



**TOWN COUNCIL MEETING**

**WEDNESDAY 20<sup>TH</sup> SEPTEMBER 2017**

Thursday 14<sup>th</sup> September 2017

Dear Councillors

You are summonsed to attend a meeting of the Town Council at 7.30pm on Wednesday 20<sup>th</sup> September 2017 to be held in the Council Chamber at the Town Hall.

Yours sincerely

**Mr Alan Mellor**  
**Town Clerk**





## A G E N D A

<b>1</b>	<b>Apologies for Absence</b>		
<b>2</b>	<b>To approve the Minutes of the Meeting of the Town Council held on Thursday 22<sup>nd</sup> June 2017</b>		<b>Page 5</b>
<b>3</b>	<b>To receive Declarations of Interest from Members and Officers</b>	<b>Verbal</b>	
<b>4</b>	<b>To receive the Minutes of the following Committees:</b>		
<b>4a</b>	<b>Planning Committee held on Wednesday 28<sup>th</sup> June 2017</b>	<b>Minutes Attached</b>	<b>Page 9</b>
<b>4b</b>	<b>Finance &amp; General Purposes Committee held on Wednesday 12<sup>th</sup> July 2017</b>	<b>Minutes Attached</b>	<b>Page 15</b>
<b>4c</b>	<b>Planning Committee held on Wednesday 2<sup>nd</sup> August 2017</b>	<b>Minutes Attached</b>	<b>Page 19</b>
<b>4d</b>	<b>Planning Committee held on Wednesday 30<sup>th</sup> August 2017</b>	<b>Minutes Attached</b>	<b>Page 25</b>
<b>4e</b>	<b>Finance &amp; General Purposes Committee held on Wednesday 6<sup>th</sup> September 2017</b>	<b>Minutes Attached</b>	<b>Page 31</b>
<b>5</b>	<b>Town Mayor's Announcements</b>	<b>Verbal Report</b>	
<b>6</b>	<b>Town Council Leader's Announcements</b>	<b>Verbal Report</b>	
<b>7</b>	<b>Town Clerk's Announcements</b>	<b>Verbal Report</b>	
<b>8</b>	<b>Notice of Motion</b>	<b>Report Attached</b>	<b>Page 37</b>

### Pre-Group Meetings:

<b>1</b>	<b>7.00pm Conservative Group</b>	<b>Committee Room</b>
<b>2</b>	<b>7.00pm Independents</b>	<b>Pickin Room</b>
<b>3</b>	<b>7.00pm Labour Group</b>	<b>Old Robing Room</b>





# 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 20<sup>th</sup> September 2017

Minutes of the Meeting of the Town Council held on Thursday 22<sup>nd</sup> June 2017 in the Council Chamber of the Town Hall.

<b>Membership Present:</b>	<b>Town Mayor</b>	<b>Cllr Mrs Rita Crowe (in the Chair)</b>
	Councillors	Mrs C Barker-Powell (Ap) Mrs I Brown M Cleasby M G Cope Cllr R A Crowe Mrs G Dawn P Duncan Ms H Gent K Girling L Goff S Haynes D Hyde D Jones (Ap) D Lloyd T Roberts MBE M Skinner R Williams
<b>Apologies received from:</b>	Councillors	Mrs C Barker-Powell, D Jones
<b>Town Council Staff:</b>	Town Clerk	Alan Mellor
	PA to the Town Clerk/Mayor's Secretary	Helen Crossland – taking notes
	Mayor's Officer	P Tomlinson
<b>Public:</b>	There was one member of the public present.	
<b>Venue:</b>	Council Chamber	Town Hall

Prior to the commencement of the meeting the Town Mayor, Councillor Mrs Rita Crowe, welcomed all Members to the first meeting of the Town Council in the new Civic Year.

**TC01/17/18 Minutes of the Town Council Meeting held on Wednesday 19<sup>th</sup> April 2017**

The Minutes of the Town Council Meeting held on Wednesday 19<sup>th</sup> April 2017 were **AGREED** as a true and accurate record, and signed by the Mayor.

**TC02/17/18 Minutes of the Annual Meeting of the Town Council held on Sunday 14<sup>th</sup> May 2017**

The Minutes of the Annual Meeting of the Town Council held on Sunday 14<sup>th</sup> May 2017 were **AGREED** as a true and accurate record, and signed by the Mayor.

**TC03/17/18 Declarations of Interest**

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

**TC04/17/18 Minutes of the Planning Committee, Wednesday 3<sup>rd</sup> May 2017 &**

The Chairman, Cllr T Roberts MBE, presented the Minutes of the Meeting of the Planning Committee held on Wednesday 3<sup>rd</sup> May 2017.

**TC05/17/18 Minutes of the Planning Committee, Wednesday 31<sup>st</sup> May 2017**

The Chairman, Cllr T Roberts MBE, presented the Minutes of the Meeting of the Planning Committee held on Wednesday 31<sup>st</sup> May 2017.

**TC06/17/18 Minutes of the Finance & General Purposes Committee, Wednesday 14<sup>th</sup> June 2017**

The Chairman, Cllr D Lloyd, presented the Minutes of the Finance & General Purposes Committee held on Wednesday 14<sup>th</sup> June 2017; these were marked '**Minutes to Follow**' in the Agenda and had been circulated to Members prior to the meeting.

**TC07/17/18 Revenue Out Turn & Final Accounts 2016/17**

Cllr D Lloyd thanked the Town Clerk for his hard work.

The Town Clerk advised Members that; as the Responsible Financial Officer, he had signed and dated, 21<sup>st</sup> June 2017, the certificate included at Section 2 of the Annual Return; 'that for the year ended 31 March 2017 the accounting statements in this annual return present fairly the financial position of Newark Town Council and its income and expenditure.'

The Town Clerk further explained that the Annual Governance Statement must be approved and duly signed before the Accounting Statements are considered.

**TC08/17/18 Members APPROVED the Town Council's Annual Governance Statement as set out in Section 1 of the Annual Return for the Financial year ended 31<sup>st</sup> March 2017.**

The Annual Governance Statement was then duly signed by the Town Mayor and Town Clerk.

**TC09/17/18 Members then APPROVED the Town Council's accounting statements as set out in Section 2 of the Annual Return for the financial year ended 31<sup>st</sup> March 2017.**

**TC10/17/18 Doris Bainbridge Trust Fund Final Accounts 2016/17**

Members **APPROVED** the financial accounts for the Doris Bainbridge Trust Fund for the

2016/17 financial year as set out in the Agenda report.

**TC11/17/18 Town Mayor's Announcements**

The Town Mayor, Councillor Mrs Rita Crowe, had no Announcements.

**TC12/17/18 Town Council Leader's Announcements**

The Town Council Leader, Cllr D Lloyd had no Announcements.

**TC13/17/18 Town Clerk's Announcements**

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

**TC14/17/18 Community Governance Review**

Cllr D Lloyd went through the Agenda report.

Following discussion, Members **AGREED** to request that Newark & Sherwood District Council undertake a further Community Governance Review to assess whether or not the part of the new housing development as outlined in the Agenda report should be incorporated within the Newark Town Council boundary.

**TC15/17/18 Sports Hub**

- (i) Members **CONFIRMED** that the maximum level of funding which will be provided to support the provision of new Cricket facilities at Kelham Road will be £100,000.
- (ii) Members **CONSIDERED** the offer from Newark & Sherwood District Council to repay a sum of £25,000 representing the cost of the Utility connections to the RHP site and **AGREED** to accept their offer.
- (iii) Reflecting the above decisions, Members then **APPROVED** the residual sum of £361,000 to be the Town Council's contribution to the provision of a new football pitch on the Sports Hub site to enable Newark Town FC and RHP FC to play home fixtures in the town.

<b>Meeting Closed:</b>	<b>7.50pm</b>	<b>Next Meeting:</b>	<b>Wednesday 20<sup>th</sup> September 2017</b>
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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: 4a

Committee Date: Wednesday 20<sup>th</sup> September 2017

## PLANNING COMMITTEE MINUTES

Minutes of the Planning Committee held on Wednesday 28<sup>th</sup> June 2017 in the Council Chamber, Town Hall.

<b>Membership Present:</b>	<b>Councillor</b>	<b>T Roberts MBE (Chairman) (Ap)</b>
	Councillor	M Skinner (Vice-Chairman) Mrs C Barker-Powell (Ap) Mrs G Dawn (A) Ms H Gent (A) L Goff S Haynes D Hyde D Lloyd R Williams
<b>In Attendance</b>	Town Clerk	Alan Mellor
<b>Apologies</b>	Cllrs Mrs C Barker-Powell and T Roberts MBE	
<b>Taking Minutes:</b>	PA to the Town Clerk	Ms H Crossland
<b>Public:</b>	There were no members of the public present.	
<b>Venue:</b>	Council Chamber, Town Hall	

**PR7/17/18**      **Minutes**

The Minutes of the last meeting held on Wednesday 31<sup>st</sup> May 2017 were **AGREED** and signed as a true and correct record.

**PR8/17/18**      **Matters Arising**

There were no matters arising.

**PR9/17/18**      **Declarations of Interest**

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

**PR10/17/18 Outstanding Planning Applications**

**17/00777/RMA Land South of Newark, Bowbridge Lane, Balderton, Newark**

Reserved Matters comprising access from Hawton Road/ Newark Road to the Southern Link Road.

**No Objection was raised to this application.**

**17/00846/FUL & 17/00847/ADV Co-Op Car Park, Victoria Street, Newark**

Change of use of part of the existing car park to carwash and the siting of a cabin, porta-loo and canopy associated with the car wash. Reduction of overhanging branches of trees within the Conservation Area, by maximum 1 metre and crown lift to maximum 4.3m to clear proposed canopy.

Signage associated with proposed car wash, including detailing opening hours and charges.

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

- (i) The change of use would create additional flows of traffic both in the site and on surrounding roads. The Traffic Impact of the application has not been appropriately assessed and it is considered to be detrimental to the surrounding road network.
- (ii) In addition no assessment has been undertaken for traffic ingress and egress to and from the site and the impact that this will have on surrounding roads.
- (iii) The application will result in a reduction of car parking spaces on the site which is detrimental to supporting the current retail units.
- (iv) The proposal is an over intensive development within the confines of the site.
- (v) The application would require the relocation or removal of the recycling bins which are in the proposed location, no consideration appears to have been given to this issue.

**17/00872/FUL Land adjacent Newark Nether Weir, Quibells Lane, Newark**

Proposed new intake on the riverbank upstream of Nether Lock Weir, adjacent to an existing British Sugar abstraction protected by a 150mm bar screen and floating book, 3.4m diameter Archimedes Screw turbine within a new concrete channel bypassing the weir, a short tailrace channel returning the flow to the toe of the weir, also modifying a highways drainage outfall powerhouse building 5.25m x 4.75m in plan, enclosing the gearbox, generator and control panel, brush-type eel pass within a protective steel enclosure, fitted to the

external wall of the screw channel and a pair of armoured power cables, laid 900m from the hydro control shed back along the access track to the switchboard at King's Marina.

The Town Clerk spoke about this application; he had spoken to Newark & Sherwood District Council who had informed him that the Environment Agency were objecting to this at the moment.

Following discussion it was **AGREED** that if the plans turn out to be acceptable to the Environment Agency, this Committee would raise **No Objection**.

**17/00882/ADV**

**McDonalds Restaurants Ltd, Lincoln Road, Newark**

Installation of 5 no. fascia signs.

**No Objection was raised to this application.**

**17/00968/FUL**

**The Poplars, Barnby Road, Newark**

Householder application for proposed extension and alterations to existing dwelling and detached garage including new vehicular access.

**No Objection was raised to this application.**

**17/00970/LBC**

**1 The Arcade, Market Place, Newark**

**&**

Change of vinyl signage to fascias.

**17/00974/ADV**

**No Objection was raised to these applications.**

**17/00977/FUL**

**73 Balderton Gate, Newark**

Proposed single storey detached annexe.

**No Objection was raised to this application.**

**17/00980/FUL**

**7 Rivermead, Newark**

Householder application for replacement porch to front elevation.

**No Objection was raised to this application.**

**17/00982/FUL**

**British Sugar Corporation Ltd, Great North Road, Newark**

Erection of new molasses tank to replace the existing.

**No Objection was raised to this application.**

**17/00986/FUL**

**7 Coopers Yard, Newark**

Householder application for replacement of front entrance door and outside storeroom door.

**No Objection was raised to this application.**

**17/00995/LBC**

**78 Mill Gate, Newark**

Installation of an en-suite facility within an existing bedroom.

**No Objection was raised to this application.**

**17/01007/FUL**

**81 Beacon Hill Road, Newark**

Householder application for the demolition of outbuilding and erection of single storey rear extension to original dwelling.

**No Objection was raised to this application.**

17/01027/FUL

**Land Opposite 25-27 Hutchinson Road, Newark**

Proposed erection of 1 no. 2 bedroom dormer bungalow.

**No Objection was raised to this application.**

17/01045/FUL

**Compton House, 117 Balderton Gate, Newark**

Change of use from a bed and breakfast (C1) to a dwelling (C3).

**No Objection was raised to this application.**

17/01046/FUL

**123 Beacon Hill Road, Newark**

Householder application for single storey extension to front and conversion of existing garage.

**No Objection was raised to this application.**

17/01081/FUL

**Russell House, 21A London Road, Newark**

Proposed single storey extension to provide a glazed reception lobby and alterations to provide extra window to office.

**No Objection was raised to this application.**

17/01095/FUL

**19 Lincoln Road, Newark**

Householder application for first floor extension over existing single storey rear extension.

**No Objection was raised to this application.**

17/01101/FUL

**26 Mill Gate, Newark**

&

17/01102/LBC

Householder application for demolition of 18<sup>th</sup> Century lean to garden room. Demolition of internal walls to existing pantry, heritage roof-light opening over kitchen space. New gated opening in brick boundary wall, lean to glass and aluminium/steel veranda to rear with new timber clad storage shed and new timber clad bin store to side.

The Town Clerk informed Members that he had spoken to a Conservation Officer and the current, preliminary, view was that there is no justification to support the demolition of the 18<sup>th</sup> Century lean-to garden room.

Following discussion it was decided to **Object** to this application because it would cause unacceptable harm by way of loss of heritage – that being historic, aesthetic and communal.

17/01124/FUL

**Vape HQ, 24 Castle Gate, Newark**

&

17/01125/LBC

Change of use of first floor from offices to residential, alterations to form new entrance door at rear and relocation of flue.

**No Objection was raised to this application.**

**PR11/17/18 Notice of NSDC Planning Decisions**

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

**PR12/17/18 Miscellaneous Applications**

**a. Nottinghamshire County Council Applications**

The Nottinghamshire County Council (Newark Footpath No. 48) Diversion and Definitive Map and Statement Modification Order 2017.

**Members NOTED that the above order was made on 25<sup>th</sup> May 2017.**

**b. Licensing Applications**

**Rutland Arms, 13-15 Barnby Gate, Newark**

Variation Application as follows:

To enable the premises to close at 02:00 daily

To amend the opening hours to 08:00 to enable the premises to open for activities which do not require a licence.

This application was discussed at length; Members then decided to **Object** to the premises being allowed to close at 02:00 daily for the following reasons:

- Exacerbation of the existing noise nuisance in the area at night;
- Impact on local residents;
- The risk of anti-social behaviour late at night;
- The area does not fit into the proposed night time economy area of the Town.

With regard to amending the opening hours to 08:00 to enable the premises to open for activities which do not require a licence, Members raised **No Objection**.

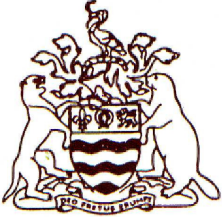
**PR13/17/18 Consultation on Planning Applications**

The Town Clerk asked Members if they wished to invite a Planning Officer from the District Council to come and talk to this Committee with some detail about what was in the letter contained within the report in the Agenda.

Following discussion it was **AGREED** that a Planning Officer be invited to attend the next meeting of this Committee, to go through this, before the meeting. The Town Clerk agreed to ask the Officer to attend at 6pm on Wednesday 2<sup>nd</sup> August 2017, before the meeting of this Committee.

<b>Meeting Closed:</b>	<b>7.45pm</b>	<b>Next Meeting:</b>	<b>Wednesday 2<sup>nd</sup> August 2017</b>
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**Agenda Item No: 4b**

**Committee Date: Wednesday 20<sup>th</sup> September 2017**

## FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

Minutes of the Finance & General Purposes Committee held on Wednesday 12<sup>th</sup> July 2017 in the Council Chamber, Town Hall.

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

**FGP10/17/18 Minutes of the last meeting of the Finance & General Purposes Committee held on Wednesday 14<sup>th</sup> June 2017**

The Minutes of the Finance & General Purposes Committee meeting held on Wednesday 14<sup>th</sup> June 2017 were **AGREED** as a true and accurate record and signed by the Chairman.

**FGP11/17/18 Matters Arising**

There were No Matters Arising.

**FGP12/17/18 Declarations of Interest**

It was **AGREED** to accept any Declarations of Interest as and when they arose during the meeting.

**FGP13/17/18 Internal Audit Plan 2017/18**

Members **APPROVED** the proposed Internal Audit work plan for the 2017/18 financial year, as set out in the Agenda report.

**FGP14/17/18 Financial Out Turn**

Members **RECEIVED** and **APPROVED** the financial out-turn report as at 30 June 2017.

**FGP15/17/18 Town Twinning**

Members **AGREED** that an official delegation should attend the twinning celebrations in Sandomierz in September.

It was also **AGREED:**

That the official delegation should consist of:

- The Town Mayor
- Mayor's Consort
- The Town Clerk

**FGP16/17/18 Appointment to Sub Committees**

Members **CONSIDERED** the composition and membership of the Personnel Sub-Committee for the 2017/18 Civic Year.

It was **AGREED** that the composition should be as set out in the Agenda Report:

- Conservative Group – 3 Councillors
- Labour – 1 Councillor
- Non-Aligned Independent – 1 Councillor

The following Councillors were then appointed to be representatives on that Sub Committee:

- Cllr Mrs R Crowe
- Cllr T Roberts



- Cllr M Cope
- Cllr D Jones
- Cllr Mrs I Brown

**FGP17/17/18 Allotment Rents Review**

Members **AGREED** to a 3% increase in the Allotment Fees & Charges, to take effect from 1<sup>st</sup> October 2018.

**FGP18/17/18 Parks & Open Spaces Service Level Agreement**

Following a discussion on the options available to the Town Council with regard to this work and the impact that it would have if an alternative provision was sought Members **AGREED** to :

- (i) Approve a three year extension to the Parks & Open Spaces Service Level Agreement, to include an annual uplift for inflation, The Chairman suggested that contact should be made with Newark & Sherwood District Council, Newark & Sherwood Homes and Nottinghamshire County Council to discuss the Parks and Open Spaces in Newark.
- (ii) Instruct the Town Clerk, during the next three years, to work with Newark & Sherwood District Council, Newark & Sherwood Homes and Nottinghamshire County Council to discuss the potential for this type of work to be amalgamated together under one contract, to give a joint service standard and provision across Newark,
- (iii) Suspend Standing Order 37, relating to Tenders & Contracts, on the basis that this action is in the best economic interest of the Town Council, and to recommend such to the Full Town Council.

**FGP19/17/18 Destination Management Plan**

The Chairman informed Members that the Town Council is missing out on a range on national funding opportunities, particularly Heritage Lottery Funding, as there isn't a coherent Destination Management Plan and Heritage Strategy in place.

Following a discussion it was **AGREED** to approve a contribution of £10,000 towards this work which has been commissioned by the District Council.

Cllr Skinner offered to help with the project to explore how new technology may be able to assist with the aim of attracting more visitors to Newark.

<b>Meeting Closed:</b>	<b>7.50pm</b>	<b>Next Meeting:</b>	<b>Wednesday 6<sup>th</sup> September 2017</b>
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**Agenda Item No: 4c**

**Committee Date: Wednesday 20<sup>th</sup> September 2017**

## PLANNING COMMITTEE MINUTES

Minutes of the Meeting of the Planning Committee held on Wednesday 2<sup>nd</sup> August 2017 in the Council Chamber, Town Hall.

<b>Membership Present:</b>	<b>Councillor</b>	<b>T Roberts MBE (Chairman)</b>
	Councillor	M Skinner (Vice-Chairman) Mrs C Barker-Powell Mrs G Dawn (A) Ms H Gent (Ap) L Goff S Haynes D Hyde (Ap) D Lloyd (Ap) R Williams
<b>In Attendance</b>	Deputy Town Clerk	James Radley
<b>Apologies</b>	Cllrs D Lloyd, D Hyde & Ms H Gent	
<b>Taking Minutes:</b>	Planning Administrator	Mrs J Hempsall
<b>Public:</b>	There was 1 member of the public present.	
<b>Venue:</b>	Council Chamber, Town Hall	

**PR14/17/18 Minutes**

The Minutes of the last meeting held on Wednesday 28<sup>th</sup> June 2017 were **AGREED** and signed as a true and correct record.

**PR15/17/18 Matters Arising**

There were no matters arising.

**PR16/17/18**    **Declarations of Interest**

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

**PR17/17/18**    **Outstanding Planning Applications**

The Chairman took the decision to consider application no. 17/01323/FUL – No. 10 The Park, Newark, as the first application as Mr Timms was in attendance for this application. Comments from Mr Timms regarding this application were distributed to Members prior to the discussion.

**17/01323/FUL**        **10 The Park, Newark**

Householder application to demolish existing garage and build an extension incorporating ground floor utility, bathroom and sun room.

Cllr T Roberts MBE and Cllr L Goff declared a Personal Interest in this application.

**No Objection** was raised to this application on Planning grounds but members hoped that NSDC would take into account the comments made by residents in neighbouring properties.

**17/00873/LBC**        **NatWest, 1 Market Place, Newark**

Install new Cisco Wireless Access Points within the branch to provide access to wireless internet access within the site.

**No Objection was raised to this application.**

**17/00879/FUL**        **Newark Brewery, 77 William Street, Newark**

Retrospective application for change of use from micro-brewery with residential live/work unit above to micro-brewery with house in multiple occupation for 11 units (Sui Generis).

Cllr T Roberts declared a Personal Interest in this application.

**No Objection** was raised to this application but Members were concerned about parking issues which would no doubt arise from this change of use and would like to see NSDC take this into consideration when making their decision on this application.

**17/00949/FUL**        **The Abattoir, Tolney Lane, Newark**

Application to remove conditions 1 and 5 of planning consent 15/00534/FUL to make the personal and temporary permission permanent and general (re-submission of 16/01879/FUL).

**Objection** was raised to this application. Members could see no reason to change their original objection.

**17/01043/FUL**        **Bridge House Farm, Winthorpe Road, Newark**

Householder application for extension to garage to provide

utility facilities to kennels, replacement of existing timber

kennels with new and additional masonry kennels and erection of security fencing.

**No Objection was raised to this application.**

**17/01133/LBC**

**All Spice Restaurant, 22 Castle Gate, Newark**

Internal alterations to second floor including forming openings and adding stud walls.

**No Objection was raised to this application.**

**17/01145/ADV**

**Beacon Heights Supermarket, 22 Blatherwick Road, Newark**

Erection of 2 x fascia signs, 3 x window graphics, 1 x ACM direct print panel, 1 x PETG frame and 4 x poster frames.

Cllr S Haynes declared a Pecuniary Interest in this application.

**No Objection was raised to this application.**

**17/01159/FUL**

**52 Boundary Road, Newark**

Householder application for the erection of a ground floor rear extension (amendment to approved application 16/00592/FUL).

**No Objection was raised to this application.**

**17/01214/FUL**

**8 The Waterfront, Newark**

Householder application for single storey, rear, pitched roof garden room.

**No Objection was raised to this application.**

**17/01221/FUL**

**Unit 3 Northgate Retail Park, North Gate, Newark**

Temporary change of use of part of retail unit to pet care, treatment and grooming facility (Sui Generis) and installation of six no. external air conditioning unit and gas bottle storage unit.

**No Objection was raised to this application.**

**17/01230/FUL**

**123 Valley Prospect, Newark**

Proposed single storey rear extension including alterations to drive/parking and boundary treatments.

**No Objection was raised to this application.**

**17/01248/FUL**

**The Cardinals Hat Public House, Jersey Street, Newark**

Change of use, sub-division and associated conversion works at ground floor level with retention of first floor flat incorporating new external stair.

- No Objection was raised to this application.**
- 17/01262/FUL McDonald's Restaurant, Lincoln Road, Newark**  
 Application to vary condition 2 of planning permission 17/00881/FUL to amend approved plans to allow minor alterations to elevations incorporating changes to extensions (reduction of 2.82sqm), narrower booth windows and window frames/doors finished grey RAL 7022. Alterations to the site include a new remote bin store and new patio furniture.  
**No Objection was raised to this application.**
- 17/01266/OUTM Land at Fernwood Meadows South, Great North Road, Newark**  
 Outline planning application for the construction of up to 350 dwellings, formal and informal open space, structural green space, surface water drainage, infrastructure and access from the B6326. All other matters to be reserved.  
**No Objection was raised to this application.**
- 17/01272/LBC 19 Bridge Street, Newark**  
 Proposed new timber shopfront with associated front elevation render and window repair and decoration.  
**No Objection was raised to this application.**
- 17/01284/FUL 53 Grange Road, Newark**  
 Householder application for extension to existing bungalow to provide accessible accommodation for wheelchair user, comprising entrance, utility room, bathroom, bedroom, open plan kitchen, dining and sitting room. Demolition of single garage, new build 3 bay garage.  
**No Objection was raised to this application.**
- 17/01313/FUL Gallowfields, 4 The Avenue, Newark**  
 Householder application for erection of a single storey front and rear extension.  
**No Objection was raised to this application.**
- 17/01316/FUL Sconce and Devon Park, Boundary Road, Newark**  
 Erection of a cycle sculpture.  
 Cllr T Roberts MBE declared a personal interest in this application.  
**No Objection was raised to this application.**
- 17/01325/FUL Vacant Unit adjacent Computer Repair Centre, Northern Road, Newark**  
 Proposed installation of 1 no. external condenser to side and small louvre to rear of existing technical site and associated works.  
 Cllr M Skinner declared a Pecuniary Interest in this

application.

**No Objection was raised to this application.**

**17/01293/FUL**

**1 Stanley Terrace, Newark**

Conversion of detached garage into a 1 bed dwelling.

Members felt this application was inappropriate and over intensive for the site, therefore **Objection** was raised to this application.

**17/01204/FUL**

**Tenants and Residents Association, 21B Bailey Road, Newark**

Convert existing Community Centre into 2 residential bungalows.

**No Objection was raised to this application.**

**PR18/17/18 Notice of NSDC Planning Decisions**

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

**PR19/17/18 Urgent Decision Taken Under The Scheme of Delegation**

**The Lord Ted, Farndon Road, Newark**

Members **NOTED** the decision taken under the Scheme of Delegation not to object to the Licensing Application received for a minor variation to the existing License in relation to The Lord Ted, Farndon Road, Newark.

**PR20/17/18 Miscellaneous Applications**

**a.**

**Nottinghamshire County Council Applications**

Bus Infrastructure/Boundary Road, Newark

Members raised **No Objection** to this application.

**b.**

**Newark South Sustainable Urban Extension**

**Stopping Up of Public Right of Way, Bridleway 1**

Members raised **No Objection** to this application.

<b>Meeting Closed:</b>	<b>7.50pm</b>	<b>Next Meeting:</b>	<b>Wednesday 30<sup>th</sup> August 2017</b>
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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: 4d

Committee Date: Wednesday 20<sup>th</sup> September 2017

## PLANNING COMMITTEE MINUTES

Minutes of the Meeting of the Planning Committee held on Wednesday 30<sup>th</sup> August 2017 in the Council Chamber, Town Hall.

Membership Present:	Councillor	T Roberts MBE (Chairman)
	Councillor	M Skinner (Vice-Chairman) (Ap) Mrs C Barker-Powell Mrs G Dawn (Ap) Ms H Gent L Goff S Haynes D Hyde D Lloyd (Ap) R Williams
<b>In Attendance</b>	Town Clerk Councillors	Alan Mellor K Girling, P Duncan
<b>Apologies</b>	Cllrs Mrs G Dawn, M Skinner & D Lloyd	
<b>Taking Minutes:</b>	Planning Administrator	Mrs J Hemsall
<b>Public:</b>	There was 1 member of the public present.	
<b>Venue:</b>	Council Chamber, Town Hall	

**PR21/17/18** Minutes

The Minutes of the last meeting held on Wednesday 2<sup>nd</sup> August 2017 were **AGREED** and signed as a true and correct record.

**PR22/17/18** Matters Arising

There were no matters arising.

**PR23/17/18**    **Declarations of Interest**

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

**PR24/17/18**    **Outstanding Planning Applications**

**17/01251/FUL**    **13 Lawrence Street, Newark**

Householder application for bathroom/kitchen extension.

**No Objection was raised to this application.**

**17/01342/FUL**    **1 Queens Head Court, Newark**

Extension, conversion and alterations of Quaker Meeting House.

**No Objection was raised to this application.**

**17/01343/FUL**    **Friary Mews, Appleton Gate, Newark**

Conversion of existing common and utility rooms to form residential unit.

Cllr T Roberts MBE declared a non-pecuniary interest in this application.

**No Objection was raised to this application.**

**17/01385/FUL**    **Nat West, 1 Market Place, Newark**

Removal of existing BQD and ATM units. Relocation of back-fitting units. Demolition of part of existing automation wall and construction of a new part height partition to accommodate new SDM coin car and ADU machines. Relocate existing CDM and ATM units.

**No Objection was raised to this application.**

**17/01387/FUL**    **Former Park View Nursing Home, 160 Beacon Hill Road, Newark**

Application to vary Condition 3 attached to planning permission 16/01899/FUL to allow amendments to plot 2.

**No Objection was raised to this application.**

**17/01396/FUL**    **40 Winthorpe Road, Newark**

Erection of 5 new dwellings.

**No Objection was raised to this application.**

**17/01406/FUL**    **Newark Northgate Station, Lincoln Street, Newark**

Installation of a new bi-directional lane's barrier. Relocate current entry sign at the new entrance.

**No Objection was raised to this application.**

**17/01431/FUL**    **The Sawmill, Beacon Hill Road, Newark**

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, landscaping and associated works.

Cllr S Haynes declared a pecuniary interest in this application and left the room during its consideration.

Concern was raised regarding the traffic impact on local residents and also the impact on local smaller stores on Beacon Hill Road and Sleaford Road. Members were generally pleased to see that the site was going to be put to good use and not left to fall into disrepair. The prospect of jobs being created was also praised.

Cllr T Roberts MBE would welcome a more accurate Retail Impact Assessment on the area.

**No Objection was raised to this application.**

**17/01446/FUL**

**2 Bar Gate, Newark**

Change of use from Solicitors (Use Class A2) to a Hot Food Takeaway (Use Class A5) together with minor external alterations comprising an air intake grille and WC extract on the side building elevation, installation of a condenser unit and external extract flue on the rear elevation.

A discussion took place regarding the parking issues which could occur if this Change of Use was to be permitted. Cllr Girling commented on the fact that this building used to be a food outlet previous to its current use.

**No Objection would be raised to this application.**

**17/01458/ADV**

**Kitchen 52, Unit 4, Martindale Lane, Newark**

Application for 2 no. proposed signs including one above shop door and one next to door.

**No Objection was raised to this application.**

**17/01462/FUL**

**Plot 15, Telford Drive, Newark**

Addition of hard standing to provide car parking in secure, fenced compound with gates and fencing.

**No Objection was raised to this application.**

**17/01477/FUL**

**Dixons Carphone Plc, Dixons Retail Plc, Distribution Centre, Long Hollow Way, Winthorpe, Newark**

Siting of a single storey porta-cabin solus building to be used as an office for a temporary period. Planning permission will be required for a temporary period of 2 years.

**No Objection was raised to this application.**

**17/01482/ADV**

**Costa, 30-31 Stodman Street, Newark**

3 x fascia signs.

**No Objection was raised to this application on the understanding that it is in accordance with the relevant Local Planning Policy for town centre shop signs and**

**that the correct materials are used.**

Concern was expressed generally that some businesses have been allowed to use materials not compliant with the Planning Policy. The Town Clerk was asked to write to NSDC expressing the Town Council's concerns regarding the inconsistent use of material used for signage in the town and that they would like to see consistent use of the correct materials used.

**17/01485/LBC**

**Costa, 30-31 Stodman Street, Newark**

Application for retrospective Listed Building Consent for internal alterations and signage.

**No Objection was raised to this application on the understanding that it is in accordance with the relevant Local Planning Policy for town centre shop signs and that the correct materials are used.**

**17/01490/FUL**

**110A Hawton Road, Newark**

Householder application to demolish the existing conservatory and construct a single storey extension across the full width of the rear of the existing house.

**No Objection was raised to this application.**

**17/01509/FUL**

**187 Bowbridge Road, Newark**

Householder application for the demolition of existing conservatory and erection of a proposed single storey rear extension.

**No Objection was raised to this application.**

**17/01430/FULM**

**Bakkavor Desserts, Jessop Way, Newark**

Proposed factory extension and ancillary units.

**No Objection was raised to this application.**

**17/01433/FUL**

**99 Beacon Hill Road, Newark**

Householder application for proposed single storey rear extension and internal alterations.

**No Objection was raised to this application.**

**17/01440/FUL**

**22 Southend Avenue, Newark**

Householder application for erection of 1.78 metre boundary fence with trellis over panels adjacent driveway access (retrospective).

**No Objection was raised to this application.**

## **PR25/17/18 Notice of NSDC Planning Decisions**

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

**PR26/17/18 Urgent Decision Taken Under The Scheme of Delegation**

Members NOTED the decision taken under the Scheme of Delegation **not to object** to the Licensing Application received for a minor variation to the existing License in relation to The Roman Way, Newark.

**PR27/17/18 Miscellaneous Applications**

**a. Licensing Applications**

**Asda Stores Ltd, Potterdyke, Lombard Street, Newark**

Cllr S Haynes declared a pecuniary interest and left the room for the discussion.

**No Objection** was raised to this application in relation to a minor variation to the existing License.

Cllr S Haynes returned to the meeting.

**b. Notification of Appeals**

**Sherwood House, 12 The Avenue, Newark**

**Householder application for proposed single storey side extension.**

Members **NOTED** that an appeal had been made to the Secretary of State regarding an **Appeal against decision** for the proposed development.

**17/00544/FUL – Land to the rear of 21 Strawberry Hall Lane, Newark**

Proposed change of use of land to rear of 21 Strawberry Hall Lane to provide staff car parking area (revised application of 16/01288/FUL).

Members **NOTED** that an appeal had been made to the Secretary of State regarding an **Appeal against decision** for the proposed development.

**c. Proposed Upgrade of an Existing Telecommunications Installation at BT Telephone Exchange, Lombard Street, Newark**

**No Objection** was raised to this application to upgrade the existing telecommunications installation.

**d. Amended Application**

**17/01248/FUL – The Cardinals Hat Public House, Jersey Street, Newark**

Change of use of public house (A4) to three mixed use (A1/A2) units incorporating ground floor front extension, rear external staircase, retention of first floor flat and associated conversion works.

**No Objection was raised to this application.**

e.

**Street Naming**

**17/00079/NEWDEV – Former Park View Nursing Home,  
160 Beacon Hill Road, Newark**

Proposed erection of 3 no (self-build) dwellings and garages.

Members wish to put forward **Mulberry Close** as their preferred name for the above site.

<b>Meeting Closed:</b>	<b>7.55pm</b>	<b>Next Meeting:</b>	<b>Wednesday 27<sup>th</sup> September 2017</b>
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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](mailto:post@newark.gov.uk) ~ Website: [www.newark.gov.uk](http://www.newark.gov.uk)

**Agenda Item No: 4e**

**Committee Date: Wednesday 20<sup>th</sup> September 2017**

## **FINANCE & GENERAL PURPOSES COMMITTEE MINUTES**

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

<b>Membership Present:</b>	<b>Councillor</b>	<b>D Lloyd (in the Chair)</b>
	Councillors	M G Cope (Vice-Chairman) Mrs C Barker-Powell (Ap) Mrs I Brown M Cleasby Mrs R Crowe R A Crowe Mrs G Dawn P Duncan Ms H Gent (Ap) K Girling L Goff S Haynes D Hyde D Jones (Ap) T Roberts MBE M Skinner R Williams
<b>Apologies for Absence:</b>	<b>Councillors</b>	Mrs C Barker-Powell, Ms H Gent & D Jones
<b>Officers Present:</b>	<b>Town Clerk</b>	Alan Mellor
	<b>Deputy Town Clerk</b>	James Radley
<b>Taking Notes:</b>	<b>PA to the Town Clerk</b>	Helen Crossland
	There was one member of the public present.	
<b>Venue:</b>	Council Chamber, Town Hall	

**FGP20/17/18 Minutes of the last meeting of the Finance & General Purposes Committee held on Wednesday 12<sup>th</sup> July 2017**

The Minutes of the Finance & General Purposes Committee meeting held on Wednesday 12<sup>th</sup> July 2017 were **AGREED** as a true and accurate record and signed by the Chairman.

**FGP21/17/18 Matters Arising**

There were No Matters Arising.

**FGP22/17/18 Declarations of Interest**

Cllr L Goff declared a prejudicial interest in Agenda Item 7 (Grant Applications) and a personal interest in Agenda Item 8 (Cemetery Buildings).

Cllr R Williams declared a personal interest in Agenda Item 8 (Cemetery Buildings).

Cllr Mrs R Crowe declared a personal interest in Agenda Item 7 (Grant Applications).

It was **AGREED** to accept any other Declarations of Interest as and when they arose during the meeting.

**FGP23/17/18 Payment Schedules 3/18 & 4/18**

Members **AGREED** that payment in accordance with Payment Schedule 3/18 in the sum of £186,622.59 (one hundred and eighty six thousand, six hundred and twenty two pounds and 59p) and Payment Schedule 4/18 in the sum of £234,683.21 (two hundred and thirty four thousand, six hundred and eighty three pounds and 21p) be **APPROVED**.

**FGP24/17/18 Street Collection Licences**

Prior to discussion of this item the Town Clerk pointed that there were 3 applications for the month of December; only three were allowed, and one of those had already been agreed (Newark & District Round Table, December 16<sup>th</sup>).

a. Members **AGREED** to recommend to Newark & Sherwood District Council that the following applications be **APPROVED**:

(i) Royal Air Forces Association on Friday 29<sup>th</sup> September 2017.

Cllr L Goff declared an interest in this application.

(ii) Framework on Sunday 10<sup>th</sup> December 2017.

(b) Members then **AGREED** to recommend to Newark & Sherwood District Council that the following applications for a Street Collection Licence be **REFUSED** as they are outside of the area:

(iii) Meningitis Research Foundation on Saturday 2<sup>nd</sup> December 2017.

(iv) Age Sentinel Trust on Saturday 9<sup>th</sup> December 2017.

**FGP25/17/18 Voluntary Body/Community Events Grant Applications**

Members **AGREED** to grant the following applications for free use of the Town Hall:



- (i) Free use of the Ballroom to hold the Wolfit Choir Festival on Thursday 22<sup>nd</sup> March 2018. The cost of the room hire is £438.75.

Proposed by Cllr P Duncan and seconded by Cllr T Roberts MBE.

- (ii) Free use of rooms on Thursday 19<sup>th</sup> October 2017 to Hope House School, to hold their Speech and Prize Giving Day. The cost of the room hire is £460.00.

Proposed by Cllr M Skinner and seconded by Cllr M Cope.

It was noted that some of the pages from the accounts of this application were missing; it was agreed to provide these to Members in due course.

Cllr L Goff left the meeting at this point (interest already declared).

- (iii) Free use of the Ballroom and Kitchen on Tuesday 17<sup>th</sup> October 2017, to Newark Community First Aid to hold a Coffee Morning Concert in aid of the group. The cost of the room hire is £200.00.

Proposed by Cllr R Williams and seconded by Cllr K Girling.

Following agreement of this item Cllr L Goff returned to the meeting.

#### **Addendum Item**

It was noted that this should read *“to celebrate the 20<sup>th</sup> Anniversary....”* and not *“to celebrate the 70<sup>th</sup> Anniversary”*.

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

- (iv) Free use of the Ballroom on Saturday 18<sup>th</sup> November to Newark & Sherwood Concert Band to hold an event to celebrate the 20<sup>th</sup> (amended as above) Anniversary of when the band was initially formed. The cost will be in the region of £500.00.

### **FGP26/17/18 Cemetery Buildings**

Cllr Mrs R Crowe began the debate on this item; she thought that the Lodge required a lot of work, and currently was of the opinion that it should be demolished.

Cllr K Girling said that Members needed to know what the market value of the property was and proposed that this item should be deferred until this has been researched.

Cllr M Cope then spoke; he agreed with Cllr K Girling. He also pointed that there was already a standing Council decision to sell this property, from a number of years ago. He felt that if the building were to be demolished, that something else should be put on the same site.

Cllr L Goff felt that any new build should be at the Thoresby Road end of the site. He also felt that new toilet(s) should be provided within any new construction.

Cllr Mrs G Dawn agreed with Cllrs Girling and Cope; she also proposed that this item be deferred until there is more information on the value etc.

Cllr T Roberts MBE was of the same opinion; he said that a proper valuation of the site was required. He pointed out however, that if it is demolished, the ability to maintain workshops etc on the site would be lost.

Cllr D Lloyd then proposed the following recommendations from the Chair:

- (i) Ascertain the market value, and interest, via two expert agencies in order to make an informed decision with regard to the sale (and any related

options/restrictions)

- (ii) Determine precisely what storage/staff facilities are required.
- (iii) Begin discussions with neighbouring organisations/landholders with regard to co-location/co-provision of equipment and services.
- (iv) Bring a further report forward in three months' time together with proposals for policies on benches/plaques.

These were seconded by Cllr K Girling and **AGREED**.

#### **FGP27/17/18 Allotment Agreement Review**

Cllr M Cope started discussion on this item. He felt that there was already sufficient information/terms within the allotment agreement to remove the caravan, and the tenant. Paragraphs 7, 16, 24 and C (ii) contained the said terms.

General discussion following with regard to the existing agreement.

The Town Clerk said that the report had been put to this Committee in order to strengthen the position of the Council on the various issues contained therein.

Cllr M Cope also said that currently the tenancy agreement does not state that the Town Council can amend it; the Town Clerk said that agreements last for one year. On 1<sup>st</sup> October annually a new agreement is sent out to each tenant.

- (i) Members then **AGREED** that caravans should **NOT** be permitted on allotments sites and to amend the tenancy agreement to reflect that decision as outlined in the Agenda Report.

It was also **AGREED** to add a paragraph to actually state that the agreement is for 12 months and that it is/can be subject to amendment by the Town Council.

#### **FGP28/17/18 Rent & Rates and Car Parks & Markets Offices**

- (i) Members **APPROVED** the re-decoration and improvements to the Markets Office.

Discussion then followed with regard to the old Rent & Rates office.

Cllr T Roberts MBE said he would like to know what the square footage of the space was so that various options could be looked at.

Cllr Mrs G Dawn asked if this item should be deferred; this space could be valued at the same time as the Cemetery Lodge, and this was **AGREED**.

- (ii) Members deferred the matter of the future use of this premise in order that the Town Clerk investigate possible uses for the old Rent & Rates office following the departure of the District Council and to bring a further report back to this Committee including the valuations associated with the potential uses.

#### **FGP29/17/18 Christmas Lights**

The Town Clerk went through the recommendations contained within the report and showed Members some pictures of what the new displays would look like, if agreed.

- (i) Members **AGREED** to the removal of the existing lights displays sited on the Street Lights columns in the Market Place and on the buildings along

Castle Gate.

Discussion ensued with regard to the second recommendation, the installation of new Christmas Lights displays in various areas.

Cllr T Roberts MBE asked if something could be installed closer to Beaumont Cross, on Cartergate. In his opinion this area was the 'gateway' into Town from the Nottingham side. Cllr Mrs G Dawn agreed with Cllr T Roberts MBE and also said that Cartergate always appeared to be 'the odd one out' when the Christmas lights are on display.

The Chairman informed Members that they would have to prioritise the potential new light displays, there was no provision for lights at the entrance to Cartergate at the Beaumont Cross junction.

After further discussion it was **AGREED NOT TO PROCEED** with the potential Appletongate displays.

It was then **AGREED** that the proposed cross street displays in the Market Place be approved.

Further it was **AGREED** that the Cartergate/Beaumont Cross junction be prioritised for additional displays within the available resources and delegated authority be granted to the Town Clerk, in consultation with the Chairman of the Finance & General Purposes Committee, to finalise the Christmas Light displays.

<b>Meeting Closed:</b>	<b>8.50pm</b>	<b>Next Meeting:</b>	<b>Wednesday 4<sup>th</sup> October 2017</b>
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**TOWN COUNCIL**

<b>SUBJECT:</b>	<b>NOTICE OF MOTION</b>
<b>REPORT BY:</b>	<b>TOWN CLERK</b>

**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 D LLOYD, SECONDED BY COUNCILLOR K GIRLING:**

Newark Police Station Custody Suite

The Town Council notes with concern the consultation proposal by Nottinghamshire Police to close the custody suite at Newark Police Station.

If this proposal comes to fruition it could have significant and long term implications for the Police Station in Newark and the level of resources that are available to provide an appropriate level and standard of policing to the local community.

The proposal will result in the transfer of people who are arrested and are required to be kept in custody being transferred to either Mansfield or the Bridewell, Nottingham Police Stations. Such a procedure can only result in police officers time being taken up driving offenders long distances, a return journey to either location is at least one hour, taking police officers off the streets of Newark.

This could also result in police officers being discouraged from arresting people, given the logistics of transferring offenders to a custody suite.

Further the loss of the custody suite from Newark Police Station will result in a serious underutilisation of the building. This could, at some point in the future, bring into question the long term viability of Newark Police Station under any further rationalisation of policing resources across the country.

Therefore this Council now resolves to:

- (I) Object to the closure of the Custody Suite at Newark Police Station on the basis that it will result in a reduction in the resources available to police the local community in and around Newark.
- (II) Seek an assurance from the Chief Constable and the Police Commissioner for Nottinghamshire that Newark Police Station will be retain in its current status in the long term.

**4. Financial, Legal, Equality and Risk Issues**

None.

<b>Background Papers:</b>	None
<b>Lead Officer:</b>	Alan Mellor Tel: 01636 684801 Email: <a href="mailto:alan.mellor@newark.gov.uk">alan.mellor@newark.gov.uk</a>