

Minutes of Meeting: FULL COUNCIL

Date and Time: Wednesday 18 October 19.00

Venue: The Old Courthouse

Present: Cllrs Stott (Chair), Adams, Berridge, Bostock, , Brock, Brooker, Blaney, L Harris, P Harris, Lightwood , Marshall (arrived 19.10) Perry, & Rainbow

In Attendance : Clerk to the Council, Cllr R Jackson, 2 members of the public, 1 member of press

23/10/099 Apologies for absence-
Accepted from Cllr P Barron & K Roberts

23/10/100 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

23/10/101 Minutes of previous meetings
101.1 Minutes Wednesday 23rd September 2023 –
Agreed unanimously.
101.2 Matters arising
Agenda items 090 – approved G & F
091 – complete
094 – no councillor attendance & request for the report
096 – WMRG user group meeting took place

23/10/102 Opportunity for questions from Councillors and Members of the Public
Unanimously agreed to suspend standing orders and reinstate after item 104
A member of the public asked for the report on his concerns relating to Greet Mill
More information was asked regarding crowd funding.

23/10/103 Chairman's Report and Announcements
Process to begin to extend footpath 94 from Riverside to Hockerton Road
Leisure centre pool to be closed on 29 October, further information will be available in 4 weeks
Clerk to request the trustees send an update on the pool closure

23/10/104 County Councillor Report – see attached

23/10/105 District Councillor Reports– see attached
105.1 SNG notes- noted

23/10/106 Clerk & Projects Report -noted

23/10/107 Election of Officers to committees
107.1 Governance & Finance – Cllr Adams
107.2 Planning & Highways – Cllr Adams

- 23/10/108 Finance Matters –**
108.1 Summary Income & Expenditure and Reserves to end September 2023- previously circulated
108.2 Bills for Payment – previously circulated
108.3 Late bills for payment (to be circulated)
108.4 Conclusion of Audit –(previously circulated)
Agreed unanimously
Cllr Perry expressed concern regarding the overspend in some account codes
- 23/10/109 Proposal to update Scheme of Delegation –** deferred to Governance & Finance
- 23/10/110 To approve the Tree Management Policy –** agreed unanimously in principle. The Clerk and Chair of TE to align both policies, add a review date and also consider biodiversity
- 23/10/111 Field off Memorial Drive Update –**
After general discussion it was proposed
To obtain quotes for 3 ecology reports. An ecology report is be commission and results obtained before consultation
Unanimously agreed
- 23/10/112 Proposal for the lighting repair in Long Stay Car Park –**
Agreed be majority, 2 against
- 23/10/113 Request to Southwell Town Council, Leisure Centre Trustees -**
District councillors to follow up and Clerk to write to resident.
Agree Unanimously
- 23/10/114 Update on the Church Street Toilets and approval of further exploration of grant funding –**
The ‘Expression of Interest’ has been successful. The first phase is the ‘save of toilets’, followed by a second phase to add a welcome centre. An architect offered advice on the potential design. Cllr Stott thanked the Southwell Heritage Trust and the member of the public who have been assisting the town council.
- 23/10/115 Skatepark update including new designs –** deferred to confidential session.
- 23/10/116 To agree date for Strategic Planning and Future Transport Working Groups**
– Cllr Stott to circulate dates.
- 23/10/117 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.**
117.1 Draft Governance & Finance – 11th October 2023 – noted
117.2 Draft Planning & Highways Meeting – 4th October 2023– not available
117.3 Draft Town Environment 13th September 2023 -not available .
- 23/10/118 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 unanimously

Proposal to extend the meeting for a further 15 minutes

Agreed unanimously

118.1 Appointment of Skatepark contractor – deferred until further information is available. G & F working party of Cllrs L Harris, P Harris, R Blaney & K Roberts to submit a paper on costs and for a an extra ordinary meeting is called once received

118.2 HR update –

To accept proposals for staff changes

Agreed unanimously.

118.3 Courthouse Stairlift Quote –

Further research to be undertaken to source alternatives access arrangements

23/10/119 Items for Communication - none

23/10/120 Items for discussion at next meeting -

23/10/121 Date of next meeting Wednesday 15th November 7pm

Meeting Closed at 21.15

Signed

Chair of Full Council

Date

**23/10/104 County Councillor Report –
Cllr R Jackson reported that**

20mph signs were only on strategic cycles route and high accident areas.

The council could lobby Cllr Neil Clarke regarding their request for 20mph areas

High pedestrian areas of heavy traffic were the starting point for 20mpg zones eg King and Queen Street

The closure of King and Queen Street progress will be included in the next STC/Via meeting

The 2nd phase of testing is now in progress on Harvey's Field

PFR is being carried out of Church Street

Safety officer to look at and analyse of the options for Halloughton Road

Bishops Drive yellow lines to be added to the next STC/Via update

Councillors expressed concern over the overgrown hedges on Metcalfe Close and Crafts Way – Clerk to write to residents

23/10/105

October District Council report 2023

Policy & Performance Improvement Committee

The PPI committee met on September 25th to view/endorse the Community Plan for 2023-2027, in its draft form.

The Community Plan is a key document which is used to outline the priorities and vision of the Council.

The Community Plan is the work of the new administration made up of Labour, Independents, other Independents and Liberals.

The authors of the Plan are yet to come up with a Mission/Vision Statement.

The Committee was frustrated as this exercise was merely a box ticking action. No portfolio holders were present to explain and give a little more detail on their objectives within the plan.

This committee fulfils the 'scrutiny' function of the Council, unfortunately on this occasion, the Committee fell short of its remit.

Glass kerbside recycling scheme

The glass kerbside recycling project will now have a launch date of around March time....no definite date is available.

Capital works are required - with extra vehicle and depot capacity and planning permission needs to be sought for a waste transfer station.

There is an additional £30k forecast budget for the scheme. This will be paid for by an increase in the brown garden bin scheme, it will rise by £2, from £35 to £37 from 2024-2025.

This initiative was agreed by the previous administration, in line with the Community Plan and resident feedback.

NSDC Plan Review - amended allocations and development management development plan document publication

A special Full Council meeting was held on Wednesday 20th September in which Council considered the report of the Director of planning and growth.

The Council has been conducting a review of its Development Plan. The other element of the plan, the Allocations and Development plan, is ready for submission to the Planning Inspector for examination.

The submission to the Inspector was delayed in order to address the concerns of the Environment Agency re flood risks.

This is a hugely important document, most members were supportive as it sets out allocated housing sites leading to safe and affordable housing for the community.

A recorded vote was taken and agreed by majority.

The next NSDC Full Council meeting is on Tuesday 17th October.

The agenda includes a report to look at awarding the three extra portfolio holders with special

responsibility allowances.

This has come about due to the increase of portfolio holders from five to eight members, under the new administration.

Cllr Penny Rainbow

Local member for Southwell ward.

District Cllrs Karen Roberts and Peter Harris Report for October 2023

Full Council

The changes of leadership from the election results to a Council with no overall control is now working well in the interests of residents. There have now been meetings of the three group co-chaired by Karen Roberts [Lib Dem - Southwell and the villages].

An Extraordinary Full Council meeting was held on 20 September 2023 and agreed to be publication of the Amended Allocations & Development Management Plan. Whilst there are a few alterations to the original plan concerning flood alleviations, there are few other specific issues for Southwell and the villages,

Other matters

Glass recycling scheme.

Residents have frequently expressed to us the lack of a local collection of glass for recycling scheme. As a result of delays earlier this year, the scheme is delayed until early 2024. The costs of the scheme will be, in some part covered by an increase in the price of the garden waste scheme from £35 to £37. The new bins will be silver with a teal lid, there will be a possibility of opting out. but the bring sites will probably close as a result of little use.

Newark Town scheme

This scheme had a previous £25,000,000 grant from the Government. This was spent on ten projects in the town centre of Newark. The original boundary of the scheme was the town parishes of Newark to the A1 in the east and A46 in the west, Balderton and Fernwood, but the Council is now seeking to extend the boundary to include the eastern side of the town to include the Showground site, to build a replacement lorry park off the A1.

The old M&S building work that will costs an additional £3,600,000 from N&SDC was expected to start in September, converting the upper stories to housing with shops at ground level.

The government has now announced a further grant of £20,000,000 for Newark as well but details of projects under this scheme have yet to be announced.

Planning Committee [Keith Melton and Peter Harris]

There were no local planning applications determined by the Committee in September. Cllr Andy Freeman has been appointed as the District's as Heritage Champion.

We would remind Councillors that if there are any concerns about plans that you see, you should always refer them to us, as many of the applications are determined by officers under the 'scheme of delegation'. It is important that local concerns are passed to us, so that we can review the applications and may ask for a reference to the Planning Committee.

An appeal against refused on planning permission for Grasmere Back Lane Eakring was allowed

Performance and Policy Improvement Committee (PPI) – Karen Roberts

The Community Plan is being reviewed – and the drafted plan was discussed on September 25.

PPI has formed two new Workings Groups has been formed to investigation/consider: support for affordable active lifestyles and another to give councillors greater transparency regarding issues pertinent to residents in their wards. FC 18/10/23

The Business Manager for Planning Policy & Infrastructure highlighted the need for Neighbourhood Bodies to have key people able to drive the process locally, and the PP & I were able to provide input. The Senior Planner highlighted some initial concerns over the approach in the proposed new Southwell Neighbourhood Plan, which would result in large areas of land around the Town being covered by a protective designation.

Agenda item 128

District Cllrs Karen Roberts and Peter Harris Report for November 2023

Full Council Oct 17

The Council agreed to adopt the United Nations Sustainable Development Goals. N&SDC will contribute to the achievement of the UN SDGs through delivery of the Community Plan, and actively engage and collaborates with other local authorities, organisations, and community groups to share best practices, experiences, and lessons learned in advancing the UN SDGs

The Council also agreed to take action to improve water quality and the ocean. N&SDC will work with responsible authorities and others with an interest in the River Trent to bring an action plan and to review the timetable to Cabinet within 12 months. It will also now work with Severn Trent, the Environment Agency, developers, and other agencies to explore ways to improve the water quality of our rivers

The Council will now introduce a process for the better disposal of Single Use Vapes

The consultation on the closure of Ticket Offices at Newark Northgate and Castles Stations was opposed. The Government has now withdrawn these proposals required of the Railway Operating Group

Cabinet Oct 31

The Cabinet approved the draft Community Plan 2023 - 2027 to go to the Full Council to be held on 12 December 2023

Southwell Leisure Centre The Cabinet heard a report on the condition of Southwell Leisure Centre and the essential works that are required to the dry and wet side facilities at the Leisure Centre. Since it took a lease for the Centre from the Trustee, various works need to be undertaken. The works are categorised into three areas - fire safety, general repairs, and pool repairs. The closure of the main pool from 29 October 2023 to 1 December 2023, is to carry out further investigatory works. The Learner Pool remains open during this period. A budget of £740,000 from the Capital Programme, to carry out the fire safety and general repairs to the dry side facility. has been identified. The Cabinet undertook to make every effort to phase the works to keep the Leisure Centre operational at all times. However, N&SDC and Active for Today warn that there is a possibility that the Leisure Centre may have to close for a period of time in order for the works to be carried out safely, effectively and efficiently

Revisions to the Community Grant Scheme were approved but Parish and Town Councils are no longer invited to apply for funding under this grant scheme. The previous grant scheme set a maximum award of £5k per organisation and this is increased to £20k to allow for larger, transformational projects. The application window is 13 November – 22 December 2023

Planning Committee [Keith Melton and Peter Harris] Nov 9

Applications to be heard -after the agenda was published are

Stable Building, Newhall Lane, Edingley

and construction of two large solar farms 76.5 hectares (ha) of agricultural land at Knapthorpe Lodge, Hockerton Road, Caunton, and a further 69 Ha at Muskham Wood

N&SDC is one of the few in England and Wales who do not permit public speaking. The Committee will investigate allowing public speaking at Planning Committee.

Performance and Policy Improvement Committee (PPI) – Karen Roberts

There have been no meetings of the Committee in this cycle

District Council report November 2023

NSDC's last Full Council meeting took place on 17th October.

A petition was presented to the Council by a member with 60 signatures calling for larger parking spaces in the District Council car parks with no height restrictions, which would enable parking for vehicles transporting multiple wheelchair users.

Officers are exploring the possibilities and looking at short term changes with the relocation of some existing disabled car-parking spaces on the London Road car-park and increasing the length of other spaces where possible.

Council also had a number of motions-

United Nations Sustainable Development Goals

Ocean Recovery

Disposal of single use vapes

Housing of Asylum Seekers at RAF Scampton

Ticket Office Closure at Newark Northgate Station

Council also considered the report of the Members Allowances Independent Remuneration Panel.

The scope of the review was to consider the change in the Council's Cabinet arrangements. The increase from five portfolio holders to eight and the proposal to continue with current special responsibility allowance rate of £8,500 will require an in year additional budget requirement of £25,000.

It was also recommended an increase be made in respect of rates payable for Childcare and Dependents Carers Allowance and increased to the maximum level of the national living wage. An increase of 42p an hour.

The November planning committee is due to consider an application by NSDC to provide the Council with a glass recycling compound.

The compound is shown to be within the Newark lorry park, on the Great North Road.

If approved the new compound would receive recyclable glass from household collections, which would be delivered twice daily by refuse vehicles for storage before being collected in bulk and delivered to a recycling center.

Cllr Penny Rainbow
District Councillor, Southwell Ward

Clerk and projects report

All staff have been busy preparing for the Remembrance parade, flags have been installed and both War Memorial tidied. Along with preparing the event management plan, road closure, schedule for the day and Marshall plan.

New skatepark designs and prices have been received and the Skatepark working group has convened.

The budget working group has convened its first meeting.

Agreement has been reached with Green Southwell on the winter plans for Beryls Meadow

Councillors and the Clerk met with the Flood forum following the recent floods

The clerk attended a Flood Project Board meeting and communications will be forwarded from the projects communications department.

We are committed to continuing the relationship with the minster school and we are now on our third term of pupils who come with staff on a Monday afternoon. We also have a separate small group of Young people who are volunteering for us as part of their DofE, join us on Mondays 15.30 -16.30. Both groups are focussing this term on Lantern Walk decorations and they will also be decorating a tree for the Christmas Tree festival in December.

Preserva are scheduled to come and do a full damp report in December.

Completed

New noticeboard to be installed at OCH

Church Street Car Park pruning complete

Epioromic growth removed from Burgage Trees

Potwell Dyke Cleared of fallen trees

Squires pond play area has been cleaned after the flood and re opened

Annual Pat Testing Complete

Extra sockets installed for Xmas Lights

WMRG hedge pruned and road edges cleared

Bike lockers cleared

Courthouse boiler serviced

Male toilets at Church Street CP painted

First 'in house' mowing of Beryls Meadow

Jobs To Do

Remembrance flags to be removed

Xmas trees being installed by contractor 19th November

Beryls meadow – clear thistles and nettles, crown lift trees

The Rotating Cup in Squires remains closed awaiting parts..

Norwood Garden play equipment to be repainted

Riverside Nature reserve status to be started

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

All Trees to be mapped and tagged

The TIC noticeboard to be renovated

Revisit bench audit

Clean market covers

Ash Tree Spinney work scheduled for 4-6 December

Events

Stalls Market to take place monthly with the exception of January & February .

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 – stalls sold out

Lantern walk in association with the Workhouse will be 09 December Bleasby School choir will also be performing.

D Day celebrations 6th June – Council to decide STC involvement
Community Garden Party 09/06/24
Prepared L Wright & A Brackenbury

CASH POSITION BEFORE ANY PAYMENTS ARE MADE				£	
CCLA Deposit Account			£ 305,000.00		
NatWest Current Account			£ 30,383.00		
Natwest Direct Saver			£ 121,520.00		
Natwest Car Park Account			£ 21,075.00		
Ref No	Supplier A/c Name	Analysis Description	Amount	VAT	Invoice Total
	STC	Nett Wages	£ 16,157.18		£ 16,157.18
		PAYE	£ 6,279.37		£ 6,279.37
		PENSIONS	£ 5,286.99		£ 5,286.99
3941	NSDC	Emptying dog waste bins	2202.2	440.44	2682.64
3942	NALC	Cemetery Training Lesley	40	0	40
3943					
3944					
3945					
3946	J HOWARDS	Battery for Kubota	177.63	35.53	213.16
3947	CAPITA	Supply King St Car Park	3.98	0	3.98
3948	DT TYRES	Tyre Repair and New Tyre	107	21.4	128.4
3949	OPUS ENERTGY	Supply 2 King St Car Park	105.35	5.27	110.62
3950	BINGHAM BROS	Grass Mowing	750	150	900
3951	T M Cleaning	Office Cleaning	156	0	156
3952	UPC	Pest Control	185	37	222
3953	UPC	Fly Guard Unit Courthouse	48.41	9.68	58.09
3954	SSE	Ums King ST Car Park	82.63	4.09	86.72
3955	Weedman	Knot Weeds Froggats Field	350	70	420
3956	Ivan Venkov	Window Glass	17.47	3.49	20.96
3957	Ivan Venkov	Riverside Bridge	21.82	4.37	26.19
3958	Ivan Venkov	Tools to dismantle skate park	£49.10	£9.82	£ 58.92
3959	UPC	Fly Guard Courthouse	48.41	9.68	£ 58.09
3960	NALC	Grievence and Disciplinary	35	0	£ 35.00
3961	Abi Brackenbury	Mileage	21.6	0	£ 21.60
3962	Screw Fix	waders	117.98		£ 117.98
3963					
3964	Screw Fix	Chainsaw Trousers Andy 2	-£49.99	-£10.00	-£59.99
3965	Security Plus	Collection Charges Car Park	124.32	24.88	£ 149.20
3966	D & H Plumbing	Pump for ideal boiler upstairs	230	46	£ 276.00
3967	WATERPLUS	OCH	45.96	0	45.96
3968	WATERPLUS	The Burgage	171.47	0	171.47
3969	WATERPLUS	Church St Toilets	78.69	0	78.69
3970	WATERPLUS	Recreation ground and scout hut	142.66	0	142.66
3971	LUCYS CLEANING	Church st toilet cleaning	700	0	700
3972	Brandon Hire Station	Block and Clamp	3.61	0.72	£4.33
3973	Handicentre	Crew Lane Goods	20.99	4.2	£ 25.19
3974	Handicentre	Queen St Goods	£ 66.54	£ 13.31	£ 79.85
3975	BE Fuels	October Fuel	£ 236.99	£ 47.40	£ 284.39
3976	IVAN VENKOV	Glass for courthouse windows	£ 16.50	£ 3.30	£ 19.80

[illegible]

Agenda item 131
Proposal to Southwell Town Council Full Council Meeting
Wednesday 15 November 2023

5 That Southwell Town Council expresses its support for the Climate and Ecology Bill

Background

10

The Climate and Ecology Bill (CE Bill) will have its second reading in Parliament on 24 November 2023. This Bill was originally drafted by Caroline Lucas, MP for Brighton Pavilion in 2020. It has been presented to Parliament on 4 occasions, but it has not been able to progress until now.

15

The CE Bill aims to align current UK environmental policy with the need to:

- 20 • Halt and reverse nature loss by 2030, based on current scientific knowledge. This goal was agreed to at COP15, via the *Kunming-Montreal Framework* (22 December 2022); and
- 25 • Reduce greenhouse gas emissions in line with the UK's fair share of the remaining global carbon budget to give the strongest chance of limiting global heating to 1.5°C, which was the goal agreed to at COP21, via the *Paris Agreement* (12 December 2015).

30 By bridging the gap between the UK Government's current delivery, and what has been agreed at international levels, Britain has a chance to be a world leader on climate and the environment; seizing the opportunities of the clean energy transition, including green jobs and skills; reduced energy bills; and boosting the UK's food and energy security.

35 Humans have already caused irreversible climate change, the impacts of which are being felt in the UK, and across the world. The average global temperature has already increased by 1.2°C above pre-industrial levels and—alongside this—the natural world has reached crisis point, with 28% of plants and animals threatened with extinction. In addition, the UK is one of the most nature-depleted countries in the world as more than one in seven of our plants and
40 animals face extinction, and more than 40% are in decline.

Climate change remains a major concern for UK voters with 66% of people (according to YouGov) expressing they are 'worried about climate change and its effects'. Alongside this,
45 the popularity of Sir David Attenborough's *Save Our Wild Isles* initiative demonstrates public concern that UK wildlife is being destroyed at a terrifying speed.

50

Southwell Town Council notes that:

The Climate and Ecology Bill has been introduced in the UK Parliament on four occasions since 2020, including most recently in the House of Commons 10 May 2023. The Bill has the backing of a substantial number of MPs and peers, plus local authorities around the country and individuals and organisations, including eminent scientists, such as Sir David King; NGOs, such as the Wildlife Trusts, the Doctors' Association, Oxfam, the W.I. and CPRE; businesses, such as The Co-operative Bank, Riverford and The Body Shop; and 42,000 members of the public.

The CE Bill would require the UK Government to develop and achieve a new environmental strategy, which would include:

1. Delivering a joined-up environmental plan, as the crises in climate and nature are deeply intertwined, and require a plan that considers both together;
2. Reducing greenhouse gas emissions in line with 1.5°C to ensure emissions are reduced in line with the best chance of meeting the UK's Paris Agreement obligations;
3. Not only halting, but also reversing the decline in nature, setting nature measurably on the path to recovery by 2030;
4. Taking responsibility for our overseas footprint, both emissions and ecological;
5. Prioritising nature in decision-making, and ending fossil fuel production and imports as rapidly as possible;
6. Providing for re-training for those people currently working in fossil fuel industries; and
7. Giving the British people a say in finding a fair way forward via a temporary, independent and representative *Climate & Nature Assembly*, as part of creating consensus and ensuring that no one and no community is left behind.

Southwell Town Council therefore resolves to:

- 1. Support the Climate and Ecology Bill;**
- 2. Inform local residents and inform local press/media of this decision;**
- 3. Write to local Members of Parliament to inform them that this motion has been passed, and urge them to sign up to support the CE Bill;**
- 4. Write to Zero Hour, the organisers of the cross-party campaign for the CE Bill, expressing the Council's support.**

Proposer: Cllr Philip Barron

Seconder: Cllr Karen Roberts

Planning for the future of the Town - An new Action Plan 3.0

In 2004 the Town Council established a Town Forum. Chaired by a Town Councillor, the Forum involved a number of organisations and residents of the the town to work together to produce a Town Plan and a subsequent re write. These were developed after two wide surveys of issues in the town - and gave a sense of direction for investment and spending in the town.

The two previous Town Plans [2005-2010 and 2010-2015] were hugely successful in their aims - such as downgrading the A612 through the town to 'C road' status; getting a Belisha Beacon crossing at the Burgage crossroads; improving the play areas in the town and working to get new supported housing now built off Halloughton Road along with many other objectives.

Of course, there were some objectives raised by residents in the NP Review engagement- usually those dependent on agencies elsewhere - that were not achieved. These may or not be significant issues for residents in the town, and these need to be reconsidered.

After 2019, a significant initiative of the Town was to review the Neighbourhood Plan. The Neighbourhod Plan is entirely focussed on planning issues. However, a number of matters raised by residents in the engagement with the Neighbourhood Plan were, therefore, beyond the purview of the NP Steering Group. They were not able to be addressed by the Neighbourhood Plan. The NP Review is now drafted, and will be taken to the District Council for adoption in 2024.

The Town Forum fell out of regular meeting in 2015. There needs to be a mechanism for taking these other strategic concerns forward.

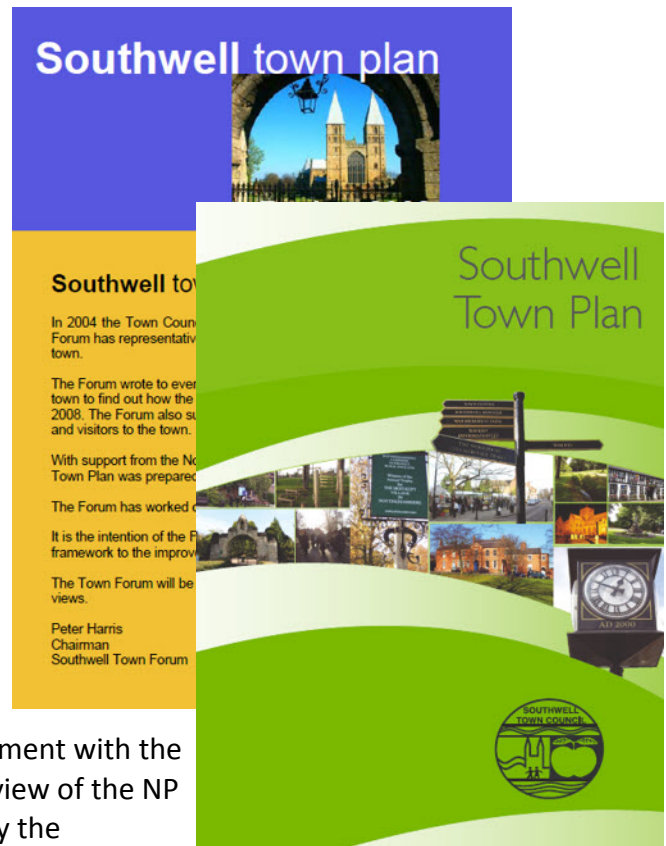
The Forum should be re-established and a new Town Plan 2025-2030 developed and drafted by the Town Forum for the Town Council to adopt in November 2024

Proposal

that the Town Forum be re-established to meet in 2024.
the Town Forum will

1. be open to representatives from organisations across the town, convened and chaired by a Town Cllr
2. be tasked to survey the town's residents for their views on the future of the town
3. review these views and produce a draft Town Plan by October 2024
4. present this draft to the Town Council in November 2024

Proposed Peter Harris



UPDATE ON SOUTHWELL LEISURE CENTRE

JEREMY BERRIDGE CHAIR OF TRUSTEES SOUTHWELL LEISURE CENTRE

THE TRUSTEES STATEMENT – THE POOL IS SAFE TO USE AND SHOULD BE RE-OPENED AS SOON AS POSSIBLE.

Trustees are satisfied that based upon the shared test results to date, the basic structure of the pool is sound and safe for both users and staff and there is no material safety risk despite a small water leak from corroded pipework. NSDC has confirmed that it will uphold its obligations to the town and the Trustees look forward to ongoing co-operation with their tenant.

THE TRUSTEES ARE CONFIDENT THAT NSDC WILL MAKE ARRANGEMENTS FOR THE REPLACEMENT OF THE PIPEWORK AS SOON AS POSSIBLE AND SHORTLY RE-OPEN THE POOL IN THE INTERIM AS THE TEST RESULTS SUPPORT THIS ACTION. ANY REPAIRS SHOULD BE UNDERTAKEN AS SOON AS POSSIBLE AND MINIMISE INCONVENIENCE TO POOL USERS.

BACKGROUND – The decision to hand over day to day control of the Centre to NSDC due to financial pressure imposed by Covid closures in 2022 was achieved by way of the grant of a standard commercial lease from the Trustees to NSDC.

CURRENT POSITION - This lease retains the freehold interest in the Centre for the Trustees and the town but creates a finite leasehold interest to NSDC of not less than 12 but not more than 25 years when complete control and running of the Centre will revert to the Trustees and the NSDC interest will end.

LEASE TERMS – The lease requires NSDC to run the Centre and offer a similar range and standard of services as before and to maintain and repair the Centre and the facilities generally. Should NSDC fail to do so, the Trustees are entitled to terminate the lease and recover any repair costs.

THE POOL – NSDC cannot close the pool permanently as this would breach the lease and it has to repair and maintain the pool and hand it back in good condition and working order. NSDC is naturally entitled to temporarily close the pool for tests and maintenance provided the length of closure is reasonable and appropriate.

THE POOL CONDITION - NSDC has closed the pool on a temporary basis and the tests have indicated that the original concrete pool basin is sound but that the original cast iron pipework may be corroded and causing a small loss of water which is measurable but poses no material risk.

THE FIRST FLOOR GYM AREA – NSDC is undertaking fire safety works which will cause some inconvenience to users during December. The Trustees have not yet been provided with full details of the proposed works and cannot therefore comment further.

Minutes of Meeting: PLANNING & HIGHWAYS COMMITTEE
Date and Time: Wednesday 01 November 2023 19.00
Venue: The Old Courthouse Burgage Southwell NG25 0EP

Present: Councillors J Berridge (Chair), R Blaney, S Perry, P Barron, G Adams, M Brock
J Lightwood arrived at 19.07
In Attendance: Abi Brackenbury – Deputy Clerk

There were 5 members of public present.
There were 2 members of Speed Watch Present
There was 1 member of press present.

Members of the public are invited to attend in person.

PH23/09/001 Apologies for absence – Cllr C Marshall, J Bostock
PH23/09/002 To receive any declarations of interest.
Members are hereby reminded of sections 26-34 and Schedule 4 of the Localism Act 2001

PH23/09/003 **Approval of Minutes of previous meetings:**
3.1 Planning Committee Minutes 2nd August 2023
The minutes of the previous meeting were not signed as there were not enough members present who attended the previous meeting – Carried forward to 06/12/23

3.2 Matters arising – None

PH23/09/004 **Opportunity to hear questions or statements from members of the public.**
Member of public asked for update on Neighbourhood Plan.
Cllr R Blaney gave brief update stating that the NPWG had highlighted that a number of consistent issues need to be addressed. The policy on main open area/green open space needs justification or re considering. First stage representation is very much in line with the heath check comments agreed the consultant needs to complete the report – the next meeting is 17/11/23. There is a realisation that a lot more work needs to be done.

PH23/09/005 **Planning applications – click to the NSDC ref below and it will link to the relevant application.**

STC Ref	NSDC ref	Location	Details	Decision	Observations
5.2	23/01352/ADV	Minster Garage King Street	New Steel Signage to existing garages.	No Objection Proposed R Blaney Seconded P Baron Unanimous	Southwell Town Council considered application 23/01352/ADV and unanimously agreed to no objection
5.3	23/01658/HOUSE	30 The Rise	Insert two windows to the lower ground floor.	No Objection Proposed R Blaney Seconded	Southwell Town Council considered application

				M Brock Unanimous	23/01658/HOUSE and unanimously agreed to no objection. Although there was no material planning factors or reasons STC would like to hope NSDC will consider Permitted Development rights and loss of a parking space
5.4	23/01623/S73	Hardwick House Queen Street	Variation to Conditions 2, 4, 5, 6, 8, 9, 13, 14 and 15 attached to planning permission 22/01082/HOUSE Proposed detached garage and outdoor swimming pool	No Objection Proposed R Blaney Seconded M Brock 4 in favour 2 abstain	Southwell Town Council considered application 23/01623/S73 And agreed to no objection however would like it noted that the NSDC variations should be made clearer and explained in a more understandable manner
5.5	23/01824/S73M	Land North Of Halloughton	Variation of Condition 6 (approved plans), Condition 8 (Detailed Landscape Planting), Condition 10 (Arboricultural Method Statement), Condition 15 (Great Crested Newt Method Statement), Condition 16 (Tree and Hedgerow Retention Scheme), Condition 19 (Construction Access) and removal of Condition 21 (Written Scheme of Investigation) attached to planning permission 22/01858/S73M Variation of condition 6 attached to the appeal decision for planning application 20/01242/FULM to amend the approved plans (Grid Connection B)	No Objection Proposed R Blaney Seconded M Brock Unanimous	Southwell Town Council considered application. 23/01824/S73M And agreed to no objection however would like it noted that the NSDC variations should be made clearer and explained in a more understandable. Are NSDC satisfied that there are no infringements to rights of way? Have NSDC

					satisfied that these changes wouldn't detract from approval.
5.6	23/01823/S73M	Land North Of Halloughton	22/01858/S73M Variation of condition 6 attached to the appeal decision for planning application 20/01242/FULM to amend the approved plans (Grid Connection A)	No Objection Proposed R Blaney Seconded M Brock Unanimous	Southwell Town Council considered application. 23/01823/S73M And agreed to no objection however would like it noted that the NSDC variations should be made clearer and explained in a more understandable. Are NSDC satisfied that there are no infringements to rights of way? Have NSDC satisfied that these changes wouldn't detract from approval.
5.7	22/00431/FUL	Scott Dixon Racing Training Barns	Southwell Racecourse Station Road	Already Decided No Comment No Vote	
5.8	23/01607/HOUSE	7 Newark Road	Proposed extensions and alterations	No Objection Proposed R Blaney Seconded M Brock Unanimous	Southwell Town Council considered application. 23/01607/HOUSE And agreed to no objection

PH23/11/006

Chairmans Notices

Proposed letter to Neil Clark was approved.

Proposed by Cllr J Lightwood Seconded by Cllr J Berridge

Office to chase up when the Police Commissioner will be coming to this meeting.

PH23/11/007

Planning Applications Decided

7.1	Applications Approved	STC Decision
	23/01097/HOUSE 44 Silvey Avenue	Object
	23/01104/FUL 4 - 5 Park Terrace	No objection
	23/01164/HOUSE 11A Chatham Street	Object
	23/01173/HOUSE Burgage Villa, Burgage	Object
	23/01209/FUL Brackenhurst	
	23/01210/LBC Brackenhurst	
	23/01391/AGR Hockerwood Park	
	23/01487/HOUSE 58 The Ropewalk	No objection
7.2	Applications Refused -	
	23/01052/FUL Greyfriars	Object
	23/01053/LBC Greyfriars	Object
7.3	Tree Works Orders Approved	
	23/01474/TWCA Zennor Halam Road	
	23/01507/TWCA Land Rear Of 23 And 31 Riverside	
	23/01519/TWCA 71 Westgate	
	23/01533/TWCA 52 Church Street	
	23/01616/TWCA Walnut House Burgage Lane	
	23/01627/TWCA Stonewell Nottingham Road	
PH23/11/008	Notice of Appeal – APP/B3030/D/23/3325131 - NOTED	
PH23/11/009	Highways Report – noted.	
PH23/11/010	<p>Southwell Traffic Management Plan 2024-25</p> <p>It was noted that the Via 3 monthly meeting are a very valuable forum for STC. The next meeting date has not yet been set and VIA in the past have invited STC to meet.</p> <p>There are several individual proposals which are on the table currently and it was agreed that a working party would join with Speed watch to prioritise the main 3 areas. Working Group to be Speed Watch Paul Macintosh, Tom Whitmore Cllrs J Berridge and M Brock, the intention is for them to report back to this Committee at the next meeting.</p> <p>Cllr S Perrys paper on Bishops Drive was well received and a copy sent to the Newark Advertiser for publishing. The adoption of Double yellow lines is with VIA for review. Cllr S Perry was tasked with writing a similar paper for the adoption of 20is plenty in the Town Centre.</p>	
PH23/11/011	Neighbourhood Plan Update – Noted	
PH23/11/012	Local Development Framework Plan Review – Second Publication Allocations & Development Management Development Plan Document – Regulation 19 Consultation -Noted	
PH23/11/013	Date of next meeting: 6 December 2023	
PH23/11/014	<p>Items for discussion at next meeting</p> <p>Sign off minutes of 04 October 2023</p> <p>Neighbourhood Plan Working Group Update</p> <p>Traffic Management Plan Working Group Update</p>	

Abi Brackenbury
Deputy Clerk to Town Council

03 November 2023

Minutes of Meeting: PLANNING & HIGHWAYS COMMITTEE
Date and Time: Wednesday 4th October 2023 19.00
Venue: The Old Courthouse Burgage Southwell NG25 0EP

Present: Councillors ,M Brock(Chair) , J Bostock , L Harris, S Perry, C Marshall, J Lightwood

In Attendance: Abi Brackenbury – Clerk

2 x Members of public and Tom Whitmore and Paul Macintosh Speed watch

PH23/10/001 **Apologies for absence – Cllrs R Blaney P Barron, J Berridge**

PH23/10/002 **To receive any declarations of interest.**
Members are hereby reminded of sections 26-34 and Schedule 4 of the Localism Act 2001

PH23/10/003 **Approval of Minutes of previous meetings:**
3.1 Planning Committee Minutes 6th September 2023 - Approved
3.2 Matters arising -**Cllr Lyn Harris resignation due to other commitments**

PH23/10/004 **Opportunity to hear questions or statements from members of the public.**

PH23/10/005 **Planning applications – click to the NSDC ref below and it will link to the relevant application.**

STC Ref	NSDC ref	Location	Details	Decision	Observations
5.1	23/01508/HOUSE	4 Farthingate Close	Oak framed gazebo to cover side patio area and new front wall.	No Objection Proposed S Perry Seconded J Bostock	Southwell Town Council considered application 23/01508/HOUSE and unanimously agreed to no objection to this application
5.2	23/01522/ADV	The Wheatsheaf Inn Public House 47 King Street	Erection of 6 illuminated and non-illuminated signs to exterior	No Objection Proposed J Bostock Seconded J Lightwood	Southwell Town Council considered application 23/01522/ADV and unanimously agreed to no objection to this application
5.3	23/01546/LBC	The Wheatsheaf Inn Public House 47 King Street	Erection of illuminated and non-illuminated signs to the exterior and repaint existing render	No Objection Proposed J Bostock Seconded J Lightwood	Southwell Town Council considered application 23/01546/LBC and unanimously agreed to no objection to this application
5.4	23/01445/LBC	33 Westhorpe	Repair/replacement of roof structure, ceiling, brickwork, plaster. Damp proof course injection.	No Objection Proposed S Perry Seconded C Marshall	Southwell Town Council considered application 23/01546/LBC and unanimously agreed to no objection to this application

PH23/10/006 Chairmans Notices

PH23/10/007 Planning Applications Decided

7.1	Applications Approved	STC Decision
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23/01175/HOUSE 32 Archers Field	
23/00938/FUL Field Reference Number 1893	No objection
23/01096/HOUSE 23 The Rise	
23/01102/HOUSE 14 Leeway Road	

7.2 Applications Refused - none

7.3 Tree Works Approved – None
 23/01440/TWCA 7 Westhorpe
 23/01463/TWCA Burgage Manor
 23/01555/TWCA Palace Gardens Southwell Minster

PH23/10/008 Consultation on Licensing Act 2003 Statement of Licensing Policy 2024 to 2029- previously circulated. Comments by midnight 20 October 2023
Approved with conditions to propose and adjustment to the documents to state within reason and to keep withing the boundary of the premises.
 Proposed Cllr Harris Seconded P Scorer

PH23/10/009 **Local Development Framework Plan Review – Second Publication Allocations & Development Management Development Plan Document – Regulation 19 Consultation** -previously circulated – Comments by 6th November 2023 – Deferred to next meeting

PH23/10/010 Highways Report – previously circulated **Approved – STMP to be added to next agenda**

PH23/10/011 Update on Via meeting - previously circulated Approved

PH23/10/012 Neighbourhood Plan Update – Deferred to next meeting

PH23/10/013 Date of next meeting: 1 November 2023

PH23/10/014	Items for discussion at next meeting
	LDFP review
	STMP
	NP Update

Signed by

Chair of the Planning & Highways Committee

Date _____

Clerk and projects report

All staff have been busy preparing for the Remembrance parade, flags have been installed and both War Memorial tidied. Along with preparing the event management plan, road closure, schedule for the day and Marshall plan.

New skatepark designs and prices have been received and the Skatepark working group has convened.

The budget working group has convened its first meeting.

Agreement has been reached with Green Southwell on the winter plans for Beryls Meadow

Councillors and the Clerk met with the Flood forum following the recent floods

The clerk attended a Flood Project Board meeting and communications will be forwarded from the projects communications department.

We are committed to continuing the relationship with the minster school and we are now on our third term of pupils who come with staff on a Monday afternoon. We also have a separate small group of Young people who are volunteering for us as part of their DofE, join us on Mondays 15.30 -16.30. Both groups are focussing this term on Lantern Walk decorations and they will also be decorating a tree for the Christmas Tree festival in December.

Preserva are scheduled to come and do a full damp report in December.

Completed

New noticeboard to be installed at OCH

Church Street Car Park pruning complete

Epioromic growth removed from Burgage Trees

Potwell Dyke Cleared of fallen trees

Squires pond play area has been cleaned after the flood and re opened

Annual Pat Testing Complete

Extra sockets installed for Xmas Lights

WMRG hedge pruned and road edges cleared

Bike lockers cleared

Courthouse boiler serviced

Male toilets at Church Street CP painted

First 'in house' mowing of Beryls Meadow

Jobs To Do

Remembrance flags to be removed

Xmas trees being installed by contractor 19th November

Beryls meadow – clear thistles and nettles, crown lift trees

The Rotating Cup in Squires remains closed awaiting parts..

Norwood Garden play equipment to be repainted

Riverside Nature reserve status to be started

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

All Trees to be mapped and tagged

The TIC noticeboard to be renovated

Revisit bench audit

Clean market covers

Ash Tree Spinney work scheduled for 4-6 December

Events

Stalls Market to take place monthly with the exception of January & February .

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 – stalls sold out

Lantern walk in association with the Workhouse will be 09 December Bleasby School choir will also be performing.

D Day celebrations 6th June – Council to decide STC involvement
Community Garden Party 09/06/24
Prepared L Wright & A Brackenbury



The Old Courthouse

Burgage

Southwell

Nottinghamshire

NG27 0EP

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southwelltowncouncil.com

Notice of Meeting: **Town Environment Committee**
Date and Time: **13 September 2023 19:00**
Venue: **The Old Courthouse**

Present: **Cllrs L Harris (Chair), K Roberts, J Berridge, P Harris, J Bostock**

In attendance: **Abi Brackenbury, Deputy Clerk**

Questions from Members of the Public

Minutes

TE 23/09/15 **Apologies for absence - Cllr S Perry, M Brock, P Rainbow, P Brooker**

TE 23/09/16 **To receive any declarations of interest**, under the provisions of sections 26-34 and Schedule 4 of the Localism Act 2011

TE 23/09/17 **Approval of Minutes of previous meetings:**
17.1 Town Environment Committee Minutes 12th July 2023 – previously circulated.
Note to amend minute TE23/01/07.8 Cllr J Bostock was not present should read Cllr J Berridge

17.2 Matters Arising
 Trailer Update – Sold STC
 Riverside Bridge – In progress
 Dog Bins - Proposed to accept additional cigarette bins (painted STC green) and go ahead with Cundy Hill as previously proposed.
 Proposed: L Harris Seconded: J Bostock
 Agreed unanimously

TE 23/09/18 **Chair's Notices**

TE 23/09/19 **Events – verbal**
19.1 Tour of Britain - staff and volunteers thanked for all their efforts.
 Cllr P Harris will challenge SAG on TOR's
19.2 Christmas Market & Light Switch on – Fully booked. Deputy Clerk raised concern over event and input from SAG for future events. Discussed possible expansion for future year for Christmas Market.
19.3 Stalls Market – 8th September - very Successful, Deputy Clerk to investigate additional power socket on West Side. Special thanks to Andy Oldham for his help.

TE 23/09/20

Parks and Open Spaces

20.1 Squires Pond Update- before any work is considered duck weed is to be removed as matter of urgency. Solution to be found and reported back at next meeting, Risk Assessment for the dipping pond to be actioned and new dipping pond supplier to be found.

Proposed: J Berridge Seconded: K Roberts

Agreed unanimously

20.2 Proposed location for tree nursery- previously circulated.

It was agreed to use the raised area just inside squires pond. Deputy Clerk to liaise with Minster school using their cohort of Young People to help with planting.

Proposed: L Harris Seconded: K Roberts

Agreed unanimously

20.3 Proposed location for composter - previously circulated.

Needs further investigation as to why is there a need for a central composting station?

20.4 Weed Control; home made weed killer being trialled noted to be reported next meeting

TE 23/09/21

Workload Report – It was agreed to analyse the mowing process used by the grounds staff in order to develop a strategy for mowing large parkland areas. Cllr J Berridge took the action to look into this and do analysis.

TE 23/09/22

Tree works.

To select contractor for Tree works for agreed Squires Pond tree work

Agreed July 2023

Proposed: L Harris Seconded: P Harris

Agreed unanimously

TE 23/09/23

Policies

23.1 Tree Management Program update - L Harris & J Berridge

Noted – a meeting has been agreed on 21 September 2023 therefore to be discussed at future meeting.

TE 23/09/24

Proposal of work to Nottingham Road Car Park Lighting – Dismissed – noted that the advice from the Clerk was not acted upon by the Council. STC has a contractual obligation to provide adequate lighting.

TE 23/09/25

Proposal for Tree works at Ash Tree Spinney– agreed no work to be carried out without ecological advice on BATS from Nick Low NSDC Ecology Officer – Cllr K Roberts has taken this action.

TE 23/09/26

Proposal for work on the Old Courthouse

Proposed: J Berridge Seconded: K Roberts

Agreed unanimously

TE 23/09/27

Proposal for work to eradicate Japanese Knotweed

Voted to propose change to only the first 3 visits with a review in Spring if further visits are needed.

Proposed: P Harris

Seconded: J Bostock

Agreed unanimously

TE 23/09/28

Proposal to use Squires Pond Reserve to fund the purchase of new chainsaw – voted to change proposal to read that the chainsaw will run on ETG fuel after fuel to insert - immediately which can be bought from the company Coryton, ETG fuel will be used as soon as possible or absolutely by March 2024.

Proposed: P Harris

Seconded: J Bostock

Agreed unanimously

TE 23/09/29

Proposal to extend Christmas light electrics

Proposed: L Harris Seconded: J Bostock

Agreed unanimously

TE 23/09/30

Proposal to the Management of Beryl Meadow – proposed to defer. Clerk to engage with Green Southwell.

Proposed: K Roberts Seconded: P Harris

1 Abstention

Agreed by majority vote.

TE 23/09/31 Items for Communication:

Japanese Knotweed proposal

Himalayan Balsam residents responsibility

Events

No spraying trial update

TE 23/09/32 Items for discussion at next meeting

Market and events working Group update

WMRG working group update

Environmental policy

Tree Management Plan

Communications policy

TE 23/09/33 Date of next meeting 8 November 2023

Signed

Chair of Town Environment Committee

Date