

Minutes of the Harworth & Bircotes Town Council meeting held on Monday 27<sup>th</sup> February 2023, at 7.15pm at the Town Hall, Scrooby Road, Bircotes, DN11 8JP.

**Present:** Cllr Evans (Chair), Cllr Smith, Cllr Flynn, Cllr James, Cllr Schuller, Cllr Fear, Cllr Barns and Cllr Jones

**Others:** Wendy Davies (Officer) Karen Tarburton (Community Development and Funding Manager) and members of the public.

**17340 To receive and approve any apologies and reasons for absence**

Cllr Flynn proposed to accept the following apologies and reasons for absence from Cllr Gratten and Cllr Sidwells; this was seconded by Cllr James and resolved by the Council – 8 votes.

**17341 To receive Declaration of Interests on any item on the agenda**

No declaration interests received.

**17342 To suspend the meeting to hold a public session and receive Police, County and District Councillor reports**

PC Martin submitted his police report for circulation in his absence.

Apologies received from County Cllr Place and District Cllr Challinor. District Cllr Schuller gave her report.

**17343 To receive the Chair's report**

No report given.

**17344 To approve the minutes of the meeting held 16<sup>th</sup> January 2023**

Cllr Jones proposed to accept the minutes as a true record of the meeting held 16<sup>th</sup> January 2023; this was seconded by Cllr Flynn and resolved by the Council – 8 votes.

**17345 For Finance Committee Members to approve minutes of the finance meeting held 9<sup>th</sup> January 2023**

Cllr Smith proposed to accept the minutes as a true record of the Finance Committee meeting held 9<sup>th</sup> January 2023; this was seconded by Cllr James and resolved by the 4 Committee members.

**17346 To consider co-option of a new Councillor**

The Chair introduced Scott Harrison who has applied to be co-opted onto the Town Councillor. After consideration, Cllr Flynn proposed to Co-opt Mr Harrison onto the Town Council; this was seconded by Cllr James and resolved by the Council – 8 votes.

**17347 To receive the cemetery health & safety inspections and any items from the Officer**

Cllr Barns reported that no health and safety actions required from his cemetery inspections. The Officer circulated a drawing of the measurements allowed for the memorial stones as a visible aid to be included in the rules and regulations.

**17348 To approve payments and receive the financial reports for 31<sup>st</sup> January 2023**

The Officer previously circulated copies of the payments for approval, financial reports as of 31<sup>st</sup> January 2023 and copies of the bank statement balances. The budget figures were not available for the meeting as the software has included February figures as well; these will be available for the next meeting.

Three councillors verified the bank statement balances against the financial reports and signed them as required.

Cllr Smith proposed to approve the payments and financial reports as above; this was seconded by Cllr James and resolved by the Council – 8 votes.

**17349 To receive the Internal Audit 2022/23 Interim Report**

The Officer previously circulated copy of the Interim Internal Audit 2022/23 report for the Councillors to view. No matters raised.

Cllr Fear proposed to accept the Interim Internal Audit report; this was seconded by Cllr James and resolved by the Council – 9 votes.

**17350 To receive the independent Fire Risk Assessments for the Town Hall and Information Centre**

The Officer reported that the annual fire risk assessments for the Town Hall and Information Centre was carried out on the 26<sup>th</sup> January 2023; copies of the summary of Management Action Plan has previously been circulated.

No actions for the Town Hall. For the Information Centre/Police station - a recommendation for a zone plan and a Dor-Gard to be fitted (this has already been purchased and waiting for the police to install).

Cllr James proposed to accept the fire risk assessments as above; this was seconded by Cllr Fear and resolved by the Council – 9 votes.

**17351 To consider any planning applications as attached below and planning correspondence**

The Officer previously circulated the planning applications listed below for the Councillors to consider.

Cllr Fear proposed not to make any objections to the applications below; this was seconded by Cllr Jones and resolved by the Council – 9 votes.

**23/00091/FUL –** Proposed canopy extension – Unit C7 Glassworks Way

**23/00101/FUL –** Proposed warehouse extension to allow removal of shipping containers - JHM Butt & Co Ltd, Brunel Close, Harworth

**23/00073/FUL -** Application to change from two storey Houses to Bungalow house types on plot 4 & 5 from the current planning permission  
Building land at Galway Mews, Harworth

**23/00136/FUL -** Roof mounted solar panels - Syringa Court, Styrrup Road, Harworth

**17352 To receive updates from K Tarburton**

Karen Tarburton reported on the following updates:

Masterplan – this is ready for the second round of consultation which will take place after the elections in May due to the Pre - Election period, consultation events will take place with Businesses, target groups and young people, it will also be available on line.

We are currently working with the church, pavilion, welfare hall and other groups to put together a face book events calendar page as well as offer support around the table for all those organising events within the Town

Dates for Diaries

Harworth & Bircotes will play host to the second Health, food and Drink show on September 2<sup>nd</sup> . this organised by North Notts BID and is supported by the Town Council.

Tommy Simpson Retro Bike Event will take place over the weekend of 15<sup>th</sup> – 17<sup>th</sup> September.

Projects in consideration

Consideration is being giving to holding a family sports day during the summer holidays.

Christmas event – it has not yet been decided if we continue to hold the Winter Wonderland this year there are other options currently being investigated.

**17354 To receive items for information or future agenda items**

- A comment was received about the lack of school places available - the Chair has discussed this with Notts County Council.
- The Officer reported that the staff have received their first aid training which covers another 3 years.
- A thank you received for the staff that cleaned up the footpath on the land next to the health centre.

**17355 Time and date of the next Town Council meeting**

The next Town Council meeting will be held on 27<sup>th</sup> March 2023 at 7.15pm in the Town Hall, Scrooby Road, Bircotes, DN11 8JP.