



Balderton Parish Council Full Council Meeting

Minutes of the meeting held on Wednesday 26th June 2024 at 7.00pm

Attendees:

Balderton Parish Councillors: Vanessa Bracegirdle, Ronalie Bright, Jane Buxton (Chair), Karen Callingham, Martyn Cox, Mandie Elson, Roy Fairbairn, Simon Forde, Jean Hall (Vice Chair), Mac Mallard, Leigh Marshall (arrived during item 112), Debbie Moore, Joy Sellars, Dean Scott

County/District Councillors: Keith Girling and Sam Smith (County)

Parish Clerk: Marion Fox Goddard

Vectare representative - Peter Nathanail

Public: 4 residents (including Anna Rutkowska – see item 115)

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

105. Declarations to record the meeting

The clerk recorded the meeting.

106. Apologies for absence

District/County Councillors: John Lee (County/District), Emma Oldham (District).

107. Declarations of interest

Cllrs Forde and Hall – District Councillors. Cllr Scott – has provided a quote to Newark Sustrans Rangers for the village trail (item 119). Cllr Fairbairn – resides near Centenary Close (item 123b).

108. Public forum

A resident suggested that the hedge/briars along the east side of Coronation Street playing field should be cut twice each year and the council should purchase equipment to do this rather than bringing in a contractor (concerns regarding small dogs being hurt by briars). The Chair of Balderton Parochial Charity gave an overview of the charity. The charity is for residents of Balderton who are in need (further details available page 17 of the agenda pack). A member of Newark Sustrans Rangers gave an introduction to their work which includes encouraging the community to cycle, promoting local cycling routes, social rides, litter picking and working with partners including the Co-op, RSPB¹, NCC² and N&SDC³.

Item 118 was pulled forward on the agenda

118. Vote on a new trustee for Balderton Parochial Charity

¹ Royal Society for the Protection of Birds

² Nottinghamshire County Council

³ Newark and Sherwood District Council

26/6/24

Following a recommendation from the Chair of the charity, Daniel Belton was unanimously voted to become a trustee of the charity.

109. Vectare Bus Service

Peter Nathanail gave details of the number 90 hourly bus service which covers Fernwood-Balderton-Newark-Bingham- Nottingham. Demand for the service is growing and from July 28th the Sunday service will be introduced as far as Balderton and Fernwood. Information will be sent to the clerk so information can be shared with the community.

110. Approval of the minutes of the Annual Parish Council and Full Parish Council meeting held on May 22nd, 2024

Both sets of minutes were unanimously approved as an accurate record and Councillor Buxton duly signed them.

111. Reports District councillor

County Councillor Girling – detailed that he had been attending liaison meetings with Urban and Civic and other partners to improve communication regarding the Southern Relief Road and detailed that in his role as Armed Forces Champion for NCC, had attended events for the 80th anniversary of D-day.

County Councillor Smith – detailed that he had received concerns from parents of children at Chuter Ede Primary School due to the traffic issues at peak times around their Balderton site. Highways officers are investigating measures to alleviate this. Also, detailed that St Giles Community Hall have raised funding and used reserves to fix the floor and they are now looking to sort out the windows – NCC community fund could be applied for to help with this. More work to address the drainage issues at The Paddocks and Wolfit Avenue are programmed in for the summer. Cllr Mallard raised an issue with a hedge on Hawton Lane covering a significant part of the path – Cllr Smith agreed to raise this.

District Councillor Oldham – (written report provided after the agenda pack was published – Clerk read out) – Details of N&SDC's anti-idling campaign including a [film](#) to raise awareness of this issue. There have been complaints regarding anti-social behaviour in the Flowserve site – N&SDC are working with the site owner to address the issues. Welcomed the planning application for CCTV and lighting at Heron Way car park.

District/Parish Councillor Forde – Had sent in a written report that can be read in the [agenda pack](#). Added that footpath 13 has now been reopened.

District/Parish Councillor Hall – Had arranged a meeting with the Leader, Chief Executive and Director of Planning and Growth of N&SDC and Jane Buxton, Chair of Balderton Parish Council, to discuss Balderton issues. Has done lots of civic work and worked to address residents' concerns.

112. Parish Councillor Reports

Councillor Sellars – had laid a wreath at the war memorial in Balderton and attended civic events in memory of D-Day.

Councillor Buxton – had represented Balderton Parish Council at Newark Town's Funds meetings and civic events in memory of D-Day.

Councillor Callingham – had spent an evening with local police officers as part of Nottinghamshire Police's public observation evenings and attended NCC's Annual Service of Dedication.

Councillor Bracegirdle – had attended an Urban and Civic meeting and taken a tour of the Southern Link Road. The road works on the B6326 should be completed in August.

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Councillor Marshall – had been distributing information as part of his Community Health and Wellbeing Champion role – efforts are being made to bring events closer to Balderton. Has completed an Emergency First Aid at work course.

113. Clerk's report – noted. (*Italics indicate where this report was updated during the meeting.*)

June Clerk's Report	
Administration/ Management	<p>The annual governance statement and financial statement for 2023/24 have been submitted to the external auditor and required notices put in place on our notice boards and website.</p> <p>Skipton Building Society funds have been transferred to our Lloyds account.</p> <p>Rialtas finance software – This has been set up and DCK are due to come in early next month for 2 days to complete the accounts for April-June.</p> <p>Still awaiting updates to the queries that have been raised (by councils across England) about the new template Financial Regulations. Once we have feedback they will be brought to Full Council for consideration.</p>
Procurement	LED lighting upgrade and other electrical work has been completed. Church Wall work is on order. Fire risk assessment has been ordered.
Offer of common land	Some feedback has been received on the access, but we still do not have a complete picture. This will be on a future agenda.
Covenant on Balderton Lake	Report on this will be on a future agenda.
Concerns regarding wildlife crime at Balderton Lake	Additional signage asking for wildlife crime to be reported <i>has arrived and will be put up soon.</i>

114. Co-option of a new parish councillor

Anna Rutkowska spoke to attendees about why she had put herself forward to be co-opted. It was unanimously agreed to co-opt Anna.

115. Acceptance of office

Anna Rutkowska duly signed a declaration of acceptance of office form and the clerk signed to witness it. Forms were given to the new councillor to complete, and an induction pack to read. Cllr Rutkowska joined the meeting to consider the remainder of the business on the agenda.

116. Election of Committee Members

- Allotment Sub-committee - Cllrs Marshall and Scott were elected to this sub-committee.
- Planning Committee – Cllr Mallard was elected to this committee. There is still one space on this committee - Clerk to add to September agenda for consideration again.

117. Footpath Liaison Group and its membership

The council noted the work of this group, and it was agreed that Cllrs Forde, Hall, and Marshall should continue their work to help raise awareness and encourage responsible bodies to act when needed.

Cllr Scott left the meeting during item 119.

119. Consideration of the following motion from Cllrs Forde and Hall:

'Full Council is requested to reconsider the parish council adding to its Asset Register and the future maintenance of assets purchased for the "Balderton Village Trail" from a £50k UK Shared Prosperity Fund grant to Newark Sustrans Rangers, noting that the award will fail for good if agreement with the relevant parish is not in place by 30 June 2024 (for which see the report provided by Cllr Forde), the draft bid having been considered by Full Council on 28 February 2024 but in the absence of Cllrs Forde and Hall.'

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The council agreed to proceed with adding the items for the village trail to the council's assets which will include receipt of the £50,000, procurement of the items and responsibility for future maintenance (Newark Sustrans Rangers to maintain for the first five years). Cllr Forde will manage the installation process and make sure all approvals have been obtained. 13 Councillors supported the motion and 1 abstained (Cllr Bright).

120. Finance

- a. The council noted the May bank account balances and salaries expenditure.
- b. The council noted receipt of £1,268.06 of Community Infrastructure Levy.
- c. The council unanimously agreed to proceed tree work required following a recent tree survey. The urgent work will be done on July 10th – clerk to ensure public notice is given of this essential work.

121. Committee Draft Minutes

Minutes were noted for:

- a. Amenities Committee – June 12th, 2024.
- b. Planning Committee - June 17th, 2024.

122. Policies and documents

The following new documents/update to documents were unanimously agreed:

- a. New - Tree Management Policy.
- b. New - Guidelines for public participation in parish council meetings.
- c. Updated Communication and Engagement Policy point 5a ii (reflecting Amenities Meeting schedule changes).

123. Correspondence

- a. Email requesting support for safety of Lithium-ion Batteries and e-bikes and scooters – noted.
- b. Email requesting that the council supports having double yellow lines on Centenary Close – The council did not support or object to this matter that NCC are considering.
- c. To consider an email regarding the Walk and Talk Movement – the council agreed to signpost this.

EXEMPT ITEMS

Under the Public Bodies (Admissions to meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of schedule 12A of the Local Government Act 1972.

The council unanimously agreed to close the meeting to the press and public.

124. Consideration of Recommendations from the Personnel and Policy Committee

The council unanimously agreed with the recommended actions following feedback from the Personnel and Policy Committee who had met on June 24th. The agreed recommended actions were:

- a. Draft contracts provided by Worknest: Balderton Parish Council to use the contracts for any new employees.
- b. Draft staff handbook –to be adopted.
- c. To recruit a Temporary Clerical Assistant for 3 months. Full Council delegated the decision on which candidate to opt for to the Personnel and Policy Committee.
- d. Staff overtime decision (personnel related therefore not published).

Meeting closed at 9.30pm

Future parish council meetings – open to the public

* Planning Committee: Monday 15th July, 7pm * Full Council: Wednesday 24th July 7pm

Handwritten notes:
 JB Swales
 JB Swales
 24/7.
 24/17/24