



Dear Councillors Bracegirdle, Bright, Buxton, Callingham, Elson, Forde, Moore, Scott, and Sellars,

You are summoned to attend the next meeting of the **Amenities Committee** to be held on **Wednesday 13th November 2024, commencing at 7pm**. This meeting will be held in the large hall of Balderton Village Centre, Coronation Street, Balderton, NG24 3BD

Members of the public and press are entitled to be at the following meeting Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by the Local Government Act 1972 Section 100 unless precluded by the Parish Council by resolution during whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the beginning of the meeting (public open forum). As issues raised during the public session may not relate to items on the agenda no resolution for action can be taken.

Marion Fox Goddard, Balderton Parish Clerk, Wednesday 6th November 2024

AGENDA

68. To receive declarations of any intentions to record the meeting.
69. To receive apologies for absence.
70. To receive declarations of interest.
71. Public Open Forum (20 minutes) - **Balderton Parish Council is committed to community engagement and therefore warmly invites members of public to contribute during this part of the meeting.**
72. To approve the minutes of the Amenities Committee meeting held on September 11th, 2024.
73. To note the clerk's report including an update on the Safer Streets 5 project
74. To consider changing the pedestrian gate to the cemetery at Mount Road following a resident complaining that this gate is not pushchair friendly

Balderton Parish Council Amenities Committee

Minutes of meeting held on Wednesday 11th September 2024 at 7pm

Attendees:

Balderton Parish Councillors: Vanessa Bracegirdle, Ronalie Bright, Jane Buxton, Karen Callingham, Mandie Elson (Chair), Simon Forde, Debbie Moore (Vice-chair), and Joy Sellars

Staff: Marion Fox Goddard (Parish Clerk)

Public: 1 resident

Meeting agenda pack with reports can be found on our website: <https://www.baldertonparishcouncil.gov.uk>

57. Declarations to record the meeting

The clerk recorded the meeting.

58. Apologies for absence - none

59. Declarations of interest

Councillor Forde – Councillor at Newark and Sherwood District Council

60. Public Open Forum - no issues raised.

61. Minutes of the Amenities Committee held on June 12th, 2024

The minutes were approved as an accurate record and Councillor Elson duly signed them.

62. Clerk's update¹

The following report was noted.

September Clerk's Report		
	Item	Update
1	Millennium Clock	Cllr Hall has a contact at Lidl who has said that they may contribute to the cost of the clock – Cllr Sellars has got indicative costings <i>and will do more investigations regarding potential suppliers. Clerk to contact Lidl to progress this.</i>
2	Fencing around Heron Way carpark	The fencing has been replaced.
3	Lake	Covenant – Clerk will bring a report to full council. The Preliminary Ecological Appraisal and Habitat Management Plan for Balderton Lake has been done by EMEC and we are awaiting their report. The grounds staff have started their autumnal grounds work trimming hedges. The <i>Head Groundsman detailed that the grounds team have been clearing paths and cutting back vegetation around fishing platforms. There will be further annual maintenance over Autumn and Winter including some of the tree work identified in the recent tree survey, minor coppicing and transplanting of Water Lilies. A written outline will be provided to Councillors and there will be an update at the November meeting.</i>

¹ Note: *Italics indicate where report has been updated (verbal during meeting) since agenda pack issued.*

September Clerk's Report		
	Item	Update
		A meeting is planned with Grove Angling Club later this month to discuss what can be done to tackle poaching, pond weed and any other emerging issues.
4	Allotments	New allotment agreement has been sent to all allotment holders who took on their plots prior to 2024. Signed copies are being returned and we plan to send requests to those outstanding this week. 7 allotments have been given up and we are offering these to Balderton residents on the waiting list. Bond payments have been returned where allotments have been handed back in a condition that requires no work. Four have not received their full bond back as the plots have been allowed to get overgrown and not been maintained as per the agreement. This system is working well. More details will be given at the next Allotment Subcommittee which will be held in October.
5	Safer Streets	See Item 63 - covers CCTV column at Heron Way car park, Neighbourhood Watch, and the Water Safety Day.
6	Church Wall	RIBA stage 4 report has been received. A planning application has been submitted for the required works. Once we have the permissions in place quotes will be sought for the work required.
7	Memorial safety testing/Cemetery management.	<p>The clerk and Head Groundsman have attended memorial safety testing training so tests can be done going forward. We plan to cover this in the next newsletter and social media/signage to let visitors to the cemetery and St Giles know why the tests are necessary. A space has been reserved for ICCM Cemetery Management and Compliance Course in December.</p> <p>Clerk/Clerical Assistant attended a Scribe session regarding our online cemetery management system. There is lots of functionality that we have not been using so we will be improving the data management in this area. This will also make management of memorial testing easier going forward.</p>
8	Village Centre	A new regular user is starting using the centre on 4 afternoon/evenings per week which will mean we will exceed the Village Centre income forecast for 2024/25. The Fire Risk Assessment has been conducted and I will be working on the advice from this. Staff were given a toolbox talk on Fire Safety.
9	Tree Survey	Urgent tree work was completed in July. The grounds team are due to refresh their chainsaw training this month and will be completing the tree work that they can complete. I will bring quotes to full council for the remainder of the work.
10	Dog bins	The dog bin on London Road, near Highfields School has been replaced. The grounds staff have inspected all the dog bins in the parish. A total of 6 bins have been replaced in August.
11	Litter pick	On Saturday 14th September, Balderton Parish Councillors are hosting a community litter pick. Members of the community have been asked to join councillors to help tidy up Balderton via Facebook and posters. Meeting point Balderton Village Centre. Residents who registered an interest to join litter picks (following a call for volunteers in the March newsletter) have been invited.
12	Remembrance Sunday	Plans are underway for this. Invites are due to go out this month. The road closure has been applied for and traffic management booked.
13	Defibrillators	Work is underway to find funders, but schemes investigated so far are not suitable for the sites we are locating the defibrillators at. <i>Cllr Bracegirdle asked about the proposed defibrillator for Heron Way. Once the lighting columns are in, the clerk will bring a report to Full Council to consider.</i>

63. Update on Safer Streets 5 (including CCTV and lights at Heron Way Car Park)

The committee noted [the report](#) and that the spare bin needs to be installed by 31st March 2025.

64. Consideration of a request to buy Parish Council land behind Orchid Close

Councillors discussed this and were unanimously against selling Parish Council land behind Orchid Close.

65. Consideration of which Shredder should be recommended to Full Council for purchase.

Councillors unanimously agreed to recommend to Full Council the purchase of a Eliet 23hp Super Prof Max Cross Country (tracked).

66. Macmillan Coffee Morning – Friday 27th September, 10am -noon

The Clerk asked councillors to help on the morning and spread the word about this event.

67. Correspondence

- a. Email regarding dog fouling at Coronation Street Park – Agreed to add a post to Facebook and cover this in the Autumn newsletter. We need to encourage anyone who sees an owner not picking up to note the time and date so CCTV can be checked with a view to reporting this to Newark and Sherwood District Council's Community Safety team so action can be taken. Clerk will request monitoring from N&SDC again.
- b. Email regarding a request to use a Hovercraft on Coronation Street Playing Field – Councillors unanimously agreed not to allow this for safety reasons.
- c. Invite to workshop about the Nottinghamshire and Nottingham Local Nature Recovery Strategy – Cllrs Elson and Moore offered to remotely attend this workshop.

The meeting closed at 8.20pm.

DRAFT

October Clerk's Report		
	Item	Update
1	Millennium Clock	Cllr Hall has a contact at Lidl who has said that they may contribute to the cost of the clock – Cllr Sellars has indicative costings and will do more investigations regarding potential suppliers. This month, I have given the contact at Lidl the details including how we could maintain and manage the clock going forward. – awaiting feedback.
2	Lake	<p>Covenant – Clerk will bring a report to full council – date to be confirmed. The Preliminary Ecological Appraisal and Habitat Management Plan for Balderton Lake has been done by EMEC. We are working through this, and I will need to ask EMEC for further details on some areas therefore I aim to bring a report to the council in the new year with recommendations on how to proceed.</p> <p>The Head Groundsman is working on a written outline of the planned grounds work at the lake over the coming months. This will be provided before the amenities meeting.</p> <p>A meeting was held with the Chairperson of Grove Angling Club in September. We are working together to address issues. We have offered to talk to their members and are awaiting feedback on when – likely to be in the new year.</p>
3	Allotments	We have tidied up 4 allotments that have been given up by allotment holders. This has required skips to take away the waste. Four new allotment holders started on the allotments at the end of October/early November, and we have 2 more which we are currently arranging the agreements on. The next allotment waiting list offer will go to a resident who requested an allotment in July 2024 so the waiting list backlog for Balderton has been reduced significantly. There are currently 9 Balderton residents on the waiting list. (Three have been offered allotments but did not respond or asked to wait a bit longer as the time was not right).
4	Safer Streets	<p>The lamps have been installed at Heron Way car park as has the post for the CCTV. Officers at Newark and Sherwood District Council are leading on the procurement for the CCTV as this is being installed by their contractor and the CCTV will be monitored through their systems.</p> <p>We had an extremely positive meeting regarding the community organising/neighbourhood watch strand of the project at the beginning of this month. Three training sessions will be delivered in the new year with invitations due to go out next month.</p>
5	Church Wall	The planning application for the required works has been granted by Newark and Sherwood District Council (planning authority) and I am due to arrange a meeting with the diocese and Reverend Holliday to move this forward.
6	Memorial safety testing/Cemetery management.	This has been covered in the newsletter and we plan to do more PR on the website, signage, and social media closer to the time that the tests will be done. A hand test will be used as is recommended by best practise.
7	Village Centre	An extremely large booking has been successful this month with an estimated 400 guests. The family who booked the event have given great feedback. Thank you to everyone involved. Ad hoc bookings continue to pick up. An advert was added to the newsletter once again. Councillors/everyone are encouraged to spread the word that Balderton residents get 10% discount and that we have small business and charity rates available.
8	Tree Survey	The grounds team refreshed their chainsaw training in September and will be doing the tree work that they can complete in the next couple of months. I will bring quotes to full council for the remainder of the work.
9	Litter pick	The September community litter pick went well, and the next one is planned for 12/3/25. Members of the community have been invited to join councillors to help tidy up Balderton via the newsletter and a Facebook post and posters will be done closer to the date.

October Clerk's Report		
	Item	Update
10	Remembrance Sunday	Due this Sunday. We have liaised closely with St Giles Church and are hopeful the event runs as smoothly as always.
11	Defibrillators	Full Council approved the purchase of 2 defibrillators and 1 case when they met in October.
12	Elliet Shredder	An order has been placed with the total amount agreed with the supplier slightly less than the original quote: £16,750, with trade in items (rather than £16,980). The machine is due to be delivered this month all being well.
13	Macmillan Coffee Morning	This was held on their national coffee morning day. It went well but is suggested that this should be done on an alternative month next time as having many local organisations fundraising on the same day can reduce attendance and funds raised.