

Minutes of the Harworth and Bircotes Town Council meeting held on Monday 9th March at 6.30pm at the Town Hall, Scrooby Road, Bircotes, DN11 8JP.

Present: Cllr Evans, Cllr Jones, Cllr Harrison, Cllr Flynn, Cllr James, Cllr Schuller, Cllr Horrocks, Cllr Whitehead and Cllr Sidwell

Others: Mrs Davies (Officer) and a member of the public

17972 To receive and consider any apologies and reasons for absence

Cllr Flynn proposed to approve the apologies and reasons for absence from Cllr Smith; this was seconded by Cllr James and resolved by the Council.

17973 To receive Declaration of Interest on any item on the agenda

No declaration of interests received.

17974 To suspend the meeting to hold a public session and receive reports from Police, District & County Councillors

District Cllrs Evans gave the following report:

District Council Budget for 26/27

The Council meeting on 26th Feb. was focused on the budget for next year. The proposal from the member for Finance were followed by an alternate budget, proposed by a member of the opposition – the vote for this was ‘against’; the original budget was approved. The debate between all members was interesting and at times contentious.

Investment in Council Housing Stock

Bassetlaw District Council is investing more than £94 million pounds on tenants’ homes over the next five years. The plans include:

- New kitchens, bathrooms, windows, boilers and renewable heating targeting damp and mould
- Refurbishment work e. g. at independent living centres
- Improvement of estates
- Disability adaptations
- Upgrade of warden call system

District Cllr Schuller is portfolio holder for Housing and can give you detailed information.

Elections and the Impact of Local Government Elections

There is still uncertainty about the date of the next district council elections, though parish council elections will probably go ahead in 2027.

Regarding the Local Government Regeneration., preparation work continues on districts belonging to one large unitary council. This entails looking at policies for all departments such as Finance, Legal, Human Resources, in order to achieve a united approach for the unitary to operate as a single entity. *In other words, all districts doing the same thing!*

We do not have details on the impact of L.G.R. on parish and town councils, but I believe operational equality across all districts contained within in one future unitary council may result in extra financial pressures and possibly some re-organisation of how parishes operate.

District Cllr Schuller discussed potholes in the area.

17975 To Consider co-option of new councillor

Cllr James proposed to Co-opt Mr Cobby onto the Town Council; this was seconded by Cllr Flynn and resolved by the Council. Mr Cobby signed his Declaration of Acceptance of Officer which was counter signed by the Proper Officer and Cllr Cobby then joined the meeting.

17976 To receive the Chair's report

Lack of Primary School Places

The problem of parents unable to find primary school places for their children continues – as our community grows, the problem will get worse. Your three district councillors asked the Chief Executive of Bassetlaw District Council to raise the issue of the proposed extension with County, who he met last week. This is the reply he received:

“I have had some initial feedback from County, and I understand that the Serlby Park design and feasibility is currently underway.

There are developer contributions supporting this analysis but there will be a requirement for DfE Basic Need funding to support any development. Any plans are subject to approvals etc and would not give places till 2027 at the earliest.”

NNB School

The delay in finalising the transfer of the school site to BDC has also been raised – again – by officers; no confirmation from County on when this will happen has been given.

Goodbye to the Weekly Luncheon Club

When the Town Council learned that the Wednesday Luncheon Club was to close at the end of March 2026, we were both surprised and disappointed. The Town Council wrote to the Food Bank, and I spoke to the manager.

The reasons given for the closure of the luncheon club were:

- Reduced funding streams identified the need to reduce expenditure
- Trustees had to make difficult decisions regarding priorities and budget constraints

Proposed Traffic Management Measures on Brinsley Way, Simpson Park

The proposed measures are designed to “support the safe operation of the new development, maintain visibility and access, and ensure the effective movement of traffic through the area.” These measures include double yellow lines and six 75mm high traffic calming humps; in addition, four new enforceable bus stop clearways are planned.

17977 To receive the cemetery's health & Safety inspections

Cllr Harrison reported that his inspection in the Tickhill Road Cemetery; there were no actions required. A big thank you to the staff that carry out the maintenance the cemetery in keeping it looking well.

Cllr Jones reported on her inspection in the Styrrup Road Cemetery; there were no actions required.

17978 To consider the minutes of the meeting held on 26th January 2026

Cllr Flynn proposed to accept the minutes of the meeting held on 26th January 2026 as a true record; this was seconded by Cllr Jones and resolved by the Council. The Chair duly signed the minutes.

17979 To consider planning applications as listed and any planning correspondence**Application: 26/00108/COU**

Proposal: Change of use from dwellings (Class C3) to Class C2 to accommodate four 5 -18- year -old overnight from local services

Location: 36 The Green, Harworth

Consideration: No objections

Application: 26/00123/FUL

Proposal: Installation of a new 12-meter CCTV steel column

Location: Land Corner of Scrooby Road, and West Hill Road, Bircotes

Consideration: No objections

Application: 26/00200/COU

Proposal: Proposed change of use from Annexe (Class C3 dwelling) to storage and staff room (Class E commercial, business and service)

Location: Annexe at Harworth Post Office, Main Street, Harworth

Consideration: None - Additional information required at this point in time.

Cllr Schuller did not take part in this discussion (no declaration of interest).

Via – Notts County Council Reference H/CLW/TRO 1339/2560085

Brinsley Way, Bircotes – proposed parking restrictions (TRO 1339) – double yellow lines, bus stop clearways and traffic calming humps – public Advert

Consideration: No objections.

Correspondence circulated around the Council:

- Bassetlaw Design Code consultation
- Adopted Supplementary Planning Documents
- Review of Notts County Council's guidance note on the Validation of Planning Applications

17980 To consider payments as listed and the financial reports as of 31st January 2026

The Officer circulated the list of payments for approval and copies of the financial reports as of 31st January 2026, copies of the Bank reconciliation, bank statements, general and earmarked reserves, budget and balance sheet.

Two councillors confirmed the above bank balances against the financial reports and signed the documents.

Cllr Harrison proposed to approve the payments as listed on the agenda; and approval of the reports as above; this was seconded by Cllr James and resolved by the Council.

17981 To consider virements

The Officer went through the budget items, explaining items that have gone over budget; mostly they are small amounts – the larger items are:

- Extra training took place
- Insurance - extra cost for reinstatement of the insurance valuation for the buildings
- A lot of larger town hall repairs to do with heating and plumbing
- Increase cost of waste removal
- Purchase of large fake Christmas tree and removal of tree wraps and refitting new wraps – which will cover for the next several years

Currently the January 2026 budget, general reserves and ear marked reserves income received is £453,312 against expenses of £404,312; giving a difference of £49,214.00 income.

There were suggestions to start looking into heat source pump and building up funds for the future.

Cllr James proposed to approve the virements at the end of the year; this was seconded by Cllr Harrison and resolved by the Council.

17982 To consider addition and annual Ear Mark Reserves:

- Future possible costs due to Local Government Regeneration towards the Town Council elections of £10,000
- Neighbourhood Plan Review Referendum in May of £10,000
- Review of the Town Hall Building surveys £5,000
- To build funds toward purchase of Christmas inside decorations or appoint a Christmas decorator £5,000
- Annual - £2000 towards replacement of future van
- Annual - £1000 towards projects for the new cemetery

After consideration, Cllr James proposed to approve the above earmarked reserves; this was seconded by Cllr Flynn and resolved by the Council.

17983 To consider the IT Policy

The Officer previously circulated the undated draft copy of the IT Policy; after discussion Cllr James proposed to approve the policy which will be reviewed as necessary to ensure it is up to date; this was seconded by Cllr Flynn and resolved by the Council.

17984 To review the Health & Safety Policy Statement

Cllr Harrison proposed to approve the Health & Safety Policy Statement; this was seconded by Cllr Flynn and resolved by the Council.

The Officer reported that the Health & Safety audit will be taking place on Wednesday 11th March.

17985 To consider the Audit for Assertion 10

The Officer reported that from the Assertion 10 information discussed at the last meeting; a copy of the updated data map and the Audit which the Deputy Clerk has been working on which shows how shared or not shared information is dealt with for Employment & HR data and retention table, Governance and Public engagement data and retention table and Financial and Audit data retention table.

Cllr Jones proposed to approve the documents which are work in progress, this was seconded by Cllr James and resolved by the Council.

The Officer then reminded that an Assertion 10 training video has been circulated for the Councillors to view; the relevant staff have seen the video.

Councillors either have already set up or in the process of setting up their own Councillor emails address so that personal emails are not used.

17986 To receive an update of the Neighbourhood Plan Referendum

The Officer reported that the Referendum date for the Harworth and Bircotes NP (Review), is now available. The timetable is below:

- 12 March – Bassetlaw District Council’s full council meeting where their Neighbourhood Plan team will present the Examiner’s report for approval.
- 10 April - The referendum period starts six weeks before the Referendum Day. Promotion is NOT allowed during this period.
- 21 May - Referendum.

A flyer has been produced, and this will be released after a decision statement for the approval is released (around 13 March) and before 10 April. A copy of the flyer will be included in the April *Today* magazine. Volunteers to hand out the flyers to the shops etc would be appreciated.

17987 To consider the disposal of the small lawn mower and purchase of a new one

The Officer reported that the small lawn mower which is used to cut the grass between the memorial stones no longer works. Under the Officer’s delegation, a replacement mower has been found for the cost of £188.24

The Officer also reported that the jet washer requires replacing and requires a replacement, under the Officer’s delegation a replacement jet washer was purchased for the cost of £127.49.

Cllr Flynn proposed to approve the disposal of the above equipment and purchase replacements; this was seconded by Cllr James and resolved by the Council.

17988 To receive items for information

- Cllr Sidwells reported on the Retro bike event which is from 11th to the 13th September at the Town Hall
- The Chair reported that the Bassetlaw Food Bank will no longer be supporting the community meal after 31st March which we hold in the Town Hall on Wednesdays; this is due to lack of additional funding
- Cllr Schuller also reported that the Food Hub will also close after 31st March due to not enough people are now collecting food

17989 Time and date of the next scheduled Town Council Meeting

The next scheduled Town Council meeting will be held on the 20th April 2026 at 6.30pm at the Town Hall, Scrooby Road, Bircotes, DN11 8JP.

Bank-Cash Reconciliation as at 31.1. 2026

Bank Statement Balances

31.1.2026	NatWest Current A/c	£	230,871.95		
31.1.2026	NatWest Deposit A/c	£	134,682.58		
31.1.2026	Unity Trust A/c	£	122,617.74		
31.1.2026	Unity Trust Deposite A/c	£	197,796.91		

£ 685,969.18

Less unrepresented Payments

£ -

Plus receipts not on Bank Statement

£ 685,969.18

Closing Cash Book Balances

All Cash Bank Accounts

NatWest Current Account	£	230,871.95
NatWest Deposit A/c	£	134,682.58
Unity Trust A/c	£	122,617.74
Unity Trust Deposite A/c	£	197,796.91
	<u>£</u>	<u>685,969.18</u>

Represented by

General Reserves	£	353,978.26
Earmarked Reserves	£	331,990.92
	<u>£</u>	<u>685,969.18</u>

Signed: W Davies

Date: 16.1.2026