member expressed his disappointment that the councillors had not been informed that the old slide on the new toddler park had been closed for a short period whilst repairs were undertaken. It was stated that it was voted upon and the Clerk does not need to inform of councillors of everything that is closed.

A member also expressed concern that a vehicle used as a market stand has difficulty getting on to the Market Square unless it arrives at 6am and also felt that this time was too early. Assistant Clerk explained that the market traders need the two hours to set up their stalls prior to the official opening of the market at 8am and with permission a vehicle can be brought onto the market on a Friday evening.

A member expressed disappointment that the Tourist Information Centre will not be open on Easter Monday. Town Clerk stated that having reviewed last year's statics and the fact that most of the shops and attractions are closed on Easter Monday as well as the Minster Centre there was no evidence to support opening on this Bank Holiday. However it is intended to open on the May Bank Holidays weekends.

A member expressed his disappointment at the negative comments that have just been made on this and other issues and that the council should concentrate on actively supporting all council activities. It was stated that it would be beneficial if more members participated in committees and working groups so that they are actively engaged in the debates and discussions and aware of the all the work carried out by the council.

Town Clerk updated on Freedom 504 Squadron. Thanks to the Clerk.

10 Chairman's Report and Announcements

Memorial Tree for Freda Kirby was planted in the Riverside Orchard and was bought and paid for by Newark Ramblers.

11 Town Councillor's and Working Group Reports – Town Clerk gave a verbal report from the latest Flood Project Delivery meeting.

There has been a huge amount of use of the base model and micro model.

With regard to the balancing pond on Minster Field there is to be a bund which will be 1.5m high near the Potwell Dyke out to zero in line with the wall of the Deans garden.

One member queried the availability of the micro model being available in the public domain. Town Clerk reminded the council that she is a member of the project delivery board and much of the information is not available for public information and she will always brief on those aspects that are relevant and non-confidential. One member stated that the council does not need the details of the model. He went on to say that he was not happy that the details of the model be requested by the council and if this is not voted the Town Clerk shall not request further information.

Town Clerk reported to the Council to consider where the Town Council would prefer its portion of the funding to be deployed. Two areas one PLR, split between the two most vulnerable areas in the town, or the general pot. This can be considered later in the year.

12 Finance Matters

12.1 Update on Internal Audit and External Audit – 30th April Internal Audit, 25th April Audit close down.

12.2 Financial Statement and Bills for payment - previously circulated

12.3 Late bills for payment- to be tabled

AGREED

Proposed Cllr Handley seconded Cllr Prentice

To approve Bills for Payment and note the finance reports.

Unanimous

AGREED

Proposed Cllr Rainbow seconded Cllr Jeffrey

To approve Late Bills for Payment

Unanimous

Questions about Minster Photography and Village Ventures were asked.

13. Planning Matters -

a) Recommendation from Planning Meeting dated 3th April 2019 to adopt the Policies document to be used in line with Southwell Neighbourhood Plan

AGREED

Proposed Cllr Jeffrey, seconded Cllr Brock

To adopt the Southwell Neighbourhood Plan Policies Document as an aid to the Southwell Neighbourhood Plan.

Unanimous

Thanks were given to Mr Martindale for his hard work putting the document together.

b) Consultation by EE Ltd and Hutchison 3G Ltd – Upgrade of existing electronic Communications Base Station at Hockerwood, Southwell, Nottingham

It was stated that EE do not aerial share. It was suggested to ask EE to consider aerial sharing. It was also suggested To write to OFCOM expressing concern over coverage and lack of coverage and aerial sharing in the area.

AGREED

Proposed Cllr Jeffrey, Seconded Cllr Prentice

Write to OFCOM copies to N&SDC – queries about sharing aerial space.

Unanimous of the planning committee

14. Southwell Town Council Minutes

Could the staff put the full council minutes on the Town Council notice board. Clerk to the Town Council has agreed that this can be carried out.

15. Moorfield Court

Update and costs for Legal Advice for the amendment to S106 Agreement and Deed of Release between Southwell Town Council and Anchor Hanover Group acting for Moorfield Court have been agreed to be met in full by the investor.

A member stated that originally the land was sold by the Town Council to facilitate a housing scheme for the frail elderly. He went on to express concern that the company are proposing to delete 'frail elderly' and to use the term 'older persons'. It was suggested that the Clerk to the Town Council clarifies with the NCC legal team whether the term 'older persons' encompasses the definition of frail elderly.

He further proposed that the Town Council did not sign the release document unless the council is completely satisfied that the 'frail elderly' are included within the definition of 'older persons'.

AGREED

Cllr Martin, Seconded Cllr Brooker

To obtain answers to the proposal that the wording variation to the S106 Agreement encompasses 'frail elderly' within the definition of 'older persons'. Once an answer has been obtained Clerk to the Town Council to share the information with the whole Council. If all members are satisfied that 'frail elderly' are included in the definition of 'older persons' the Clerk to the Town Council, Cllr P Brooker, P Harris and D Martin are authorised to instruct the Clerk to sign the documents on the Council's behalf. Should there not be complete agreement the Chairman of the Council will call an Extraordinary Town Council meeting in order to meet the deadline of the 30th April.

13 For 1 Against.

AGREED

Cllr Handley, Seconded Cllr Prentice

Town Clerk to sign the deeds.

Unanimous

16. Correspondence received – A member stated that a FOI had been sent earlier this year to the Clerk and had not been responded to. A further FOI request had been submitted and this request has been acknowledged

It was not apparent to many councillors where the origin of these requests or what was the subject of the requests.

The Clerk explained that she had received an email earlier in the year requesting a copy of the letter that should have been sent to NCC regarding the request for a Definitive Footpath Order for Southwell Race Course Path. The Clerk went on to explain that after discussion with the chairman and email would be sent direct to the Footpath Officer as it was unclear as to what stage the discussions were at between NCC and Southwell Racecourse. The Town Clerk has furnished the whole with a confidential verbal report at the Full Town Council meeting in March and has a report to distribute in closed session of this meeting giving members a full account of the work undertaken and the communications made between the Town Clerk, NCC Footpaths Officer and Southwell Race Course.

None.

17 To Resolve on whether the Council will move into closed session in accordance with the Public Bodies (admission to meetings) Act 1960 as amended by Section 100 of the Local Government Act 1972 for the following confidential item relating to, Personnel Matters and

18 Personnel Matters – None

19 Legal Matters – None

20 Southwell Racecourse – Clerk to the Town Council distributed a written report which covers the communication between NCC and STC to all members present at the meeting.

21 Tourist Information Centre – Clerk to the Town Council gave an update on current discussions with NCC (Inspire).

22. Date of next meeting. Wednesday 15th May 2019

Meeting closed at 20.58

Signed Date:.....
Chairman, Southwell Town Council