

SUBJECT TO RATIFICATION AT THE 18TH MAY 2020 VIRTUAL MEETING

Minutes of the virtual meeting of Farndon Parish Council held on Monday, 27th April 2020 at 6.30pm

Present: **Councillor M Baker, in the Chair**
 Councillor Mrs Bayne
 Councillor Duckmanton
 Councillor Mrs Kingston
 Councillor Parker
 Councillor Rhodes-Yeomans
 Councillor Teixeira-Gomes (part)

FPC19-127 Apologies for absence

Apologies for absence were received and accepted from District Councillors N Mison, I Walker, K Walker and County Cllr Mrs Saddington.

FPC19-128 Declarations of Interest

It was AGREED that any declarations of interest would be stated by Members as required during the meeting.

FPC19-129 Minutes of the Parish Council held on 24th February 2020

The minutes of the Parish Council meeting held on 24th February 2020 were accepted as a true and correct record and signed by the Chairman.

FPC19-130 **County Councillor Session**

No report was presented.

FPC19-131 **Nottinghamshire County Council**

(a) Local Improvement Scheme – Application Update

The Clerk referred to an update received from the designer regarding the next stage of the village gateway sign. Photographs of the cast will be sent once back from the foundry.

(b) Farndon Village Green

Correspondence had been received from the Commons, Village Green and Definitive Map Officer regarding a potential way forward with the village green. If it could be proven that the registration was in error, or that the land was wrongly registered, the green could be removed from the register.

Councillor Duckmanton had spoken to the Clerk in post at the time of the registration, who had agreed to write a letter that could be provided as evidence to the County Council. If the land had been wrongly registered wrongly by the County Council the application was free of charge. However, if the land had been wrongly registered by others a fee of £1,050 was payable.

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(c) COVID-19 Grant

A grant of £5,000 had been received from Nottinghamshire County Council to support the community during the COVID-19 crisis. £900 had already been allocated through the school and early years.

The Clerk had sought advice from the County Council regarding the terms and conditions relating to publicity given the confidentiality that needed to be in place regarding the buddy scheme and the support given through the school.

It was expected that a further delivery of food from Waitrose, to support the buddy scheme, would be received towards the end of the week.

FPC19-132 District Councillor Session

Councillor Mrs Kingston advised that the District Council had issued guidance to their Members not to join any meetings held through the Zoom platform.

(a) Housing Allocation

Advice had been received from Newark & Sherwood District Council regarding the criteria for the allocation of housing. A copy had been circulated to Members for information.

(b) Land corner of Sandhill Road and Fairfield Avenue

The lease for the land from the District Council had expired on 5th April 2020. Confirmation had been received that the District Council would grant a new 20 year term subject to 6 month's notice to quit expiring at any time. The rent would remain at a peppercorn, but the Parish Council would contribute £200 towards the District Council's legal costs.

It was AGREED that the District Council be advised that the Parish Council wished to renew the lease.

FPC19-133 Farndon Residents Environment Group

All activities were currently suspended due to the COVID-19 lockdown.

(a) February Minutes

A copy had been circulated to Members for information.

The AGM, scheduled to be held in April, would now take place when it was safe to do so with the current COVID-19 crisis. Jez McCarthy would continue in the role of Chair until that time.

FPC19-134 Public 10 Minute Session

There was nothing to raise.

FPC19-135 Parish Council Matters

- (a) Arrangements for Annual Parish Meeting and Annual Meeting of the Parish Council
The Clerk advised that the Local Authority and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panel Meetings)(England & Wales) Regulations 2020 were now in force.

These regulations now governed how the Parish Council would function throughout the COVID-19 pandemic in relation to meetings. The 2020 regulations permit the holding of remote meetings, with conditions, and allows local councils to decide the methods they will use to facilitate the holding of remote meetings. There was no requirement to hold an annual meeting.

The appointments currently in place would remain until such time as it was possible to hold an annual meeting.

- (b) Tree Works – Picnic Area – Application to Newark & Sherwood District Council
The Clerk confirmed that an application had been submitted to Newark & Sherwood District Council for all the tree works identified within the tree survey which had recently been completed. There was a query over the ownership of T22, which was in the boundary hedge line with the Sea Scouts.

A quotation had been received in the sum of £2,285 to undertake all works included within the report to the trees in the picnic area (less T22). This was AGREED.

- (c) VE Day Celebrations – 8th May 2020
The Clerk referred to advice from the Pageantmaster VE Day 75 regarding the cancellation of all events to mark the 75th anniversary of VE Day on 8th May 2020. There was a national initiative for people to undertake the ‘Nation’s Toast to the Heroes of WW2’ at 3pm on 8th May, from the safety of their own home with the following toast – “To those who gave so much, we thank you”.

The County Council’s VE Day 75 Event scheduled to be held at Southwell Minster on 10th May 2020 would be arranged at some point later in the year or in to 2021.

Councillor Mrs Bayne proposed that a commemorative bench be placed next to the Duck Pond, once complete, to mark VE day. This was AGREED.

- (d) Best Kept Village Competition
The CPRE had suspended the Best Kept Village Competition for 2020 in light of the COVID-19 pandemic and lockdown.

- (e) Fun Run – 9th July 2020
The Clerk referred to correspondence with the organiser of the annual John Clark Fun Run, scheduled to be held on 9th July 2020. In light of the uncertainty with the current lockdown, medals would not be pre-ordered but support would be sought from the Parish Council and Memorial Hall for a small gift for the children, should it

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be possible for the run to be held.

FPC19-136 Update Reports from Chairs

(a) Chairman's Report

Meeting with Police

The Chair referred to a meeting recently held with the temporarily assigned Beat Manager for Farndon, PC Stenner.

Farndon Focus

A decision had been taken to suspend the June edition of the Farndon Focus in light of the restrictions regarding COVID-19. It was hoped that the September Focus would be a bumper issue.

(b) Planning

20/00609/S73 - Land At Farndon Roundabout Farndon Road Newark On Trent NG24 4SP - Application to vary conditions 1 and 2 attached to planning permission 15/00292/FUL to allow the crane to be retained on site for a further three years and the exterior of the crane to be covered with a green metal façade

No objection was raised to this application.

It was AGREED that the Clerk circulate a copy of the boundary map to Members for information.

(c) General Purposes

Duck Pond – Main Street/Fosse Road

The Clerk referred to correspondence from Via sent after the submission of the outline plans. It had been forwarded to the contractor so that the specific technical questions could be addressed.

The Clerk would liaise with the contractor and Via as appropriate, and report back to the Parish Council.

Land on Fosse Road

The Chair referred to work currently being undertaken in a field adjacent to the A46 (heading to East Stoke) where a trench was being dug to drain the field of flood water.

(d) Playing Field

Suspension of Rent

The Clerk referred to the suspension of rent agreed for the Early Years facility, given the closure for COVID-19. A payment had been received in April, but one was not expected in May.

Members were asked for their view on the season rent for the Cricket Club, as the invoice was due to be sent.

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After discussion it was AGREED that no season rent be charged for this year, but that a pro-rata amount be included in the season rent for 2021 for any games played in 2020.

Football Pitch

Councillor Duckmanton referred to the ruts that had appeared in the football pitch. These would need to be addressed prior to the start of the next season.

(e) Cemetery

Managing the Deceased during a Pandemic

Guidance had been received on the closure of Crematoria and Cemeteries during a pandemic. Cemeteries are not required to close, unless there is a crematorium in the cemetery.

An amendment to the Cemetery Regulations had been proposed to suspend the pre-purchase of graves, and to restrict interments (cremated remains and full burials) to residents of Farndon. Where a resident had lived in Farndon but had to move to a care facility in their final years, such interments would be permitted. This was AGREED.

The Clerk would advise local funeral directors and put an addendum to the Cemetery Regulations.

(f) Ponds & Riverside

Clapper Gates

The recent damage to the clapper gates had been reported to the Canal & River Trust. This had been passed on to the local team, with work to be undertaken when the workforce was back to normal.

Flood Bank – Picnic Area

The Environment Agency had responded to the query submitted regarding the erosion of the flood bank in the picnic area. They had confirmed the Agency did not own or manage any assets in the area and had advised that riverbank erosion fell to the Parish Council as part of its riparian responsibilities.

The Clerk had gone back as it was not the riverbank that was the issue. A response was awaited.

Land at The Meadows

The Clerk referred to a number of issues that had arisen in the meadow to the rear of The Meadows and Sandhill Road.

A resident of Sandhill Road had planted shrubs behind their boundary fence on Parish Council land without permission. After discussion it was AGREED that photographs be taken and circulated to Members. The Clerk to write and advise they were to be

removed as no request had been received, nor permission granted, to encroach on to the land.

Grass cuttings were also being deposited from some houses along the boundary. The Clerk to write a letter to all residents to remind them that dumping of cuttings, etc, was not allowed and they should dispose of their own garden waste.

A new boundary fence had been installed alongside the narrow entrance to the footpath from the garages at The Meadows. Enquiries were currently being made with Newark & Sherwood District Council on ownership, as the fence narrowed the entrance and was considered to be in the wrong place. Contractors were no longer able to access with vehicles as they had previously been able to.

FPC19-137 Financial Matters

- (a) To consider accounts for payments in accordance with the circulated schedule
Members received and noted the accounts for payments as outlined in the circulated schedule.
- (b) To note any receipts in accordance with the circulated schedule
Members received and noted the receipts as outlined in the circulated schedule.
- (c) To note the Council's financial position as at 31st March 2020
Members noted the Council's financial position as at 31st March 2020
- (d) Arrangements for the Annual Governance and Accountability Return 2019/20 Financial Year
The Clerk referred to correspondence received from PKF Littlejohn regarding the 2019/20 AGAR. Legislation has been extended to allow Smaller Authorities until 31st August 2020 to meet to approve their accounts. However, an earlier submission deadline had been set of 31st July 2020 which would allow any Councils who could submit their documents to do so.

The Clerk advised that it was hoped the earlier deadline could be achieved.
- (e) To Appoint an Internal Auditor
It was AGREED to appoint Susan Macdonald as the Council's Internal Auditor for the 2019/20 financial year accounts.

FPC19-138 Correspondence

Fly Tipping

Councillor Mrs Saddington had advised that the tips in Nottinghamshire would not be re-opening, despite increases in fly tipping throughout the area.

FPC19-139 Items for Notification

There were none.

FPC19-140 Date of Next Meeting
Monday, 18th May 2020

The meeting closed at 8pm.

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Signature _____ Date _____