

Minutes of the Harworth and Bircotes Town Council meeting held on Monday 6th November 2023 at 7.15pm at the Town Hall, Scrooby Road, Bircotes, DN11 8JP.

Present: Cllr Evans (Chair), Cllr Smioth, Cllr Schuller, Cllr Jones, Cllr Whitehead, Cllr McLaughlin, Cllr James, Cllr Flynn, Cllr Horrocks, Cllr Hughes

Others: Mrs Davies (Officer), Mrs Tarburton (Community Development and Funding Manger), PC Martin and member of the public.

17485 To receive and consider any apologies and reasons for absence

Cllr James proposed to accept the apologies and reasons from Cllr Wratten, Cllr Barns, Cllr A Harrison; this was seconded by Cllr Flynn and resolved by the Council.

(It was noted that Cllr S Harrison will be late.)

17486 To receive Declaration of Interest on any item on the agenda

No declaration of interests received.

17487 To suspend the meeting to hold a public session

The Chair suspended the meeting to allow members of the public to speak.

PC Martin gave his crime report. No reports received from District or Council Councillors.

17488 The receive the Chair's report

No report received.

17489 To approve the minutes of the meeting held on 2nd October 2023

Cllr James proposed to accept the minutes of the meeting held 2nd October 2023 as a true record; this was seconded by Cllr Flynn and resolved by the Council. The Chair duly signed the minutes.

17490 To receive the cemetery Health & Safety reports and updates from the Officer

Cllr Barns was not present to give his report. The Officer gave the following reports.

- The Tickhill Road Cemetery's electric gate has been repaired
- The memorial inspector will be back next week to finish the Tickhill cemetery and then start on the Styrrup Road cemetery which is dependent on the weather
- It was noted that relatives are also removing their safety notice stickers off the memorial stones and putting them on the bins; all the memorials that have been assessed have a written report against them
- It was also noted that incorrect information is being put on face book – the Town Council is not making money out of the memorial inspections; it is paying for the inspections on the owner's behalf – the choice of memorial masons is down to the owners of the memorials and not the Town Council

17491 To consider having an investigation to see if reinforced autoclaved aerated concrete is present in the Information Centre and Town Hall

Cllr Hughes proposed to appoint a contractor to investigate if there is any reinforced autoclaved aerated concrete present in the Council's buildings; this was seconded by Cllr Horrocks and resolved by the Council. The Officer will give the report at the next meeting.

17492 To consider purchase and cost of Remembrance Wreath

The Officer reported that the purchase of the Remembrance wreaths must be minuted and the payment accounted for separately; this is due to legislation.

Cllr McLaughlin proposed to approve the purchase of the Remembrance wreath; this was seconded by Cllr Jones and resolved by the Council.

17493 To consider the purchase of the new projector and screen

The purchase of the projector and screen has been previously approved – the Officer reported that the prices for the equipment was searched via the internet and the average cost and availability was considered.

Cllr Flynn proposed to approve the purchase of the projector and screen, this was seconded by Cllr James.

17494 To consider the handing back of the litter bin waste collection to the District Council

The Officer reported that the District Council has now completed its first trial month for the emptying of the village litter bins. No issues have been raised by the District Council and I assume it is going well.

After consideration, Cllr Hughes proposed that the Town Council approves to hand back the emptying of the village litter bins to the District Council except for the shop fronts from the post office to the fire station; this was seconded by Cllr James and resolved by the Council.

17495 To consider planning applications as attached and planning correspondence

Application: 23/01209/FUL

Proposal: Erection of a new garage to replace the existing garage

Location: Former Rutland Crescent Care Home, 25-27 Rutland Crescent, Harworth

Consideration: No objections

Application: 23/01210/HSE

Proposal: Erect single storey rear extension

Location: 31 Amanda Road, Harworth

Consideration: No objections

Application: 22/01591/RES

Proposal: Approval of reserved matters of access, layout, scale, appearance, and landscaping for the proposed spine road for phase 3 of Simpson Park pursuant of outline application ref: 18/01210/OUT. The application also seeks the discharge of varies conditions

Consideration: No objections

Application: 23/01281/TPO

Proposal: works to trees with a TPO consisting of T1 and T2 – Sycamores crown reduce by 1.5m
G3 various specie the Ash self-set fell to ground level the Rose and Sycamore on the boundary fell to ground level

Location: 40 Droversdale Road, Bircotes

Consideration: No objections

Cllr McLaughlin proposed not to make any objections to the above applications; this was seconded by Cllr Flynn and resolved by the Council.

17496 To approve payments as listed and receive financial reports for 30th September 2023

The Officer previously circulated the payments for approval and copies of the 30th September 2023 finances, budget figures, bank statements, reserves, and variances for the Councillor to view.

Two councillors have inspected the bank statement balances against the reports circulated and signed to confirm the balances are correct.

Cllr James proposed to approve the payments as listed and approve the reports as above; this was seconded by Cllr Flynn and resolved by the Council.

17497 To consider work required to be carried out in the Town Hall and associated expenses

The Officer reported that the Conference Room and corridor are suffering with the movement of the old concrete floor which is causing problems. The old carpet has been removed and the cracks, holes have been filled. Similar work will be required for the corridor as well after the Christmas event. There is money put aside from the building earmarked funds which the Officer explained to the councillors; the cost of the work and carpet/tiles will be funded by this money. The Town Council's carpet supplier has been to cost up the work.

Cllr Jones proposed to approve the work and purchase of the carpet as above; this was seconded by Cllr Flynn and resolved by the Council.

17498 To consider purchase of planters or similar items for the Miners Memorial garden

The Officer previously looked for someone to carry out shot blasting to the chains on the Miners Memorial garden; but no response was received. The Officer then asked someone from the Harworth Group if they knew anyone that would be able to help with the work required. The Harworth Group responded by offering to pay for the work required as a contribution to the community – this was gratefully received.

The Officer suggested that the funding ear marked for this work may be used to purchase raised planters or similar, to brighten the area up. The Ecologist has offered to put a design together for the area. Several ideas were put forward and the Councillors will investigate the options.

Cllr Hughes proposed to use the ear marked reserve to purchase raised planters for the memorial garden; this was seconded by Cllr Jones and resolved by the Council.

At this point Cllr S Harrison joined the meeting at 8.05pm.

17499 To review the six-monthly budget, ear marked reserves and general reserves figures of 30th September 2023

The general reserves figures were provided and approved during the item 17496.

The Officer went through the budget figures as of 30th September which shows that approximately 50% of budget is remaining; this ties in with the second precept payment that was received at the end of September ready for the next six months.

Variances to note that are over the budget figure are:

- Expenditure - Increase of the District Council's cost to collect the cemetery bin waste and disposal of it – this increase came after the budget was approved
- Expenditure - The cost of the electric and gas is anticipated to go over the budget figures
- Income – The hall hire income has exceeded the budgeted amount and the bank interest rate which is due to the increased interest rates we are currently receiving

This isn't a variance issue but the Officer explained that in the current year's budget figures for grounds maintenance; there is an amount of approximately £6,000 which was for the various tree works that were carried out at the beginning of April instead of the end of the March – this was due to illness of the contractor at the time. Therefore, the last financial year's budget expense has been included in the current year's budget expenses and asked the Councillors to consider that this amount is returned to the general reserves instead for this financial year.

Review of Ear Marked Reserves (EMR)

The Officer went through each item as below

- House sale and building reserve– restricted by legislation to only use on building/land- this fund also includes money to pay for repairs/snagging list repairs from the construction work carried out on the hall
- District Council funded projects – no Town Council adjustment as this belongs to the District Council
- District Council's S106 money – no Town Council adjustment as this belongs to the District Council for the North Border School project
- Clearance of pond – currently pending for the starting date after the harsh weather and contractor availability
- Van funds – To continue to forward plan for the build-up of funds for the next van
- Styrrup Road cemetery fund for extension for phase two and memorial wood is on going
- Miner's Memorial chains – as discussed above – to use this for new planters etc
- Cemetery Inspections – this inspection is currently taking place; funds still require to be built up as this will take place on a five-year basis
- Tickhill Road cemetery – money to be used for gate repairs or refurbishment; additional consideration to repaint the gates and fencing; purchase a new notice board, repair damaged wooden fencing new hut – gate for the covered seating area (if still required)- also the lane leading up to the cemetery gates (this belongs to the Town Council) to repair potholes and possibly resurfacing in the future
- Planter grant – reminder of the grant to possible use for additional planters or plants for events area
- New trailer – this has now been purchased and the remainder of £633 to be returned to general reserves

- Remembrance Road Closure fund – this will take place next week and an invoice will follow – any remaining fund will be returned to the general reserve
- Update of buildings – this is ongoing – replacement of lighting still to be carried out

One thing not currently an EMR but to consider for the review/budget is the cost to clean the war memorial stone. An offer to also clean the Tommy Simpson stone on Scrooby Road for free if it is cleaned at the same time of the War memorial.

The EMRs above to be reviewed again at the year end and any funding that will not be used to be returned to the general reserve.

Cllr James proposed to accept the current budget and approve that last year's tree expenses is removed from this year's budget and return to general reserves; plus, the approval of the use of ear marked reserves as mentioned under each heading above; this was seconded by Cllr Flynn and resolved by the Council.

17500 To receive any updates on the Town Council events

Karen Tarburton gave the following update:

- Friday 1st December 3pm to 6pm – the Winter Wonderland will be on in the Town Hall and Christmas Tree lights will be switched on at 5pm event
- Saturday 2nd December 10am to 2pm – the Winter Wonderland will be open, craft market stalls and rides
- Sunday 3rd December at 10am to 2pm will be the final craft market in the Town Hall

Cllr Jones thanked Karen Tarburton for all the hard work that she puts into the Christmas events and would like it to be minuted.

17501 To receive items for information only

No items put forward.

17502 Time and date of the next Town Council meeting

The next Town Council meeting will be held on 11th December 2023 at 7.15pm in the Town Hall, Scrooby Road, Bircotes, DN11 8JP.

The meeting closed at 8.30pm.

Item 17496 - Payments

- 1 - Ulyetts Landscapes Ltd – September grass cutting £363.60 plus vat
- 2 - Yorkshire Mechanical Services – Boilers repairs £422.64 plus vat
- 3 - Shape Group – Website/IT subscription £126.40 plus vat
- 4 - South Electrical – electrician for events area £45.00 plus vat
- 5 - W Davies reimbursement for plants for planters £45.52
- 6 - Independent Memorial Inspection – Inspection for Tickhill Rd cemetery to date £4680.40 plus vat
- 7 - F & J Kent – Styrrup Rod cemetery field grass cutting £75.00
- 8 - Harworth & Bircotes Sports Pavilion – contribution towards firework display £1000
- 9 - Torne Valley – Trailer for tractor and water hose and tools £127.86 plus vat
- 10 - O. Heap & Son – service of fire extinguishers – Hall and information Centre £929 plus vat
- 11 - Corner Garage – September fuel £116.19 plus vat
- 12 - HMRC – N. Insurance & tax September £2,554.45
- 13 - HMRC – N. Insurance & tax October £2,579.22
- 14 - Net Wages for October £10,233.31
- 15 – Notts CC Pensions for October £3,515.90
- 16 - W Davies - reimbursement (Wicks) instant lay bags £21.60 inc vat
- 17 - H Rodger - reimbursement (various till receipts – refreshments/cleaning etc £36.85 inc vat
- 18 - Tate Electrical to replace faulty lights in Information Centre £179.10 plus vat
- 19 - W Davies -reimbursement for Zoom annual subscription £119.90
- 20 - S Durrands – Accountant - sign off second quarter £300.00
- 21 - South Electrical – electrician for event area £35.00 plus vat
- 22 - Autoclock System Ltd – clock cards £73.20 plus vat
- 23 - W Davies – reimbursement for projector screen £79.17 plus vat
- 24 - H Rodger - reimbursement for stationary/refreshments/cleaning £61.38
- 25 - County Supplies – stationery and cleaning items £230.20