

Minutes of the Harworth and Bircotes Town Council meeting held on Monday 21<sup>st</sup> October at 7.15pm at the Town Hall, Scrooby Road, Bircotes, DN11 8JP.

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

**Others:** Mrs Davies (Officer) and a member of the public

**17656 To receive and consider any apologies and reasons for absence**

Cllr Jones proposed to accept the apologies and reasons for absence from Cllr Horrocks, Cllr Sidwells and Cllr Smith; this was seconded by the Cllr James and resolved by the Council. Cllr Wratten to join the meeting later.

**17657 To receive Declaration of Interest on any item on the agenda**

No Declaration of Interests received.

**17658 To suspend the meeting to hold a public session and receive reports from Police, District & County Councillors**

- ~~A member of the public raised concern about a newly installed kissing gate which blocked access/route into the Wimpy Estate for wheelchair users; this is on District Council land and the Town Council will pass on the concerns.~~
- County Councillor Sheila Place sent her apologies
- No police report
- Cllr Schuller gave a brief District Council report

**17659 To receive the Chair's report**

No report given.

**17660 To consider the minutes of the meeting held on 9<sup>th</sup> September 2024**

Cllr S Harrison proposed to accept the minutes of the meeting held 9<sup>th</sup> September 2024 as a true record; this was seconded by Cllr Flynn and resolved by the Council.

**17661 To receive the cemetery Health & Safety reports**

Cllr S Harrison reported that no health & safety issues raised in the old cemetery

Cllr Jones reported that no health & Safety issues raised in the new cemetery. However, a complaint was received from an upset resident stating that a man was using the burial area to throw balls for his dog.

The Officer previously mentioned that the fabricator was to be contacted with regard to work carried out on the gates; no response as yet.

**17662 To consider planning applications as listed and any planning correspondence**

**Application: 24/01100/FUL**

Proposal: Erect two detached two storey dwellings and construct new access

Location: Land adjacent to 31 Alexandra Road, Harworth

Consideration: No objections – no relevant material considerations

Minutes of the meeting held 21<sup>st</sup> October 2024 Signed: *CJ Evans*

Date: 2/12/2024

Cllr Whitehead declared an interest on this item and did not take part in the consideration.

**Application: 24/01106/FUL**

Proposal: Erect two detached houses and garages

Location: Land south of 26 Styrrup Road, Harworth

Consideration: The Town Council requests that contractors should at all times show respect for the cemetery; there are no relevant material considerations to consider subject to condition that the right to light for No.26 is looked into and no vehicles/equipment during the build to be parked on the cemetery entrance road or in the car park. Stop music playing or construction noise when a funeral is in progress. No objections subject to the above.

A suggestion was made to ask Highways to extend the 30mph on Styrrup Road.

**Application: 24/01154/HSE**

Proposal: Single story rear and side extension

Location: 5 Moor Top Road, Harworth

Consideration: No objections - No relevant material considerations

**Application: 24/01146/FUL**

Proposal: 12m CCTV column

Location: Corner of White House Road and Droversdale Road, Bircotes

Consideration: Strongly support the application – no objections

Cllr James proposed to approve the considerations above, this was seconded by Cllr Flynn and resolved by the Council.

**17663 To consider the Biodiversity Policy and audit plan**

The Officer discussed the draft Biodiversity Policy and the start of an audit plan. After consideration, Cllr Whitehead proposed to approve the Biodiversity Policy and will also assist with the audit plan; this was seconded by Cllr James and resolved by the Council.

The Officer will pass all the information she has to Cllr Whitehead to help with the audit plan.

**At this point Cllr Wratten attended the meeting.**

**17664 To consider a Key Holder Security policy**

The Officer discussed the draft Key Holder Security policy, after consideration Cllr Huges proposed to approve the Key Holder Policy; this was seconded by Cllr James and resolved by the Council.

**17665 To consider purchase of water boiler and dishwasher**

The Officer reported that the water boiler has been damaged and not repairable, plus the old dish washer is no longer working. Prices off the internet were considered, after consideration Cllr Hughes approved to replace the water boiler and dishwasher; this was seconded by Cllr James and resolved by the Council.

**17666 To consider contribution towards fireworks display**

Cllr Whitehead proposed to approve the £1,000 contribution towards fireworks display; this was seconded by Cllr Jones and resolved by the Council.

**17667 To approve purchase of a Remembrance Wreath**

Cllr James proposed to purchase the Remembrance wreath; this was seconded by Cllr Flynn and resolved by the Council. This item comes under the GPoC and therefore required to be in the minutes.

**17668 To consider payments as listed and the financial reports for 31<sup>st</sup> August 2024**

The Officer previously circulated the list of payments for approval, financial reports, budget, variances, general and earmarked reserves for the Council to view. Two councillors signed the documents after confirming the bank balances.

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

**17669 To review the budget and ear marked reserves as of 30<sup>th</sup> September 2024, plus suggestions for 2025**

The Officer went through the current ear marked reserves as of 30<sup>th</sup> September and added items to include for 2025-26.

320	Land/building fund	£21,129.51
321	Pond maintenance (for further work & equipment)	£03,520.00
322	Building up fund for new van fund (£2k to add in 2025-26)	£04,000.00
324	New cemetery funds (£1k to add in 2025-26) keep for phase 2	£42,151.00
326	Miners Memorial (Reduce down to £2,500 for landscaping)	£02,500.00
327	Memorial Inspection Fund (to cover next 5yrs)	£04,693.00
328	Old cemetery – funding for maintenance	£22,280.67
341	Building upgrades fund	£04,500.00

Suggestions for 2025-26 so far:

Biodiversity work starter fund	£0,500.00
Development fund for 2025-26 project	£5,000.00

After discussions, Cllr Flynn proposed the above ear marked reserves; this was seconded by Cllr Whitehead and resolved by the Council.

The Officer then went through the budget figures as of 30<sup>th</sup> September plus a draft three-year forecast. The budget is doing well with 50% of expenses used over the first 6 months with 50% still left for the next 6 months. For next year, the Community hub project to be a priority.

Cllr S Harrison proposed to note the review of current budget figures; Seconded by Cllr A Harrison and resolved by the Council.

**17670 To receive items for information**

Information received but nothing put forward for the next meeting.

**17671 Time and date of the next Town Council meeting**

The next Town Council meeting will be held on Monday 2<sup>nd</sup> December 2024 at 7.15pm, at the Town Hall, Scrooby Road, Bircotes, DN22 7UP.

Minutes of the meeting held 21<sup>st</sup> October 2024 Signed: *CJ Evans* Date: 2/12/2024

# Harworth & Bircotes Town Council

## Bank-Cash Reconciliation as at 31st October 2024

### Bank Statement Balances

31.10.2024	NatWest Current A/c	£	239,919.37	
31.10.2025	NatWest Deposit A/c	£	132,791.95	
31.10.2026	Unity Trust A/c	£	238,882.89	
31.10.2027	Unity Trust Deposite A/c	£	106,710.54	
				£ 718,304.75

### Less unpresented Payments

£ 132.00

Plus receipts not on Bank Statement

£ -

**£ 718,172.75**

### **Closing Cash Book Balances**

#### All Bank Accounts

NatWest Current Account	£	239,787.37
NatWest Deposit A/c	£	132,791.95
Unity Trust A/c	£	238,882.89
Unity Trust Deposite A/c	£	106,710.54
	<b>£</b>	<b>718,172.75</b>

#### Represented by

General Reserves	£	466,581.17
Ear Marked Reserves	£	251,591.58
	<b>£</b>	<b>718,172.75</b>

Signed: W Davies

Date: 22.11.2024

Time: 11:46

## Unity Trust Bank

## List of Payments made between 01/10/2024 and 31/10/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
04/10/2024	Essential Recruitment	BACS	577.58	23835	Temp Worker
04/10/2024	Trade Station/ST	BACS	5.26	021	Tools on 2 X bench
04/10/2024	B&Q/ST	BACS	36.00		Paint
07/10/2024	Hipwells	BACS	359.58	53219	Van Service/MOT
07/10/2024	Bassetlaw District Council	BACS	73.00		Rates
07/10/2024	Bassetlaw District Council	DD	654.00		Rates
07/10/2024	Bassetlaw District Council	DD	135.00		Rates
07/10/2024	Bassetlaw District Council	DD	131.00		Rates
10/10/2024	Sharpe Group	BACS	223.68	57785	IT/Web
10/10/2024	Pest Control	BACS	120.00	1960	Service
10/10/2024	Ulyett Landscapes Ltd	BACS	457.38	85317	Grass Cutting
10/10/2024	O Heap	BACS	113.40	13283	Fire Exting Tests
10/10/2024	O Heap	BACS	427.20	13284	Fire Exting Test
11/10/2024	Essential Recruitment	BACS	288.79	24066	Temp Worker
11/10/2024	ScrewFix	BACS	29.99	19651	Paint
11/10/2024	Torne Valley	BACS	7.40	88760	Mask Tape
<del>11/10/2024</del>	<del>M + C Elliott - Gravedigger</del>	<del>BACS</del>	<del>760.00</del>	<del>53</del>	<del>Grave Digging Sept</del>
11/10/2024	Hertfordshire Supplies	BACS	208.99	1818	Supplies
11/10/2024	Hertfordshire Supplies	BACS	70.40	01818	Stamps
11/10/2024	Hertfordshire Supplies	BACS	61.20	02012	Hand Towels
11/10/2024	NALC	BACS	45.00	3403	Traing Course
11/10/2024	Water Plus	DD	248.19		Water
17/10/2024	WD/The Works	BACS	300.00	43704	Books Lighting Event
17/10/2024	Hertfordshire Supplies	BACS	137.41	00912	Cleaning
17/10/2024	Yorkshire Mechanical Services	BACS	792.48	2453	New Water Boiler
17/10/2024	Essential Recruitment	BACS	577.58	24287	Temp Worker
17/10/2024	Notts County Council	BACS	3,426.61		Pension Oct
17/10/2024	Torne Valley	BACS	18.50	88945	Mask Tape
17/10/2024	ScrewFix	BACS	59.98	8487	Paint
18/10/2024	Aubourn Planning Consultancy	BACS	1,040.00	10-2024	SLA Aug
18/10/2024	Aubourn Planning Consultancy	BACS	2,500.00	11-2024	UKSPF Sept
18/10/2024	Aubourn Planning Consultancy	BACS	800.00	12-2024	SLA Sept
21/10/2024	Water Plus	DD	43.58		Water
21/10/2024	Water Plus	DD	31.85		Water
22/10/2024	Hentons	DD	9,327.31		Wages
22/10/2024	Water Plus	DD	210.32		Water
24/10/2024	Essential Recruitment	BACS	144.40	24498	Temp Worker
25/10/2024	Yorkshire Mechanical Services	BACS	185.46	SI-2504	New Tap
25/10/2024	Steve Durrands	BACS	300.00	460	Accounts
25/10/2024	Royal British Legion	BACS	20.00	HEB10	Wreath
28/10/2024	All4Woman	DD	133.90		Monthly Payment
28/10/2024	Water Plus	DD	24.74		Water
30/10/2024	Unity Bank	DD	8.98		Charges
30/10/2024	PWLB	DD	23,365.94		Loan Repayment
31/10/2024	Unity Bank	DD	4.20		Service Charge

Total Payments 48,486.28

includes  
vat

GSE

Time: 11:46

Natwest Current Account New

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<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
16/10/2024	Smartestenergy	DD	1,110.70		Electric
16/10/2024	Smartestenergy	DD	806.60		Electric
16/10/2024	Smartestenergy	DD	58.01		Gas
16/10/2024	Smartestenergy	DD	371.45		Gas
18/10/2024	HMRC	003813	2,293.87		PAYE/NIC Mon 7
31/10/2024	NatWest Bank	DD	15.37		Charges

Total Payments

4,656.00

*includes vat*

*GSE.*