

Minutes of the Harworth and Bircotes Town Council meeting held on Monday 19th June 2023 at 7.15pm at the Town Hall, Scrooby Road, Bircotes, DN11 8JP.

Present: Cllr Evans (Chair), Cllr Flynn, Cllr A Harrison, Cllr Barns, Cllr Whitehead, Cllr Hughes, Cllr James, Cllr S Harrison, Cllr Wratten and Cllr Jones

Others: W Davies (Officer), K Tarburton (Community Development and Funding Manager) PC Martin, County Councillor Shelia Place and member of the public

17410 To receive and consider any apologies and reasons for absence

Cllr James proposed to accept the reasons and apologies for absence from Cllr Smith, Cllr Sculley, Cllr Schuller, Cllr McLaughlin and Cllr Horrocks; this was seconded by Cllr A Harrison and resolved by the Council.

17411 To receive Declaration of Interest on any item on the agenda

No declaration of interests received.

17412 To suspend the meeting to hold a public session

The Chair suspended the meeting to allow members of the public to speak.

- County Councillor Sheila Place gave her report on local issues
- PC Martin gave his report
- No District Councillor reports received
- A resident asked about Community Infrastructure Level fund which the Chair answered

The Chair then reconvened the council meeting.

17413 The receive the Chair's report

No report for the meeting.

17414 To approve the minutes of the meeting held on 22nd May 2023

Cllr Flynn proposed to accept the minutes of the meeting held on 22nd May 2023 as a true record; this was seconded by Cllr James and resolved by the Council.

17415 To receive the cemetery Health & Safety reports

Cllr Barns gave his report on his cemetery inspections – no health & safety actions required apart from those required from the independent inspector.

The Officer gave a report on a cemetery software programme which is available through Scribe; the Councillors were happy to arrange a zoom presentation for the Officer and cemetery administrator to view.

17416 To approve payments as listed and received financial reports for 31st May 2023

The Officer previously circulated payment list; copies of the Finances for May, bank statements and budget/variance figures for the Councillors to view.

Cllr Flynn proposed to approve the payments as listed; this was seconded by Cllr S Harrison and resolved by the Council.

Cllr James proposed to approve the financial reports as listed; this was seconded by Cllr Barns and resolved by the Council.

17417 To approve using NatWest on-line business banking platform to grant the Officer access to statements and for stopping cheques only

The Officer reported that following a conversation with the Business Director of NatWest; we now have links and information to register on-line banking for the reason to be able to access the bank statements and to stop missing cheques.

The Officer explained that an initial application has been made on-line but may require adjusting subject to the Councils consideration. The Officer is registered for full access to the account.

Cllr Flynn proposed to the on-line banking to allow access for the statements and stopping of cheques, this was seconded by Cllr A Harrison and resolved by the Council.

17418 To approve purchase of a smaller trailer

The Officer asked if a cap could be put on for the purchase price for a small s/h trailer so that the Council can put an offer in when a suitable one comes up. Plus, what price is the Council happy with for the sale of the Council's current trailer.

Cllr Flynn proposed a cap for a smaller trailer £2,500; this was seconded by Cllr A Harrison and resolved by the Council.

Cllr S Harrison proposed to offer a price for the current trailer to cover the cost of the replacement trailer as near as it can; this was seconded by Cllr James and resolved by the Council.

17419 To consider quotations for independent cemetery inspection

Three quotations were requested; one wasn't returned and the Council considered the remaining quotations.

After consideration, Cllr S Harrison proposed to appoint IMI to carry out the inspections; this was seconded by Cllr Whitehead and resolved by the Council.

17420 To review and consider ear marked reserves for 2023-24

The Officer has put together a list of items which have already been approved last year and a list of projects for this year; which now require ear marking in the reserves.

The Chair went through the list to be allocated in this year's ear marked reserves and an amount from the general reserves from the year ending 2022-23; as listed:

- Priority - grounds maintenance work on the balancing pond area
- Electric supply for the new cemetery
- Independent memorial inspections
- Trailer replacement
- Replace or upgrade of the old cemetery gates due to the long-term vandalism caused to them
- Security fencing new cemetery
- Remembrance wood in new cemetery - field work/hedge laying/seeds and planting
- Sandblasting and painting of the chains on the Miner's Memorial
- Events - Road closure/fire works
- Contingency fund – to include upgrades of buildings/phase 2 new cemetery

Total amount of £100,000 to be put aside.

Cllr S Harrison proposed to approve the above ear marked reserves as above; this was seconded by Cllr Jones and resolved by the Council.

17421 To review Standing Orders and Financial Regulations

The Officer reported that one update was required which covers both documents.

Under the Public Contracts Regulations 2015; the limit of £25,000 has been increased to £30,000 which requires the Council to advertise the contract opportunity on the 'Contracts Finder' website regardless of what other means it uses to advertise the opportunity.

Cllr A Harrison proposed to approve to update the Standing Orders and Financial Regulations as explained above; this was seconded by Cllr Jones and resolved by the Council.

17422 To review Equality, Complaints and Code of Conduct policies

Cllr Barns proposed to approve the above policies with no changes; this was seconded by Cllr James and resolved by the Council. The Officer pointed out that the Code of Conduct would be re assessed at a later date so that it can be updated in line with the Civility and Respect code of conduct.

17423 To consider planning applications as attached and planning correspondence**Application: 23/00640/VOC**

Proposal: Vary condition 2 of P.A 19/00409/FUL to retain units as built in accordance with drawing numbers 0117/063/LP/A, 023/011/ASSP/A, 023/011/ABP and 023/011/ABD (resubmission of P.A 23/00212/VOC)

Location: Land at Plumtree Farm Industrial Estate, Plumtree Road, Harworth

Consideration: No objections

Application 23/00605/COU

Proposal: Change of use of residential annexe to Café (Class E)

Location: Annexe at Harworth Power Office, Main Street, Harworth

Consideration: Objections due to concerns regarding parking issues

Street Naming application

Application: 23/00050/NEWDEV

Proposal: New development - New address for Plot 06 to plot 15 to be named Faraday Close, Harworth, DN11 8RU

Location: Land north of Faraday Close

Consideration: No objections

Cllr A Harrison proposed to approve the above considerations; this was seconded by Cllr S Harrison and resolved by the Council.

17424 To receive any updates on Town Council projects or events

Karen Tarburton gave the following updates on future events:

- SOS Fashion Show
- Health, Food and Drink show by North Notts Bid in September
- Retro Bike Race weekend in September
- Winter Wonderland at the Christmas Lighting event in first weekend in December
- Craft market on the Sunday following the Lighting event

Town Centre Master Plan community engagement starts next week with the business consultations on Monday and Friday; then community sessions will take place over the next six weeks.

The draft plan is based on the previous consultation; after the second consultation and then it will go to the District Council Cabinet Members to be adopted as a planning document. The Master Plan will then become part of their planning document.

17425 To receive items for information

- Karen reported that the Town Council is reviewing the Neighbourhood Plan and there have been two studies carried out through 'Locality' (funders). One survey was the Housing Needs assessments which has been carried out by Aecom (a national organisation); the second is the Design Code for the town. The design code work is currently being undertaken by Aecom; a site visit took place last week and we are expecting their report shortly. The Housing Needs survey work has been completed and signed off by Locality and Central Government.
- Cllr Flynn raised the issue of the lack of cutting of the grass verges. This work comes under Nottinghamshire County Council; Bassetlaw District Council is responsible for their own land.
- Cllr Jones reported that she had contacted the District Council regarding the replacement of a damaged litter bin. At this point the Chair reported that the District Council will be carrying out an assessment on the litter and dog bins within

Harworth & Bircotes; a further meeting with them will take place with a view to handing back the emptying of litter bin to the District Council.

17426 Time and date of the next Town Council meeting

The date and time of the next Town Council meeting is Monday 24th July 2023 at 7.15pm at the Town Hall, Scrooby Road, Bircotes, DN11 8JP.