

Minutes of the Annual Meeting of the Harworth & Bircotes Town Council meeting held on Monday 23rd May 2022, at 7.30pm at the Town Hall, Scrooby Road, Bircotes, DN11 8JP.

Present: Cllr Evans, Cllr Flynn, Cllr Jones, Cllr Barns, Cllr Wratten, Cllr Fear and Cllr James

Others: Wendy Davies (Officer) Karen Tarburton (Community Development and Funding Manager) from agenda item 17227 and members of the public

17218 Election of Chair

Cllr Barns proposed Cllr Evans for the position Chair; this was seconded by Cllr James and resolved by the Council – 6 votes

17219 Election of Vice- Chair

Cllr Flynn proposed Cllr Smith for the position of Vice-Chair; this was seconded by Cllr James and resolved by the Council – 7 votes.

Cllr Smith to sign her Declaration of Office on or before the next meeting due to being absent today.

17220 To receive and approve any apologies and reasons for absence

Apologies and reasons received from Cllr Smith and Cllr Schuller. Cllr Jones proposed to approve the apologies and reasons; this was seconded by Cllr Flynn and resolved by the Council - 7 votes.

17221 To receive Declaration of Interests on any item on the agenda

No declaration of interests received.

17222 To suspend the meeting to hold a public session and receive Police, County and District Councillor reports

PC Martin gave his police report during the Annual Parish Meeting.

District Cllrs Evans gave her district report as attached.

17223 To receive the Chair's report

The Chair gave her report as attached.

17224 To approve the minutes of the meeting held 30th March 2022

Cllr Flynn proposed to accept the minutes of the meeting held 30th March 2022 as a true record; this was seconded by Cllr Jones and resolved by the Council – 7 votes.

The Chair duly signed the minutes.

17225 To approve the minutes of the meeting held 11th April 2022

Cllr James proposed to accept the minutes of the meeting held 11th April 2022 as a true record; this was seconded by Cllr Flynn and resolved by the Council – 7 votes.

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Date: *4/7/22*

The Chair duly signed the minutes.

17226 To receive the end of year financial reports and asset list for 31st March 2022

The Officer reported on the disposed and new equipment on the asset register for 2021-22. Cllr Barns proposed to approve the asset list for 31st March 2022; this was seconded by Cllr Fear and resolved by the Council – 7 votes.

The Officer previously circulated copies of the finances, reserves, budget, variances and bank statement balances plus the statutory return reports as of 31st March 2022.

Cllr Jones proposed to approve the finances as above; this was seconded by Cllr Barns and resolved by the Council – 7 votes.

17227 To receive and note the Internal Audit report for the year 2021-22

The Officer circulated copies of the Internal Auditor report carried out in January and May; for the Councillors to consider.

The Officer circulated copy of the Annual Internal Audit report 2021-22.

Cllr Flynn proposed to note the Internal Audit report and the Annual Internal Audit report 2021-22; this was seconded by Cllr Barns and resolved by the Council.

17228 To consider the Annual Governance statement for the year 2021-22

The Officer circulated copies of the Annual Governance Statements for the Councillors to consider.

Cllr Fear proposed to approve the positive responses; this was seconded by Cllr James and resolved by the Council – 7 votes.

17229 To consider the Accounting Statements for the year 2021-22

The Officer circulated copies of the Accounting Statements for the Councillors to consider.

Cllr Barns proposed to approve the Accounting Statements for 2021-22; this was seconded by Cllr James and resolved by the Council – 7 votes.

17230 The Responsible Finance Officer to set the commencement date for the exercise of public rights

The Officer reported that she has set the commencement date for the exercise of public rights as 13th June 2022 to 22 July 2022; the announcement will be on the 30th May 2022.

Cllr Wratten proposed to note the above dates; this was seconded by Cllr Fear and resolved by the Council – 7 votes.

17231 To approve payments and financial reports as of 30th April 2022

The Officer previously circulated copies of the finances, reserves, budget, variances and bank statement balances as of 30th April 2022.

Cllr Fear proposed to approve the above finances and payments; this was seconded by Cllr Wratten and resolved by the Council – 7 votes

Cllr James proposed to confirm that the Town Council fully supports the Accessible survey for Harworth & Bircotes for the contribution cost of £1,100; this was seconded by Cllr Wratten and resolved by the Council – 7 votes

17232 Co-option of new Councillor

The Chair reported on the Co-option interview for the position of Town Councillor.

Cllr Wratten proposed to co-opt Teresa Hughes as a Town Councillor; this was seconded by Cllr James and resolved by the Council – 7 votes.

Cllr Hughes signed her Declaration of Office form which was countersigned by the Officer. Cllr Hughes then joined in the meeting.

17233 To receive the cemetery health & safety inspections and consider an Independent Memorial Inspection

Cllr Barns reported that there were no health & safety issues from his cemetery inspections.

The Officer reported of the requirement for an independent memorial inspection particularly in the old cemetery. This could be carried out over a three year period if required. The Officer will provide a copy of the brief he would be using.

17234 To review insurance renewal

Cllr James proposed to approve the insurance renewal; this was seconded by Cllr Fear and resolved by the council – 7 votes. This is the last year of a three-year insurance agreement.

17235 To review bank mandate and cheque signatories

The current signatories are Cllr Evans, Cllr James, Cllr Flynn and Cllr Smith; the officer has requested a copy of the bank mandate from the bank to enable the Town Council to remove a previous councillor off the mandate.

Cllr James proposed to keep the same signatories as noted above; this was seconded by Cllr Evans and resolved by the Council – 7 votes.

17236 To appoint Councillor's responsibilities

The Councillors responsibilities are:

Finance Committee – Cllr Evans, Cllr Barns, Cllr Flynn, Cllr Smith and Cllr James

HR Committee – Cllr Barns, Cllr Evans, Cllr Jones, Cllr Wratten, Cllr James and Cllr Flynn

Cemetery Committee – Cllr Barns, Cllr Hughes, Cllr Evans, Cllr Jones and Cllr James

Health & Safety – Cllr Barns, Cllr Flynn, Cllr Jones, Cllr James and Cllr Evans

Environment Committee – to be set up at a later date if required.

Committees to have five members and a quorate of three (HR to reduce to 5 at a later date)

Cllr Barns proposed to approve the following committees; this was seconded by Cllr Jones and resolved by the Council – 8 votes.

17237 To appoint representative for external groups

Cllr Jones proposed that Cllr Flynn continues to be the Town Council's representative for the Tenants and Residents Association and the Police Priority meetings; this was seconded by Cllr James and resolved by the Council.

Cllr Flynn reported that the residents which previously attended the Police priority meetings; have not been receiving invitations.

17238 To consider any planning applications as listed and planning correspondence

Application: 22/00434/FUL

Proposal: Installation of a Medpoint prescription collection machine to existing shop front window

Location: H I Weldricks, Scrooby Road, Bircotes

Consideration: No objections

Application: 22/00435/ADV

Proposal: Display vinyl wrap to front of Medpoint prescription collection machine with Medpoint logo and operational instructions

Location: H I Weldricks, Scrooby Road, Bircotes

Consideration: No objections

Application: 22/00530/HSE

Proposal: Retrospective single storey garage

Location: 7 Milne Ave, Bircotes

Consideration: No objections

Application: 22/00560/FUL

Proposal: Erect detached dwelling (alteration to dwelling previously approved)

Location: Land to south of Galway Mews (plot 3) Harworth

Consideration: No objections

Application: 22/00656/HSE

Proposal: Erect two storey side extension and alter existing access and provide 3 parking spaces

Location: 26 Church Road, Bircotes

Consideration: No objections

Cllr Flynn proposed not to make any objections on the above applications; this was seconded by Cllr Barns and resolved by the Council – 8 votes

17239 To consider investigating options of website improvements

The Officer asked the Council if it would consider looking at improving the current website which is not easy to use; or to look to see what other options are available.

Cllr Jones proposed to investigate options of improving the website; this was seconded by Cllr Wratten and resolved by the Council – 8 votes.

17240 To receive update on any Town Council projects

Karen Tarburton reported on:

- The over 70's Jubilee street party in the Town Hall on the 8th June
- A family event on the Tommy Simpson field in August
- A two day Retro bike event in September
- Looking at the possibility of having a monthly farmer's market
- A three day Christmas event; Winter Wonderland, pantomime, Tree lighting event on the car park and a craft market

Unfortunately, Highways will not allow the Town Council to put the Jubilee bunting up on the street lighting columns which was the original plan.

17241 To receive items for information only

The Officer reported that some of the better litter bins that have been removed off the shop fronts have been relocated to other areas where previously prioritized. The small chrome bins require feet welding back on to them before they can be re sited.

17242 Time and date of the next Town Council meeting

The next Town Council meeting will be held 4th July 2022 at the Town Hall, Scrooby Road, Bircotes, DN11 8JP at - TBA

See attached reports.

Cllr Evan's Chair Report

The Platinum Jubilee

- **Planting.** I was pleased to see the arrival last week of the plants ordered specifically for the Jubilee, now displayed in a special frame on the front of the Town Hall Car Park, and reflecting the colours used in the Union Jack. The remaining plants will be used in the Gateway signs this week.
- **Bunting.** We have boxes of bunting, which we intended to hang between the lamp posts along Scrooby Road in the Town Centre. However, N.C.C. has done a 'u turn' and is now saying the space between the lamp posts is too long. I can only assume there has been an incident, somewhere in Nottinghamshire, where the bunting has snapped and caused a traffic hazard. Karen and Lee are re-thinking the scheme; a special thanks to Helen for decorating the Hall.
- **An Event** has been organised on **8th June at the Town Hall** for a **Jubilee Indoor Street Party for over-70's**, Karen is looking at a Family Event in August, when children are not in school.

The 'Cost of Living' Crisis.

There is no doubt that this year is going to be difficult for many residents, and particularly those on lower incomes.

For this Council, we have managed our finances well throughout the last 2 difficult years and the budget is relatively healthy; however, inflation has surpassed the predicted 7% and is now at 9% and still rising. We have to anticipate much bigger bills for utilities – especially gas – along with increases in the cost of fuel, services and materials. Added to this is the agreed increase in staff wages.

We therefore have to remain cautious, stick to the original plans/initiatives for budget expenditure, and accept that planned expenditure, in-year, will be greater than anticipated. This gives us little opportunity in adopting budget items Council placed on the 'reserved list'.

Update on Bassetlaw Food Bank

It seems more people are using the Food Bank; it is noticeable that in this increase are more people of pensionable age. I leave you to draw your own conclusions on the need for the Food Bank, and the support it will need in future months. The Chair also reported on the trial of a Community Lunch at the Town Hall.

Cllr Evans District Councillor Report

Update: £150 Council Tax Energy Rebate (from Head of Finance on 20/5/22)

"We have now paid out £3,019,500 to local residents in 20,130 payments of £150 as of last night, that equates to over 40% of the total allocated.

As you know, the Council has started payments to the 70% who pay Council Tax by direct debit; a letter will be sent to those who pay by an alternative method advising on how to claim the rebate. B.D.C. will provide regular updates to the public."

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Update on Youth Hub at H&B Town Hall

This is proving to be a successful venture. It is aimed at 16 – 24-year-olds, who are invited by the DWP to attend via appointment. Help is given by several agencies from anything such as mental health, writing C.V.'s, finding employment; the official launch is on 14th June. The scheme is currently funded by B.D.C for a 6-month period.

Official Launch of Madison Court

I attended the ribbon-cutting ceremony on Saturday 7th May, and thoroughly enjoyed myself; the event was well attended, and the glorious sunshine was an extra bonus.

Wimpey Estate, Carlton-in-Lindrick

The proposed plans for a review of this estate are now out for consultation with residents; the emphasis is on improvements to the local environment. Carlton Wimpey Estate is different to the one in Bircotes e. g. it is smaller, very contained in that it has no road through it.

The press release for the above consultation can be found at -

<https://www.bassetlaw.gov.uk/media-centre/news/latest-news/residents-views-sought-on-transformational-plans/>

Further information and the consultation can be also be found at

<https://www.bassetlaw.gov.uk/carltonmasterplan>

I mention the Wimpey Estate in Carlton because there are rumours that the estate in Bircotes will be demolished – this is absolute rubbish! It is true there are a number of empty properties there (or voids), just as there are across all areas of Bassetlaw District; this is due to a backlog built up during the pandemic – BDC has recently engaged 5 contractors to address the backlog.

Changes to B.D.C.'s Local Plan

Public Consultation, 10th May to 21st June, on The Bassetlaw Local Plan 2020-2038: Publication Version Second Addendum

The Local Plan sets out the broad spatial planning and policy framework for Bassetlaw District up to 2038. The Local Plan Second Addendum sets out proposed focussed policy changes relating to the withdrawal of the garden village, employment and housing strategy, including for affordable housing and gypsy and travellers, biodiversity and geodiversity, and safeguarded land.

You can view the Second Addendum at the District Council offices on Potter Street, Worksop or at 17b The Square, Retford, and at Harworth and Bircotes Town Hall, and at Bircotes Library. It can also be viewed on the District Council website:

www.bassetlaw.gov.uk/bassetlawplan

Comments on the Second Addendum can be made using a Representation Form available from Bircotes Library, the District Council offices in Worksop and Retford; it can also be downloaded from their website.

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Comment

Local Authorities have to use a formula that delivers a recognised 'balance' between housing development and employment sites in their district; build less houses and the number of employment sites also has to reduce (and vice versa). The proposed Local Plan does not include any further development in Harworth and Bircotes until 2037/8, other than what has been agreed/is currently under development.

However, I noticed a comment on Facebook claiming expansion of the industrial site along Snape Lane; presumably this claim was a result of the Windfall Allowance, which is concerned with small developments that may arise e. g. of no more than 10 houses or a small employment site.

I wrote to B.D.C.'s Planning Policy Dept. about the proposed Local Plan, which you know is a key planning document for Bassetlaw. My question was:

"I know Harworth doesn't feature in the Local Plan, but I am seeking clarification regarding the current housing developments in my community. Put simply, could the developers change their approved plans and replace houses with industrial units?"

The reply was reassuring:

'The proposed employment windfall allowance does not give developers carte blanche to revisit schemes. It's designed to support small-scale local business growth, say in Harworth town centre, or to support the expansion of a local rural business.

Landowners have the right to seek to change planning permissions to include a different mix of uses. But the Local Plan is clear that we're looking to direct business development to: the employment allocation sites, existing employment sites, and town centres.

The Plan asks that new business development elsewhere, including a change of use, must demonstrate a 'proven need' for business development either for business/operational reasons.

Because we've got such a significant supply of employment land with planning permission, once the plan is adopted it should be much easier to resist speculative development for business as well as housing.

All of the housing sites with planning permission are a vital part of the housing supply. So, unless a developer can give clear justification for changing the use we would look to resist, to protect the district from speculative housing development elsewhere.'

The Levelling Up Bid

Work continues on writing the bid, which is managed by a multi-agency Project Board; the deadline is July 2022. The focus is on Worksop town centre; the preliminary consultation with residents of Worksop resulted in requests for a leisure facility and improved aesthetics in the canal area. The overall intention is to make the town centre more of an attractive 'destination' and support local businesses. A draft plan will again involve consultation with residents; discussions with the Worksop Business Forum have taken place.

A bid is also being prepared for the Shared Prosperity Fund, which replaces the E.U. structural fund to help poorer areas.