



TOWN COUNCIL MEETING

WEDNESDAY 9TH OCTOBER 2013

Thursday 3rd October 2013

Dear Councillors

You are summonsed to attend a meeting of the Town Council at 19:30 on Wednesday 9th October 2013 to be held in the Council Chamber at the Town Hall.

Yours sincerely

A handwritten signature in black ink, appearing to read 'A. C. Mellor'.

Mr Alan Mellor
Town Clerk



A G E N D A

1	Apologies for Absence		
2	To approve the Minutes of the Meeting of the Town Council held on Wednesday 14th August 2013	Minutes Attached	Page 5
3	To receive Declarations of Interest from Members and Officers	Verbal	
4	To receive the Minutes of the following Committees:		
4a	Planning & Regeneration Committee held on Wednesday 28th August 2013	Minutes Attached	Page 9
4b	Environment & Leisure Committee, held on Wednesday 18th September 2013	Minutes Attached	Page 15
4c	Planning & Regeneration Committee, held on Wednesday 25th September 2013	Minutes Attached	Page 19
4d	Youth Council Meeting held on Wednesday 2nd October 2013	MINUTES TO FOLLOW	Page 23
4e	Finance & Policy Committee, held on Wednesday 2nd October 2013	Minutes Attached	Page 25
5	Standards Committee Report	Report Attached	Page 29
6	Town Mayor's Announcements	Verbal Report	
7	Town Council Leader's Announcements	Verbal Report	
8	Town Clerk's Announcements	Verbal Report	
9	Notices of Motion	Report Attached	Page 35

Pre-Group Meetings:

1	19:00	Conservative Group	Committee Room
2	18:30	Independent Group & Labour Group	Pickin Room



NEWARK TOWN COUNCIL

Town Hall, Market Place, Newark, Nottinghamshire, NG24 1DU
 Tel: 01636 680 333 ~ Fax: 01636 680 350
 Email: post@newark.gov.uk ~ Website: www.newark.gov.uk

Agenda Item No: 2

Committee Date: Wednesday 9th October 2013

Minutes of the Meeting of the Town Council held on Wednesday 14th August 2013 in the Council Chamber of the Town Hall.

Membership Present:	Town Mayor	Cllr B Richardson (in the Chair)
	Councillors	P Baggaley T Bickley JP Mrs I Brown K Clayton M G Cope Mrs R Crowe (Ap) R A Crowe (Ap) Mrs G Dawn Miss R Dawn L Goff D Jones (Ap) D Lloyd D R Payne T Roberts MBE (Ap) Mrs M Tribe (Ap) S Wallace C Wetton
Apologies received from:	Councillors	Mrs R Crowe, R A Crowe, D Jones, T Roberts MBE, Mrs M Tribe
Town Council Staff:	Town Clerk Mayor's Secretary/PA to the Town Clerk	Alan Mellor Helen Crossland – taking minutes
Public:	There was one member of the public present	
Venue:	Council Chamber	Town Hall

TC13/13/14 Minutes of the Town Council Meeting held on Wednesday 19th June 2013

The Minutes of the last Town Council Meeting held on Wednesday 19th June 2013 were **AGREED** as a true and accurate record, and signed by the Chairman.

Cllr Payne asked if a response had been received from the Magnus Educational Foundation as mentioned in Minute TC06/13/14; the Town Clerk advised that no reply had yet been received.

TC14/13/14 Declarations of Interest

It was **AGREED** to accept any other Declarations of Interest as they may arise during the meeting.

TC15/13/14 Planning & Regeneration Committee, Wednesday 26th June 2013

The Chairman, Cllr L Goff, presented the Minutes of the Meeting of the Planning & Regeneration Committee held on Wednesday 26th June 2013.

TC16/13/14 Planning & Regeneration Committee Minutes, Wednesday 31st July 2013

The Chairman, Cllr L Goff, presented the Minutes of the Meeting of the Planning & Regeneration Committee held on Wednesday 31st July 2013.

TC17/13/14 Environment & Leisure Committee Minutes, Wednesday 17th July 2013

In the absence of the Chairman, Cllr T Bickley JP, presented the Minutes of the Meeting of the Environment & Leisure Committee held on Wednesday 17th July 2013.

TC18/13/14 Finance & Policy Committee Minutes, Wednesday 7th August 2013

The Chairman, Cllr K Clayton, presented the Minutes of the Finance & Policy Committee, held on Wednesday 7th August 2013.

FP20/13/14 – Newark Festival

Cllr M Cope wished to clarify his comments about the economic impact on the Town; he stated that he was very pleased that the businesses in the Town had benefitted from the Festival, however, in his view it is not a function of the Town Council nor do we receive any revenue from the business rates.

FP21/13/14 – Appointments to Outside Bodies

Under this item Cllr D Lloyd raised the subject of the Newark Healthcare Consultative Group and the letter from that Group that had been 'leaked' to the press last week.

Cllr D Lloyd was concerned that the letter purported to be representative of the views of this Council; this Council had not, in fact, even discussed the issues mentioned in the letter. He was concerned about the position of Town Councillors on this Outside Body and the legitimacy of their role in representing the views of the Town Council. He was also concerned about the Town Clerk chairing the meeting(s) of this Group and felt that this was unfair and possibly improper.

The Town Clerk said that he fully accepted and agreed with the comments of Cllr Lloyd, this issue raises questions about the remit for Town Councillors when they are appointed to serve on Outside Bodies. He felt that this was an issue which needed clarification in order that Town Councillors are aware of their role and the limits of their ability to speak on behalf of the Town Council. He added that he would be standing down from his position as Chairman and would be asking the Group to appoint a Councillor to take on this role.

In summary the Town Clerk said that if it were not for the leak of the draft letter it would have been possible for the Town Council, and all the Parishes making up the Group, to have considered the views expressed in the letter and achieved an agreed formal position on the matter.

Cllr Mrs G Dawn pointed out that it was this Council that decided to have this Group and it was this Council that decided to invite other Councils to join. More importantly we asked these people to meet and talk about the Hospital.

Cllr D Payne declared a personal interest in this matter.

Cllr D Payne was also concerned about the content of the letter; he felt that it should have been discussed at Committee level, within the Council. Cllr Payne said that instead of publishing negative comments, the Town Council should be 'talking up' Newark Hospital, and praising the services that they provide very well. He was critical of many of the points contained in the letter which in his view were not correct and did not reflect the view of the Town Council.

Cllr P Baggaley declared a personal interest in this matter.

Cllr Baggaley said that in his opinion everyone present in the Chamber has 'talked up' Newark Hospital.

After more discussion about this, it was **AGREED** that the Minutes from the Newark Healthcare Consultative Group should, in future, be on the Finance & Policy Committee Agenda.

TC19/13/14 Youth Council Meeting, Wednesday 7th August 2013

The Minutes of the meeting of the Youth Council were marked 'To Follow' in the Agenda, and circulated prior to the meeting.

Cllr P Baggaley declared a personal interest in this item.

During discussion of this item, the following points were raised:

1. Concern about the possible attendance by the Newark Advertiser; a protocol is required
2. Proof that the Youth Council is indeed representative of the views of their peers should be sought
3. The Youth Council should be given access to some of the background information about some of the points that they raise (the Robin Hood Hotel for instance)

Cllr Mrs G Dawn reported that herself and Cllr T Roberts MBE had attended the last meeting in a purely advisory capacity; the points raised by the Youth Councillors were very interesting, particularly some of the points about the Music Festival and the Robin Hood Hotel.

TC20/13/14 Town Mayor's Announcements

The Town Mayor, Councillor Bryan Richardson, informed Members that he would be holding a series of Sunday Band Concerts, free of charge, in the Town Hall, over the winter months.

Tickets would not be available until one month before, and would have to be collected from the Town Hall.

The Concerts would be held in October, November, January, February and March.

TC21/13/14 Town Council Leader's Announcements

The Town Council Leader, Councillor Mrs Gill Dawn, had no announcements.

TC22/13/14 Town Clerk's Announcements

The Town Clerk, Mr Alan Mellor, had no announcements.

Meeting Closed:	8.25pm	Next Meeting:	9th October 2013
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Agenda Item No: 4a

Committee Date: Wednesday 9th October 2013

PLANNING & REGENERATION COMMITTEE MINUTES

Minutes of the Planning & Regeneration Committee held on Wednesday, 28th August 2013 in the Council Chamber, Town Hall.

Membership Present:	Councillor	L Goff (Chairman)
	Councillor	P Baggaley (A) Mrs I Brown (Vice Chairman) K Clayton (A) R Crowe Miss R Dawn (A) D Lloyd B Richardson (Ap) A Roberts MBE S Wallace (Ap) C Wetton (A)
In Attendance	Town Clerk	Alan Mellor
Apologies	Cllrs B Richardson, S Wallace	
Taking Minutes:	PA to the Town Clerk	Mrs H Crossland
Public:	There were 11 members of the public present.	
Venue:	Council Chamber, Town Hall	

PR21/13/14 Minutes

The Minutes of the last meeting held on Wednesday 31st July 2013 were **AGREED** and signed as a true and correct record.

PR22/13/14 Matters Arising

There were no matters arising.

PR23/13/14 **Declarations of Interest**

It was **AGREED** to accept Members declarations as and when they arose during the meeting.

PR24/13/14 **Outstanding Planning Applications**

As there were members of the public present, it was agreed to discuss the Lovers Lane application first.

13/01060/FUL **Mastercare, Lovers Lane, Newark**

Proposed development of petrol filling station comprising of sales kiosk, canopy, 6 no. fuel pumps, forecourt, underground fuel tanks, car wash, LPG facility and alterations to boundary treatments.

Prior to the consideration of this item a letter from the Lovers Lane Tenants & Residents Association objecting to the development was tabled and the Chairman advised Members that the Newark Civic Trust have also registered objections.

The Committee agreed to hear the views of the members of the public who were present at the meeting.

Objection was raised to this application for the following reasons:

1. The application appears to be invalid as there is no mention of proposed opening hours;
2. This Committee has concerns over the validity and robustness of the Traffic Impact Assessment;
3. This Committee does not accept that there will be only minimal increases in traffic movements arising from the development;
4. It is also not accepted that the existing road network in the area can cope with increased traffic flows around junctions which are already very busy;
5. The increased traffic flows are not appropriate in the area as it is adjacent to a children's playground and close to two schools; this is also a built up residential area;
6. The area is in the Medium Flood Risk Zone 2 area it was noted that the Environment Agency had registered a holding objection pending receipt of information concerning a Flood Risk Assessment. The development should be subject to the Environment Agency being satisfied with the proposals;
7. The Noise Assessment identifies increased noise arising from the development this will have a detrimental impact on the community living in the area;
8. There is no Character Assessment submitted with the application, it is located in a Conversation Area and such an assessment should be submitted with the application.

Cllr T Roberts MBE agreed to contact the local highways manager and arrange a site meeting to ascertain their views on the application and to ensure that they are aware of the existing problems with regard to traffic flows in the surrounding road network. Cllr Mrs I Brown requested that a member of the Lovers Lane Tenants & Residents Association be allowed to attend, this was agreed.

13/00913/FUL Lincoln Co-Op, Victoria Street, Newark

Change of use of part of existing car park to hand car wash and the siting of a cabin, portaloo and canopy associated with the car wash.

No Objection was raised to this application, with the proviso that the signs are within the curtilage of the site.

13/01088/ADV Lincoln Co-Op, Victoria Street, Newark

12 non illuminated signs.

Objection was raised to this application, on the grounds that 12 no signs is excessive and unnecessary; the site is also within the conservation area.

13/00965/OUT Maltkiln Lane, Newark

Erection of 2 no. restaurants with drive-thru facility.

Objection was raised to this application, on the following grounds:

1. The Town already has sufficient retail capacity for this type of use.
2. There are concerns about the cumulative traffic impact that this development will have on the surrounding road network and which will be detrimental to traffic flows in this area.
3. No Traffic Impact Assessment has been carried out – this is essential.
4. No opening hours are stated within the application.

13/00975/FUL 90 North Gate, Newark

Proposed change of use of ground floor (takeaway presumably A5) to C3 use to form single dwelling. To include addition of dormer roof to existing second floor bedroom and widening of existing drop kerbs to improve vehicular access.

Cllr R Crowe declared a personal interest in this application.

No Objection was raised to this application.

13/00979/FUL 29 The Park, Newark

Householder application to extend the side of the bungalow to form utility area and dining room/family room. Take down lean-to, take down bay window in existing kitchen to form entrance to new extension.

No Objection was raised to this application.

13/01003/LBC The White Hind, 3 Carter Gate, Newark

Proposed removal of rear section of building in poor condition to create external paved area including new spiral staircase for egress from above. Internal alterations to relocate toilets from ground floor to first floor with new disabled toilet and the creating of greater useable floor space on ground floor.

Objection was raised to this application, on the following grounds:

1. The extant planning application was supported by this Committee; it was restorative and sympathetic to the original character of the building and surrounding area. This application is neither of those.
2. No Character Assessment has been submitted it is considered that the development is out of keeping with the area.
3. No Noise Assessment has been submitted; it is felt that there will be accompanying noise impact which will be detrimental to the surrounding environment and people living nearby.

13/01018/FUL Barclays Bank Plc, 41 Market Place, Newark

&

13/01019/LBC

Change from use Class A2 to A1 shops and A3 restaurants and café incorporating proposed demolition of modern flat roof infill building, erection of new 2 storey pitched roof infill building, new internal link via openings, replacement of bullion lift with new platform lift, installation of 2 new windows to infill building, installation of 2 new shop fronts and new doorway and installation of new extract flue.

Cllr R Crowe declared a personal interest in this application.

Objection was raised to these applications, on the following grounds:

1. There is no Retail Capacity Assessment submitted to support the application.
2. The change of use from A2 to A1 is supported.
3. The change of use from A2 to A3 is not supported as there is already sufficient capacity of restaurants and cafes in the town centre.

13/01035/FUL Barnby Lodge, Barnby Road, Newark

Householder application for proposed alterations, side and rear extensions.

No Objection was raised to this application.

13/01069/FUL 165 Hawton Road, Newark

Proposed residential development comprising 2 no. apartments and 2 no. houses following demolition of existing bungalow.

No Objection was raised to this application.

- 13/01094/FUL 66 Newton Street, Newark**
Householder application for the erection of a new entrance porch and two storey side extension.
No Objection was raised to this application.
- 13/01099/ADV Ilkeston Co-Op Travel, 11A Stodman Street, Newark**
2 x replacement fascia panels and 1 x replacement illuminated projecting sign (retrospective).
No Objection was raised to this application.
- 13/01122/FUL The Lodge, 51B Kelham Road, Newark**
Householder application for erection of a flat roof dormer window to rear roof.
Cllr T Roberts MBE and Cllr D Lloyd declared a personal interest in this application.
No Objection was raised to this application.
- 13/00918/FUL The Wing Tavern Public House, 13 Bridge Street, Newark**
Change of use (and extension) from redundant public house to 6 residential units.
Objection was raised to this application, for the following reasons:
1. Inadequate car parking.
 2. The character is inappropriate; it is in a conservation area.
 3. It is an over-intensification of the site.
- 13/01111/FUL Lincoln Co-Operative, Albert Street, Newark**
Proposed installation of 24 hour ATM cash machine into elevation.
No Objection was raised to this application.
- 13/01167/FUL Bowers Caravan Park, Tolney Lane, Newark**
Change of use of former abattoir site and paddock to gypsy and traveller caravan site.
No Objection was raised to this application, provided it complies with the District Council Allocations Policy.

PR25/13/14 Notice of NSDC Planning Decisions

The Committee **NOTED** the District Council Planning Decisions received since the last meeting.

PR26/13/14 Miscellaneous Applications

a. **Amended/Additional Plans**

13/00801/FUL – 19 Lombard Street, Newark

Minor alterations and change of use from Sui Generis to A1 and

A2.

Amended Floor Plans and Elevations.

No Objection was raised to this application.

13/00164/OUT – Land off Heaton Close, Newark

Erection of 3 bungalows – access from Heaton Close and Randall Close.

Application site area increased.

Objection was raised to this application, for the following reasons:

1. Loss of amenity land.
2. There are no adopted Highways, footpaths, or drainage.

b.

Nottinghamshire County Council Planning Applications

Mount C of E Primary School, Kings Road, Newark

New multi-use games area and floodlights.

No Objection was raised to this application.

Newark Footpath No's 40-47 – Modification Order 2013

Members NOTED the confirmation by NCC for the above order.

PR27/13/14 Draft Statement of Licensing Policy

Cllr Mrs I Brown declared a prejudicial interest in this Agenda Item and left the meeting.

Members considered the Draft Statement of Licensing Policy and had no comments to make.

Meeting Closed:	8.30pm	Next Meeting:	Wednesday 25th September 2013
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NEWARK TOWN COUNCIL

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Tel: 01636 680 333 ~ Fax: 01636 680 350
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Agenda Item No: 4b

Committee Date: Wednesday 9th October 2013

ENVIRONMENT & LEISURE COMMITTEE MINUTES

Minutes of the Meeting of the Environment & Leisure Committee held on Wednesday, 18th September 2013 in the Council Chamber, Town Hall.

Membership:	Councillor	D Jones (in the Chair)
	Councillors	Mrs I Brown T Bickley JP (Ap) M G Cope R A Crowe Mrs R Crowe Miss R Dawn L Goff Mrs M Tribe
In attendance:	Councillors	Mrs G Dawn, D Payne
Apologies:	Councillors	T Bickley JP
Officers Present:	Town Clerk	Alan Mellor
	Deputy Town Clerk	James Radley
	Museum Curator	Patty Temple
	There were 2 members of the public present	
Venue:	Council Chamber, Town Hall	
Taking Notes:	Helen Crossland – PA to the Town Clerk	

Matters discussed

Prior to the meeting there was a presentation by the Newark Bloom Committee, to which all Members had been invited, giving a summary of their work over the last year and background to the Silver Gilt award for the 2013 display. The Chairman thanked the Bloom committee for their hard work and congratulated them on the success of the Silver Gilt award.

Before the commencement of the Committee Meeting the Chairman informed Members that Cllr T Bickley JP had been taken into hospital over the weekend, the Town Clerk was asked to write to express the Committee's best wishes for a speedy recovery.

EL16/13/14 Minutes

The Minutes of the previous meeting held on Wednesday 17th July 2013 were accepted as a true and accurate record and signed by the Chairman.

EL17/13/14 Matters Arising

EL15/13/14 – Newark Festival 2013

The Chairman informed the Committee that there had been a meeting regarding this and that a full report would go before the next Finance & Policy Meeting. Cllr M G Cope pointed out that it had been agreed not to have a meeting of the Working Group but rather a meeting of all Councillors; the Chairman said that this was in hand.

EL18/13/14 Declarations of Interest

Cllr Mrs M Tribe and Cllr D Jones declared an interest in Agenda Item 7 – Allotment Charges Review.

It was **AGREED** that any other Declarations of Interest be taken as they arise on the Agenda.

EL19/13/14 Museum Update

Cllr M G Cope queried the Acquisition & Disposal Policy, on Page 21 of the Agenda, point number 9.4

'The museum will not acquire any biological or geological material'.

He asked why this had been stated, particularly the 'geological material'. The Curator replied that it was because the museum does not have any geological material so would not be collecting it.

The Curator was congratulated on the numbers of visitors attracted to the museum.

Members then **NOTED** and **APPROVED** the Museum Accreditation Documents 2013 – 18 as laid out in the Agenda; Access Policy, Acquisition & Disposal Policy, Care & Conservation Policy and Plan, Documentation Policy, Forward Plan and the new Environmental Policy.

EL21/13/14 Twinning Association Minutes

Members **NOTED** the activities and Minutes of the Newark Twinning Association as appended to the Report.

EL22/13/14 Allotment Charges Review

Cllr Mrs Tribe and Cllr D Jones had declared an interest in this Agenda Item.

During discussion of this item Cllr R Crowe said that he had heard that too many people are taking up allotments and not using them; he asked if he could have a copy of the Allotment Rules. It was **AGREED** that the Deputy Town Clerk would email a copy to all Members; if any Member had any subsequent concerns or

issues then they should contact the Chairman of the Committee to discuss the possibility of a report being submitted to a future meeting.

Cllr R Crowe then proposed that an increase of 5% to the Allotment Fees & charges from 1st October 2014 be recommended to the Finance & Policy Committee. This was seconded by Cllr M G Cope.

Following a vote, this was **AGREED**.

EL23/13/14 Cemetery Update

Cllr Mrs R Crowe informed the meeting that she had some experience of working with young offenders and had some concerns about the level of supervision and support provided. However given that there will be all necessary support and supervision provided the scheme is a good idea and will provide benefits to the local community.

Cllr Mrs M Tribe asked if the agreement would include a review of the activities undertaken and the performance of the project. It was **AGREED** that a report would be submitted back to a future meeting of this Committee on the scheme to consider the performance and outcomes achieved.

After this discussion and with the proviso above, Members then **APPROVED** the entering of a Service Level agreement with Remedi and **NOTED** the rest of the report.

EL24/13/14 Town Centre Planters

During discussion of this item Cllr Mrs I Brown asked why there were no planters on any of the bridges in Newark; she said this was not a criticism, merely an observation.

Cllr Miss R Dawn said that there could be some Health & Safety issues.

The Chairman agreed to look into this and agreed that there could be problems.

The Town Clerk pointed out that Nottinghamshire County Council has been very helpful in agreeing locations to date, and that the Town Council had not asked them about bridges; he was happy to get back to NCC and ask them.

Members **APPROVED** the principle of inviting businesses to sponsor Town Centre planters.

Meeting Closed:	7.50pm	Next Meeting:	Wednesday 6th November 2013
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Agenda Item No: 4c

Committee Date: Wednesday 9th October 2013

PLANNING & REGENERATION COMMITTEE MINUTES

Minutes of the Planning & Regeneration Committee held on Wednesday, 25th September 2013 in the Council Chamber, Town Hall.

Membership Present:	Councillor	L Goff (Chairman)
	Councillor	P Baggaley Mrs I Brown K Clayton R Crowe Miss R Dawn (Ap) D Lloyd B Richardson (Ap) A Roberts MBE S Wallace C Wetton (Ap)
In Attendance	Town Clerk	Alan Mellor
	Councillors	Mrs R Crowe, Mrs G Dawn
Apologies	Miss R Dawn, B Richardson, C Wetton	
Taking Minutes:	PA to the Town Clerk	Mrs H Crossland
Public:	There were no members of the public present.	
Venue:	Council Chamber, Town Hall	

PR28/13/14 Minutes

The Minutes of the last meeting held on Wednesday 28th August 2013 were **AGREED** and signed as a true and correct record.

PR29/13/14 Matters Arising

13/01060/FUL – Mastercare, Lovers Lane, Newark

Cllr T Roberts MBE informed those present that he had been to the site as agreed at the last meeting. In his opinion this application will intensify the problems on the mini roundabout, and it has been agreed that the traffic impact Assessment will this will be remodeled. The visit also clarified just how close the development would be to people's dwellings.

No information is yet available with regard to the opening hours; if it is to be 24 hours, resident's lives will be made a misery.

This development is in Castle Ward; however, all Councillors from this Committee will put in objections to this application.

13/01018/FUL & 13/01019/LBC – Barclays Bank plc, 41 Market Place, Newark

Cllr Mrs R Crowe declared a personal interest in this application.

PR30/13/14 Declarations of Interest

It was **AGREED** to accept Members declarations as and when they arose during the meeting.

PR31/13/14 Outstanding Planning Applications

13/01186/ADV Skipton Building Society, 20 Market Place, Newark

Fascia sign 1 – individual letters fixed to painted timber fascia panel with locaters/pins with halo lighting. Fascia sign 2 – vinyl logo on glass. Projecting sign – double sided, externally illuminated projecting sign unit.

No Objection was raised to this application.

13/01192/FUL 117 Lime Grove, Newark

Householder application to remove existing flat roof to rear and replace with pitched tile roof.

No Objection was raised to this application.

13/01197/ADV New Look, 16-17 St Mark's Place, Newark

4 internally illuminated fascia signs.

No Objection was raised to this application.

13/01212/FUL 82 Boundary Road, Newark

Demolition of existing dwelling, garage and outbuildings and erection of detached dwelling and garage.

No Objection was raised to this application, provided that any recommendations made by the Highways Authority is adhered to.

13/01221/LDC 3 Sheldrake Road, Newark

Lawful Development Certificate for a Proposed Dormer extension.

No Objection was raised to this application.

13/01251/FUL

32 Beeston Road, Newark

Householder application for erection of a single storey pitched roof rear extension.

No Objection was raised to this application.

13/01270/LDC

92 Harcourt Street, Newark

Lawful Development Certificate for existing use of ground floor as a multi-disciplinary (primarily) Osteopathic Clinic. (Please note that the first and second floor is a residential dwelling with ancillary land to the rear of the property).

Cllr Mrs R Crowe, Cllr R Crowe and Cllr T Roberts MBE declared a personal interest in this application.

No Objection was raised to this application.

13/01290/LBC

HSBC, 30 Market Place, Newark

Replacement of one internal self-service machine.

No Objection was raised to this application.

13/00997/OUTM

Land off North Gate, Newark

Proposed erection of retail development bulky goods/open A1/open A1 convenience uses and provision of car parking to serve same.

Objection was raised to this application, on the following grounds:

1. The development will have an adverse effect on traffic flows on an already busy road.
2. The views and access to the river will be impaired
3. A Design Statement is required that is in line with the development and the neighbouring buildings
4. The application should be sympathetic to the buildings next to which it will sit
5. Lack of parking spaces given the proposed use
6. It will have a negative economic impact on the retail sector in the Town Centre

13/01309/FUL

36 Chestnut Avenue, Newark

Householder application for proposed single storey rear extension.

No Objection was raised to this application.

PR32/13/14 Notice of NSDC Planning Decisions

The Committee **NOTED** the District Council Planning Decisions received since the last meeting.

PR33/13/14 Miscellaneous Applications

a. **Nottinghamshire County Council Planning Applications**

British Sugar Plc, Newark Sugar Factory, Great North Road, Newark

Proposed change of use of sugar beet storage areas (flat pads), to allow conditioning of topsoil on a seasonal basis prior to screening and sale.

No Objection was raised to this application.

b. **Public Comments**

Planning Application No. 13/01069/FUL – 165 Hawton Road, Newark

This application was originally considered at the meeting held on 28th August, and there were no objections.

Members were asked to consider comments received from a member of the public regarding the above application since that meeting.

The Committee decided to **Object** to this application on the following grounds:

1. Overlooking – the development overlooks the neighbours' conservatory and
2. The new development is overbearing

Meeting Closed:	7.45pm	Next Meeting:	Wednesday 30th October 2013
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Agenda Item No: 4d

Committee Date: Wednesday 9th October 2013

YOUTH COUNCIL MEETING MINUTES

Minutes of the Youth Council Meeting held on Wednesday, 2nd October 2013 at 5pm in the Council Chamber, Town Hall.

MINUTES TO FOLLOW



NEWARK TOWN COUNCIL

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Agenda Item No: 4e

Committee Date: Wednesday 9th October 2013

FINANCE & POLICY COMMITTEE MINUTES

Minutes of the Finance & Policy Committee held on Wednesday, 2nd October 2013 in the Council Chamber, Town Hall.

Membership Present:	Councillor	K Clayton (in the Chair)
	Councillors	P Baggaley M G Cope (A) Mrs G Dawn L Goff D Lloyd (Ap) D Payne S Wallace C Wetton
In attendance:	Councillors	Mrs I Brown, Mrs R Crowe, R A Crowe
Apologies for Absence	Councillors	Cllr D Lloyd
Officers Present:	Town Clerk	Alan Mellor
Taking Notes:		Helen Crossland
	There was one member of the public present.	
Venue:	Council Chamber, Town Hall	

FP25/13/14 Minutes

The Minutes of the meeting held on Wednesday 7th August were **AGREED** as a true and accurate record and signed by the Chairman.

FP26/13/14 Matters Arising

FP20/13/14 – Newark Festival

Cllr S Wallace asked if there had been any news on what the impact of the Festival was in the Town – any reports from N&SDC regarding the breakdown of attendees by postcode, the effect on local economy etc. The Town Clerk said that a report had been received and that he would distribute this to all Members.

In relation to **AGREED** point (iii):

“to hold a meeting for all Members of the Town Council, at a date to be decided, but as soon as possible”

Cllr S Wallace asked if anything had been arranged; Cllr Mrs G Dawn said that she intended to speak to him immediately following this meeting.

FP27/13/14 Declarations of Interest

It was **AGREED** that any Declarations of Interest be taken as they arise on the Agenda.

FP28/13/14 Payment Schedules 4/14 & 5/14

Members **AGREED** that payments in accordance with Payment Schedule 4/14 in the sum of £115,538.39 (one hundred and fifteen thousand, five hundred and thirty eight pounds 39p) and Payment Schedule 5/14 in the sum of £115,779.85 (one hundred and fifteen thousand, seven hundred and seventy nine pounds 85p), be **NOTED**.

FP29/13/14 Requests for Financial Aid

1. **Friends of the Town Hall Museum** – the hire fee for this event would be £172.50; it was **AGREED** to grant free use of the Ballroom for their 10th Anniversary celebrations.

This is to be shown as a cost to the Grant Aid budget.

2. **Farnon St Peter’s Choir** – the request for £200 towards the cost of uniform for performing at the Young Voices Concert in January 2014 at Sheffield Arena was **DECLINED** as the school is outside of the area.

3. **Experience Nottinghamshire** – the request for discounted use of the Ballroom on Tuesday 15th October was **DECLINED**.

It was noted that the groups running the event are two very well-funded organisations.

FP30/13/14 Newark Community First Aid Group

Cllr L Goff declared a personal interest in this Agenda Item.

Members **AGREED** to grant seven days free use of the Council Chamber, per annum, to the Group, in return for staff training.

Members **DEFERRED** the decision to give a reduction in the room rate hire for additional use by the Group, until it has been established exactly how many additional dates may be required and the frequency of such dates. The Town Clerk was asked to investigate this and bring a further report back to this Committee at a future date.

Members **AGREED** to reimburse the running costs for NCFA to look after the Market Place Defibrillator in a caretaking role as previously discussed (FP14/13/14).

During discussion of the above, the question was asked as to who are NCFA accredited to, and is their training fit for the needs of the Town Council’s Health and Safety Standards; the Town Clerk agreed to look at this and report back to this Committee.

FP31/13/14 Appointments to Outside Bodies

Cllr D Payne declared an interest in the Municipal General Charity and W E Knight Education Trust.

Members considered the recommendations contained within the report and the following was **AGREED**:

- (i) To continue appointing Members to serve on the list of Outside Bodies.
- (ii) That the Town Clerk bring a further report to the next meeting of this Committee which sets out the role expected of Town Councillors when appointed to these positions.
- (iii) That Councillors are appointed annually to serve on the various charities which currently request a three or four year term of office, with the understanding that they will normally be re-appointed each year for a four year term if they remain a Town Councillor during that period of time.
- (iv) To appoint Cllr R A Crowe to serve on the Magnus Educational Foundation for a period up to the date of the Finance & Policy Committee meeting in June 2014.
- (v) To appoint a Town Councillor to serve on the Municipal General Charity; Cllr Mrs R Crowe was proposed by Cllr S Wallace and seconded Cllr D Payne, Cllr Mrs I Brown was proposed by Cllr Mrs G Dawn and seconded by Cllr L Goff. Following a vote Cllr Mrs I Brown was appointed to serve on this outside body. The appointment of Cllr Mrs I Brown to be effective from 28th February 2014, and the term of that appointment to be up to the date of this Committee in June 2015.
- (vi) That the new constitution of the Newark Town Partnership be submitted to a future meeting of this Committee when it is available.

FP32/13/14 Sale of Land at Bowbridge Road

Members **AGREED** the proposed fee of £20,000 for work undertaken to market and sell the Bowbridge Road site and to recommend to the Town Council that this expenditure be met from the Town Council's unused capital receipts.

Meeting Closed:	8.05pm	Next Meeting:	Wednesday 4th December 2013
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TOWN COUNCIL

SUBJECT:	STANDARDS COMMITTEE REPORT
REPORT BY:	TOWN CLERK

1. Recommendations

1.1 Members are asked to :

- (i) Formally note and receive the Decision Notice of the Standards Committee Hearing Panel into the complaint made against Cllr L Goff,
- (ii) Consider the recommendation of the Standards Committee to provide training for Cllr L Goff and, if accepted, consider the inclusion of the Town Clerk in the training session,
- (iii) Consider the commissioning of the proposed training from the District Council’s Monitoring Officer.

2. Background

2.1 Earlier this year I made a complaint to the Monitoring Officer about the behaviour of Cllr L Goff at the Newark Festival. The complaint was investigated and submitted to the Standards Committee which met to consider the matter on 18th September.

2.2 The Standards Committee resolved that there had been a failure to comply with the Members Code of Conduct and recommended that the appropriate action for the Town Council to take would be for Cllr L Goff to be provided with training, on a ‘one to-one’ basis, on the requirements of the Code of Conduct, the concept of corporate governance and the need to act corporately within the policies of the Town Council. In addition it suggested that I should also attend the training to oversee and note the training provided.

2.3 The correspondence and Decision Notice received from the District Council is attached at Appendix 1 for Members attention.

2.4 The Town Council is required to formally consider the report and the recommendations contained within it, however the Town Council is not duty bound to accept the findings.

If the recommendations are accepted I would suggest that the offer to commission the training from the District Council’s Monitoring Officer is accepted as she will be aware of the details behind the complaint.

3. Financial, Legal and Equality Issues

3.1 None.

Background Papers:	Standards Committee working papers.
Lead Officer:	Alan Mellor Tel: 01636 684801 Email: alan.mellor@newark.gov.uk

APPENDIX 1

3 October 2013

Telephone: (01636) 655247
E-mail: catharine.saxton@nsdc.info
Your Ref:
Our Ref:
www.newark-sherwooddc.gov.uk

Mr A Mellor
Town Hall
Market Place
Newark
Notts
NG24 1DU

Kelham Hall
Newark
Notts.
NG23 5QX

Dear Town Council Clerk,

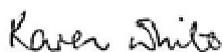
Complaint to Standards Committee
Subject Member: Councillor L Goff

I refer to your complaint concerning the conduct of Councillor L Goff of Newark Town Council which was considered by the Standards Hearing Panel on 18th September 2013.

I am enclosing a copy of their Decision Notice which sets out the background information, conclusions and the decision reached by the Hearing Panel. You will note that they have resolved that there had been a failure to comply with the Code. The Panel agreed that a recommendation be made to Newark Town Council that the appropriate action in this matter would be for training to be provided to Councillor L Goff on a 'one-to-one' and that it would be beneficial if you could attend the training in order to oversee and note the training provided to Councillor L Goff for future reference. It would be possible for the Town Council to commission the training to be provided by the District Council's Monitoring Officer – Kirsty Cole if it so wishes, or alternatively another training provider of its choosing.

Please do not hesitate to contact me if you require any clarification as to the Hearing Panels decision and as to the recommendation which it has made to the Town Council.

Yours sincerely



Karen White
Director - Safety

Enclosure

NEWARK AND SHERWOOD DISTRICT COUNCIL

STANDARDS COMMITTEE HEARING

18 SEPTEMBER 2013

DECISION NOTICE

CASE REFERENCE NO: GOFF/01

SUBJECT MEMBER:	COUNCILLOR LAURENCE GOFF
NAME OF AUTHORITY:	NEWARK TOWN COUNCIL
COMPLAINANT:	ALAN MELLOR
HEARING PANEL:	COUNCILLOR D LOGUE (CHAIRMAN) COUNCILLOR MRS C ROSE COUNCILLOR MRS S E SADDINGTON COUNCILLOR M SHAW COUNCILLOR B WELLS PARISH COUNCILLOR I HARRISON
MONITORING OFFICER:	KAREN WHITE
LOCAL INVESTIGATOR:	KIRSTIN COLE
INDEPENDENT PERSON	SHARON JONES
CLERK TO THE HEARING:	CATHARINE SAXTON
DATE OF REPORT:	23 AUGUST 2013

Summary of the complaint

(i) That the Subject Member misrepresented his role and position to the Liz Hobbs Group Limited by advising their employee responsible for the issue of Press Passes that he was taking photographs on behalf of the Town Council and that this had been expressly approved by the Town Clerk

(ii) That the Subject Member in any event breached the terms and conditions on which the Press Pass was issued by taking a video recording of Madness which was subsequently posted on YOU TUBE.

(iii) That the Subject Member behaved aggressively towards an employee of the Liz Hobbs Group when advised that the Press Pass did not permit him entry to a 'meet and greet' event with Madness immediately prior to the commencement of the concert or to take photographs in this area and made threatening remarks towards her regarding the future relationship between the Town Council and her employer.

Relevant Provisions of the Code of Conduct Adopted by Newark Town Council

Paragraph 2.2 of the Code states that 'you must respect others and not bully any person'.

Paragraph 2.5 of the Code states that 'you must not conduct yourself in a manner which is likely to bring the Town Council into disrepute'.

Paragraph 2.6 of the code states that 'you must use your position as a member in the public interest and not for personal advantage'.

Summary of the evidence considered and representations made

The Hearing Sub-Committee considered the investigator's report dated 23rd August 2013 which included a statement from Councillor Laurence Goff, the Member against whom the complaint was made.

Both the Investigating Officer and the Subject Member's Representative – Graham Keal made oral representations to the Hearing Panel.

There were no witnesses called by the Subject Member or Investigating Officer.

Findings of Fact

The Panel agreed with the Summary of the Material Facts as detailed in the Investigating Officer's report.

The panel considered that the Subject Member had been acting in an official capacity as a Town

Councillor when the matters, which were the subject of the complaint, took place.

They concluded on the balance of probabilities that although the facts were in dispute as to whether the Subject Member had called in person at the offices of the Liz Hobbs Group Limited or telephoned them, the Subject Member had made some form of misrepresentation as to the fact that he was intending to take photographs for and on behalf of the Town Council which then led the Company to issue him a Press Pass. Indeed, the Subject Member had conceded to the Investigating Officer that his purpose in visiting their office had been to obtain some form of 'special privilege', such as the use of better camera equipment. Although the Subject Member said that he did not ask for, or expect to receive, a press pass this in itself constituted a Code breach. The Subject Member also secured, in addition to the press pass, an advantage for Mr Keal with whom he had a long standing relationship. Mr Keal was a professional journalist. It was accepted however that the Subject Member did not expect to receive and did not in fact receive, any financial reward through this relationship. The Subject Member also secured a personal advantage in being able to take photographs from a better vantage point than members of the public and obtained a privilege only available to bona fide members of the press. The panel therefore concluded that the Subject Member's behaviour meant that he had used his position as a town councillor and had misrepresented that position in order to secure a 'special privilege' which materialised as a press pass. The panel agreed that there was insufficient evidence to conclude that the Subject Member had breached the conditions of the press pass.

They further agreed that there was insufficient evidence before them to conclude that the Subject Member's behaviour towards Sarah Tryner, when she told him that he could not enter the area where the 'meet and greet' event was taking place, had showed lack of respect towards her.

Comments from the Independent Person

The panel were advised of the views of the Independent Person regarding the matter. These were as follows:

- Given the serious nature of the complaints, it had been entirely proper that the complaint had been fully investigated.
- As the result of the findings of the Investigation Report, the Hearing Panel had two issues to resolve.
 - a. Had there been a breach (or breaches) of the Code?
 - b. If so, what would be the appropriate action to be taken?

Breach of the Code - As the Investigating Officer's report indicated there were very clear conflicts in the evidence given by the various parties as to exactly what happened. It was for the panel to decide, having considered all of the information presented to it, as to what view to take. However having read the investigation Report the Independent Person was minded to

TOWN COUNCIL

SUBJECT:	NOTICES OF MOTION
REPORT BY:	TOWN CLERK

1. Recommendations

1.1 That Members consider the motion below that the Town Clerk has received in accordance with Standing Order 6 (1).

2. Background

2.1 **MOTION PROPOSED BY COUNCILLOR K Clayton, SECONDED BY COUNCILLOR Mrs G Dawn.**

Newark Hospital ;

This Council notes the recent publicity concerning the letter sent to the Chief Executive of Sherwood Forest Hospitals NHS Foundation Trust by the Newark Healthcare Consultative Group. In response the Town Council resolves to:

- (i) State its strong support of Newark Hospital and all the staff who work there to provide high quality services to the communities in and around Newark,
- (ii) Support the request made by the Newark Healthcare Consultative Group to the Sherwood Forest Hospitals NHS Foundation Trust; to include within the current strategic review of Newark Hospital the option of Newark Hospital being transferred to Nottingham University Hospital Trust.
- (iii) Call upon Sherwood Forest Hospitals Foundation NHS Trust to respond positively to this request.

2.2 **MOTION PROPOSED BY COUNCILLOR Mrs G Dawn, SECONDED BY COUNCILLOR K Clayton.**

Robin Hood Hotel ;

Given the appalling sate of the Robin Hood Hotel which, despite having planning permission for its partial demolition, remains an eyesore on a major gateway to the town centre and is a blight on the new shopping development which it is situated next to. This Council resolves to:

- (i) Call upon the owners of the Robin Hood Hotel to implement the approved scheme for redeveloping the site immediately,
- (ii) Call upon Newark & Sherwood District Council to take all possible enforcement action on the owners of the property to redevelop the site.

3. Financial, Legal and Equality Issues

3.1 None.

Background Papers:	None.
Lead Officer:	Alan Mellor Tel: 01636 684801 Email: alan.mellor@newark.gov.uk