

Minutes of the Harworth & Bircotes Town Council meeting held Monday 6<sup>th</sup> December 2021, at 6.30pm at the Town Hall, Scrooby Road, Bircotes, DN11 8JP.

**Present:** Cllr Evans (Chair), Cllr Smith, Cllr Jones, Cllr Barns, Cllr James, Cllr Flynn, Cllr Schuller

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

**17137 To receive and approve any apologies and reasons for absence**

Apologies and reasons were received from Cllr Dean and Cllr Fear. Cllr James proposed to accept the apologies and reasons, this was seconded by Cllr Flynn and resolved by the Council – 7 votes

Cllr Wratten will be attending when she has finished work.

**17138 To receive Declaration of Interests on any item on the agenda**

No declarations of interests received.

**17139 To suspend the meeting to hold a public session and receive Police reports, County and District Councillor reports**

District Cllr Challinor sent his apologies.

PC Martin emailed his report which was circulated around the Council; the Chair read out various items from the report.

District Cllr Evans gave her District report as below:

**Rough Sleepers**

It is the responsibility of Local Authorities to provide emergency shelter for rough sleepers when the temperature drops towards freezing; that shelter is usually available on a night-by-night basis and is known as severe weather emergency accommodation. **The District Council** now have properties in Worksop and Retford which have self-contained apartments for short-term accommodation. The plan is to end rough sleeping by providing **not only** temporary accommodation, but support from the Housing Needs Team, the Framework Street Outreach Team, the drug and alcohol Change, Grow, Live charity, and other health professionals – one issue for rough sleepers is foot problems. A further means of support will be the offer of a Personalised Housing Plan.

It is hoped that by providing both accommodation and support, rough sleepers will be able to turn a corner and change their current lifestyle, but to do this they have to be prepared to work with the Housing Needs Teams and undertake the full package of care. I wish them every success.

(You can make a homeless enquiry via the Council's website at [www.bassetlaw.gov.uk](http://www.bassetlaw.gov.uk) or you can contact the Framework Street Outreach Team on 0800 0665356 (24 hours a day, free from landlines and mobiles).

**Bin Collections**

From 1<sup>st</sup> Feb. 2022, B.D.C. will implement a 'Flat Lid, No Side Waste` policy.

This means no bins will be collected that are overloaded and have raised lids, nor will any side waste be collected. This information will be included with the schedule for Christmas collections sticker that will shortly be attached to bins.

The reason for the policy is to improve recycling; currently many items in the green bins should in fact be washed and put into the blue bins; another issue is inappropriate items pushed into green bins that should be taken to the dump. Furthermore, the men collecting our rubbish have no idea what the plastic bags left at the side of bins might contain, such as sharp objects.

The Government is working on a policy relating to waste management, it is believed that in future years various types of waste will each have their own bin – so each household will have more bins - and this may include a kerbside glass collection.

District Cllr Schuller reported on the increase of fly tipping in the area.

Cllr Wratten joined the meeting during the public session

#### **17140 To approve the minutes of the meeting held 25<sup>th</sup> October 2021**

Cllr Barns proposed to accept the minutes of the meeting held 25<sup>th</sup> October 2021 as a true record; this was seconded by Cllr Flynn and resolved by the Council 7 votes (one member not at the previous meeting)

#### **17141 To receive the Chair's report**

##### **Winter Wonderland**

This year's Christmas event proved to be a great success with children and families alike. Many compliments were paid, along with requests for the same thing next year. I have to thank Karen Tarburton, whose idea it was, for her hard work in making it such a success. All staff contributed, as did the T.R.A., plus Olaf the Snowman, Mrs Christmas, Santa's Elf and Father Christmas helped create a true Christmas atmosphere.

Every child received a gift from Santa; particularly popular were the free photographs taken with him.

Despite the impact of Storm Arwen on Saturday the 27<sup>th</sup>, Sunday was very busy, and the appearance of the snow globe outside the Town Hall made the event even more attractive. I am grateful to local residents who provided so many of the Christmas trees. So, thanks go to everyone involved, your help and support is much appreciated.

**However, the bad weather** on Saturday 4<sup>th</sup> Dec. meant that the Tree Lighting went ahead, but we had to cancel the planned carol singing – it was just too wet, cold and windy.

#### **17142 To receive the cemetery health & safety inspections and to consider opening times during winter**

Cllr Barns reported that he has inspected both cemeteries with no health and safety actions required.

The Officer suggested that the Council considers locking the new cemetery gates overnight should the weather turn icy or snowy; once the staff have checked/gritted the cemetery in

the mornings then the gates will be unlocked. It was also suggested that the gates are locked in the evenings any way due to inappropriate use.

Cllr James proposed to lock the gates as discussed above; this was seconded by Cllr Smith and resolved by the Council.

The meeting was suspended as County Councillor Sheila Place joined the meeting at this point and gave her County report. The meeting then convened.

**17143 To receive the response from the Independent Health & Safety Audit**

The Officer reported that an independent Health & Safety Audit was carried out on the 1<sup>st</sup> November 2021. The report scored 100% and no actions required.

Cllr Jones proposed to accept the health and safety audit report; this was seconded by Cllr Barns and resolved by the council – 8 votes.

**17144 To approve payments and receive the financial reports as of 31st October 2021**

The Officer previously circulated copies of the finances as of 31<sup>st</sup> October 2021, bank statements, budget and any variances. Two councillors initialled and dated the bank statement balances which are in line with the report balances. The payment lists for approval have been circulated to the Councillors.

The Officer reported that S106 monies have been received and transferred into the new Unity account which was set up for this funding money.

Cllr James proposed to approve the payments, the transfer of the S106 monies and accept the finances as listed above; this was seconded by Cllr Flynn and resolved by the Council – 8 votes.

**17145 To approve Water Plus and BT direct debits**

Cllr Jones proposed to set up direct debits for Water Plus and BT; this was seconded by Cllr Wratten and resolved by the Council 8 votes.

**17146 To consider suggestions for the 2022/23 budget**

The Officer circulated copies of the updated draft budget along with suggestions for additional items. The Officer went through the following:

Additional increase in the existing budget items:

- New cemetery water rates account
- PPL PRS licence - due to big increase of hall hire with music

Additional suggestion for new items that we do require to be included:

- Defibrillator consumables for the one installed during the year
- Publicity advertising tool
- Replacing CCTV for the Town Hall and Information Centre
- 3<sup>rd</sup> Party funding for Changing Places project – subject to successful grant application – if not then money to be used towards upgrade of the public toilets

#### Additional suggestions (wish list)

- Trees trimmed in the old cemetery and Harworth village tree
- Possible road closure fund
- Electric supply to the new cemetery - to build funds up
- Noted that work on the hall may be required in the future

The Officer commented that until the Band D council tax base rate figure is released; the budget and precept cannot be finalised; some items above may not be included due to the draft budget deficit.

Cllr Jones proposed to note the above suggestions; this was seconded by Cllr James and resolved by the Council – 8 votes.

#### **17147 To consider any planning applications as listed and planning correspondence**

**Application:** 21/01603/RES

**Proposal:** Reserved matters application (Phase 2) for the approval of scale, layout, appearance, landscaping and detailed access to Tickhill Road for 352 dwellings following hybrid planning application 19/00876/OUT

**Location:** Land South of Tickhill Road, Harworth

**Consideration:** No objections

#### **Nottinghamshire County Council's proposed double yellow lines (TRO 1269)**

Proposed that double yellow lines (No Waiting At Any Time) are to be introduced at the following locations:-

- Thornhill Road, Harworth (north east side)  
From its junction with Common Lane in a north-westerly and then a north-easterly direction to a point 20 metres south west of a point opposite the south-western kerb line of Bracken Way
- Common Lane, Harworth (north east side)  
From a point 37 metres north-west of its junction with Common Lane cul-de-sac serving the properties 6 to 24 to its junction with Thornhill Road

These restrictions are required to remove obstructive vehicles from this area. Vehicles parking or waiting in the area restrict the visibility along this section of road. The proposals will be advertised, and notices displayed on site.

**Consideration:** No objections with comment to ask for sleeping policeman.

Cllr Jones proposed not to object to the above applications; this was seconded by Cllr Smith and resolved by the Council – 8 votes.

#### **17148 To consider the transfer of the freehold interest on Public Open Space at Land at Plumtree Farm**

Persimmon Homes on the land at Plumtree Farm development, Bawtry Road, contacted the Town Council to see if it was interested in the transfer of the public open space area on the development; before passing onto the District Council to consider.

After consideration, Cllr Smith proposed not to accept the above offer, this was seconded by Cllr James and resolved by the Council 8 votes.

**17149 To consider the draft Investment Strategy**

The Officer circulated copies of the draft investment strategy for the Councillors to consider.

Cllr James proposed to accept the Investment Strategy; this was seconded by Cllr Barns and resolved by the council – 8 Votes

**17150 To review the policies as listed**

The Officer previously circulated copies of the following policies for the Councillors to consider.

Complaints procedure

Code of Conduct

Retention of Documents and Records

**General Data Protection Regulations:**

- Data Protection Policy
- Data Breach Policy
- General Privacy Notice
- Privacy Notice for Staff Councillors and Role Holders
- Subject Access Request Procedure

**Privacy notices for:**

- Email contact
- Allotment Tenants
- Village Hall hirers
- Neighbourhood Plan
- Councillor
- Purchase of Exclusive Rights
- Employee

Cllr Jones proposed to approve the policies with no amendments required; this was seconded by Cllr Barns and resolved by the Council – 8 votes.

**17151 To receive items for information or for the next agenda**

- Correspondence received from Styrrup Parish Council to plant a remembrance tree in the new cemetery as a joint project. In principle, the Councillors are happy with the suggestion subject to receiving more information for the next meeting.

Email regarding the achievers' award ceremony at the District Council; please contact them with your suggestions you may have.

Agenda items

- Approval of Budget
- Approval of Precept

- Internal Control

**17152 Time and date of the next Town Council meeting**

The next Town Council meeting will be held on 17<sup>th</sup> January 2022 at 6.30pm in the Town Hall, Scrooby Road, Bircotes, DN11 8JP.