

**Draft Minutes of Meeting: FULL COUNCIL**

**Date and Time: Wednesday 20 July 2022 19.00**

**Venue: The Old Courthouse**

**Present:** Cllrs Stott (Chair) Brock, P Harris, Jeffrey, Roberts, Scorer, Martin, L Harris, Reynolds, Lightwood, Handley, Perry, Roberts & Rainbow

**In Attendance:** L Wright Town Clerk, Alice Dunn Deputy Clerk , Cllr R Jackson (arrived 19.50), 6 members of the public

**22/07/46 Apologies for absence – Cllr Blaney**

**22/07/47 To receive any declarations of interest** under the provisions of sections 27-34 and Schedule 4 of the Localism Act 2011- none

**22/07/48 Approval of Minutes of previous meeting**

**48.1** Full Council Meeting 15 June 2022

Proposed M Jeffrey Seconded D Martin

**Agreed Unanimously by those present at the meeting**

**48.2** Matters Arising (not covered in the Agenda) - the clerk reported a quote has been accepted for the repair of Squires Toddler area fence

**22/07/49 Opportunity to hear questions or statements from members of the public**

- a member of the public asked if the gates on Froggatts field could be adjusted to close more easily

Standing orders were suspended and subsequently re instated to move agenda items 55 and 56 before item 50

**Agreed Unanimously**

**22/07/50 County Councillor Report** see attached

**22/07/51 District Councillors Report – see attached**

**22/07/52 Chairs Report and Announcements**

Cllr P Harris gave a brief update on the Saracens Head Car Park

The EV charging agreement is now waiting for the NCC solicitors

Reinstatement of the night bus is to be added to the Planning & Highways Agenda

Southwell surgery have now implemented a new appointment system

£5k has been received from the NSDC community grant system for the watering system

**22/07/53 Finance**

**53.1** Draft Income Expenditure to 30<sup>th</sup> June 2022

**53.2** Draft Reserves to 30<sup>th</sup> June 2022 – previously circulated

53.3 Bills for Payment - previously circulated

53.4 Late bills for payment (to be circulated)

**To approve agenda items 53.1-53.4**

Proposed P Handley Seconded S Perry

**Agree Unanimously**

53.5 CIL reserves timescales – noted. Cllr P Handley requested that the Governance & Finance committee examine expenditure, its impact on projected reserves and if there are sufficient general reserves

**22/07/54 Motion under Standing order 1b to approve amended standing orders November 2020 and include amends from model standing orders June 2022.**

To include revised meeting days – all agreed amendments to the incorporated as follows

- 5c 2<sup>nd</sup> option
- 6t Omit of the council
- 6p change 3q to 6q
- Governance and Finance meetings to be 2<sup>nd</sup> Wednesday of alternative month

**Agreed Unanimously subject to the above changes**

**22/07/55 Skatepark company proposal** – members of the public and councillors discussed the submitted paper, the timescales for grant applications and the risks involved.

The Clerk advised that further discussions to be held in closed session, council agreed

**22/07/56 Football Club Lease extension** – a member of SCFC explained the reasons for the request. The council agree to set up a working party to review the lease and also the operational side letter. The working party members agreed are Cllrs P Handley (to lead), P Harris, D Martin, and K Roberts. SCFC nominated three members. Clerk to collate all available documentation before the meeting

**22/07/57 To approve recommendation from Town Environment of the purchase of Christmas trees for 2022, plus the allocation of reserves –**  
**Agreed by majority to be allocated from CIL reserves**

**22/07/58 To approve recommendation from Town Environment committee for the repairs on Squires Pond and WMRG play area, plus allocation of reserves –**  
**Agreed unanimously to be allocated from CIL reserves**

**Cllr P Harris moved to discuss 67.1 due to the shortness of time**

**Seconded Cllr D Martin**

**Agreed Unanimously**

**The remaining Agenda items to be referred to the next meeting**

**22/07/59 Ukrainian appeal expenditure –**

**22/07/60 Discussion and confirmation of dates for the Consultation evening and Annual Town meeting –**

**22/07/61 Review of the streaming of council meetings and to decide a way forward –**

**22/07/62 Discussion on Anti-social behaviour in the town and the possibility of applying for the Community Chest Fund -**

**22/07/63 General and Project update –**

- 22/07/64      Nomination and Election of Extra Members to the Standing Committees**  
**64.1    Planning & Highways**  
**64.2    Governance & Finance**  
**64.3    Town Environment**
- 22/07/65      To receive and note the most recent committee meeting minutes from the following standing committees that have taken place since the last Full Council meeting**  
**65.1    Planning & Highways Meeting – 6<sup>th</sup> July 2022 – previously circulated**  
**65.2    Town Environment Meeting- 13 July 2022**
- 22/07/66      Items for discussion at next meeting**
- 22/07/67      To resolve on whether the Council will move into closed session in accordance with the Public Bodies (admission to meetings) Act 1970 as amended by Section 100 of the Local Government Act 1972 for the following confidential items:**
- Agreed Unanimously**
- 67.1    Skatepark Procurement**  
Council agreed the criteria for the tender acceptance and agreed to add the Consultation results into the decision process. An additional meeting to be held to discuss the skatepark further
- 67.2    HR**
- 67.3    Restricted reserves**
- 67.4    Courthouse Room Hire**
- 22/07/68      Date of next meeting –      21 September 2022**

Meeting Closed 21.00

Signed

Chair of the Council

Date

## Cllr R Jackson Report

The new chief executive of NCC is Adrian Smith

The work to remove the Brackenhurst sign needs to be re-instated, discussion to be instigated with Brackenhurst by Cllr P Harris

The Flood work on Harvey's field has been delayed due to an objection by the Environment Agency  
NCC are reviewing the spraying contracts and a consultation is being planned on the management of verges

The next VIA meeting is to be arranged

The Costa Coffee cup is to be removed

Cllrs expressed concern, that the cancellation of the late bus was having a huge impact on students

Cllrs asked if anti littering posters has been used in other areas and if they could be used within the town

The problem of engine idling was also raised again

## NSDC REPORT FOR STC JULY 2022. – Cllr M Brock

### CABINET

The first cabinet meeting under the new governance took place on 07/06/22. Decision notices are published on the website.

Call in requests are required to be submitted within 3 days of publication. 5 criteria determine call in requests eg decision is outside approved budget/policy framework.

The Policy and Performance Improvement Committee (PPI) is intended to fulfil the function of 'scrutiny'. 'It holds the Cabinet to account as a critical friend'. It has 15 members and reflects the political proportions. Members of cabinet cannot sit on this Committee. Two Southwell ward members sit on the PPI (PR & PH). At its first meeting the Committee set up two working groups. One will focus on anti social behaviour.

### PLANNING COMMITTEE 09.06.22

1.Following the changes in council governance the Planning Committee adopted the following documents.

(i)Revised scheme of delegation. This is broadly the same as the former document. A key change is that in relation to the receipt of amended plans. Formerly, ward members could not refer such matters to the planning committee. This matter now has been addressed but only pertaining to new material considerations arising from the amendment.

(ii)Protocol for members dealing with planning matters

(iii)Development Consultation Forums (DCF's) whereby the aim is to have meetings 'in an open and transparent manner' with members, town/parish councillors and members of the public regarding large scale and/or contentious schemes.

### FURTHER ENERGY PAYMENT

The recently announced £400 energy payment will be applied by energy companies directly to the customer. The District Council will not administer this. There is no need to make an application.

Low income households or those in receipt of universal credit/tax credits/pension credits/other means tested benefits will receive £650

These payment will commence in October 2022 and deductions to bills will be made over a period of six months.

Direct debit customers will have money credited to their accounts. Customers with pre payment meters will have money applied to their meter or will be paid via vouchers .

### UPDATE ON HOMES FOR UKRAINE SCHEME

The Chief Executive reports that there are 114 sponsors in the District accommodating some 262 Ukrainian guests. 'Overall, the majority of families have settled in extremely well.....need to be mindful that the minimum 6 month period for hosting families is soon approaching for some families. We anticipate a significant number will seek independent accommodation'

## INDEPENDENT REVIEW ON PROPOSED CAR PARK SCHEME AT LONDON ROAD, NEWARK

Following the controversy regarding this proposed scheme, auditors were commissioned to provide an independent review of the decision making process and identify lessons to be learned. The final report, now published, will be considered by the Audit and Governance Committee on 27/07/22. The report covers the period 2013 to 2021.

The auditors report that they approached the review with a strong emphasis on governance. The report states that governance 'did not always conform to the good governance principles expected in local government nor clearly demonstrate value for money. Overall.....it has cost the Council over £500,000.

The report also states that ..... 'in our view the Council could have developed an effective consultation plan to support the process without compromising commercial sensitivities'. 'The impact analysis and business cases focussed on financial returns not environmental nor social challenges'

'The situation the Council found itself in at the end of the transaction for the London Road carpark extension (2021) meant that it was in a position of moving forward with a least 'worst option', which was not necessarily the best value option in financial terms'

The report acknowledges that improvement actions already are in place.

## District Council report July 2022 – Cllr P Rainbow

The new Governance arrangements at NSDC saw the second Cabinet meeting taking place on Tuesday 12th July.

The agenda included the following:

Councils annual budget for 2023/2024

Corporate Asset Management Strategy

Development of the Robin Hood Hotel

Plan Review Progress Report

NSDC Lettings Standard Enhancements

Community Grant Scheme Awards

Housing Maintenance & Asset Management Restructure

Enviro-crime Enforcement

Looking at 3 of the above:

Robin Hood Hotel

Cabinet noted the successful delivery of the 66 room Travelodge Hotel and the letting of the three 3 commercial units within the development.

The final financial position of the development has left the NSDC with a position variance of £163,930.

Community Grant Scheme Awards

NSDC has operated a number of grant schemes in recent years supporting Town and Parish Councils and local community groups to support the delivery of projects and initiatives that benefit communities.

A decision was taken by Full Council to launch this new scheme in March.

Applicants had to submit applications along with supporting documents that were in line with the Councils Community Plan objectives. The applications had to have the support of the local ward member. 21 applications were received. 20 applicants were successful with 1 application awaiting more information.

The group, Green Southwell, were successful in obtaining the £400 requested, to be used to enhance their project to provide advice on energy saving options for the benefit of local residents and the environment.

Southwell Minster was also successful in receiving £5000 from the scheme. The request was made to assist in the planning of the exciting 'Space Voyage' project, planned for September.

Space Voyage is aimed at being the beacon in the Minister's long term plan to build a more sustainable, inclusive and meaningful community relationship. It will enable all those disadvantaged to be able to enjoy the state-of -the-art attraction.

Southwell Town Council has also been successful in receiving £5000 towards the new watering system for the hanging baskets within the Town.

The Cabinet meeting also agreed to extend the trial period of WISE (Waste, Investigations,

support and Enforcement) for a period of three months.

WISE have been undertaking enforcement relating to littering and enforcement of breaches of Public Space Protection Orders relating to dog control.

There have been 4 fixed penalty orders issued in Southwell from October 2021 to May 2022.

The highest number of fixed penalty orders were issued in the Bridge ward area of Newark which saw 590 issues ordered.

District Councillor Southwell