

**Notice of Meeting:** FULL COUNCIL

**Date and Time:** Wednesday 21<sup>st</sup> June 2023 19.00

**Venue:** The Old Courthouse

**18.30 – Talk by Street Scene Manager, N&SDC. Management of N&SDC Trees**

**Present :** Cllrs Stott (Chair), Berridge, Bostock, Brooker, Baron, Blaney, Brock, Rainbow, Roberts

**In Attendance :** Clerk to the Council, Project Manager, Cllr R Jackson, 7 members of public

**23/06/031 Apologies for absence**

Cllr M Brock, L Harris, P Harris, J Lightwood, & S Perry

**23/06/032 To receive any declarations of interest.**

Members are hereby reminded of the provisions of sections 26-34 and Schedule 4 of the Localism Act 2011. - none

**23/06/033 Minutes of previous meetings**

**33.1 Minutes Wednesday 17<sup>th</sup> May –**

**Proposed K Roberts Seconded M Stott**

**Agreed unanimously with addition of Cllr P Rainbow to the attendees**

**33.2 Matters arising (not covered by the agenda – for information only).**

**23/06/034 Co- option of 2 new councillors to West Ward**

Curtis Marshall was duly elected as a councillor to represent West Ward. One vacancy still remains.

**23/06/035 To receive the Declaration of ‘Acceptance of Office of newly elected Councillors and if not now received to agree to do so before or at the next meeting of the Full Council – Declaration signed at the meeting.**

**23/06/036 Election of new Councillors to Committees and nominations for the Charity for the Sick & Poor Sick.**

Clerk to send committees list to Cllr Marshall, to decide on committees at the next meeting.

Mr Andrew Worrall elected as a non-councillor trustee to the Charity for Sick and Sick Poor.

**Agreed Unanimously**

**23/06/037 Opportunity for questions from Councillors and Members of the Public**

Cllr K Roberts – is there any reserve money for bike racks for Norwood Gardens, has the key been found for the Rodney Noticeboard, Are the Oaks being watered?

Agreed unanimously to suspend standing orders for agenda items 27 & 38 and move Agenda item 50 to after 39 and subsequently re instate

- 23/06/038 Review of the Draft Partnership Agreement with Southwell Heritage Trust – previously circulated -**  
General discussion took place.  
Two STC trustees to be appoint to the Southwell Heritage Trust, to be decided at the next Full Council meeting.  
**Agreed by majority, 5 for, 3 against, 1 abstain.**
- 23/06/039 Football proposal for new storage –**  
Since the paper was circulated the costs have escalated for a brick building. The SCFC propose to change the specification to a shipping container.  
**Proposed K Roberts Seconded P Rainbow**  
To accept a shipping container with appropriate cladding  
To demolish the existing container and dispose of the old goalposts.  
Refer the cladding to Planning & Highways Committee for options for the cladding.  
**Agreed Unanimously**
- 23/06/040 Chairman’s Report and Announcements**  
Cllrs Robert and Stott to accept the invitation for GTSF.  
Cllrs Stott, Marshall and Berridge to meet SCFC to discuss future requirements.  
Brackenhurst has contacted Via regarding removing the sign on Nottingham Road.  
Minster school students have been carrying out volunteering on a Monday afternoon.  
Cllr Brooker to review the Website.
- 23/06/041 Clerk & Projects Report -the Clerk added that several trees in Squires Pond Wood needed attention and a report is to be submitted.**
- 23/06/042 County Councillor Report-**  
The report to the grate outside One Stop is temporary.  
The headwall repair on the Greet will take longer than first programmed as further permissions are required.  
Mill Bridge has been inspected and is safe.  
It has been identified who is paying for the lights at the entrance to Lowes Wong/Saracens, NCC are making further enquiries.  
There is no further information regarding the no spray trail between NSDC & NCC  
Cllr Jackson is still pushing for the ropewalk re surfacing this year.  
There are still problems at Bramley Car Park with non EV charging cars parking in EV only spaces  
Cllr P Rainbow congratulated Cllr R Jackson for fund raising £27k for the Ukrainians in his year of office at NCC.
- 23/06/043 District Councillor Report – noted.**
- 23/06/044 Finance Matters – previously circulated**  
**44.1** Approval of End of Year Accounts and Reserves 2022/23  
**44.2** Internal Audit report approval 2022/23  
**Agreed Unanimously Agenda items 44.1 & 44.2.**  
**44.3** Approval of Annual Governance Statement 22/23  
**Proposed M Stott Seconded P Rainbow**  
**Approved unanimously.**  
**44.4** Approval of Accounting Statements 22/23  
**Proposed R Blaney Seconded J Berridge**  
**Approved unanimously.**  
**44.5** Notice of formal public inspection of End of Year Accounts 22/23 Monday 13th June to Friday 22nd July 2021 – noted.

- 44.6 Summary Income & Expenditure and Reserves to end April 2023- noted**
- 44.7 Bills for Payment – previously circulated**
- 44.8 Late bills for payment (to be circulated)**
- 44.9 Change of Signatories**

Agenda items 44.7 – 44.9 approved with the exception of SSC invoice.  
**Approved unanimously.**

- 23/06/045 Review recommendation from Governance and Finance-previously circulated**
  - 45.1 Grant Aid Strategy-**  
To be deferred back to Governance and Finance for clarification  
Proposed K Roberts Seconded P Brooker  
**Agreed unanimously.**
  - 45.2 Allocation of Grants**  
To allocated from Communication Budget  
**Agreed by majority 1 abstain.**
- 23/06/046 Approval of Human Resource Terms of Reference –** After discussion it was agreed to refer to the Human Resources Committee for consideration. Both genders to be replaced by Mixed Genders.
- 23/06/047 Review recommendation from Risk Assessment Panel –**  
Proposal to continue suspension of work at Ash Tree Spinney until September  
**Agreed by Majority 1 abstain.**
- 23/06/048 Staff Matters – previously circulated.**
  - 48.1** Special motion to Reverse Decision on Agenda item 22/03/196Proposal to appoint the Deputy Clerk as Responsible Finance Officer (RFO)  
**Proposed P Rainbow Seconded J Bostock**  
**Agreed Unanimously**
  - 48.2** Recommendation from HR committee for the approval of the Job description for Deputy Clerk and recruitment of.  
**Proposed P Rainbow Seconded J Bostock**  
**Agreed by majority 2 against**
- 23/09/049 Report on Riverside Bridge repairs –**  
the quote received is too expensive. J Berridge and M Stott to work with the Clerk to consider other options.  
**Agreed unanimously not to accept the quotation.**
- 23/06/050 Request from resident of plant a Memorial Rowan Tree on Froggatt’s Fields**  
For a memorial tree in Froggatt’s Field  
**Agreed Unanimously**
- 23/06/051 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.**
  - 51.2 Draft Human Resources Minutes – 24<sup>th</sup> May 2023 – noted.
  - 51.2 Draft Planning & Highways Meeting – 7 June 2023 – noted.

Standing orders suspended to discuss agenda item 52 after 45.2 and subsequently re-instated.

- 23/06/052 Recommendation from Planning & Highways Committees to accept the proposal for the Neighbourhood Plan –**  
This is an opportunity to start the consultation process before the plan. is submitted to N&SDC. The process and plan require input from the councillors to be involved and to promote it.

The council taken the NP Working group for their work and input in the process to date.

**Agreed by majority, 1 abstain.**

**23/06/053 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 items – previously circulated.**

**Agreed by majority.**

**53.1 Staff Update - noted.**

**53.2 Tourism Update –**  
Proposal to submit in EOI

**Agreed unanimously**

**Proposed P Rainbow Seconded M Stott**

**53.3 Payment of disputed invoice – Clerk to check the termination clause.**

**Agreed unanimously.**

**53.4 Potential purchase of land –**

**Agreed unanimously to set up a Land Purchase working group to explore the possibility.**

Cllr J Berridge, R Rainbow & C Marshall

**23/06/054 Items for Communication – remaining Councillor vacancy**

**23/06/055 Items for discussion at next meeting - Live Streaming of Meetings**

**22/06/056 Date of next meeting Wednesday 19<sup>th</sup> July 7pm**

Signed

Chair of Southwell Town Council

Date