

Minutes of the Harworth & Bircotes Town Council meeting held Monday 17th January 2022 at 6.30pm at the Town Hall, Scrooby Road, Bircotes, DN11 8JP.

Present: Cllr Evans (Chair), Cllr Barns, Cllr James, Cllr Fear and Cllr Flynn

Others: Mrs Davies (Officer) & County Councillor Sheila Place

17153 To receive and approve any apologies and reasons for absence

Apologies and reasons were received from Cllr Wratten, Cllr Dean, Cllr Jones, Cllr Smith and Cllr Schuller.

Cllr Flynn proposed to approve the above apologies and reasons given; this was seconded by Cllr Barns and resolved by the Council – 5 votes

17154 To receive Declaration of Interests on any item on the agenda

No Declaration of Interests received.

17155 To suspend the meeting to hold a public session and received police reports, County and District Councillor reports

PC Martin sent his apologies and his police report was circulated.

District Councillors Lynne Schuller and Dave Challinor sent their apologies.

The Chair gave her District Councillor report which is at the end of the minutes.

County Cllr Sheila Place gave her County report.

17156 To approve the minutes of the meeting held 6th December 2021

Cllr James proposed to accept the minutes of the meeting held 6th December 2021 as a true record; this was seconded by Cllr Barns and resolved by the Council – 5 votes.

17157 To receive the Chair's report

The Chair asked if the Council would like to ask the residents what they would like to see happen in our community to celebrate the Queen's Platinum Jubilee via the community hub face book and the magazine. Residents can be invited to send their ideas to Karen Tarburton, Community Development Worker – the Council was happy to do this.

17158 To receive the cemetery health and safety inspections

Cllr Barns reported on his cemetery inspections.

Old Cemetery – no safety issues. Water points in order and the 4 benches need weatherproofing.

New Cemetery – no safety issues. Water points, grit bin and hedges all in order and generally very tidy. Approx. 50 grave spaces left, but this is dependent on the application of regulations requiring a 5sq. metre grave space.

17159 To approve payments and receive the financial reports as of 31st December 2021

The Officer previously circulated payments for approval; plus, November and December finance reports, bank reconciliations, copy of bank statement balances and a combined November & December budget (showing any new variances) for the Councillors to view. The Officer also went through additional January payments up to date.

Two councillors initialled and dated the bank statement balances which are in line with the report balances.

Cllr Fear proposed to approve the payments and accept the finances are above; this was seconded by Cllr Flynn and resolved by the Council – 5 votes.

17160 To consider the 2022/23 draft budget

Following on from the previous meeting, draft copies of the updated 2022/23 budget figures were circulated; the figures shown were with and without a wish list.

All councillors previously received an email from the Chair outlining specific factors affecting our financial position for 2022-23. i.e., erroneously over calculated inflated growth figures/increased exemptions in council tax.

The Chair then gave the following report:

You have all received a paper from me detailing the reduction of the Council Tax Base, despite continuing growth in new housing. This means that for 22/23 we are **not** able to offset an increase in the precept by new growth, which has meant in recent years that residents experienced 'nil' increase, or even a small reduction to the annual precept.

The precept is the major source of income for this council. We have to ensure that it, plus any 'other grants', along with income gained in-year from the hire of the town hall, meets the budget needs of this council. It is obvious that council will have to increase the precept, hopefully by a low percentage, to set a sustainable budget for the next financial year...this means that, inevitably, residents will experience a rise in the precept.

Setting a Sustainable Budget is more than just balancing income against expenditure; a number of key considerations have to come into play when determining just how much money council will need for the next year, such as:

- Staffing
- Pay rises
- Any unexpected expenditure, and
- Inflation – this is the big concern at the moment, as it cuts across all areas, all services

Inflation rose to 4.2% last year – it is predicted be 7.2% in year. There has been a rise in materials, fuel and, worryingly, energy – all these issues affect the council as well as the public. It is therefore necessary to include inflation in the budget calculations,

which means the budget requirement increases; it also means the focus must be on the essential budget – the ‘must have’s` and the ‘must do’s`.

Other items which are on our wish list – the suggestions for things we would like to do discussed at the last meeting - cannot be considered at this moment in time.

You may be wondering about the use of Council Reserves. It is not good practice to use reserves to support the main budget; councils are expected to demonstrate viability without relying on reserves. However, the impact of Covid and associated reduced income, plus the potential for further rises in inflation – especially in energy - means we may have to access reserves at some time in-year.

Therefore, I believe that we should not consider touching the Reserves until we are certain about our financial position later in the year.

The Officer is arranging a meeting of the Finance Committee to consider setting the precept in recognition of the budget calculations for 22/23; this will be followed by an extraordinary council meeting to approve the budget where budget/precept details will be presented, and recommendations made.

Reference:

The actual number of properties in Harworth and Bircotes has reduced from 4,213 in December 2020 to 4,206 in December 2021.

This means the actual Council Tax Base for Harworth and Bircotes has reduced from 2,316.15 to 2,313.99, despite the growth of new houses

The Officer then went through the general reserves and estimated bank balance as of 31st March 22; plus, how the 2022-23’s budget impacts on the reserves.

The Council then reviewed the current ear marked reserves – no changes required to the grants and project reserves, plus those that are limited by legislation. At the end of the financial year as per the 2021-22 budget; an additional £1,000 is to be allocated to the cemetery fund; this is in preparation of the phase two of the new cemetery; plus, a new EMR for funds of £6,000 towards a new van.

There are no investments to review.

It is good practice to hold an amount of between 6-12 months of the precept amount as a contingency fund.

Due to the uncertainty of the current inflation and fuel figures; it was agreed just to look at the budget figures without the wish list; additional funds to balance the budget may be required from the reserves. This will be then reviewed mid-year and then possibly consider any additional items if appropriate.

Further discussion to take place with the finance committee and then recommendations to be made to a full council meeting.

17161 To consider the 2022/23 precept (subject to budget approval)

Some discussion regarding the precept rates were discussed as part of the above agenda item – to be discussed further at a finance committee.

17162 To review the Internal Control document

The Officer previously circulated copies of the Internal Control testing document for the Councillors to review.

Cllr Barns proposed to approve the Internal Control testing document; this was seconded by Cllr Flynn and resolved by the Council – 5 votes.

17163 To consider any planning applications as listed and planning correspondence

Cllr Fear proposed not to make any objections to the applications listed (see end of minutes); this was seconded by Cllr Barns and resolved by the Council – 5 votes.

17164 To consider the costs of Master Plan Planning & Development briefs for sites

The Chair discussed the above planning and developments briefs quotations, which are for the planning brief to be drawn up for two sites identified with the Masterplan, this will aid the development of these sites should they come to fruition.

Cllr James proposed to approve the quotations; this was seconded by Cllr Fear and resolved by the Council – 5 votes.

17165 To consider installation of a Covid 19 memorial tree and plaque in the new cemetery with the Styrrup with Oldcotes Parish Council

Cllr Fear proposed to approve the installation of a Covid 19 memorial tree and plaque as above, this was seconded by Cllr Flynn and resolved by the Council – 5 votes

17166 To receive items for information or for the next agenda

No items discussed.

17167 Time and date of the next Town Council meeting

The next scheduled Town Council meeting will be on 28th February 2022 at 6.30pm in the Town Hall, Scrooby Road, Bircotes, DN11 8JP.

An extra ordinary meeting to approve the budget and precept will be arranged sometime before the next scheduled meeting.

Planning Applications for consideration:

Application: 21/01702/HSE

Proposal: Proposed single storey extension and ramp to front entrance

Location: 16 Amanda Road, Harworth

Consideration: No objections

Application: 21/01415/RES

Proposed: Reserved matters following outline application 18/01210/OUT approval sought for access, appearance, and landscaping, layout and scale for the erection of 119 dwellings (Phase 2a) and compliance of conditions 1,2,3,4,6,9,13,16,18,19,20,21,22,24,25 and 26 on outline 18/01210/OUT

Location: Land south of Scrooby Road and North of Snape Lane, Harworth

Consideration: No objections

Application: 21/01377/RES

Proposal: Reserved matters application for the approval of appearance, landscaping, Layout, scale for 132 dwellings phase 2B(ii) including condition compliance of 2,4,6,9,13,16,18,19,20,21,22,25 and 26 following outline application 18/01210/OUT – outline application with all matters reserved for the construction of up to 1300 dwellings, a public house/restaurant, public open space, associated remediation and demolition, access and egress into and out of the site, proposed estate road and associated infrastructure

Location: Land off Scrooby Road, Bircotes, DN11 8JT

Consideration: No objections

Application: 21/01791/FUL

Proposal: Temporary change of use from pallet storage to trailer repair (B2) and erect temporary commercial vehicle repair workshop building for a period of 36 months

Location: SPR Trailers, Brunel Close, Harworth

Consideration: No objections

Application: 21/01806/HSE

Proposal: Erect first floor rear extension (resubmission of P.A. 21/01324/HSE)

Location: 14 White House Road, Bircotes

Consideration: No objections

Application: 21/01779/HSE

Proposal: First floor extension with accommodation in loft space. Proposed solar panels and air course head pump (resubmission of P.A 21/01350/HSE)

Location: The Cottage, Main Street, Harworth

Consideration: No objections

Street Naming**Application: 22/00008/NEWDEV**

Proposal: New address of Yorkshire Gas Supplies Ltd, Unit 8, Plumtree Farm Ind Estate, Plumtree Road, Bircotes, DN11 8EW

Location: Unit 6, Plumtree Farm Ind Estate, Plumtree

Consideration: No objections

Notts County Council application: V/4376

Proposal: Proposed development: Section 74 application to vary conditions 4,6,10,13,16,17 & 23 of planning application 1/15/00368/CDM to accord with current site operations and regularisation of existing site layout, with attached updated plans and sections.

Location: Unit C6, Glassworks Way, Snape Lane, Harworth

Consideration: No objections

Notification received of: Regulation 19 and 20 Town and Country Planning (Local Planning) (England) Regulation 2012: Bassetlaw Local Plan 2020-2037: Publication Version Addendum, January 2022

The Council noted the above document; nothing has changed for Harworth & Bircotes.

District Councillor Evan's report as follows:

Bassetlaw Dog Control Order Extended.

Following a public consultation in which 98% of respondents agreed, BDC will continue with the Public Spaces Protection (Dog Control) Order for a further 3 years.

This means that from 1st September 2022 to 31st August 2024, dog owners must:

- Pick up their dog's faeces on any land to which the public have access and be able to demonstrate to an enforcement officer that they have a suitable bag in their possession for cleaning up dog faeces.
- Keep their dogs on leads in specified burial grounds, cemeteries, and churchyards.
- Keep their dogs from entering specified fenced children's play areas.

An offence means liability for a fine of up to £1,000 or a fixed penalty notice of £100.

Planning Enforcement. Bassetlaw District Council is consulting with the public about its Planning Enforcement Service – the intention is to improve the response when there are concerns that planning regulations are not being followed – the consultation is via B.D.C.'s website, and ends on 17th Feb.

Bassetlaw Spring Clean will be operating from March 25th to 10th April, which coincides with the Keep Britain Tidy campaign. BDC will support community litter picks at any time of the year, and will lend residents equipment such as: Litter pickers, gloves, high viz vests, black bags – BDC will collect the litter from a designated site after their event.

Residents are required to fill in the application form on the link below a minimum of 2 weeks before their event by visiting the BDC website at www.bassetlaw.gov.uk/recycling-and-waste/community-litter-picks/ and fill in the application form. Unfortunately, BDC cannot accept applications without the completed form as it provides the required information and enables easy planning management.