



# NEWARK TOWN COUNCIL

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## FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

Minutes of the Meeting of the Finance & General Purposes Committee held on Wednesday 6<sup>th</sup> December 2017 in the Council Chamber at the Town Hall.

<b>Membership Present:</b>	<b>Councillor</b>	<b>D Lloyd (in the Chair)</b>
	Councillors	M G Cope (Vice-Chairman) Mrs C Barker-Powell Mrs I Brown (A) M Cleasby Mrs R Crowe R A Crowe Mrs G Dawn (A) P Duncan Ms H Gent K Girling L Goff S Haynes D Hyde D Jones T Roberts MBE M Skinner R Williams
<b>Apologies for Absence:</b>	<b>Councillors</b>	There were no Apologies
<b>Officers Present:</b>	<b>Town Clerk</b>	Alan Mellor
	<b>Deputy Town Clerk</b>	James Radley
<b>Taking Notes:</b>	<b>PA to the Town Clerk</b>	Helen Crossland
	There were no members of the public present.	
<b>Venue:</b>	Council Chamber, Town Hall	

<b>FGP48/17/18</b>	<b>Minutes of the last meeting of the Finance &amp; General Purposes Committee held on Wednesday 8<sup>th</sup> November 2017</b>
	The Minutes of the Finance & General Purposes Committee meeting held on Wednesday 8 <sup>th</sup> November 2017 were <b>AGREED</b> as a true and accurate record and signed by the Chairman.
<b>FGP49/17/18</b>	<b>Matters Arising</b>
	<p><b>FGP45/17/18 – WW1 100<sup>TH</sup> ANNIVERSARY COMMEMORATION</b></p> <p>Cllr L Goff said that he had been informed that black, polished granite was not permitted in the churchyard previously, and asked if this could be an issue if it was decided to relocate the Memorial to the Fallen, as discussed at the last meeting.</p> <p>Cllr L Goff stated that members of the public should have a say on the matter, and asked again if there would be a Public Meeting to discuss the proposal. He felt that it was wrong that members of the public could not speak at general Council meetings.</p> <p>Cllr D Lloyd that this did appear to be the policy but the Town Clerk would be writing to the Church to ask if they would consider a dispensation in these circumstances as the memorial was already in existence.</p> <p>Cllr M Cope then spoke and reminded Cllr L Goff that the public are welcome to attend Town Council meetings, and that if Councillors were minded, Standing Orders could be suspended to allow them to speak.</p> <p>Cllr D Jones reiterated that all meetings are open to the public; he also pointed out that currently this item is only at a feasibility study stage. A further report will be put before Councillors for discussion when there are more details.</p>
<b>FGP50/17/18</b>	<b>Declarations of Interest</b>
	It was <b>AGREED</b> to accept any Declarations of Interest as and when they arose during the meeting.
<b>FGP51/17/18</b>	<b>Payment Schedule 7/18</b>
	Members <b>AGREED</b> that payment in accordance with Payment Schedule 7/18 in the sum of £217,447.42p (two hundred and seventeen thousand, four hundred and forty seven pounds and 42p) be <b>APPROVED</b> .
<b>FGP52/17/18</b>	<b>Street Collection Licences</b>
	Members <b>AGREED</b> to recommend to Newark & Sherwood District Council that the following application for a Street Collection Licence be <b>APPROVED</b> :
	(i) The Royal British Legion between 27 <sup>th</sup> October and 10 <sup>th</sup> November 2018.
<b>FGP53/17/18</b>	<b>Financial Out Turn</b>
	Members <b>RECEIVED</b> and <b>APPROVED</b> the financial out-turn report as at 31 October 2017.
<b>FGP54/17/18</b>	<b>Dog Bins</b>
	Cllr K Girling opened the debate on this item. He said he was not convinced that the dog bins listed in the report were all on Town Council owned land; some belonged to

	<p>the County Council. The overall total cost of emptying the current bins is £4,000 per annum; he asked if pressure could be put on the District Council to replace some of them with normal bins, then there would be no charge.</p> <p>The Town Clerk informed all Members that the list was historical – the Town Council had always provided some dog bins; he agreed that some of them were not on Town Council land but could not shed any light on why these bins had been provided.</p> <p>Cllr L Goff thought that more bins should be located in the cemetery; he also questioned the ownership of the land behind the library; the Town Clerk said that some of that land belonged to the County Council.</p> <p>Cllr M Cope also thought that more dog bins in the cemetery would be a good idea. He also said that bins should be put at the southern end of Bowbridge Road, opposite Hawton Lane. There is a dog bin under the bridge on the Sustrans track, but nothing going out south.</p> <p>Cllr D Jones said that ‘ownership of the land’ was a bit of a red herring. It is not just the cost of putting the bins in, but we have to pay for them to be emptied. He felt that this was a positive service in terms of Civic Pride, but was concerned that any ‘wish list’ would become too long, with the associated costs.</p> <p>Cllr P Duncan pointed out that there were many bins of many sorts all around the town. He said that as a starting point the Town Council should know what bins they have, and of what sort. An overall approach could then be taken, to get it right first time.</p> <p>Cllr Mrs R Crowe informed Members that there was currently no bin on Cavendish Road and that the Thoresby Road bin was in need of repair, she thought that ‘Dog Signs’ were need at all the entrance points to the Cemetery.</p> <p>Cllr K Girling agreed with Cllr P Duncan; the Town Council need to know exactly what the situation is, overall.</p> <p>Cllr M Skinner thought that the frequency of emptying of the bins should be looked at. He also pointed out that Park areas have ‘normal’ bins – dog bins are generally situated away from the play areas.</p> <p>Cllr L Goff reported that the bin at the London Road main entrance to the cemetery was in need of repair and that all the entrances do not currently have a dog bin there; he also did not think that ordinary bins should be used.</p> <p>The Chairman then revised the recommendations as follows:</p>	
	(i)	The Deputy Town Clerk to check all of the dog bins around the cemetery and report back to this Committee.
	(ii)	Request to Newark & Sherwood District and Newark & Sherwood Homes to review all their current dog bin sites in Newark to assess their quality and need, together with consideration whether or not a single litter bin disposal policy could be introduced.
	(iii)	Request a copy of the District Council’s Licensing Policy for Convenience Stores (re takeaways) with regard to their responsibility for litter bins in the vicinity of their shops
	(iv)	Submit a further report to a future meeting when all the above information has been collated.
	<p>The above recommendations were <b>AGREED</b>.</p> <p>Cllr M Skinner asked if Members could give any input, from a personal perspective</p>	

	<p>(where they live for instance) and if there were any maps available showing the location of the bins.</p> <p>The Town Clerk said that he would find out and let him know.</p>				
<b>FGP55/17/18</b>	<b>Kelham Road Cricket Facilities</b>				
	<p>The Town Clerk went through the Agenda Report; he reported that the District Council were now leading on the project.</p> <p>Cllr D Jones said that he fully supported the funding of Phase 1 (recommendation (i)), and agreed, in principle to further support Phase 2 (recommendation (ii)) with additional funding.</p> <p>Cllr M Cope also supported the funding of Phase 1, but requested that the 'Kelham Road Cricket project' as noted in both recommendations, be amended to 'Newark Ransome &amp; Marles Cricket Club'.</p> <p>Cllr M Cope then suggested that a sum of £70,000 could be made available for Phase 2, but this would need to be subject to the Town Council being informed of what other contributions were being made and by whom.</p> <p>Cllr L Goff thought that it would be a good idea if 'famous' people from Newark could have various parts of the new facilities named after them; it was pointed out that this could be difficult as some of the funding parties have requested that their names are used.</p>				
	<table border="1"> <tr> <td>(i)</td> <td>Members then <b>APPROVED</b> funding for the shortfall on Phase 1 of the Newark Ransome &amp; Marles Cricket Club project estimated to be £30,000.</td> </tr> <tr> <td>(ii)</td> <td>Members also <b>AGREED</b> to allocate up to £70,000 to Phase 2 of the Newark Ransome &amp; Marles Cricket Club project, provided that information is brought back to this Committee on where other funding is being obtained from, before any payment is made.</td> </tr> </table>	(i)	Members then <b>APPROVED</b> funding for the shortfall on Phase 1 of the Newark Ransome & Marles Cricket Club project estimated to be £30,000.	(ii)	Members also <b>AGREED</b> to allocate up to £70,000 to Phase 2 of the Newark Ransome & Marles Cricket Club project, provided that information is brought back to this Committee on where other funding is being obtained from, before any payment is made.
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<b>FGP56/17/18</b>	<b>Motion to Exclude the Press &amp; Public</b>				
	Members <b>AGREED</b> that:				
	Under the Public Bodies (Admission to Meetings) Act 1960 (as extended by Section 100 of the Local Government Act 1972) the press and public be excluded from the remainder of the meeting on the grounds that the committee's remaining business involves the likely disclosure of exempt information as defined in the Local Government (Access to Information) (Variation) Order 2006, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.				
<b>FGP57/17/18</b>	<b>Cemetery</b>				
	<p>The Town Clerk went through this Agenda Item, and pointed out that some more points should be considered in conjunction with the report, as had been circulated prior to the meeting (the future need for additional space for burials within the cemetery grounds).</p> <p>The Chairman said that he would take the recommendations in two parts, (i) and (ii), then (iii) and (iv).</p> <p>Cllr T Roberts MBE started the discussion; he said he had long thought that the lodge was not appropriate, and concurred with the Town Clerk in that it should be demolished. He said that there was a need to take a holistic approach to this.</p> <p>Cllr Mrs R Crowe said that the lodge area had caused concern for some time – it would be better to extend the memorial area there. She then asked what would</p>				

	<p>happen to the Kiddey Stones which are currently stored behind the lodge.</p> <p>The Town Clerk replied that until a suitable 'home' could be found for them, they would have to be stored – we need a site that can accommodate them. Moving them to Elm Avenue end makes sense.</p> <p>Cllr Mrs R Crowe then asked why a shower was included in the new specification for facilities, and if it were to be installed, who would be responsible for the cleaning.</p> <p>The Deputy Town Clerk informed her that a shower would be useful as staff members often encounter dog fouling during the course of their work. He thought that the operational staff would have to take responsibility for any cleaning of the new facility if it was decided to have one.</p> <p>Cllr D Jones asked if there was a possibility that the stones could be incorporated into a new building; he then moved on to recommendation (iv) and said he supported it, but Members should be aware of the consequences of doing this ('Children's Burial Area'). The rules and regulations would be quite different – Members should go and have a look at a cemetery that has one of these. The Town Clerk said that he thought it would help to have a separate children's burial area so that Cemetery Regulations could be introduced which are specific to such an area.</p> <p>Cllr K Girling asked if the re-use of plots that are over a certain age had been taken into consideration; he also said that previously another site had been identified as a possible cemetery – some land at the bottom of Beacon Hill – what about this?</p> <p>The Town Clerk responded that the land referred to was owned by N&amp;SDC and that another piece of land that had been identified for possible use, on Clay Lane, was in private ownership.</p> <p>He also informed Members that no calculations had been done on the re-use of burial plots.</p> <p>Cllr L Goff then spoke; he did not think that the building should be demolished.</p> <p>Cllr Ms H Gent disagreed with Cllr L Goff on this point.</p> <p>She then went on to ask if the Kiddey Stones could be donated to The Sconce.</p> <p>Cllr T Roberts said that a place ought to be found for them – they were artistic work by a notable artist.</p> <p>Cllr M Cope asked if there was any mileage in tying the Town Council contribution to the cricket club to using the Kiddey Stones.</p> <p>Cllr P Duncan asked if some illustrations of the Stones could be provided; he felt that the Town Council should make good use of the Town's cultural heritage.</p> <p>Cllr D Jones said he thought that the Town Council should not be considering the re-use of graves.</p> <p>Members <b>CONSIDERED</b> the long term future of the Cemetery Lodge and vehicle storage facilities at the Cemetery in order to continue providing an operational service at a reasonable cost.</p> <p>Subject to the points made above, the following amended recommendations and decisions were <b>AGREED</b>:</p>	
	(i)	To <b>APPROVE</b> the demolition of the Cemetery Lodge and clear the accompanying site for use as a new Cremated Remains garden;
	(ii)	To provide new staff facilities, garages and storage rooms in the area identified in the report, adjacent to Sparrow Lane;

	(iii)	To instruct the Town Clerk to negotiate with Newark & Sherwood District Council for the transfer of land adjacent to Sparrow Lane to facilitate the new build requirements at (ii) above;
	(iv)	To instruct the Town Clerk to procure professional building design expertise to draw up a scheme for the new buildings required and report back to this Committee with proposals and more detailed costings, including demolition;
	(v)	To instruct the Town Clerk to apply for Planning Permission for the new buildings and the demolition of the Cemetery Lodge (if required).
	(vi)	To bring the new Cemetery policy with regard to the installation of seats together with memorial inscription to the next meeting of this Committee.
	(vii)	That a report be brought to a future meeting of this Committee with regard to the Kiddey stones and a suitable location.

<b>Meeting Closed:</b>	<b>8.50 pm</b>	<b>Next Meeting:</b>	<b>Wednesday 10<sup>th</sup> January 2018</b>
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