



TOWN COUNCIL MEETING

TUESDAY 18TH JUNE 2019

Wednesday 12th June 2019

Dear Councillors

You are summonsed to attend a meeting of the Town Council at 7.30pm on **Tuesday** 18th June 2019 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 17th April 2019	Minutes Attached	Page 5
3	To approve the Minutes of the Annual Meeting of the Town Council held on Sunday 12th May 2019	Minutes Attached	Page 9
4	To receive Declarations of Interest from Members and Officers	Verbal	
5	To receive the Minutes of the following Committees:		
5a	Planning Committee held on Wednesday 24th April 2019	Minutes Attached	Page 13
5b	Planning Committee held on Wednesday 29th May 2019	Minutes Attached	Page 17
5c	Finance & General Purposes Committee held on Wednesday 12th June 2019	MINUTES TO FOLLOW	Page 27
6	Revenue Out Turn & Final Accounts 2018/19	Report Attached	Page 29
7	Doris Bainbridge Trust Fund Final Accounts 2018/19	Report Attached	Page 41
8	Town Mayor's Announcements	Verbal	
9	Town Council Leader's Announcements	Verbal	
10	Town Clerk's Announcements	Verbal	
11	To Answer Questions from Town Councillors (if any)	To Follow	
12	To Answer Questions from Members of the Public (if any)	To Follow	
13	Appointments to Committees	Report Attached	Page 45

Pre-Group Meetings:

- | | | |
|----------|-------------------------------------|----------------|
| 1 | 7.00pm Labour, Green & Independents | Committee Room |
| 2 | 7.00pm Conservative 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: Tuesday 18th June 2019

Minutes of the Meeting of the Town Council held on Wednesday 17th April 2019 in the Council Chamber of the Town Hall.

Membership Present:	Town Mayor	Cllr T Roberts MBE (in the Chair)
	Councillors	Mrs C Barker-Powell Mrs I Brown M Cleasby (Ap) M G Cope Mrs R Crowe R A Crowe Mrs G Dawn P Duncan Ms H Gent K Girling L Goff S Haynes D Hyde D Jones D Lloyd M Skinner R Williams
Apologies received from:	Councillors	M Cleasby
Town Council Staff:	Town Clerk	Alan Mellor
	Mayor's Officer	P Tomlinson
Mayor's Chaplain		Rev D Pickersgill
Public:	There were four members of the public present.	
Venue:	Council Chamber	Town Hall

TC54/18/19 Minutes of the Town Council Meeting held on Wednesday 13th February 2019

The Minutes of the Town Council Meeting held on Wednesday 13th February were **AGREED** as a true and accurate record, and signed by the Mayor.

TC55/18/19 Declarations of Interest

It was **AGREED** to accept any Members Declarations, if any arose, during the meeting; all Declarations of Interest should already be contained within the Agenda reports.

TC56/18/19 Minutes of the Planning Committee, Wednesday 27th February 2019

The Chairman, Cllr M Skinner, presented the Minutes of the Meeting of the Planning Committee held on Wednesday 27th February 2019.

TC57/18/19 Minutes of the Finance & General Purposes Committee, Wednesday 6th March 2019

The Chairman, Cllr D Lloyd, presented the Minutes of the Finance & General Purposes Committee held on Wednesday 6th March 2019.

TC58/18/19 Minutes of the Planning Committee, Wednesday 27th March 2019

The Chairman, Cllr M Skinner, presented the Minutes of the Meeting of the Planning Committee held on Wednesday 27th March 2019.

TC59/18/19 Minutes of the Finance & General Purposes Committee, Wednesday 3rd April 2019

The Chairman, Cllr D Lloyd, presented the Minutes of the Finance & General Purposes Committee held on Wednesday 3rd April 2019, marked **TO FOLLOW** in the Agenda.

TC60/18/19 Town Mayor's Announcements

The Town Mayor thanked all present for their support over the year. Tickets were still available for his last charity fund raising event; St George's Day dinner being held on Friday 26th April in the Town Hall. He invited everyone to attend the Parlour following the meeting for refreshments.

TC61/18/19 Town Council Leader's Announcements

The Town Council Leader, Cllr D Lloyd, thanked all Members for their hard work and contributions over the last four years. He particularly thanked those Councillors who are not standing for re-lection; Cllrs Mrs C Barker-Powell, P Duncan and D Hyde for their contributions over their years in office.

He said that the Town Council should be proud of the achievements during its last term. The Town Council has taken some significant decisions, like the purchase of the Buttermarket, which will hopefully have long term benefits to the town and he thanked all Members for their support.

TC62/18/19 Town Clerk's Announcements

The Town Clerk, Mr Alan Mellor, said that he had enjoyed working with all Town Councillors over the last four years and thanked everyone for their support and help during that time.

TC63/18/19 Standing Orders & Other Policy & Regulation Documents

Cllr D Lloyd introduced this report; he said that recommendations (i) (iv) (v) (vi) and (vii) were merely bringing the documents up to date with procedural changes and asked the Town Council to approve the changes as set out in Appendix 1.

He then referred to paragraphs 3.2 and 3.3 in the report which contained proposals for the introduction of public speaking at the Planning Committee and a public 'Question Time' at meetings of the full Town Council. He said that these were both welcome proposals that would contribute to the Town Council's engagement with the local community and asked Members to support both additions to the Town Council's Standing Orders.

Members then:

- (i) **CONSIDERED** the proposed, updated, Town Council Standing Orders,
- (ii) **AGREED** to introduce a Public Question Agenda Item at meetings of the full Town Council,
- (iii) **AGREED** to introduce Public Speaking at meetings of the Planning Committee.

Following (i), (ii) and (iii) above, Members then **AGREED** to make an addition to Standing Order 25. Planning Committee as follows:

'Public Speaking is permitted at meetings of the Planning Committee but only in connection with a specific Planning Application. It is limited to one speech in favour and one speech against an individual Planning Application.

Each speech will be for a maximum of three minutes.

Speeches will only be permitted from people who either live or work within the Town Council boundary or the applicant, or the applicants' agent.

The purpose of a speech is to provide the Committee with views as to why a Planning Application should be supported or not. It is not an opportunity for people to engage in the debate by Members of the committee leading to a decision being taken'.

Members also **AGREED** that a new Standing Order be introduced, as in the Agenda Report, and below:

'A member of the public who lives or works within the Town Council boundary may, if notice in writing has been given to the Town Clerk by 10.00am on the Thursday immediately prior to the meeting, ask the Chairman of any Committee any question on any matter in relation to which the Council have powers or duties or which affects the town, provided that, if the Town Mayor, in consultation with the Leader of the Council or their representative, shall be of the opinion that the question is of a personal character, he/she shall so inform the member of the public and shall not allow the question to be put.

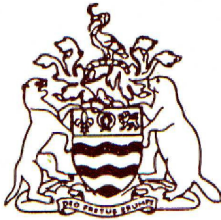
An answer may take the form of (a) a direct oral answer; or (b) where the desired information is contained in a publication of the Council, a reference to that publication; or (c) where the reply to the question cannot conveniently be given orally, a written answer circulated to the person submitting the question, members of the Council and any other members of the public present at the meeting.

The member of the public has no right of reply and cannot ask a supplementary question following the answer given'.

Members also then:

- (iv) **CONSIDERED** the proposed, updated, Town Council Scheme of Delegation, and **AGREED** with the implementation.
- (v) **CONSIDERED** the proposed, updated Town Council Financial Regulations, and **AGREED** with the implementation.
- (vi) **CONSIDERED** the proposed, updated, Town Council Financial Standing Orders, and **AGREED** to the implementation of such.
- (vii) **CONSIDERED** the proposed, updated, Town Council Financial Procedures, and **AGREED** that they should be implemented.

Meeting Closed:	7.50pm	Next Meeting:	Tuesday 18th June 2019
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Town Hall, Market Place, Newark, Nottinghamshire, NG24 1DU
 Tel: 01636 680 333 ~ Fax: 01636 680 350
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Minutes of the Annual Meeting of the Town Council held on Sunday 12th May 2019 in the Ballroom at the Town Hall.

Membership Present:	Town Mayor	T Roberts MBE (in the Chair)
	Councillors	J Baggaley Mrs I Brown M G Cope Mrs E Cropper Mrs R Crowe R A Crowe Mrs G Dawn Ms L Geary L Goff J Henderson D Jones Miss D Ledger J Lee D Lloyd Mrs T Mathias Ms J Oliver Mrs J Olson M Skinner
Town Council Staff:	Town Clerk Mayor's Secretary/PA to the Town Clerk	Alan Mellor Helen Crossland
Venue:	Ballroom	Town Hall

Prior to the commencement of the meeting prayers were said by Tony Roberts MBE.

01/19/20 ELECTION OF TOWN MAYOR

It was proposed by Councillor Mrs G Dawn, seconded by Councillor Miss D Ledger, that Councillor Mrs I Brown be elected Town Mayor for the Civic Year 2019/20.

There were no other nominations so a vote was held and it was **RESOLVED** that:

Councillor Mrs Irene Brown be elected Town Mayor for the Civic Year 2019/20.

The Town Mayor then read and signed the Declaration of Acceptance of the Office.

02/19/20 RETIRING TOWN MAYOR

The Town Mayor, Councillor Mrs I Brown, called on Councillor Mrs R Crowe to propose a vote of thanks to the Retiring Town Mayor, Tony Roberts MBE, for the Civic Year 2018/19, which was seconded by Councillor R Crowe.

The Town Mayor then presented Tony Roberts MBE with his Past Mayor's Badge.

Councillor Mrs E Cropper joined the meeting at this point.

03/19/20 TOWN MAYOR'S CONSORT

The Town Mayor, Councillor Mrs I Brown, then announced that during her year in office it was her intention to appoint Mr A Morgan as her Consort for the Civic Year.

04/19/20 TOWN MAYOR'S CHAPLAIN

The Town Mayor advised the Town Council of the appointment of Reverend David Pickersgill as the Town Mayor's Chaplain for the ensuing Civic Year.

05/19/20 ELECTION OF DEPUTY TOWN MAYOR

The Town Mayor invited nominations for the position of Deputy Town Mayor for the Civic Year 2019/20.

Councillor D Jones proposed, seconded by Councillor J Henderson, that Councillor Ms L Geary be the Deputy Town Mayor.

There were no other nominations so a vote was held and it was **RESOLVED** that:

Councillor Ms L Geary be elected Deputy Town Mayor for the Civic Year 2019/20.

The Deputy Town Mayor then read and signed the Declaration of Acceptance of the Office.

06/19/20 APPOINTMENT OF LEADER OF COUNCIL/OPPOSITION SPOKESPERSON(S)

The Town Mayor advised the meeting that appointments to the following positions had been submitted as follows:

Leader of the Council – Councillor D Jones

Deputy Leader of the Council – Councillor Mrs G Dawn

Opposition Leader – Councillor D Lloyd

07/19/20 APPOINTMENT OF COMMITTEES

Councillor D Jones proposed and Councillor Mrs G Dawn seconded, that the Committee composition for the Civic Year 2019/20 be as follows:

Finance & General Purposes Committee

All Town Councillors

Planning Committee

10 Members: 4 Conservative Group, 3 Labour Group, 2 Un-aligned Independents, 1 Green Group

Following a show of hands the proposed composition of Committees was **AGREED**.

It was then **AGREED** that the membership of the Committees was as follows:

Finance & General Purpose Committee

All Town Councillors

Planning Committee

Conservative Group

Cllr D Lloyd

Cllr Ms J Oliver

Cllr M Cope

Cllr Mrs R Crowe

Labour Group

Cllr L Goff

Cllr Mrs J Olson

Cllr J Baggaley

Un-aligned Independents

Cllr Mrs T Mathias

Cllr Miss D Ledger

Green Group

Cllr Mrs E Cropper

08/19/20 APPOINTMENT OF CHAIRMEN/VICE CHAIRMEN

The Town Mayor then called for nominations for Chairmen and Vice-Chairmen of each Committee.

Finance & General Purpose Committee

Councillor Mrs G Dawn proposed and Councillor Miss D Ledger seconded the nomination of Councillor D Jones as Chairman of the Finance & General Purpose Committee.

There were no other nominations and following a show of hands, this nomination was **AGREED.**

Councillor D Jones proposed and Councillor Mrs T Mathias seconded the nomination of Councillor Mrs G Dawn as the Vice-Chairman of the Finance & General Purpose Committee.

There were no other nominations and following a show of hands, this nomination was **AGREED.**

Planning Committee

Councillor D Jones proposed and Councillor Mrs G Dawn seconded the nomination of Councillor Mrs T Mathias as the Chairman of the Planning Committee.

There were no other nominations and following a show of hands, this nomination was **AGREED.**

Councillor D Jones proposed and Councillor J Henderson seconded the nomination of Councillor Mrs E Cropper as the Vice-Chairman of the Planning Committee.

There were no other nominations and following a show of hands, this nomination was **AGREED.**

09/19/20 APPOINTMENT OF OPPOSITION COMMITTEE SPOKESPERSON(S)

Appointments to the following positions were **NOTED** as follows:

Finance & General Purposes Committee – Councillor D Lloyd

Planning Committee – Councillor Ms J Oliver

10/19/20 CLOSURE

The Town Mayor thanked Town Councillors and all those present for attending before declaring the meeting closed.

The date of the next Annual Meeting of the Town Council was scheduled for Sunday 10th May 2020.



NEWARK TOWN COUNCIL

Town Hall, Market Place, Newark, Nottinghamshire, NG24 1DU

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Agenda Item No: 5a

Committee Date: Tuesday 18th June 2019

PLANNING COMMITTEE MINUTES

Minutes of the Planning Committee held on Wednesday 24th April 2019 in the Council Chamber, Town Hall.

Membership Present:	Councillor	M Skinner (Chairman)
	Councillor	S Haynes (Vice-Chairman) Mrs C Barker-Powell M Cleasby (Ap) Mrs G Dawn (A) Ms H Gent (A) L Goff D Hyde (Ap) D Lloyd (Ap) T Roberts MBE R Williams
In Attendance	Town Clerk Councillors	Alan Mellor Mrs R Crowe, R A Crowe & K Girling
Apologies	Cllrs M Cleasby, D Hyde & D Lloyd	
Taking Minutes:	Planning Administrator	Mrs J Hempsall
Public:	There were 0 members of the public present.	
Venue:	Council Chamber, Town Hall	

On giving apologies for Cllr D Hyde, the Town Clerk passed on to Members, Cllr Hyde's best wishes to everyone and good luck to those standing in the forthcoming elections.

PR73/18/19 Minutes

The Minutes of the last meeting held on Wednesday 27th March 2019 were **AGREED** and signed as a true and correct record.

PR74/18/19 **Matters Arising**

There were no matters arising.

PR75/18/19 **Declarations of Interest**

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

PR76/18/19 **Outstanding Planning Applications**

19/00522/RMAM **Parcel 1, Phase 2B, Land east of Bowbridge Lane, Balderton, Newark**

Approval of reserved matters (access, layout, appearance, scale and landscaping) for 145 dwellings, including public open space, pursuant to outline planning permission 14/01978/OUTM on Parcel 1, Phase 2B, (Outline permission was subject to an EIA and this was provided).

No Objection was raised to this application.

19/00575/FUL **Magnus C of E Academy, Earp Avenue, Newark**

Refurbishment of existing tennis and netball courts to the same size and dimensions located within the playing field area of the Academy.

No Objection was raised to this application.

19/00582/FUL **39 Hawton Road, Newark**

Householder application for single storey extension to rear.

No Objection was raised to this application.

19/00583/ADV **14 Castle Gate, Newark**

Display 1 no. hanging sign from existing bracket and 2 no. information board signs on south east elevation.

No Objection was raised to this application.

19/00630/FUL **18 Lawrence Street, Newark**

Householder application for proposed one and two storey rear extension with internal alterations.

No Objection was raised to this application.

19/00699/FUL **3 Britannia Court, Newark**

Householder application for single storey rear extension.

No Objection was raised to this application.

PREAPP/00082/19 **Plot 30A, Stephenson Way, Newark**

Construction of Bi-Gas vehicle fuelling facility.

It was **AGREED** to offer **No Comment** on this pre-application. Comments will be put forward when the Full Application is received.

19/00681/FULM

Site of the Bearings, Bowbridge Road, Newark

Application to vary condition 23 of planning permission 18/00973/FULM to allow amendment of house types to plots 39-42, 23-24 and 43-44.

It was **AGREED** to **DEFER** this application to a future meeting in order for more detail to be obtained from Newark & Sherwood District Council.

19/00720/ADV

White Hart Wine Bar, 5 White Hart Yard, Newark

Item B – 1 off sign written display externally illuminated by 2 off 30W flood lights.

Item C – 2 off amenity boards

Item D – 1 off sign written display externally illuminated by 2 off 30W flood lights.

Item E - 2 off 30W flood lights.

Item F – 1 off Half lantern

Item G – 1 off amenity board externally illuminated by lantern

Item H – 2 off directional signs

The Town Clerk advised Members that the Planning Officer at NSDC has confirmed that these proposals are in accordance with the Shopfronts and Advertisements SPD.

No Objection was raised to this application.

19/00736/FUL

71 Farndon Road, Newark

Demolition of outbuilding and erection of one bedroomed detached granny annex bungalow incorporating garage.

No Objection was raised to this application.

19/00737/ADV

HSBC, 30 Market Place, Newark

Replacement of existing signage and installation of new signage.

No Objection was raised to this application.

PR77/18/19 Notice of NSDC Planning Decisions

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

The Town Clerk informed Members that NSDC had been in touch regarding the application below to say that the applicant has withdrawn the Change of Use to A5 (Hot Food Takeaway), following the comments submitted from this Committee on 27th February 2019.

19/00182/FUL – 54 Carter Gate, Newark

Change of Use from A1 (Shops) to Flexible Uses A2 (Financial or Professional Services) or A3 (Restaurants and Cafes) or A5 (Hot Food Takeaway).

On the basis that the issue of A5 Hot food takeaway was removed; the Town Clerk withdrew the Town Council's Objection to this application.

The application has now been approved on that basis.

PR78/18/19 Urgent Decisions Taken Under The Scheme of Delegation

Ye Olde White Hart, Newark

Licensing – Variation Application

Members **NOTED** the decision taken under the Scheme of Delegation, not to object to this application, on the strict understanding that any Licence (if approved), will be for the more restricted opening times than those contained in the current licence. Further that, given the previous history of these premises, this 'No Objection' response is predicated on the Police being satisfied with the application and the proposed opening times and conditions contained within it.

PR79/18/19 Miscellaneous Applications

a. Notification of Appeals

19/00052/FUL – 68 Wolsey Road, Newark

Members **NOTED** that an appeal relating to the above application, had been made to the Secretary of State.

b. Licensing Applications

Heron Foods Limited, Jersey Street, Newark

Premise Licence Application.

Cllr S Haynes declared a prejudicial interest in this application and left the room for the discussion.

No Objection was raised to this application.

Cllr S Haynes returned to the meeting.

Cllr Skinner thanked everyone for their help over the last year and said he had enjoyed his time as Chairman of the Planning Committee. He also went on to thank the Town Clerk for his support and Mrs Janet Hempsall who diligently prepares and records items for this committee and does so to the highest possible standards.

Meeting Closed:	7.27pm	Next Meeting:	Wednesday 29th May, 2019
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NEWARK TOWN COUNCIL

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Agenda Item No: 5b

Committee Date: Tuesday 18th June 2019

PLANNING COMMITTEE MINUTES

Minutes of the Planning Committee held on Wednesday 29th May 2019 in the Council Chamber, Town Hall.

Membership Present:	Councillor	T Mathias (Chair)
	Councillor	E Cropper (Vice Chair) J Baggaley M Cope (Ap) Mrs R Crowe (Ap) L Goff D Ledger D Lloyd (Ap) Ms J Oliver (Ap) J Olson
In Attendance	Town Clerk Councillors	Alan Mellor Mrs I Brown, Mrs G Dawn, L Geary, J Henderson, D Jones & M Skinner
Apologies	Cllrs M Cope, Mrs R Crowe, D Lloyd & Ms J Oliver	
Taking Minutes:	Planning Administrator	Mrs J Hempsall
Public:	There were 7 members of the public present.	
Venue:	Council Chamber, Town Hall	

Cllr T Mathias welcomed Members to the first Planning meeting of the new Council.

PR01/19/20 Minutes

The Minutes of the last meeting held on Wednesday 24th April, 2019 were **AGREED** and signed as a true and correct record.

PR02/19/20 **Matters Arising**

There were no matters arising.

PR03/19/20 **Declarations of Interest**

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

PR04/19/20 **Outstanding Planning Applications**

18/02330/FULM **Playing Field, Chestnut Avenue, Newark**

(Amended)

New build scheme comprising 20 houses, 6 flats for supported housing and a shared house over two plots for supported housing with associated staff office/ overnight accommodation.

Amendment – amended proposal and drawings.

There were 5 members of the public attending the meeting for this application.

The Town Clerk informed Members of the background to this site and the applications received.

A member of the public, Lucy Howson spoke against the application. She strongly objects to the application. She has lived on Chestnut Avenue since she was born and her parents still live there.

The park is a valuable local asset, the community are very upset that there is a plan to build houses on it. In the 35 years that she has been there she hasn't known of any problems with the site whatsoever. Lucy is concerned that a similar property near Morrisons, to that being proposed for the Playing Field off Chestnut Avenue, houses people who have caused a significant amount of trouble in the town and she doesn't want this to happen on their estate. They are good, hard working people and they don't deserve this. Children still play on this area and people walk their dogs. It is a place where Lucy's family can go after work and get some fresh air. They are under the impression that this land was never to be built on. It is an area of land where friends meet up to play football and socialise and is still very valuable to the people who live on the estate.

Cllr D Ledger spoke about the access to the proposed site and how this has still not been addressed. Roads surrounding the site are already a 'nightmare'. There would be no room for emergency vehicles to get to the site if needed.

Cllr L Goff introduced himself to new Members of the Council and explained that William Gilstrap had given the land to the people and it should be kept as a green space. He told Members he had raised a petition against the application previously. He felt the impact on the area would be madness. Streets are gridlocked at present and felt it would be dangerous if emergency vehicles would not be

able to gain access to the site due to congestion on the approaching roads.

The Town Clerk informed Members of the site history and how it is allocated for housing in the Newark & Sherwood District Council's Local Plan, so the expectation is that development will take place on the land at some stage. There were however three conditions attached to this allocation:

- (i) 0.3 Hectares of open space must be retained,
- (ii) The MUGA must be replaced either on or off site,
- (iii) Vehicular access would not be permitted from Lincoln Road.

The Town Clerk said the current application satisfied condition (i) and (ii) but there wasn't yet an agreed replacement site for the MUGA.

Cllr E Cropper was concerned that the development would lead to a loss of valuable green space in an area where there wasn't a sufficient alternative site nearby. She was also concerned as to where the MUGA would be placed and also concerned about the proposed access to the site and would object to this application.

Cllr J Baggaley thanked Lucy for speaking. He said that the area was still utilised by local people and felt that there was a lack of an overall strategy of what would happen to the green space and said that an up to date strategy was needed. The application clearly didn't meet the necessary requirements and he would urge objection.

Cllr Mrs Dawn appreciated the comments from Members. She said that residents were upset and angry about the proposals. The first application was amazingly bad, thoughtless and greedy and although significant changes had been made, she felt they were still being greedy. She realised the need for Social Housing but didn't feel the need for more on the Bridge Ward.

The proposed amended application now places houses backing onto existing gardens which would cause a loss of privacy. She objects to the loss of green space and although a little bit would be left, there was nothing to do on it.

Cllr Mrs Dawn informed Members that the 'Fields in Trust' organisation had released its latest figures this month and it was stated that the Bridge Ward is under provided for with regard to informal open space. This development will further reduce open space that is available to the local community. She said she will represent the residents at the District Council meeting regarding this application.

Cllr D Jones said there was a lack of green space provision. He said that the green space would be of no benefit to the children it was left to if this application was to go ahead. He

felt the Charity Commission should call it in.

The Town Clerk advised the Committee that the matter before them for consideration was a planning application and any issues relating to the sites ownership must not be taken into consideration when reaching a decision.

Cllr Skinner declared a prejudicial interest at this point as he was a Trustee of the Gilstrap Charity at Newark & Sherwood District Council and left the meeting.

Cllr Mrs I Brown reiterated all previous comments regarding access and emergency vehicles.

Cllr J Henderson echoed all comments and was concerned about any possible anti-social behaviour the new development could bring. He felt that the loss of existing open/green spaces should not be tolerated and regarding the access and congested roads, he felt that not only could this be dangerous but also, damage could be done to the existing highway.

It was decided to **raise Objections to this application** on the following grounds:

- i) The application was not in accordance with the District Council's Green Space Strategy/ Infrastructure Policy.
- ii) Highway Grounds – access to the site was inadequate, surrounding roads already suffer from extensive on road parking which can often cause traffic problems due to the number of parked cars on the roads and footpaths.
- iii) Emergency Vehicle Access – given the problems stated at (ii) above relating to on road parking, there is a concern that emergency vehicles may not be able to gain access to the site.
- iv) The MUGA should be retained on site, not taken off site.
- v) Detrimental impact on local resident's loss of privacy where their properties adjoin the site.

19/00654/FUL

83-85 Appleton Gate, Newark

Proposed Change of Use of building from a Mixed Use of A1 (Retail) & A3 (Food and Drink) to a Mixed Use comprising D1 (Non-Residential Institutions), A1 (Retail) & A3 (Food and Drink), to use the building as a Community Centre, Place of Worship, Café and Shop.

No Objection was raised to this application.

18/01137/OUTM

Land off North Gate, Newark

Variation of Condition 25 attached to planning permission 13/00997/OUTM for proposed erection of Retail Development Bulky Goods/Open A1/Open A1 Convenience uses and provision of car parking to serve same. Proposal

submitted to allow the use of Unit B as A1 (non-food).

There was some confusion as to where on North Gate this land was. Members decided to give Delegated Authority to the Town Clerk in conjunction with the Chair and Vice Chair of this Committee to clarify the exact location and comment thereafter.

19/00667/LBC

Mediterranean Restaurant, 13-15 Castle Gate, Newark

Repoint chimney stack, rebuild gable end wall, repair all windows and repaint like for like.

No Objection was raised to this application.

19/00714/FUL

120 Lincoln Road, Newark

Dropped kerb and creation of asphalt section across grass verge to create new vehicle access.

It was decided to **OBJECT** to this application on the grounds that if permission is granted for one dwelling, it then sets a precedent for others on Lincoln Road to apply for the same access. It was felt that access on to Lincoln Road, which is an extremely busy road, from these properties could cause safety issues. The District Council are asked to raise these concerns with the Highway Authority.

19/00732/FUL

HSBC, 30 Market Place, Newark

&

Install new red RGB uplighters, replace door and steps with plinth and window and install a/c unit. Replacement of existing signage and installation of new signage.

19/00733/LBC

No Objection was raised to these applications provided that the Conservation Officer at NSDC was in agreement.

19/00750/FUL

71 London Road, Newark

Householder application for demolition of existing wall and gates to front boundary. Construction of replacement wall and gates with widening of vehicular access, removal of 1 no. tree, construction of new rear veranda with replacement of 2 no. windows with 1 no. door.

No Objection was raised to this application.

19/00806/FUL

87 London Road, Newark

Householder application for extensions and alterations to existing property and new brick boundary wall.

No Objection was raised to this application.

19/00825/FUL

Units 2 & 3, Beacon Hill Retail Park, Beacon Hill Road, Newark

Change of use of A1 (Retail) units to a gym/health and fitness centre (D2).

- No Objection was raised to this application.**
- 19/00830/FUL** **The Co-Operative Group Food Ltd, Unit 1, Side Row, Newark**
- Application for the variation of Condition 6 to amend the opening hours of the store, attached to application 17/01431/FUL:- Demolition of existing public house and erection of 2 new units comprising of a Use Class A1 convenience retail unit and a Use Class A1 (non-food) retail, with parking and landscaping and associated works.
- No Objection was raised to this application.**
- 19/00840/FUL** **92 Middleton Road, Newark**
- Householder application for single storey side extension.
- No Objection was raised to this application.**
- 19/00854/OUTM** **Flowserve Pump Division, Hawton Lane, Balderton, Newark**
- Outline application with all matters reserved except access for a proposed 324 unit residential development on land at Flowserve Premises, Hawton Lane, Balderton and Newark.
- Debra Antcliff spoke regarding this application. Debra is not opposed to the proposed housing on this site but is concerned about the possible contamination of the land. Debra worked at Worthington & Simpsons on the site in the 1970's and suspects the land is contaminated.
- The Committee said they could put forward concerns to the District Council re contamination of the land.
- Cllr D Jones was concerned of the possible impact this development will have on Newark and the associated infrastructure.
- It was decided to invite a Planning Officer from NSDC to attend the next Planning meeting scheduled for 26th June 2019 to explain the application in more detail.
- 19/00870/FUL** **111 Wolsey Road, Newark**
- Householder application to change existing pitched roof of rear bathroom extension to flat roof, to increase internal hoisting height.
- All NSDC Councillors declared a non-prejudicial interest in this application. (M Skinner, L Goff, Mrs I Brown & Mrs G Dawn)
- No Objection was raised to this application.**
- 19/00876/FUL** **Portland House, Portland Street, Newark**
- &**
- 19/00877/LBC**
- Installation of internal aluminium secondary glazing to sash and casement windows to match existing. Repair and painting of existing windows where required and five replacement bar sash windows.

No Objection was raised to these applications.

19/00893/LBC

Newark Working Men's Club, 13 Beacon Hill Road, Newark

Revised basement conversion scheme (relating to approval ref 18/00126/LBC) for flats 1 and 2 and additional information sufficient to address conditions imposed on previous approval.

Members decided to retain their original objections to this application as follows:

Objection was raised on the grounds that the proposed development was over intensive and the access/egress onto Beacon Hill Road could cause further traffic congestion on an already busy road.

Members felt that this application could have a significant impact on the local community beyond the immediate neighbouring properties, particularly with respect to the traffic impact arising from such a large number of additional properties being proposed on such a small site. It was **AGREED** therefore, that the District Council be asked to undertake a wider direct consultation than would normally be the case to include, but not exclusively, the Ropewalk and properties on Beacon Hill Road that are close to the site.

19/00904/LBC

The Prince Rupert, 46 Stodman Street, Newark

Part conversion of function room and secondary bar area into one bed flat. Installation of 2 no. new roof-lights and associated internal alterations. Part Change of Use from A4 to residential flat ancillary to PH for live in Landlord.

No Objection was raised to this application.

19/00932/FUL

Bridge, Mill Lane, Newark

Replacement of bridge parapets.

No Objection was raised to this application.

19/00947/FUL

Units 3 & 4, Grosvenor Court, Brunel Drive, Newark

&

19/00948/ADV

Change of Use from B2 to B8, proposed new display front entrances, new display signage, non-illuminated branded signs, associated car parking and hard standing.

No Objection was raised to this application.

19/00950/FUL

83 Boundary Road, Newark

Householder application to demolish the existing conservatory and to extend the roof line of the garage over a new sun room and an additional bedroom over the sun room.

No Objection was raised to this application.

PR05/19/20 Notice of NSDC Planning Decisions

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

PR06/19/20 Miscellaneous Applications

a. Amended Applications

19/00681/FULM – Site of the Bearings, Bowbridge Road, Newark

Application to vary condition 23 of planning permission 18/00973/FULM to allow amendment of house types to plots 39-42, 23-24 and 43-44.

Revised Arboricultural Impact Assessment, Method Statement and Tree Protection Plan.

Concern was expressed about contamination on this site regarding asbestos.

A member of the public, Debra Antcliff spoke to say that she was concerned that there was contamination on the site which should be dealt with before any development takes place.

It was **AGREED** that the Town Clerk would raise this matter with the District Council Planners to ensure that all appropriate steps are taken to ensure that any contamination is fully addressed.

Subject to the above concern being dealt with; No Objection was raised to this application.

19/00157/ADV – Aldi Stores Ltd, North Gate, Newark

1 no. Single Faced Inset Wall Mounted sign.

Amended Drawings

No Objection was raised to this application provided that the Conservation Officer from NSDC was in agreement.

b. Nottinghamshire County Council Applications

Application to Stop-Up Part of a Highway known as Pelham Close, Newark

Section 116, Highways Act 1980

Members **NOTED** that NCC were applying to the Nottinghamshire Magistrates' Court on Wednesday 17th July 2019, asking that public highway rights be removed from a section of the land known as Pelham Close, such land being considered by the Highway Authority to be unnecessary as public highway.

A46 Farndon Roundabout Permanent 40mph Speed Limit

Members raised **No Objection** to NCC proposing to introduce a permanent 40mph speed limit restriction on the A46 approach to the Farndon roundabout in Newark.

c.

Street Naming

19/00054/NEWDEV – Land to the East of Top Row, Beacon Hill Road, Newark

New residential development.

Cllr J Baggaley put forward the following street name:

Setchfield Row

Private William Setchfield, who was in the Royal Warwickshire Regiment during WW1 was from Newark and son of a local shoe maker. He was present at the Christmas truce game on the western front, and even provided a football which was purchased in Newark and sent to the front line by his family. He wrote back confirming that the ball was used in the Christmas truce game between British and German soldiers.

More recently, some youngsters from Newark Town Football Club played a game against a German side from Erding to commemorate the truce game involving a soldier from Newark.

d.

Notification of Appeals

18/01402/FUL – 9 The Paddocks, Newark

Part conversion of 9 The Paddocks to create an additional chalet bungalow within the site (re-submission of withdrawn application reference no. 18/00683/FUL).

Members **NOTED** that an appeal relating to the above site had been made to the Secretary of State.

Licensing

50A Lombard Street, Newark

It was decided to **OBJECT** to this application on the following grounds:

- i) Implications on the night time economy and extending the current area designated for late night drinking.
- ii) Possibility of anti-social behaviour
- iii) Additional pressure being put on Police

Meeting Closed:	9.00pm	Next Meeting:	Wednesday 26th June, 2019
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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: 5c

Committee Date: Tuesday 18th June 2019

FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

Minutes of the Finance & General Purposes Committee held on Wednesday 12th June 2019 in the Council Chamber, Town Hall.

MINUTES TO FOLLOW

TOWN COUNCIL

SUBJECT:	REVENUE OUT TURN & FINAL ACCOUNTS 2018/19
REPORT BY:	TOWN CLERK

1. Recommendations

- 1.1 Members to Note the Annual Internal Audit Report for 2018/19, which has been duly signed by the Internal Auditor
- 1.2 Members are asked to; Approve the Town Council’s Annual Governance Statement as set out in Section 1 of the attached Annual Return for the financial year ended 31st March 2019.
Once Agreed, the Annual Governance Statement must be signed by the Town Mayor and Town Clerk, before the Accounting Statements are considered.
- 1.3 Members are asked to approve the Town Council’s financial statements as set out in Section 2 of the attached Annual Return for the financial year ended 31st March 2019.

2. Background

- 2.1 The external auditing arrangements for the 2018/19 financial accounts are similar to previous years; the Town Council is required to complete an Annual Return which has to be approved by the Full Town Council before the 30th June. It is then sent to the new external auditor, ‘PFK Littlejohn’, who will undertake any necessary review and checks.
- 2.2 I submitted an out turn report to the last meeting of the Finance & General Purposes Committee which showed the revenue expenditure position in the same format as the Town Council’s estimates and which provided a basis for comparison. In overall terms the out turn position was satisfactory with a relatively small under spend against the revised estimate.
Both general and earmarked reserves have increased during the year; this supports the medium term financial health of the Town Council, which remains in accordance with the projected position.

3. ANNUAL RETURN

- 3.1 The Annual Return must be approved no later than 30th June 2019 by the full Town Council, hence its submission to this meeting.
The completed form is attached at Appendix A.
- 3.2 The first part of the form is the Annual Internal Audit Report. Mr Ken Goddard undertakes the internal audit of the Town Councils financial systems and systems of internal controls & checks based upon an audit plan which is agreed annually by the Town Council. Two reports from the Internal Auditor have been submitted to the Finance & General Purposes

Committee during the 2018/19 financial year on 9th January and 6th March 2019.

He is content that all the required Internal Control Objectives have been met and has therefore certified this section of the form.

Members are asked to note the Annual Internal Audit.

3.3 Section 1 is an Annual Governance Statement containing nine statements which the Town Council should consider, and, if in agreement, approve. From my perspective I am happy to advise the Town Council that a 'yes' answer for all nine statements is appropriate. This part of the Annual Return must be considered, approved and signed by the Town Mayor and Town Clerk before the Accounting Statements are considered.

3.4 Section 2 is the Accounting Statements for the 2018/19 financial year.

I have certified that, as the Town Council's Responsible Financial Officer, the accounting statements in the Annual Return present fairly the financial position of the Town Council and its income & expenditure.

Upon accepting the accounts this section requires counter signing by the Town Mayor.

3.5 Section 3 is the External Auditor's report which will be completed when he has completed the examination of the Annual Return and accompanying documentation.

3.6 To provide Members with some more detailed financial information in support of the figures which I have included in Section 2 of the form, I have attached at Appendix B the summary revenue account, which was tabled at the Finance & General Purposes Committee together with a Balance Sheet as at 31st March 2019; this has been prepared in the same format as for previous years' accounts.

4. Financial, Legal, Risk and Equality Issues

4.1 As required by the Audit Regulations.

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

APPENDIX A

NO ELECTRONIC COPY AVAILABLE

COPY CAN BE SEEN IN TOWN HALL

APPENDIX B

	Actual	Original Estimate	Revised Estimate	Actual
SUMMARY	2017/18	2018/19	2018/19	2018/19
	£	£	£	£
PAYROLL COSTS exc. PCs	607,942	645,000	645,000	642,864
NEWARK MARKET	-48,367	-136,080	-110,380	-107,871
PARKS & PLAYING FIELDS	196,913	198,420	196,830	195,841
OTHER OPEN SPACES	-22,927	-21,830	-20,540	-20,009
SHERWOOD AVENUE AMENITIES	25,899	26,320	26,550	26,571
ENVIRONMENTAL IMPROVEMENT SCHEMES	2,653	3,550	3,430	3,382
DEVOLVED SERVICES GRANT	-239,915	-255,820	-255,820	-255,815
CENTRAL ESTABLISHMENT	72,052	74,935	46,020	43,216
TOWN HALL	111,902	120,680	136,390	137,028
ENVIRONMENT	-9,097	-6,970	-10,640	1,437
PUBLIC CONVENIENCES	124,977	123,220	125,190	128,006
LEISURE & ECONOMIC DEVELOPMENT	174,571	178,910	174,280	174,029
PWLBS LOANS		65,000	66,280	51,751
TOTAL NET EXPENDITURE	996,603	1,015,335	1,022,590	1,020,430
Precept	863,734	896,025	896,025	896,025
(Deficit)/Surplus	-132,869	-119,310	-126,565	-124,405
General Fund Balance b/fwd	543,740	423,534	410,871	465,190
General Fund Balance 31 March	410,871	304,224	284,306	340,785

**NEWARK TOWN COUNCIL
BALANCE SHEET FOR THE FINANCIAL YEAR
ENDED 31 MARCH 2019**

2017/18				2018/19	
£	£	Fixed Assets	£	£	£
14,144,851		Land and Buildings	14,428,445		
3,009,976		Vehicles, Plant and equipment	3,045,290		
1		Non Operational Assets	1		
536,751		Community Assets	971,322		
<u>1,278,920</u>		Long Term Investments	<u>2,279,920</u>		
	18,970,499	Total Fixed Assets			20,724,978
		Current Assets			
1,776		Stock and Work in Progress	2,334		
91,237		Debtors and Prepayments	199,913		
780,000		Short Term Investments	290,000		
106,845	979,858	Cash at Bank and in Hand	<u>-3,688</u>	488,559	
		Current Liabilities			
-96,186		Creditors and Receipts in advance		-101,486	
	<u>-96,186</u>				
	<u>883,672</u>	NET CURRENT ASSETS			<u>387,073</u>
		Long Term Liabilities			
	0	Long Term Borrowing			-1,330,468
		TOTAL ASSETS less LIABILITIES			
	<u>19,854,171</u>	Represented by:			
		RESERVES			
17,691,579		Capital Financing Account	19,394,510		
962,560		Capital Receipts	-688,452		
629,614		General & Earmarked Reserves	568,750		
159,547		Section 106 Agreements	165,990		
<u>410,871</u>	<u>19,854,171</u>	General Fund	<u>340,785</u>		<u>19,781,583</u>

TOWN COUNCIL

SUBJECT:	DORIS BAINBRIDGE TRUST FUND FINAL ACCOUNTS 2018/19
REPORT BY:	TOWN CLERK

1. Recommendations

1.1 Members are recommended to :-

- (i) Approve the financial accounts for the 2018/19 financial year.

2. Background

2.1 In 1996 the Town Council was bequeathed the sum of £56,018 from a lady by the name of Doris Bainbridge, to be held in Trust and used for works at Newark Castle and its' grounds.

2.2 It has been agreed that, acting in their capacity as Trustees, Members of the Town Council should have regard to the best interests of the Charity as their paramount consideration, as distinct from the wider interest of the Town Council. Further, that as the Trust specifically refers to the Town Mayor and Town Councillors of Newark-on-Trent, the responsibility for making decisions on the Trust and the application of Trust Funds should be retained by the Full Town Council.

2.3 The Capital Sum became available to be spent, in accordance with the objectives of the Trust, on 1st February 2017.

At the meeting of the Full Town Council held on 22nd February 2017 it was agreed that £28,920 would be spent on the installation of Christmas Lights in trees located in the Castle Grounds. A further £1,000 has been now been paid to the District Council as an initial contribution to the Gatehouse project at the Castle.

This leaves a balance uncommitted of the Capital Sum of £26,098. This is available to support other projects at the Castle Grounds which support the purposes of the Trust

2.4 I would remind Members that at the meeting of the Town Council held on 24th February 2016, approval was given to invest the capital sum with CCLA, in their Local Authority Property Fund (Minute TC45/15/16 Refers).

This has resulted in Investment Income increasing significantly from previous years, but has clearly been offset, to a certain extent, by the expenditure incurred as set out above, interest of £1,131.06 has been achieved in the 2018/19 financial year.

3. Annual Accounts

3.1 As a Trust the accounts should be shown separately from those of the Town Council; I have attached at Appendix 1 the accounts for 2018/19.

3.2 The revenue account shows expenditure of £1,131.06 representing the contribution to the cost of the Sunday Band Concerts held in the Castle Grounds.

4. Financial, Legal, Risk and Equality Issues

4.1 None.

Background Papers:	Doris Bainbridge Trust file.
Lead Officer:	Alan Mellor Tel: 01636 684801 Email: alan.mellor@newark.gov.uk

Trust Funds - Doris Bainbridge Bequest Trust Fund

The Town Council is the sole managing trustee for the Doris Bainbridge Trust Fund.

The bequest of Mrs Doris Bainbridge (£56,018) was received in January 1998 and has been invested on a long term basis. In accordance with the terms of the Bequest the capital must be held for 20 years before it can be used to support the objectives of the Trust. This period expired on 31st January 2017. During the 2018/19 financial year a sum of £1,000 was spent on the Gatehouse Project in Newark Castle.

The investment interest achieved can also be used for the benefit of the Castle and Grounds.

In the 2018/19 financial year the accrued interest was used to support the summer band concerts which were held in the Castle Grounds.

Revenue Account		
2017/18 £		2018/19 £
	Income	
28,920.00	Transfer from Reserve Fund	1,000.00
1,571.14	Interest	1,131.06
<u>30,491.14</u>	Total Income	<u>2,131.06</u>
	Expenditure	
28,920.00	Christmas Lights	0.00
0.00	Newark Castle Gatehouse Project	1,000.00
1,571.14	Band Concerts	1,131.06
<u>30,491.14</u>	Total Expenditure	<u>2,131.06</u>
Balance Sheet		
	Assets	
27,098.00	Investments	26,098.00
<u>27,098.00</u>	Total Assets	<u>26,098.00</u>
	Represented By:	
	Reserve Funds	
27,098.00	Capital Reserve	26,098.00
<u>27,098.00</u>	Total	<u>26,098.00</u>

TOWN COUNCIL MEETING

SUBJECT:	APPOINTMENTS TO COMMITTEES
REPORT BY:	TOWN CLERK

1. Recommendations

1.1 Members are asked to:

- (i) approve the appointment of Cllr R A Crowe to the Planning Committee, replacing Cllr Mrs R Crowe.

2. Background

2.1 Further to the appointments to the Panning Committee made at the Annual Meeting of the Town Council held on Sunday 12th May, I have been informed by the Leader of the Conservative Group (Cllr D Lloyd) of his Group’s decision to replace Cllr Mrs R Crowe with Cllr R A Crowe on the Planning Committee.

The appointments to the positions allocated to the various ‘Group’ within the Town Council are a matter for those Groups, the Town Council is therefore asked to approve this change.

3. Financial, Legal, Equality and Risk Issues

3.1 None.

Background Papers:	None
Lead Officer:	Alan Mellor Tel: 01636 684 801 Email: alan.mellor@newark.gov.uk