

Minutes of the Harworth & Bircotes Town Council meeting held on Monday 24<sup>th</sup> June 2019, at 7.00pm in the Town Hall, Scooby Road, Bircotes

Public Session – no public present

County Councillor Report – no report received

Police report – PC Martin gave his May police report for the area

**Present:** Cllr Evans (Chair), Cllr Flynn, Cllr James, Cllr Jones, Cllr Smith, Cllr Flear, Cllr Barns, Cllr Wratten and Cllr Armstrong

**Others:** Mrs Davies (Officer) Mrs Tarburton (Community Development & Funding Manager)

**16771 To receive signed Declarations of Acceptance of Office from Members absent from the May meeting**

The Officer received Declarations of Acceptance of Office from Cllr Schuller, Cllr Jones and Cllr Wratten.

The Council approved that Cllr Morgan-Kingson can hand her Acceptance of Office at the next meeting.

**16772 To receive and approve any apologies for absence**

Apologies and reasons were received from Cllr Robinson, Cllr Schuller and Cllr Dean.

Dean.

Cllr Flynn proposed to approve the above apologies; this was seconded by Cllr Barns and resolved by the Council.

Apologies were received from Cllr Morgan-Kingston but no reason given.

**16773 To receive Declaration of Interests on any item on the agenda**

No Declaration of Interests were received.

**16774 To approve the minutes of the meeting held 21<sup>st</sup> May 2019**

Cllr James proposed to accept the minutes of the meeting held 21<sup>st</sup> May 2019 as a true record; this was seconded by Cllr Barns and resolved by the Council.

**16775 To approve the minutes of the Finance Committee meeting held 29<sup>th</sup> May 2019**

Cllr Barns proposed to accept the minutes of the Finance Committee meeting held 29<sup>th</sup> May 2019 as a true record; this was seconded by Cllr James and resolved by the Council.

**16776 To receive the District Councillor Reports**

District Cllr Schuller was not present to give her report.

District Cllr Evans reported that the District Council is planning to address the Green issue, looking at the use of plastic recycling uptake and fly tipping. There will be a display at the end of June, in Worksop town centre, of non-toxic items collected from fly-tipping incidents in Bassetlaw. The display will be shown in Harworth & Bircotes at the end of July.

**16777 To receive the Chair's report**

The Chair went through a Strategic direction report and information on the Neighbourhood Development Plan as Harworth & Bircotes is defined as a major regeneration area.

**16778 To receive the Community Development and Funding report**

**Avondale** – next stages – looking into funding for cookery sessions, also looking at lottery funding opportunities for Right Choice to develop this project across their charity.

**Stage 2** – Jones Homes have informed us that they are looking at costs currently, they are also looking at the option of using the contractor previously chosen by the Town Council to carry out the work and they will pay for this.

**Market** – work will start at the end of the week on the storage area for the market stalls. This project also impacts on stage 2 above so completion of the project at this point in time is a moving date, however the project needs to start to ensure that we are ready for the stalls when they are available.

**North Border School** – Cllrs present have provided photographic ID that needs to be sent to Homes England to form part of the contract to release the funds for the feasibility study, The Town Council are also working with the District Council looking at the funds for the feasibility of the infants section, this is being helped along by OPE (One Public Enterprise) by having a member of staff help to move this project forward

**Looking at** ways in which as a Town Council we can bring in more income by use of the Town Hall this could include a summer disco etc.

**Working with:**

- Cllr James in exploring the possibility to have an Allotment Open Day potentially during the month of September;
- The District Council to develop the infrastructure for the developments of the Town;
- The District Council to look at the business investments within the Town, also working with Mel Day from North Notts Business Connections to look at the support networking opportunities offered to local business communities with the Harworth and Bircotes area, there is to be a business conference to be held here at the Town Hall on 25<sup>th</sup> Sept.

**Summer events** – these will be finalised by the end of the week but it is planned to have a roller rink, Harworth Beach and also a disco during the summer holidays.

**Other community events/ projects:**

- Community choir meeting arranged with a lady that has experience of this type of to get this project moving;
- Bins and Signage – there is a project and an application in to Notts CC to have new bins and finger posts along the Town Centre and the bins that are removed will be re sited in the most needed area within the Town.

**16779 To receive cemetery inspection reports**

Cllr Barns carried out an inspection of the cemeteries today and reported that there were no safety issues, all grit bins and water facilities in order.

Officer to chase up installation of the old cemetery gate sign and weather proofing treatment of the seat in G section; plus completion of electrification of the gates on the new cemetery.

**16780 To carry out review of fees**

Allotment fees – the Councillors considered the current fees of £7.50 per half plot for the year; after discussion it was agreed that they need increasing from 2020.

Town Hall hire rates – following discussion it was agreed at this point in time to keep the fees as they are; a further review to take place at a later date.

Cemetery fees – following discussion; the Officer would like to make a specific break down of the burial fees and clarification regarding the new government scheme on burials for 18yrs and under. It was agreed the current fees to remain in place and review at a later date after the Officer has received the information required.

**16781 To consider terms of reference for Health & Safety committee**

The Officer previously circulated copies of draft terms of reference for the Health & Safety Committee. After consideration, Cllr Barns proposed to approve the terms of reference; this was seconded by Cllr Flynn and resolved by the Council.

**16782 To consider any planning applications and note any decision notices, appeals and planning correspondence as listed****Application: 19/00409/FUL**

Location: Land at Plumtree Farm Ind Estate, Plumtree Road, Harworth  
Proposal: Erect eight industrial units

At this point Cllr Jones declared a non-pecuniary interest as a neighbour for the 23 Styrrup Road application; and did not take part in discussion or voting.

**Application: 19/00657/HSE**

Location: 23 Styrrup Road, Harworth  
Proposal: Erect two storey rear extension

**Application: 19/00704/HSE**

Location: 12 Briar Grove, Harworth  
Proposal: Erect first floor front extension

Following consideration of the above applications; Cllr Barns proposed not to make any objections; this was seconded by Cllr Flear and resolved by the Council.

**16783 To consider request from the Brass Band regarding their equipment storage room**

The Officer reported that during the Town Hall works; the Brass Band has been using the larger storage room to store their instruments. The band has now requested if they can continue to use this room when the works finish; rather than return to the smaller room used before.

After discussion; subject to the Council being able to find enough room elsewhere to relocate the storage of other groups and council's items then the conditions would be:

- The room will continue to be shared with the Drum Core/council printer (unless another place can be found)
- The band will not be allowed to walk through the hall to collect their equipment whilst another group's session is still taking place in the hall (I believe this finishes at 7pm);
- and the use of the cupboard in the conference room will no longer be available

Following discussion and consideration Cllr Jones proposed to approve the request subject to the above conditions; this was seconded by Cllr Barns and resolved by the Council.

At this point Cllr Jones left the meeting.

**16784**

**To approve payments and received financial update**

Copies of the payments for approved were previously circulated for the Councillors to view.

The Officer reported on the current budget figures and noted that there were no variances to explain. The current finances were reported and the bank statements initialled.

Cllr Flynn proposed to approve the payments and note the current finances; this was seconded by Cllr Smith and resolved by the Council.

Following the Internal Auditors suggestion to investigate the cost of including a sales ledger onto the council's accounting package. The Officer has received a quotation for the initial set up cost and annual maintenance fees; however, the price far outweighs the little use it will have.

The Officer reported that ProActive; which provide our Health & Safety Competent Person service; has submitted their annual contract for another year. Their new annual charge will be £1,500; this has been reduced by £800 following the amount of work that has been carried out by the Officer to ensure that the Council complies with its Health & Safety obligations.

The Chair proposed to accept the price of £1,500; this was seconded by Cllr Barns and resolved by the Council.

**16785**

**To receive items of correspondence for information and future agenda items**

The Officer reported that the Independent Building Control Company has submitted a final certificate to say that the town hall building work requirements specified in the certificate have been complied with – dated 24/6/2019.

An invitation had been circulated around the councillors to attend the Bassetlaw Transport Summit – which is part of the Bassetlaw Integrated Care Partnership work

streams. Cllr James and Karen Tarburton will be attending on behalf of the Town Council.

For information – A request was sent to Highways to repaint the pedestrian crossing outside the health centre; due to the faded markings. A response has been received which states that their initial inspection has been carried out but they are unable to carry out this work immediately as it is part of a larger improvement scheme which is due to take place.

**16786**

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

The time and date of the next Town Council meeting will be 29<sup>th</sup> July 2019 at 7pm in the Town Hall, Scrooby Road, Bircotes.

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