

Dear Councillor

You are summoned to attend this meeting, the agenda for which is set out below.

Members of the Public are invited to attend.

Notice of Meeting: FULL COUNCIL

Date and Time: Wednesday 19th July 2023 19.00

Venue: The Old Courthouse

AGENDA

- 23/07/056 Apologies for absence**
- 23/07/057 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.**
- 23/07/058 Minutes of previous meetings**
58.1 Minutes Wednesday 21st June 2023 – previously circulated
58.2 Matters arising (not covered by the agenda – for information only).
- 23/07/059 Co- option of a new councillor to West Ward**
- 23/07/060 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**
- 23/07/061 Election of new Councillors to Committees**
61.1 Standing committees
Planning & Highways 1 vacancy
Town Environment 1 vacancy
Governance & Finance - 2 vacancies
61.2 Nomination of 2 trustees to the Sherwood Heritage Trust
- 23/07/062 Opportunity for questions from Councillors and Members of the Public**
- 23/07/063 Chairman’s Report and Announcements**
-Rage against the Incinerator Letter -previously circulated
- 23/07/064 Clerk & Projects Report -previously circulated**
- 23/07/065 County Councillor Report**
- 23/07/066 District Councillor Report – previously circulated**
- 23/07/067 Finance Matters – previously circulated**

67.1 Summary Income & Expenditure and Reserves to end April 2023-
previously circulated

67.2 Bills for Payment – previously circulated

67.3 Late bills for payment (to be circulated)

23/07/068 Proposal to Purchase 4 x ‘20 is plenty’ signs – to be circulated.

23/07/069 Recommendations from Town Environment - previously circulated

69.1 Riverside Bridge

23/07/070 Live Streaming of Meetings – previously circulated

23/07/071 Request for use of Cell by the Civic Society - previously circulated

23/07/072 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.

72.1 Draft Governance & Finance – 14 June

72.2 Draft Planning & Highways Meeting – 5 July

23/07/073 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.

73.1 Recommendations for the Recruitment of Deputy Clerk- to be circulated.

73.2 Recruitment – to be circulated.

73.3 Potential purchase of land – previously circulated

73.4 Tourism – previously circulated

23/07/074 Items for Communication

23/07/075 Items for discussion at next meeting -

23/07/076 Date of next meeting Wednesday 20th September 7pm

Lesley Wright

Clerk to the Town Council

13/07/2023

Notice of Meeting: FULL COUNCIL

Date and Time: Wednesday 21st 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 17th 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 – 24th 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 19th July 7pm

Signed

Chair of Southwell Town Council

Date

Agenda item 63 Rage against the Incinerator

Dear Parish Council

We are reaching out to you on behalf of RAGE (Residents Against the Bilsthorpe Incinerator), a community group dedicated to opposing the proposed incinerator in our beloved Bilsthorpe. We are aware that an application for the incinerator has not yet been submitted, but we have learned that Vital Energi Ltd is working closely with planners to bring forward the proposal in the near future.

We strongly believe that it is crucial for our community and surrounding areas to come together and voice our concerns about this development. The potential implications of the incinerator are far-reaching and have a significant impact on all aspects of our lives, including our environment, health, and overall well-being.

One of our primary concerns is the significant increase in heavy goods vehicle (HGV) traffic that the incinerator would introduce to our roads. Based on preliminary assessments, we anticipate a minimum of 600 additional HGVs per week. This influx of traffic would not only lead to congestion and increased road safety risks but also pose a threat to the tranquility and character of our community.

Furthermore, it has come to our attention that nano toxin particles, emitted from similar incinerators, have been recorded up to 10 kilometers away from their source. The potential health risks associated with these particles are deeply concerning, and we believe that the well-being of our community members must be protected above all else.

We recognise the importance of involving all relevant stakeholders in the decision-making process, and as a valued parish council, we sincerely believe that your support and collaboration are crucial in our collective efforts to object to the incinerator. Together, we can safeguard the interests of our community, protect our environment, and ensure a healthier future for all.

We would be more than happy to attend one of your upcoming parish council meetings to provide further information and updates regarding the incinerator proposal. Additionally, we kindly request your guidance on the best course of action to engage with your council and maximize our impact in opposing this development.

In order to gauge the collective objections from our community, we would greatly appreciate it if you could inform us of your parish council's intention to object to the proposed incinerator. By understanding your position, we can coordinate our efforts more efficiently and strengthen our collective voice against this development. We kindly request that you send us an email with your parish council's intention regarding objection to the incinerator.

Your feedback and involvement are of utmost importance to us, and we believe that by working together, we can amplify our objections and increase the chances of influencing the decision-makers to reconsider this proposed incinerator.

Thank you for your time and consideration. We eagerly await your response.

Warm regards,

Tony Henniger

Chair

RAGE - Residents Against the Bilsthorpe Incinerator

Agenda item 64

Projects and Clerks Report June 2023

The community garden party was very well attended and was a testament to all our staff. Thanks to the Councillors who did attend. Comments received were very positive.

The office has been very busy, being 2 members of staff down and Lesley being on Holiday.

Jo has settled in very well and is soon learning how varied and manic things can be!

Abi and I are both still monitoring 3 mailboxes each and are endeavouring to reply promptly.

Abi is also keeping facebook and website to date as much as possible although the Communication officers will now take over the website maintenance.

Abi has also arranged an excellent 6-week program for Minster school children to do work experience, supervised by teachers this has been very well received by staff and the young people. Abi has also arranged for a visit for the staff and young people to the Houses of parliament early in the new school year and will continue to build on the relationship with the school.

The 6th form Work experience had a great week working alongside the ground staff and in the office. Cllr Stott also gave him some valuable advice.

The year end has been completed, with a visit from the internal Auditor. The accounting statement has been submitted to the external auditor.

Signs have been put up as agreed around Squires Pond and Ash Tree Spinney Warning of the Dangers.

The Himalayan Balsam has been removed from riverside.

The Large tree which was in the river at Riverside has now been removed following consultation with Abi, Gascoines and the Mill representatives. It was finally established that it was the Mills responsibility.

Riverside Bridge has now been stripped down although this has identified that the structure is worse than expected.

All mowing is up to date.

The Rotating Cup in Squires remains closed awaiting parts.

The roundabout at Norwood Gardens has been removed for safety reason, a new base will be fitted in - house, possibly using some of the old skate park boarding.

All works for the rejuvenation of Squires Pond are on hold due to the Dangerous trees.

Ground staff have removed a significant fallen apple tree at Riverside.

Ground staff trimmed back the hedges along Riverside, Squires Path and round the Bishops Drive Car park.

The TWCA has been received to remove the dead and dying trees on Riverside, a bird nesting survey will be completed before works commences.

Church Street toilets continue to be an issue with blocking and leaking from urinals. Ground staff are monitoring.

Wooden bollards on Lower Burgage have been replaced.

The large Pothole in Bishops drive will be filled next week.

NSDC have completed a trial on the left-hand side of Church Street Car Park, using Foam stream, this was unsuccessful due to the pebbles and soil present, but potentially could be used on hard surfaces.

NSDC staff hand weeded and brushed this side of the car park. Following TE it was decided that we would removed the stones and replace the membrane over time. Wild flowers seeds are also to be sown.

Work has been halted on the repair of a broken highway's drainage pipe on Riverside, Heras fencing will be in place until the work is finished, probably October.

Following the TE Abi will investigate quotes for the painting of the rear of the OCH and replacement sills.

Abi to set up WMRG working group.

Events

NSDC have informed us that it's likely that the TOB will be coming through Southwell this year route will touch on the bottom of the Burgage on Kirklington Road.

The next Young Enterprise Market is to take place on 29 October. Live and local will also be sending some artists along and the marketing has begun. Maxeys Farm Shop have agreed to supply free pumpkins again. Remembrance Parade will build on the success of last year on 12 November.

Late night shopping/Christmas Market will be 30 November. This year we have also requested the closure of Queen Street and additional stalls in the laybys.

Lantern walk in association with the Workhouse will be 09 December with workshops the weekends prior. Bleasby School choir and Live and local will also be performing.

Abi had a Successful meeting with a local Artisan Market who will be starting over the summer.

Priorities for next month

Recruitment - Deputy Clerk and Apprentice

Start Skatepark removal temporarily fixed until after the school holidays.

Extension of the Xmas trees lights on electrical system to reduce need for battery lights - extra daisy chains in FOC waiting for socket locations so can cost up.

Confirmation of Events calendar Agreed at TE

Training

Lesley – Filca – on going

Ground staff in complete on line courses – on going

Ivan Venkov – Playground inspection course – completed

Lesley – attended a NALC webinar on Unlocking Opportunities: Applying for the Community Ownership Fund

Abi – booked on SLCC meeting administration 31/7

Agenda item 66

District Councillors Report

Our report is limited at this time of year but enclosed as text below. Karen may wish to add more and I will ask Keith to report back as a neighbouring member for the villages to the south of Southwell

Report from District Cllrs Karen Roberts and Peter Harris

Full Council

There will be change of the leadership arising from the election results, that meant a Council with no overall control. The Independents in Newark and the Lib Dems on the Council will now be represented on the Cabinet [Ind 3 posts, Lib Dems 1 and Lab 4], with Keith Melton [Lib Dem] Trent holding the portfolio for Climate Change and Rowen Cozens as Deputy Leader. Peter Harris will chair the Audit and Governance Committee.

Planning Committee

The proposal for a grid connected Battery System close to Southwell between Staythorpe and Rolleston was rejected by the Council. There are other proposals, between Staythorpe and Averham, that will be coming up to the Committee. There has been no appeal lodged, to date, by Sainsburys against their rejected proposal for the south of the town.

Cabinet

Proposals from the Working Party convened by Peter Harris for improving the N&SDC's response to residents etc. and changing the culture of the District Council to be more 'customer focussed' were agreed. Keith Melton brought a paper on the future Climate Change agenda that will be taken forward by the Council working with Emma Oldham the new portfolio holder for Natural Environment and Conservation. The Cabinet also agreed a revised housing strategy significantly increasing the development of homes for council rent.

Performance and Policy

Work has started on a revised Local Development Plan, a crucial policy for Southwell. Keith Melton will sit on this group and we will report back on how this progresses

The next meeting of the Council will be on the Tuesday before the Council meeting so any issues there will be reported verbally.

Summary Income & Expenditure by Budget Heading 31/05/2023

Month No: 2

		Cost Centre Report					
		Actual Year	Current	Variance	Funds	% Spent	Comments
		To Date	Annual	Annual	Available		
101 Administration	Income	131,442	264,374	132,932		49.70%	
	Expenditure	9,260	15,125	5,865	5,865	61.20%	Annual insurance 4165
	Net Income over Expenditure	122,182	249,249	127,067			
	plus Transfer from Earmarked Res	0					
	less Transfer to Earmarked Res	0					
	Movement to/(from) Gen Reserve	122,182					
102 Staff Costs	Expenditure	36,493	205,000	168,507	168,507	17.80%	
	plus Transfer from Earmarked Res	0					
	Movement to/(from) Gen Reserve	-36,493					
103 Town Centre	Income	6,692	5,450	-1,242		122.80%	£5985 CIL transfer to EM
	Expenditure	180	14,437	14,257	14,257	1.20%	
	Net Income over Expenditure	6,512	-8,987	-15,499			
	plus Transfer from Earmarked Res	0					
	less Transfer to Earmarked Res	5,985					
	Movement to/(from) Gen Reserve	527					
104 Parks & Open Spaces	Income	0	8,575	8,575		0.00%	
	Expenditure	26,178	24,503	-1,675	-1,675	106.80%	Tree Maintenance, Net Repair /Reserves
	Net Income over Expenditure	-26,178	-15,928	10,250			
	plus Transfer from Earmarked Res	16,230					
	Movement to/(from) Gen Reserve	-9,947					
		0					
106 Church Street Toilets	Expenditure	3,679	10,875	7,196	7,196	33.80%	Annual legionella
107 Markets	Income	3,083	26,750	23,667		11.50%	
	Expenditure	4,924	7,919	-305	-305	37.82%	Annual rates
	Net Income over Expenditure	-5,141	18,831	23,972			
	plus Transfer from Earmarked Res	0					
	less Transfer to Earmarked Res	0					
	Movement to/(from) Gen Reserve	-5,141					
108 Car Parks	Income	3,278	27,700	24,422		11.80%	
	Expenditure	17,501	22,454	4,953	4,953	77.90%	CCTV Over budget & Ann Rates
	Net Income over Expenditure	-14,223	5,246	19,469			
	plus Transfer from Earmarked Res	0					
	Movement to/(from) Gen Reserve	-14,223					

109 The Old Courthouse	Income	22	15,800	15,778		0.10%	
	Expenditure	15,804	38,571	22,767	22,767	41.00%	Decorating & Noticeboard
	Net Income over Expenditure	-15,782	-22,771	-6,989			
	plus Transfer from Earmarked Res	1,470					
	Movement to/(from) Gen Reserve	-14,312					

Continued over page

		Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent
110 Tourism & Communications	Income	2,000	2,000	0			100.00%
	Expenditure	1,781	7,900	6,119		6,119	22.50%
	Movement to/(from) Gen Reserve	219					
	Grand Totals:- Income	146,517	350,649	204,132			41.80%
	Expenditure	119,098	346,784	227,686	227,686		34.30%
	Net Income over Expenditure	27,419	3,865	-23,554			
	plus Transfer from Earmarked Res	17,700					
	less Transfer to Earmarked Res	5,985					
	Movement to/(from) Gen Reserve	39,134					

Reserves in 2023/24

Reserves at 1st April 2023

Spider Net Repair

Reserves at 1st June 2023

Committed Reserves

Norwood Gardens

Skatepark

Squires & Cludd Pond

Electric Works - The Old Courthouse

Decorating - The Old Courthouse

Community Arts Project

Project Staff costs

Groundstaff costs

Tree Works

Christmas Trees/Lights

Bike Racks

Allocated Project Reserve

Total Committed Reserves

Remaining Reserves

GENERAL RESERVES								RESTRICTED RESERVES				TOTALS
OTHER SERVICES				DEVOLVED SERVICES								
Emergency Reserve	COMMITTED RESERVES							Infrastructure (CIL) Reserves	Devolution Dudley Doy Reserve	Devolution Adams Row Reserve	Devolution Humberstone Rd Reserve	Total Reserves
	Election Reserve	Maintenance Reserve	Flood Mitigation Reserve	Markets Reserve	Open Spaces Reserve (incl Norwood Gns)	Toilets Reserve	Car Park Reserves					
310	313	312/334	314	332	321/322	333	316	311	330	331	329	
£ 21,497.00	£ 6,000.56	£ 12,226.14	£ 120,052.68	£ 13,208.98	£ 21,503.22	£ 3,700.00	£ 1,572.56	£ 150,376.02	£ 4,500.00	£ 756.00	£ 26,365.60	£ 381,758.76
					-£ 4,208.15							
£ 21,497.00	£ 6,000.56	£ 12,226.14	£ 120,052.68	£ 13,208.98	£ 17,295.07	£ 3,700.00	£ 1,572.56	£ 150,376.02	£ 4,500.00	£ 756.00	£ 26,365.60	£ 377,550.61
					-£ 906.05							-£ 906.05
								-£ 30,468.00				-£ 30,468.00
								-£ 14,650.00				-£ 14,650.00
								-£ 1,100.00				-£ 1,100.00
								-£ 1,148.00				-£ 1,148.00
								-£ 500.00				-£ 500.00
								-£ 17,000.00				-£ 17,000.00
										-£ 5,793.00		-£ 5,793.00
								-£ 15,212.00				-£ 15,212.00
								-£ 14,780.34				-£ 14,780.34
								-£ 555.00				-£ 555.00
								-£ 47,718.00				-£ 47,718.00
£ -	£ -	£ -	£ -	£ -	-£ 906.05	£ -	£ -	-£ 143,131.34	£ -	£ -	-£ 5,793.00	-£ 149,830.39
£ 21,497.00	£ 6,000.56	£ 12,226.14	£ 120,052.68	£ 13,208.98	£ 16,389.02	£ 3,700.00	£ 1,572.56	£ 7,244.68	£ 4,500.00	£ 756.00	£ 20,572.60	£ 227,720.22

CASH POSITION BEFORE ANY PAYMENTS ARE MADE					
CCLA Deposit Account					£305,000.00
NatWest Current Account					£ 19,311.39
Natwest Direct Saver					£ 71,264.38
Natwest Car Park Account					£ 11,475.25
Ref No	Supplier A/c Name	Analysis Description	Amount	VAT	Invoice Total
	STC	Net Pay	£ 11,867.74		
	STC	HMRC	£ 3,095.79		
	STC	Pension	£ 3,533.93		£ 18,497.46
3680	NSDC	Credit for duplicated invoice-	-3,303.04	0	-£ 3,303.04
3681	NALC	Training Chris Barron	16.8	0	£ 16.80
3682	NALC	2 tyres for Kubota YN17 AAE	293	58.6	£ 351.60
3683	VISION ITC	Email support	144	28.8	£ 172.80
3684	NOTTM CITY	Hanging Baskets for Southwell	1,680.00	336	£ 2,016.00
3685	NOTTM CITY	Extra Hanging Baskets	195	39	£ 234.00
3686	ABI BRACKENBURY	1st Class Large letter/POL Che	7.58	0	£ 7.58
3687	SECURITY PLUS	car park Machine 1&2 fees	13.78	2.75	£ 16.53
3688	LUCYS CLEANING	Toilet cleaning	705	0	£ 705.00
3689	ABI BRACKENBURY	Sum up Machine	29.16	5.83	£ 34.99
3690	BRANDON HIRE STATION	Block & Clamp for skate park	2.77	0.55	£ 3.32
3691	BE FUELS	Fuel	240.67	48.13	£ 288.80
3692	NSDC	Duplicated invoice	-111.73	-22.35	-£ 134.08
3693	NSDC	DUPLICATE INVOICE	-260.87	-52.17	-£ 313.04
3694	IVAN VENKOV	drill/bolts	18.71	3.74	£ 22.45
3695	IVAN VENKOV	Sealant	28.72	5.74	£ 34.46
3696	BRAMLEY PUBLICATIONS	Half page special price	378	75.6	£ 453.60
3697	WATERPLUS	OCH	164.92	0	£ 164.92
3698	WATERPLUS	Courthouse	44.47	0	£ 44.47
3699	WATERPLUS	Rec and scout hut	136.1	0	£ 136.10
3700	WATERPLUS	public toilets Church St	78.04	0	£ 78.04
3701	WATERPLUS	Burgage	14.13	0	£ 14.13
3702	SCREW FIX	Stanley boots and palm dip glo	42.99	0	£ 42.99
3703	SCREW FIX	Dip Gloves	10.75	2.15	£ 12.90
3704	SSE	temp car Park Lighting Nottm R	46.26	2.31	£ 48.57
3705	SSE	temp car park lighting Nottm R	16.52	0.82	£ 17.34
3706	SSE	Temp car park lighting Nottm R	-16.34	-0.81	-£ 17.15
3707	SSE	Temp car park Nottm Road	-40.68	-2.03	-£ 42.71
3708	SSE	Temp Car park lighting Nottm R	13.54	0.67	£ 14.21
3709	SSE	The Burgage	106.19	5.3	£ 111.49
3710	SSE	The Burgage	483.95	96.79	£ 580.74
3711	SSE	Stc The Burgage	113.86	5.69	£ 119.55
3712	JO	Tie Backs office curtains	14.78	0	£ 14.78
3713	SOLO	signage board 1	22.21	4.44	£ 26.65
3714	SOLO	sign board 2	22.21	4.44	£ 26.65
3715	SOLO	Signage Board 3	22.21	4.44	£ 26.65
3716	SOLO	signage board 4	22.21	4.44	£ 26.65
3717	SOLO	Signage Board 5	22.21	4.44	£ 26.65
3718	SOLO	Signage Board	17.08	3.42	£ 20.50
3719	SOLO	Signage Board 7	17.08	3.42	£ 20.50
3720	SOLO	SIGNAGE bOARD 8	17.08	3.42	£ 20.50
3721	SOLO	SIGNAGE BOARD 8	17.08	3.42	£ 20.50
3722	SOLO	VINYL BANNER	25.73	5.15	£ 30.88
3723	UPC	MARKET RATS AND MICE	185	37	£ 222.00
3724	UPC	RODENT FEDING STATIONS	330	66	£ 396.00
3725	SCREW FIX	shorts/impact gloves/coveralls	80.61	16.12	£96.73
					£ -
					£ -
					£ -
					£ -
					£ -
					£ -
					£ -
					£ -
					£ -
					£ -
					£ -
					£ -
					£ -
					£ -
					£ -
					£ -
	Total		£ 20,605.20	£ 801.26	£ 21,406.46
Signature 1			Date		
Signature 2			Date		

Agenda item 69

Allocation of Riverside Bridge Repairs from Reserves

Repair of Riverside Bridge

Agreed unanimously by Town Environment 12/07/2023

History

After receiving quotes for both new bridge and also a repair it was decided by council to repair the bridge in house.

Proposal

- To

Remove all rotten wood

Fill with epoxy resin.

Add Marine ply strips.

Cover with surface with Micro Grid

Cost is will be approximately £1000 - £1200 , to be taken from open spaces reserves

Clerk to ask for funding from N & SDC and NCC

Agenda item 70

Broadcasting Council Meetings –

During lockdown council meetings were conducted over Zoom. This practice continued for a time after restrictions were lifted – livestreaming the meetings on Facebook – but has now stopped.

The recent Facebook posts highlight the misinformation circulating in the town regarding council meetings/decisions and I feel it would be beneficial to all concerned if councillors would consider reintroducing livestreaming the meetings.

I am aware that our meetings are open to the public however, not all interested parties are able to attend in person. Also, the minutes only reflect decisions made and not the discussions that went before.

Two Clerks will initially be required at meetings to manage the livestreaming, but then after a few occasions, one Clerk should manage – obviously if something goes wrong i.e. the internet connection is lost, we would lose the livestream capability. This would be the case if there were one or two clerks in attendance.

Before the May Elections this paper was submitted, to resume live streaming of meeting, this was deferred until after the election.

Costings

Present

Monthly zoom subscription £12.99

To purchase Owl system for up to 13 people (largest available)

Cost £ £3149 - See attached.

Prepared by L Wright Clerk

Full Council July 2023

Introducing the Owl Bar >>



OWLLABS



UP TO 13 PARTICIPANTS

Large Room Solutions

Room for everyone. We offer multiple solutions for creating immersive hybrid meeting experiences in large spaces, each with their own unique benefits. Need

Contact Us

Introducing the Owl Bar >>

OWL LABS



Join to explore

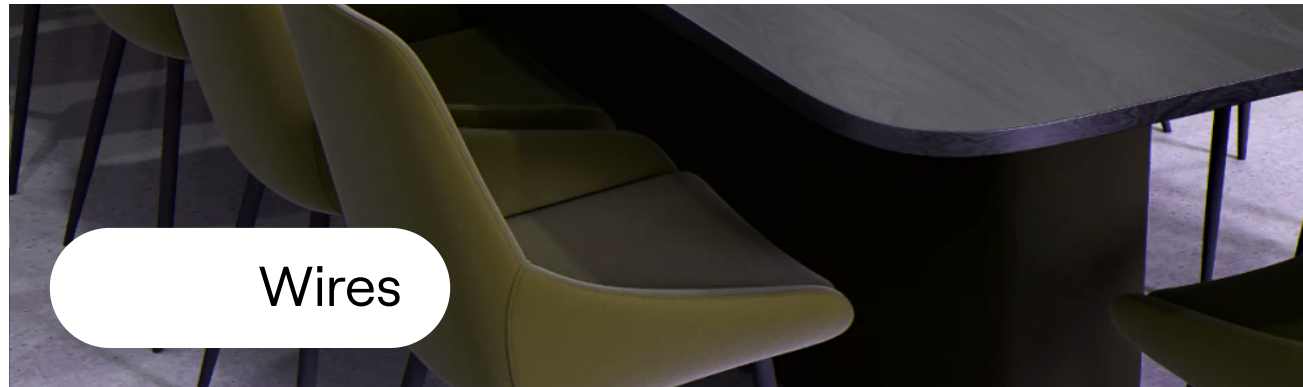


Recommended Solution



Introducing the Owl Bar >>

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360° hybrid participation for large groups

Introducing the Owl Bar >>

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...and they're in the room in extra large spaces,
we recommend adding an Expansion Mic for
maximum audio coverage of up to 10 m.



Meeting Owl 3
£1,049



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Expansion Mic
£249

~~£3,297~~ £3,149

You save £148

Introducing the Owl Bar >>

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Wires

Introducing the Owl Bar >>

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Give remote participants a clear view of the board by adding the Whiteboard Owl to your large room bundle.



Meeting Owl 3
£1,049



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Expansion Mic
£249

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OWL LABS



~~£3,297~~ £3,149



Wires

Agenda 71 Request from the Civic Society

From: Brendan Haigh <brendanhaigh@googlemail.com>

Sent: Thursday, June 29, 2023 5:56 PM

To: cllmartinstott@southwell-tc.gov.uk

Cc: Lesley Wright <deputyclerk@southwell-tc.gov.uk>

Subject: Southwell Civic Society and Occupancy of cell.

Dear Martin, I write to request the town council to allow us to use the cell which we occupied until about 4 years ago when it was required for the Council's own use.

The cell was first occupied by the Society some 15 or so years ago when the Society paid for it to be redecorated and carpeted and the large display unit, which is still in situ, was tailor made for the accomodation.

We currently share storage space in another cell with the Southwell Local History Society but this is not suitable for displaying our increasingly large number of artifacts and facilitating public access to these items and our extensive archive of historic photos. Members of the public wishing to visit would ,as before, have to make an appointment through the Society and be accompanied by a trustee of the Society.

The cell would not be used as an office because clearly the lack of adequate ventilation makes it unsuitable for that purpose.

Prints,maps,pictures and other artifacts could also be on display on special occasions when the Old Courthouse is open to the public. I would mention that most of our collection is too valuable to be exhibited in some public part of the premises and probably not be covered by our insurance policy.

I hope this request can be placed on the agenda of the next Council Meeting. If possible, I or another trustee would be happy to speak at the meeting.

Yours sincerely, Brendan Haigh, Chairman Southwell Civic Society

Minutes of meeting: **GOVERNANCE & FINANCE COMMITTEE**
Date and Time: **Wednesday 14 June 2023 1900hrs**
Venue: **The Old Courthouse**

Present: Cllrs Blaney (Chair), Brock, L Harris, Rainbow, Roberts.

In Attendance Clerk to the Council

GF23/06/01 Apologies for absence

Cllrs P Harris, L Harris & P Rainbow
Reasons were approved unanimously.

GF23/06/02 Questions from members of the public. None

GF23/06/03 To receive any declarations of interest.

Members are hereby reminded of sections 26-34 and Schedule 4 of the Localism Act 2002.
- None

GF23/06/04 Chairperson's Announcements – The 2 CCTV invoices for the Town are higher than budgeted, the Clerk to contact NSDC regarding the amounts.

GF23/06/05 To approve minutes of previous meeting.

- 5.1 Governance & Finance Wednesday 12 April 2023 deferred to next meeting.
- 5.2 Matters Arising – for information only.

GF23/06/06 Finance matters

- 6.1 Brief overview of Finance reports – noted.
- 6.2 Income & Expenditure to end April, reserves to end April – the General reserves has further decreased but the repayment of the remaining Neighbourhood Plan Grant for 22-23
- 6.3 Internal Auditors Report- noted.
- 6.4 Year-end reports - noted.
- 6.5 Renewal of 3-year insurance with Zurich for £3631.51 – Clerk to check the T & C's

GF23/06/07 Grants

- 7.1 Request from Full Council for monetary limits on the Grant Aid Strategy
To add the words normally and financially with a limit of £500 for Town Environment
Agreed unanimously.
- 7.2 Allocation of funds for £500 to GTSF as approved at Full Council – deferred to Full Council
- 7.3 Request from Full Council to consider funding application from Southwell Scouts for £600-
deferred to explore alternative sources of funding.

GF23/06/08 Car Parks

- 8.1 Car Park Charges –
For Bramley Car Park pass to remain at £370.00 per year
Agreed unanimously.

GF23/06/09 Date of next meeting – 9 August 2023

GF23/06/10 Items for Discussion at next meeting –
Terms of Reference, Minutes of April Meeting

Meeting Closed 19.50

Signed

Chair of Governance and Finance

Date

Minutes of Meeting: PLANNING & HIGHWAYS COMMITTEE
Date and Time: Wednesday 5th July 2023 19.00
Venue: The Old Courthouse Burgage Southwell NG25 0EP

Before the Meeting there were two Presentations/Comments from the Public

Sam Fretwell of Classicwise are a company involved in the storage and maintenance of Classic and Important Motor cars. It is their intention to use The Minster Garage for this purpose and there are no plans to change the structure or layout of the Garage. Externally on the front there will be a “Classicwise” logo and the “Minster Garage” titling will remain as is. The removal of the roller shutter is being investigated. There will also be signage on the side visible to the car park. The plans were welcomed by the committee.

Further there was a discussion regarding the BP Museum at Dukes Wood. This is now closed and the contents are stored at Kelham Hall. The museum covered a period during WW II when the UK relied upon the security of the oil supply from Dukes Wood and surrounding areas and also highlights the important part played by American drillers (some of whom were housed in Southwell) in maintaining that crucial supply. Possibilities regarding a future location for the museum were discussed and the project will be part of the Town Environment Committee portfolio.

Present: Councillors J Berridge (Chair) M Brock, R Blaney, J Bostock, S Perry, P Barron
In Attendance: Cllr K Roberts

PH23/07/001 Apologies for absence- Cllrs L Harris, J Lightfoot
PH23/07/002 **To receive any declarations of interest.**
Members are hereby reminded of sections 26-34 and Schedule 4 of the Localism Act 2001
None

PH23/07/003 **Approval of Minutes of previous meetings:**
Planning Committee Minutes 7th June 2023. - Approved
Matters Arising – None that are not included as items in this Agenda

PH23/07/004 **Opportunity to hear questions or statements from members of the public- none**

PH23/07/005 **Planning applications**

	NSDC ref	Location	Details	Decision	Observations
5.1	23/01050/H OUSE	20 Manor Close	Remove existing single storey side extension. Replacement single storey extension with room in roof	Approved Proposed MB Seconded RB Unanimous	
5.2	23/00877/ LBC	Well Pharmacy 2 - 4 King St	Timber painted fascia with acrylic cut out Well logo on stand off locators plus vinyl lettering & NHS logo and Black wrought iron projection bracket with painted timber double sided panel and vinyl cross	Approved Proposed PB Seconded JB Unanimous	

5.3	23/01018/ FUL	1 Westgate	Demolition of existing single storey extension. Replacement single storey extension including alterations to side boundary walls to form parapets, internal re-ordering, repairs and external redecoration. Refurbishment of existing side wing structures.	Approved Prop SP Sec JB	Substantial Improvement defer to Conservation for details
5.4	23/01019/ LBC	1 Westgate	Demolition of existing single storey extension. Replacement single storey extension including alterations to side boundary walls to form parapets, internal re-ordering, repairs and external redecoration. Refurbishment of existing side wing structures.	Approved As above	Comments as above
5.5	<u>23/01104/ FUL</u>	4-5 Park Terrace Nottingham Rd	Creation of two dwellings. Alterations to Front elevation	Approved Prop MB Sec PB	Welcome return to originality significant improvement Concerns re car parking, NSDC to review
5.6	<u>23/01104/ FUL</u>	14 Leeway Rd		Approved Prop MB Sec SP	

PH23/07/006. Chairmans Notices

Bilsthorpe Incinerator. Awaiting a Planning Application on which to comment

Football Club Goalpost Storage The Club is proposing to use a low profile shipping container suitably camouflaged. The committee commented that this camouflage should match the surrounding vegetation. This will not require a Planning Permission Application however the Club will have to apply for a Lawful Development Certificate.

PH23/07/007 Planning Applications Decided

7.1	Applications Approved 22/02077/HOUSE 4 Canons Close 22/02462/HOUSE Calverts Farm 23/00402/HOUSE. 6 Nursery End 23/00453/HOUSE 1 Norwood Gdns 23/00572/HOUSE 22 Riverside 23/00618/HOUSE 18 Halloughton Rd	STC Decision No Objection No Objection No Objection No Objection No Objection No Objection
7.2	Applications Refused 22/0226/HOUSE 65 Westhorpe 23/00463/ Well Pharmacy	STC Decision No Objection with conditions Objected
7.3	Tree Works Approved – None 23/00530/TWCA Yew Tree Cottage Westhorpe 23/00544/TWCA 54 Westhorpe 23/00560/TPO Sacrista Prebend. Westgate 23/00705/TWCA Retreat. Bishops Drive 23/00795/TWCA. Hearty Goodfellow/Shady Lane	

PH23/07/008 Badgers Field Discussion

Discussion is progressing. A Working Group will present a paper to FC

PH23/07/009 Highways Report – previously circulated.

There was a positive meeting with VIA and Roger Jackson at which Paul Mackintosh & Tom Whitmore were present.

Items discussed were supported by many but there has to be an evidence basis for them to go ahead.

Items discussed were:-

20 mph around town – this was noted but with current legislation it is unlikely to happen.

Councillors and many residents are very unhappy and will try to gather evidence from adjoining counties and other areas

Four other Areas showed potential for progress

- Ropewalk major repair during the year 2024/25 traffic counts will be used as support
- Pedestrian refuge at Nottingham Rd / Leisure centre – proposals to be put to VIA
- Road up to Lowes Wong school. Previous photos showing Double Yellow markings would indicate adoption by NCC. If this is rejected then, the responsibility lies with Lowes Wong School, Sacrista Prebend, Saracens Head, Hardwick House.
- Saturday closure of King St. Progressing

PH23/07/010 Double Glazing in Listed Buildings Letter

A draft letter was approved and will finalised and sent on the Clerks return

PH23/06/011 Southwell to Hockerton Footpath discussion following Last months discussion

We await an application to NSDC by Hockerton but feel that there will be a lack of support in STC

PH23/07/012 Date of next meeting: 2 August 2023

PH23/07/013 Items for discussion at next meeting

Meeting Closed 20.15

Signed

Chair of Planning

Date