

I hereby give you notice of a Meeting of the Harworth and Bircotes Town Council to be held on Monday 9th March 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 3rd March 2025

W Davies Officer

17972 To receive and consider any apologies and reasons for absence

17973 To receive Declaration of Interest on any item on the agenda

17974 To suspend the meeting to hold a public session and receive reports from Police, District & County Councillors

17975 To Consider co-option of new councillor

17976 To receive the Chair's report

17977 To receive the cemetery's health & Safety inspections

17978 To consider the minutes of the meeting held on 26th January 2026

17979 To consider planning applications as listed and any planning correspondence

17980 To consider payments as listed and the financial reports and 31st January 2025

17981 To consider virements

17982 To consider addition and annual Ear Mark Reserves:

- Future costs towards the Town Council elections of £10,000
- Neighbourhood Plan Review Referendum in May of £10,000
- Review of the Town Hall Building surveys £5,000

- Annual - £2000 towards replacement of future van
- Annual - £1000 towards projects for the new cemetery

17983 To consider the IT Policy

17984 To review the Health & Safety Policy Statement

17985 To consider the Audit for Assertion 10

17986 To receive an update of the Neighbourhood Plan Referendum

17987 To consider the disposal of the small lawn mower and purchase of a new one

17988 To receive items for information

17989 Time and date of the next scheduled Town Council Meeting – 20th April 2026

Planning applications

Application: 26/00108/COU

Proposal: Change of use from dwellings (Class C3) to Class C2 to accommodate four 5 -18 year old overnight from local services

Location: 36 The Green, Harworth

Application: 26/00123/FUL

Proposal: Installation of a new 12-meter CCTV steel column

Location: Land Corner of Scrooby Road, and West Hill Road, Bircotes

Application: 26/00200/COU

Proposal: Proposed change of use from Annexe (Class C3 dwelling) to storage and staff room (Class E commercial, business and service)

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

Via – Notts County Council

Brinsley Way, Bircotes – proposed parking restrictions (TRO 1339) – double yellow lines, bust stop clearways and traffic calming humps – public Advert

Correspondence:

Bassetlaw Design Code consultation

Adopted Supplementary Planning Documents

Review of Notts County Council's guidance note on the Validation of Planning Applications

List of Payments made between 01/01/2026 and 31/01/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
07/01/2026	Bassetlaw District Council	DD	64.00	Old Cem	Rates
07/01/2026	Bassetlaw District Council	DD	575.00		Ann
07/01/2026	Bassetlaw District Council	DD	353.00	201	Rates Hall
07/01/2026	Bassetlaw District Council	DD	131.00		Rates New Cem
07/01/2026	Bassetlaw District Council	DD	-3.00	Input to much	Rates
12/01/2026	Water Plus	DD	254.45		Water Hall
16/01/2026	British Gas	DD	570.82		Electric Ann
16/01/2026	Tate Electrical	BACS	51.00		Repair Xmas Lights
16/01/2026	Yorkshire Mechanical Services	BACS	127.76		Repair water boiler
16/01/2026	North Notts Training	BACS	228.00		Tree Survey Trg
16/01/2026	O Heap	BACS	384.96		Fire Ex Testing
16/01/2026	WD/Northern Power	BACS	891.00		WD/Northern Power
16/01/2026	M + C Elliott - Gravedigger	BACS	800.00		Grave Digging
16/01/2026	ScrewFix	BACS	38.99		Paint/Roller
16/01/2026	DB Entertainment	BACS	5,274.00		Play Equipt Lighting Event
16/01/2026	NALC	BACS	15.00		KT Trg Course
16/01/2026	Pest Control	BACS	40.00		Service Oct
16/01/2026	Hertfordshire Supplies	BACS	109.68		Cleaning Products Ann
16/01/2026	Bassetlaw District Council/WD	BACS	20.00		Small Lotto Licence
16/01/2026	Sharpe Group	BACS	223.68		IT/Web
16/01/2026	O Heap	BACS	530.04		Fire Ex Service
16/01/2026	Hentons	BACS	271.20		Payroll
16/01/2026	WD/Argos	BACS	79.99		New Phone/Sim Card
16/01/2026	RP Manufacturing	BACS	693.00		Door Service
16/01/2026	Tate Electrical	BACS	873.60		Update Office Lights
16/01/2026	Planning With People	BACS	1,445.00		Completing NP Review
16/01/2026	HR/BnM	BACS	1.00		Window Cleaner
16/01/2026	HR/Amazone	BACS	39.95		Safety Shoes BG
16/01/2026	Outco	BACS	142.80		Gritting
16/01/2026	EE	BACS	48.00		Phone Line/Charges
19/01/2026	Smartestenergy	DD	1,051.64		Electric Hall
19/01/2026	Smartestenergy	DD	10.75		Electric Ann
19/01/2026	Smartestenergy	DD	10.75		Electric Ann
19/01/2026	Smartestenergy	DD	2,047.24		Gas Hall
19/01/2026	Smartestenergy	DD	429.29		Gas Ann
19/01/2026	Smartestenergy	DD	-10.75		Electric Ann
20/01/2026	British Gas	DD	64.21		Gas Ann
21/01/2026	Water Plus	DD	56.55		Water Ann
22/01/2026	Hentons	DD	13,021.42		Wages
23/01/2026	Pest Control	BACS	80.00		Service Ann Nov/Dec
23/01/2026	Clear Council	BACS	814.63		Van Insurence
23/01/2026	ScrewFix	BACS	54.99		Laser Measure
23/01/2026	Notts County Council	BACS	4,613.17		Pension
23/01/2026	Hertfordshire Supplies	BACS	201.11		Cleaning Products
26/01/2026	Hentons	BACS	271.20		Payroll Jan/Feb/Mar
27/01/2026	Water Plus	DD	30.93		Water Old Cem
27/01/2026	Monica Minolta	DD	107.21		Photocopier

List of Payments made between 01/01/2026 and 31/01/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
29/01/2026	All4Woman	DD	134.80		Hygiene Service
30/01/2026	S Durrants	525	300.00	Accountant	S Durrants
30/01/2026	WD/Post Office	BACS	5.75		Postage
30/01/2026	WD/Amazone	BACS	10.85		Lock Dr Keys
30/01/2026	Direct Training	BACS	634.80		1st Aid Course
30/01/2026	ScrewFix	BACS	29.99		Paint Ann
30/01/2026	fire Guard LTD	BACS	180.00		Fire Rick Ass Hall
30/01/2026	ScrewFix	BACS	18.39		Paint Roller
30/01/2026	Yorkshire Mechanical Services	BACS	211.18		Hot Water Repair
30/01/2026	ScrewFix	BACS	38.99		Paint Ann
30/01/2026	ScrewFix	BACS	5.49		PVC Seal
30/01/2026	Aubourn Planning Consultancy	BACS	640.00		SLA Oct/Nov <i>Funded.</i>
30/01/2026	fire Guard LTD	BACS	180.00		Fire Risk Ass Ann
30/01/2026	ScrewFix	BACS	26.00		Paint Ann
30/01/2026	ScrewFix	BACS	18.49		Paint
30/01/2026	Aubourn Planning Consultancy	BACS	4,999.80		UKSPF Jan/Feb/Mar <i>Funded.</i>
30/01/2026	Yorkshire Mechanical Services	BACS	2,088.91		Repair Heating/Boiler
30/01/2026	Aubourn Planning Consultancy	BACS	4,999.80		UKSPF Oct/Nov/Dec
30/01/2026	Today Publications	BACS	1,320.00		6 Month Magizine
30/01/2026	ScrewFix	BACS	15.75		Drill Set
30/01/2026	M + C Elliott - Gravedigger	BACS	860.00		Digging Jan
30/01/2026	HR/Aldi	BACS	29.06		Refreshment
30/01/2026	HR/B&M	BACS	4.95		Battary/Sweetener
30/01/2026	HR/Aldi	BACS	13.74		Adblu/Oil
30/01/2026	Water Plus	DD	4.01		Water New Cem
30/01/2026	Unity Bank	DD	9.40		Bank Charges
31/01/2026	Unity Bank	DD	14.55		Bank Charges

Total Payments	<u>53,922.96</u>
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includes V.A.T

Time: 12:58

Natwest Current Account New

List of Payments made between 01/01/2026 and 31/01/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
07/01/2026	Hathaways - Hibbard	BACS	320.00		Funeral Costs
07/01/2026	Hathaways - Hibbard/Hill	BACS	-640.00	In put wrong	Funeral Costs
20/01/2026	Hathaways - Hills	BACS	320.00		Funeral Costs
30/01/2026	NatWest Bank	DD	7.60		Charges
30/01/2026	HMRC	3833	3,817.07		PAYE/NIC Mon 10
Total Payments			<u>3,824.67</u>		

NIL VAT

Time: 12:29

Unity Trust Bank

List of Payments made between 01/02/2026 and 28/02/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
06/02/2026	Outco	BACS	571.20		Gritting Jan
06/02/2026	RP Manufacturing	BACS	357.85		Auto Door Repair
06/02/2026	Torne Valley	BACS	16.70		Painting
06/02/2026	Leonard Tomlinson	BACS	96.00		Fuel Jan
06/02/2026	Jones & Co Solicitors	BACS	761.40		Legal Fees
06/02/2026	HR/Amazone	BACS	14.23		Toilet Door Sign
06/02/2026	Dukeries Domestic	BACS	490.01		Bags
06/02/2026	B&B Mowers	BACS	940.30		Annual Service Equipt
06/02/2026	Sharpe Group	BACS	223.68		IT/Web
06/02/2026	F&S Consultants	BACS	660.00		EPC for Annexe
06/02/2026	Hipwells	BACS	237.22		Van Repairs
06/02/2026	Hertfordshire Supplies	BACS	1,244.16		Partition X 5
06/02/2026	Bassetlaw District Council	DD	64.00		Rates Old Cem
06/02/2026	Bassetlaw District Council	DD	572.00		Rates Ann
06/02/2026	Bassetlaw District Council	DD	353.00		Rates Hall
06/02/2026	Bassetlaw District Council	DD	131.00		Rates New Cem
11/02/2026	Water Plus	DD	270.31		Water hall
13/02/2026	Pasty Dickons	BACS	600.00		Entertainment Xmas Event
13/02/2026	WD/Walkers of Worksop	BACS	135.00		Van Repair
13/02/2026	ScrewFix	BACS	29.99		Paint
13/02/2026	TaleGate Theatre	BACS	900.00		Panto
13/02/2026	Phil Parkin	175	576.90		Internal Audit
16/02/2026	Smartestenergy	DD	1,334.22		Electric Hall
16/02/2026	Smartestenergy	DD	2,482.73		Gas Hall
16/02/2026	Smartestenergy	DD	664.48		Gas Ann
17/02/2026	ee	DD	48.00		Phone Bill
20/02/2026	Hentons	BACS	12,704.07		Wages
20/02/2026	NALC	BACS	15.00		Trg Course
20/02/2026	Hertfordshire Supplies	BACS	175.70		Clean/Stat
20/02/2026	Notts County Council	BACS	4,613.17		Pension Jan
23/02/2026	Water Plus	DD	44.44		Water Ann
26/02/2026	SSE Energy	DD	65.75		Electric Gates Old
27/02/2026	Water Plus	DD	30.93		Water Old
27/02/2026	Hertfordshire Supplies	BACS	171.13		Cleaning Products
27/02/2026	DBS Constrution	BACS	18,816.00		New Runners
27/02/2026	WD/The Sun	BACS	10.00		Phone Top-Up
27/02/2026	M + C Elliott - Gravedigger	BACS	430.00		Digging Feb
27/02/2026	Climate Cool	BACS	318.00		Service AirCon
28/02/2026	Unity Bank	DD	17.25		Bank Charges
Total Payments			51,185.82		<i>includes V.A.T</i>