

I hereby give you notice of a Meeting of the Harworth and Bircotes Town Council to be held on Monday 1st September at 6.30pm at the Town Hall, Scrooby Road, Bircotes, DN11 8JP.

All Members of the Council are hereby summoned to attend for the purpose of considering and resolving the business proposed to be transacted at the meeting as set out hereunder. Please note that meetings may be recorded.

Dated this 26th August 2025

W Davies Officer

- 17819 To receive and consider any apologies and reasons for absence
- 17820 To receive Declaration of Interest on any item on the agenda
- 17821 To suspend the meeting to hold a public session and receive reports from Police, District & County Councillors
- 17822 To receive the Chair's report
- 17823 To consider the minutes of the meeting held on 16th June 2025 and 30th June 2025
- 17824 To consider planning applications as listed and any planning correspondence
- 17825 To receive the cemetery's health & Safety inspections, to consider installing runners for phase two of the Styrrup Road Cemetery and contract for CCTV camera in the Tickhill Road Cemetery
- 17826 To consider appointment of a consultant to carried out Reinstatement Cost Assessments at the Town Hall and Information Centre for insurance purposes
- 17827 To consider payments as listed and the financial reports for 30th June and 31st July 2025
- 17828 To appoint the solicitors for the renewal lease for the Police Station
- 17829 To consider the quotation for the installation of an electric supply at the Tickhill Road Cemetery
- 17830 To consider a contribution towards the bonfire event
- 17831 To consider a contribution towards the road closure on Remembrance Day and purchase of wreath
- 17832 To consider the annual renewal of Clear Risk Management Health & Safety Consultants
- 17833 To consider recommendations from the Finance Committee for transfer amount of general reserves to ear marked reserves
- 17834 To consider the HR Committee's recommendations to appoint the new Caretaker and consider the draft HR policies
- 17835 To consider the Finance Committee's Terms of Reference
- 17836 To consider a request for the Ecologist to map and name the trees on Town Council's land as part of the new tree policies
- 17837 To consider the policies as listed
- 17838 To consider potential future events

17839 To receive items for information

17840 Time and date of the next scheduled Town Council meeting

Planning applications:

Application: 25/00132/RES

Proposal: Reserves matters for access, appearance, landscaping, layout and scale for the proposed development of 138 dwellings pursuant of outline planning permission 18/01210/OUT

Location: Land south of Scrooby Road and north of Snape Lane, Harworth

Application: 25/00860/HSE

Proposal: Erect single storey rear and side extension

Location: 32 Meadow Way, Harworth

New and updated Draft Policies:

- 1) Reserve's Policy - new
- 2) CCTV Policy - new
- 3) Subject Access Request Form (CCTV) - new
- 4) Social media and Communications Policy - updated
- 5) Tree Management Policy - new
- 6) Tree Visual Inspection Tracking Table - new
- 7) Co-option Policy - updated
- 8) Training & Development Plan for Councillors
- 9) HR Committee – Recruitment Policy – New
- 10) HR Committee – Training & Development policy for Staff and Volunteers

Time: 08:30

Unity Trust Bank

List of Payments made between 01/07/2025 and 31/07/2025

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/07/2025	Water Plus	DD	13.19		Water
04/07/2025	Leonard Tomlinson	000099	116.01		Fuel June
04/07/2025	Aubourn Planning Consultancy	2-2025	4,999.80		UKSPF Apr/May/June <i>Ended.</i>
04/07/2025	Hi-Tec Security & Fire Systems	248898	337.66		Bi-Annual Fire Test
04/07/2025	Ulyett Landscapes Ltd	87613	510.30		Grass Cutting
04/07/2025	Aubourn Planning Consultancy	1-2025	1,120.00		SLA Apr/May/Jun <i>Ended.</i>
04/07/2025	WD/Asda	4517	51.00		New Plants
04/07/2025	Sharpe Group	58967	223.68		IT/Web
04/07/2025	Hi-Tec Security & Fire Systems	248882	1,693.20		CCTV Cem
07/07/2025	Bassetlaw District Council	DD	64.00		Rates
07/07/2025	Bassetlaw District Council	DD	572.00		Rates
07/07/2025	Bassetlaw District Council	DD	353.00		Rates
07/07/2025	Bassetlaw District Council	DD	131.00		Rates
11/07/2025	WD/Boston Seeds	670547	221.99		New Bulbs
11/07/2025	Hertfordshire Supplies	00551	297.08		Cleaning/Stationary
11/07/2025	Allsigns	525734	241.49		New notices
11/07/2025	Torne Valley	201699	59.76		Grass seed/Hoses
11/07/2025	Torne Valley	01699	125.00		Grass Seed
11/07/2025	ScrewFix	07510	6.27		Toilet Repairs
14/07/2025	Water Plus	DD	246.88		Water
15/07/2025	Smartestenergy	DD	1,262.27		Electric
15/07/2025	Smartestenergy	DD	660.18		Electric
15/07/2025	Smartestenergy	DD	1,343.56		Gas
15/07/2025	Smartestenergy	DD	57.28		Gas
18/07/2025	Hertfordshire Supplies	500709	149.69		Cleaning Products
18/07/2025	HR/Poundstretcher	0929	22.90		Bucket & Spade
18/07/2025	ScrewFix	42827	35.98		Ground Sheeting Sandpit
18/07/2025	HR/Amazone	40120	11.98		Chair stoppers
18/07/2025	KT/Amazone	26706	49.19		Safety Shoes/Inner Tubes
22/07/2025	Hentons	DD	13,295.14		Wages
22/07/2025	Water Plus	DD	68.54		Water
22/07/2025	Water Plus	DD	37.98		Water
23/07/2025	Water Plus	DD	63.85		Water
24/07/2025	Unity Bank	DD	9.26		Bank Charges
25/07/2025	Today Publications	027714	1,440.00		Newsletter 6 months
25/07/2025	S Durrands	500	300.00		Accountant
25/07/2025	Clear Risk Management	9966	2,019.60		H & S Service
28/07/2025	Water Plus	DD	29.31		Water
28/07/2025	All4Woman	DD	133.90		Hygiene Services
30/07/2025	Water Plus	DD	12.86		Water
30/07/2025	Lucy Ysher	8894	720.00		Playsand
30/07/2025	Yorkshire Mechanical Services	2921	291.58		Repair Sinks
30/07/2025	Unity Trust Deposit Account	Precept	174,038.00	<i>Transfer of a/c</i>	Precept
31/07/2025	Unity Bank	DD	13.65		Bank Charges

Total Payments 207,450.01

includes V.A.T

Natwest Current Account New

List of Payments made between 01/07/2025 and 31/07/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/07/2025	HMRC	0003825	1,175.60		PAYE/NIC Mon 3
07/07/2025	Unity Trust Bank	003826	174,038.00	Transfer	Precept to savings
16/07/2025	F&J Kent	003827	80.00		Grass Cutting
30/07/2025	HMRC	003828	3,996.55		PAYE/NIC Mon 4
31/07/2025	NatWest Bank	DD	6.19		Bank Charges
Total Payments			179,296.34		

Time: 08:30

Unity Trust Deposit Account

List of Payments made between 01/07/2025 and 31/07/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
31/07/2025	Unity Trust Bank	1/4 precep	87,019.00	Transfer of A/c	1/4 precept
Total Payments			87,019.00		

Time: 08:31

Unity Trust Bank**List of Payments made between 01/08/2025 and 31/08/2025**

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/08/2025	O Heap	35809	30.00		Fire Exting Service
01/08/2025	Sharpe Group	59072	114.00		Spam Upgrade
01/08/2025	Bassetlaw District Council	HALL 559	473.00		Rtn Should be UKSPF not BDC
01/08/2025	HR/Pounstretcher	HR	4.58		HR/Pounstretcher
01/08/2025	ScrewFix	7463	10.00		Allotment Chris Taps
01/08/2025	Christmas Plus	5628	2,392.80		Remove tree wraps
01/08/2025	ScrewFix	5929	58.99		Paint Market Stalls
01/08/2025	Hertfordshire Supplies	02090	109.76		Postage
01/08/2025	Hertfordshire Supplies	2090	59.02		Cleaning/Stationary
07/08/2025	Bassetlaw District Council	DD	64.00		Rates
07/08/2025	Bassetlaw District Council	DD	572.00		Rates
07/08/2025	Bassetlaw District Council	DD	353.00		Rates
07/08/2025	Bassetlaw District Council	DD	131.00		Rates
08/08/2025	Sharpe Group	59096	223.68		Web/IT
08/08/2025	Ulyett Landscapes Ltd	87901	510.30		Grass Cutting July
08/08/2025	Leonard Tomlinson	0000113	125.00		Fuel July
12/08/2025	WD/UGC	608	45.00		Wood Compound
12/08/2025	Water Plus	DD	291.52		Water Services
15/08/2025	All4Woman	DD	86.40		Toilet Rolls
15/08/2025	Smartestenergy	DD	1,231.28		Electric
15/08/2025	Smartestenergy	DD	694.49		Electric
15/08/2025	NCC	36868	25.00		Vacant Land
15/08/2025	B & B Mowers	07902	80.00		Repair Ride on
15/08/2025	HR/Aldi	6783	10.76		Various
15/08/2025	HR/Aldi	6783A	31.83		Refreshments
15/08/2025	Torne Valley	03293	28.33		Tools
15/08/2025	PT Small	357/HB	400.00		Post Repairs
18/08/2025	Smartestenergy	DD	306.46		Gas
18/08/2025	Smartestenergy	DD	133.69		Gas
22/08/2025	Hentons	DD	12,730.75		Wages
22/08/2025	Christmas Plus	5634	3,807.60		Install Xmas Lights
22/08/2025	Notts County Council	0035	1,393.25		Pension Adjustment
22/08/2025	HR/Amazone	ZE51	22.95		Soap Dispenser
22/08/2025	ScrewFix	3355	55.17		Tools
22/08/2025	ScrewFix	4730	31.47		Food Bins
22/08/2025	Hertfordshire Supplies	00294	110.66		Clean/Enviro
31/08/2025	HR/Amazone	LS71	7.99		Soap Dispenser

Total Payments	26,755.73
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include V.A.T