

Minutes of the Harworth and Bircotes Town Council meeting held on Monday 9<sup>th</sup> September at 7.15pm at the Town Hall, Scrooby Road, Bircotes, DN11 8JP.

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

**Others:** Mrs Davies (Officer)

**17636 To receive and consider any apologies and reasons for absence**

Cllr James proposed to approve the apologies and reasons for Cllrs Wratten, Cllr Hughes, Cllr Whitehead and Cllr McLaughin; this was seconded by Cllr S Harrison and resolved by the Council.

**17637 To receive Declaration of Interest on any item on the agenda**

No declarations of interests received.

**17638 To suspend the meeting to hold a public session and receipt reports from Police, District & County Councillors**

County Councillor Sheila Place attended the meeting and gave her report. No District Councillor reports given.

**17639 To receive the Chair's report**

The Chair gave her report as attached.

**17640 To consider the minutes of the meeting held on 1<sup>st</sup> July 2024**

Cllr Sidwells proposed to accept the minutes of the meeting held on 1<sup>st</sup> July 2024 as a true record, this was seconded by Cllr James and resolved by the Council.

**17641 To receive the cemetery Health & Safety reports and consider additional work to the gates**

Cllr S Harrison will be carrying out the old cemetery report during this week. Cllr Jones reported no Health & Safety actions required at the new cemetery; it was also noted that people are still letting dogs of their leads in the cemetery and when Cllr Jones was there someone brought four dogs which were loose. New notices required,

The Officer reported that the damage caused to the new cemetery gates has left the posts also damaged and the new heavy protection covers will not fit unless the posts are repaired. The electrician is going to contact a fabricator for a price to carry out the additional work.

**17642 To consider planning applications as listed and any planning correspondence**

Cllr S Harrison proposed not to make any objections to the following planning applications; this was seconded by Cllr A Harrison and resolved by the Council.

**Application:** 24/00731/HSE  
**Proposal:** Single storey extension to rear  
**Location:** 6 White House Drive, Bircotes  
**Consideration:** No objections

**Application:** 24/00773/HSE  
**Proposal:** Erect single storey front and side extension and two storey rear extension  
**Location:** 36 Norfolk Road, Bircotes  
**Consideration:** No objections

**Application:** 24/00785/COU  
**Proposal:** Change of use of unit from general industry (Class B2) for use as a community-driven fitness gym (Class E (D))  
**Location:** Unit 1B, Plumtree Ind Estate, Bawtry Road, Harworth  
**Consideration:** No objections

**Application:** 24/00830/VOC  
**Proposal:** Variation of condition 2 on P/A 23/00291/VOC to replace the site layout drawing with 19/025/SL Rev X  
**Location:** Land Southwest of Beverly Road, Harworth  
**Consideration:** No objections

**Application:** 24/00964/FUL  
**Proposal:** Install external wall insulation and render system to all exposed elevations  
**Location:** 11 and 12 Talbot Road, Bircotes  
**Consideration:** No objections

#### **Street Naming**

**Application:** 24/00036/NEWDEV  
**Proposal:** Street naming -Silverhill Way, Gedling Grove, Clipston Drive. Calverton Green  
**Location:** Land next to Brinsley Way, Bircotes  
**Consideration:** No objections

#### **17643 To consider purchase of a folding work platform**

After consideration, Cllr S Harrison proposed to purchase a folding work platform so that the staff can reach the top of the hedging in the cemetery for £338.74 plus v.a.t; this was seconded by Cllr Flynn and resolved by the Council.

#### **17644 To consider renewal of the electric contract for the Tickhill Road Cemetery gates**

After consideration, Cllr Sidwells proposed to continue with the renewal of the electric contract with SSE Energy Solutions; this was seconded by Cllr S Harrison and resolved by the Council.

#### **17645 To consider purchase of a privacy screen for the yard fencing**

After discussion, Cllr Flynn proposed to purchase a privacy screen for the yard fencing £99.95 plus vat; this was seconded by Cllr James and resolved by the Council.

#### **17646 To consider road closure for the Remembrance Day**

The Officer reported that the road closure for the Remember Day has already been applied for at a cost of £940.00 plus vat. Cllr A Harrison proposed to approve the road closure; this was seconded by Cllr James and resolved by the Council.

**17647 To consider the extension of the roll over contract for gritting services on the town hall car park and Civic square**

After consideration, Cllr Flynn proposed to continue with the roll over contract for gritting services; this was seconded by Cllr James and resolved by the Council.

**17648 To appoint Internal Auditor for 2024-25**

After consideration, Cllr Jones proposed to appoint Mr P Parkin as Internal Auditor; this was seconded by Cllr S Harrison and resolved by the Council.

**17649 To receive the External Auditor's Report and Certificate for 2023-24**

The Officer reported that the External Auditor's Report and Certificate has been received. The External auditor's limited assurance option 2024/23 is as follows:

*On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR) in our opinion the information in the Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory have not been met'.*

*Other matters not affecting our opinion which we draw to the attention of authority:*

*The smaller authority has confirmed that it has not complied with the governance Assertion in Section 1, box 4, and it have provided the appointed auditor with an adequate explanation for non-compliance and details of the actions necessary to address weaknesses identified. This is consistent with the internal auditor's response to Internal Control Objective N.*

The Officer reported that action has already been addressed and a new website format had been put into place.

The Notice of conclusion of audit for the Annual Governance & Accountability Return for the year ended 31 March 2024 has been published today on the website and in the notice board for a minimum of 14 days.

Cllr Jones proposed to note the above reports; this was seconded by Cllr James and resolved by the Council.

**17650 To approve monies transferred from NatWest Current account into the Unity Trust Bank accounts**

Cllr Flynn proposed to approve the following transfers between bank accounts; this was seconded by Cllr A Harrison and resolved by the Council.

- NatWest Current account transfer £65,931 to NatWest deposit account for partnership funding projects & S106
- NatWest Current account transfer £389,420 to Unity Trust current account
- Unity Trust current account transfer £106,397.91 to Unity Trust deposit account for ear marked reserves

**17651 To consider payments as listed and the financial reports for 30<sup>th</sup> June & 31<sup>st</sup> July 2024**

The Officer previously circulated copies of the financial reports for 30<sup>th</sup> June 2024 and 31<sup>st</sup> July 2024, copies of bank statements, variances, budget, reserves and payments for approval.

Minutes of the meeting held 9<sup>th</sup> September 2024 Signed: *CJ Evans 21<sup>st</sup> October 2024*

Cllr S Harrison proposed approval of payments listed and financial reports as listed above; this was seconded by Cllr Flynn and resolved by the Council. Cllr James and Cllr Flynn initialled the report balances against the bank statements.

Bank reconciliation as of 31<sup>st</sup> July 2024

Natwest Current A/C	£088,203.23
NatWest Deposit A/C	£132,313.23
Unity Trust A/C	<u>£411,538.95</u>
	£632,055.41
Less unrepresented payments	(£001,740.00)
Plus, receipts not on statement	<u>£000,323.00</u>
	<u>£630,638.41</u>

Closing balances as of 31<sup>st</sup> July 2024

Natwest Current A/C	£087,926.23
NatWest Deposit A/C	£132,313.23
Unity Trust A/C	<u>£410,398.95</u>
	<u>£630,638.41</u>

Made up of:

General Reserves	£361,434.93
Ear Marked Reserves/Grants	<u>£269,203.48</u>
	<u>£630,638.41</u>

#### **17652 To review and consider the new Financial Regulations template for adopting**

The Officer previous circulated copy of the new updated Financial Regulations template written by National Association of Local Councils and Society of Local Council Clerks.

The Officer went through the sections that required consideration, Cllr Flynn proposed to approve the revised Financial Regulations; this was seconded by Cllr James and resolved by the Council.

#### **17653 To consider response for the Electoral Review of Bassetlaw District Council's draft recommendations**

After discussion, Cllr S Harrison proposed that Councillor's pass on any responses to the Officer for submission; this was seconded by Cllr James and resolved by the Council.

#### **17654 To receive items for information**

- The Officer reported that the wooden bench at the War Memorial will be reported
- Complaint regarding the number of banners on the fence in front of KFC
- Cllr Sidwells gave a report on the Retro Biking event that took place in August; it went very well and next year it will be a bigger event
- The Chair reported that the Town Council's insurers confirmed that should anyone not secure the building or compound correctly which results in a break in, and damage caused, then our insurance will be void. Hence, the reason that no groups are allowed to have keys to lock up.

#### **17655 Time and date of the next Town Council meeting**

The next Town Council meeting will be held on 21<sup>st</sup> October 2024 at 7.15pm in the Town Hall, Scrooby Road, Bircotes, Dn11 8JP.

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## CHAIR'S REPORT

### Winter Fuel Payments: Eligibility

Recent changes mean that you need to claim Pension Credit or another qualifying benefit to get the winter 2024/25 payment. Checking your eligibility can be challenging:

- It is free to check if you could get Pension Credit. If you have reached State Pension age and your weekly income is below £201.05 if you live alone or £306.85; if you live with a partner, you could be eligible – even if you own your home or have savings.
- The Winter Fuel Payment is worth £300 for households with someone aged eighty or over. Households with someone aged 66-79 will receive £200.
- The quickest way is to call the Pension Credit claim line on [0800 99 1234](tel:0800991234) or use the [Pension Credit calculator Opens in a new window](#)
- Government is working with Local Authorities to bring together the administration of Pension Credit and Housing Benefit as soon as possible.
- People who have reached State Pension age before September 23, 2024, and are in receipt of Pension Credit, Income Support, Income based JSA, Income related ESA, Universal Credit, Child Tax Credit or Working Tax Credit, will be entitled to a Winter Fuel Payment – subject to eligibility conditions.
- Pensioners need to be entitled to Pension Credit for at least one day in week September 16 to 22 to be eligible for a Winter Fuel Payment for this winter.
- 21 December is the last date for backdating a claim for Pension Credit to 22 September, assuming the claimant met the Pension Credit entitlement conditions throughout the previous three months.

[Bassetlaw Money Advice Team](#) can help people with any worries you have about claiming benefits. They can advise you if you are claiming all the benefits you are entitled to or give general advice if you have debts. They have access to many areas of other support through our partnership with the North Nottinghamshire Support Partnership, including complex debt advice. You can access our money advice team for help with any worries

If you need help contact our Money Advisors, on 01909 533 744 or email at [money.advice@bassetlaw.gov.uk](mailto:money.advice@bassetlaw.gov.uk)

[Citizens Advice Bassetlaw](#) also gives free, confidential advice. Tel. 0300 561 2800 or visit [advice@canns.org.uk](mailto:advice@canns.org.uk). You can speak with an advisor who is available at the Town Hall every 2 weeks – dates displayed on the notice board.

### Jobs Fair

We have been working collaboratively with BDC and DWP to deliver a Jobs Fair in the Town Hall on the 10th of September 12 till 3pm. We have canvassed most of the businesses in and around Harworth and Bircotes to ensure, where possible, the promotion of local jobs for local people.

The Jobs Fair will be available to the public and will also include mandatory attendance of job seekers that are under DWP support.

We are currently exploring further opportunities to work collaboratively with BDC and other partners - you will be updated when these opportunities become confirmed.

### Halloween Event

We are looking into holding a Halloween event at the Town Hall. It will offer free entry, along with several attractions; there will also be a competition for the 'best Halloween costume' - debate continues if this should also apply to adults. This is meant to be a fun event.

### Tommy Simpson Field: The Miner's Mile Walking Route - A Focus on Health

The route is marked by poles placed around the perimeter of the field – they have purple caps and orange marker discs, which are colour blind friendly - and Three laps equals one mile of walking.

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There are known health benefits of walking:

- Increases concentration
- Improves heart health, bone health and overall fitness
- Reduces anxiety

#### **East Midlands Regional Investment – National Statistics**

Every July, HM Treasury publishes an annual Public Expenditure Statistical Analysis (PESA) on where public money (capital and revenue) is spent and on what, in the previous budget year. EMC has undertaken a summary analysis of this annual publication which covers the period 2018-19 to 2022-23. Having the status of 'National Statistics' published by HM Treasury, "it is irrefutable evidence of the continuance of the historic low levels of investment in the East Midlands on all core economic development metrics."

*Comment: although this relates to the whole East Midlands Region, it confirms what local councillors have known for some time – Notts. and Bassetlaw appear to have been at the back of the queue when it comes to much-needed investment.*