



Newark Town Council

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FINANCE & GENERAL PURPOSES COMMITTEE

WEDNESDAY 2nd December 2020

Thursday 26th November 2019

Dear Councillor

You are summonsed to attend a meeting of the Finance & General Purposes Committee at **7.30pm** on Wednesday 2nd December 2020. This meeting will be held remotely using "Zoom".

Any member of the public and press who wishes to attend meeting will need to download Zoom. This application can be downloaded from: <https://zoom.us/meetings>.

The Zoom ID for this meeting is: 945 0112 9200 and the Zoom Pass Code is: 743699.

Yours sincerely

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

Alan Mellor
Town Clerk

FINANCE & GENERAL PURPOSES COMMITTEE

A G E N D A

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Committee Membership

Cllr D Jones (Chairman)
Cllr M Cope (Vice Chairman)
Cllr J Baggaley
Cllr Mrs I Brown
Cllr E Cropper
Cllr Mrs G Dawn
Cllr Mrs R Crowe
Cllr R A Crowe
Cllr L Geary
Cllr L Goff
Cllr J Henderson
Cllr D Ledger
Cllr J Lee
Cllr D Lloyd
Cllr T Mathias
Cllr Ms J Oliver
Cllr J Olson
Cllr M Skinner



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Agenda Item No: 2

Committee Date: Wednesday 2nd December 2020

FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

Minutes of the Meeting of the Finance & General Purposes Committee held on Wednesday 11th November 2020 in the Town Hall.

Membership Present:	Councillor	D Jones (Chairman)
	Councillors	Mrs G Dawn J Baggaley Mrs I Brown M Cope (Vice-Chairman) E Cropper Mrs R Crowe R A Crowe L Geary L Goff J Henderson D Ledger J Lee D Lloyd T Mathias Ms J Oliver J Olson M Skinner
Apologies for Absence:	Councillor	No Apologies
Officers Present:	Town Clerk Market Manager	Alan Mellor Ian Harrison
Taking Notes:	PA to the Town Clerk	Helen Crossland
	There was one member of the public present.	

Venue:	Remote meeting via "Zoom".
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FGP19/20/21 Minutes of the last meeting of the Finance & General Purposes Committee held on Wednesday 14th October 2020

The Minutes of the Finance & General Purposes Committee meeting held on Wednesday 14th October 2020 were **AGREED** as a true and accurate record and signed by the Chairman (who was present in the Town Hall).

FGP20/20/21 Matters Arising

FGP12/20/21 – Matters Arising

FGP06/20/21 – Christmas Lights & Switch On Event

The Chairman informed Members that the Town Clerk had arranged for Inspector Sutton to attend the next meeting of this Committee on 2nd December 2020, but for one hour before the actual meeting, starting at 6.30pm.

FGP18/20/21 – Staffing

The Chairman informed Members that for decisions (vi), (viii) and (ix) the Job Support Scheme had been shelved for the time being, and replaced with an extended Furloughed Scheme. The three employees would therefore now be Furloughed; this is financially beneficial to both the employee and the Town Council.

FGP16/20/21 – Climate Change Working Group

Cllr Mrs G Dawn asked if there was any update on the date of the next meeting of this group.

The Chairman responded that it would be in the week before the December meeting of this Committee.

FGP21/20/21 Declarations of Interest

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

FGP22/20/21 Payment Schedules

Cllr R A Crowe queried the seven payments recorded as 'Cemetery Upkeep' within the Payment Schedules; he asked how much of this had been used to look at the Kidney Stones. He also asked when the Stones were either going to be used, or got rid of. They were currently stored at the Cemetery, covered with a piece of tarpaulin – something better than this needed to be done with them.

Cllr J Henderson agreed with Cllr R A Crowe. The Stones were being damaged by the elements.

The Town Clerk responded that none of expenditure had been used for that purpose. It had been agreed previously that the Town Council would try to get the Stones incorporated into the new school, on the land South of Newark (Middlebeck). There had been no agreement yet, but this was a useful reminder and he would try to progress this.

He also pointed out that the were supposed to be kept outside (in the

elements) – that was where they had originally come from. However, he said he would look at trying to find a way of protecting them to some degree in the meantime.

Cllr Mrs G Dawn then queried Voucher No 421 – Benitex – Town Hall Bookings. The Town Clerk said that it was a refund of a payment made (probably for a cancelled wedding/event).

Cllr Mrs G Dawn also asked about Voucher No 524 – BE Design, and asked what this was for.

The Town Clerk informed her that this was for the work that had been done on options for the use of the Buttermarket.

Members then **AGREED** that payment in accordance with the following Payment Schedules be **APPROVED**:

Payment Schedule 6/21 in the sum of £116,691.36 (one hundred and sixteen thousand, six hundred and ninety one pounds and 36p)

Payment Schedule 7/21 in the sum of £247,198.63 (two hundred and forty seven thousand, one hundred and ninety eight pounds and 63p).

FGP23/20/21 Financial Out Turn

Cllr E Cropper asked the Town Clerk if now would be a good time to introduce a Biodiversity Policy, under the heading of Parks & Playing fields.

The Chairman agreed with Cllr E Cropper and said it was important because Newark Town Council and Newark & Sherwood District Council have been awarded several Green Flags.

The Chairman then recommended that the Town Clerk be instructed to engage with Officers at N&SDC to formulate a joint policy for the management and maintenance of Parks & Open Spaces, to include a policy for the enrichment of ecology and biodiversity.

A vote was taken and this was **AGREED**.

Members then **RECEIVED** and **APPROVED** the financial out-turn report as at 31 October 2020, as presented in the Agenda.

FGP24/20/21 Internal Audit Plan 2020/21

Members **APPROVED** the proposed Internal Audit work plan for the 2020/21 financial year.

Cllr Mrs I Brown pointed out that she had not been asked for her vote (she was attending the remote meeting via a telephone link). The Chairman apologised, and asked her if she was in agreement with the recommendation. Cllr Mrs I Brown responded that yes, she was in agreement.

Cllr Mrs I Brown left the meeting at this point.

FGP25/20/21 Market Update

The Town Clerk went through the report with regard to Market Income for the benefit of Members.

Special Markets – these would be subject to whatever happens after 2nd December when the second 'lockdown' is scheduled to finish. Bookings are good, and traders are aware that things may change.

The Market Manager then spoke; he informed Members that additional traders

had been gained during the coronavirus period because some other markets had not reopened.

Footfall had also been reassuring, and additional customers had also been gained.

Cllr Mrs G Dawn said that she had been informed that the market had been particularly busy today, but there did not appear to be any stewards helping with social distancing. She asked what arrangements were in place with regard to this for the planned Christmas Markets.

The Market Manager responded that he had, on occasion, been concerned about the number of people in the Market Place. However, this is usually earlier in the day, and by early afternoon the numbers are noticeably less. He felt that most people are trying to adhere to social distancing. Signage is in use, and also barriers to try and get this in order.

The Town Clerk said that the Christmas Markets were a valid concern, and that there would be paid security personnel in place for those.

Virtual Christmas Event

The Town Clerk had emailed Members with details about this earlier in the day.

Cllr Mrs G Dawn asked about the guest list for the virtual switching on of the Christmas Lights; she asked the Town Clerk if he thought that Town Councillors should be invited to come along.

The Town Clerk responded that the plan was to switch the lights on the week before Sunday 29th November (the planned date for the event), so as not to encourage any form of crowd to attend.

The Mayor would be asked to switch on the lights and this would form part of the virtual event in Sunday 29th November. He had no plans at present to have a 'guest list'.

Cllr J Henderson said he was very happy that an online event would be taking place. He asked if there was any scope for Councillor to be involved in this – he felt that possibly there could have been some more communication regarding this.

The Chairman responded that the person to contact was the Market Manager – he was responsible for things that happen in the Market Place.

The Market Manager then informed Members that the virtual event would be run in conjunction with Radio Newark, and would last for about one hour. He would be happy to hear any input from Members.

Cllr D Ledger asked if anyone had asked the Parish Church Choir to take part. The Market Manager said some local school choirs were being contacted, but it was a good idea, and he would contact them also.

- (i) Members then **NOTED** the anticipated market income for the current financial year.
- (ii) Members **AGREED** to **SUPPORT** the arrangements for Special Markets being planned for December, subject to the easing of the current Coronavirus restrictions and approval from the Safety Advisory Group that the markets can operate safely.
- (iii) Members **CONSIDERED** the Market Home Delivery Service and

AGREED to maintain the service up to the end of December 2020.

The member of the public then left the meeting.

FGP26/20/21 Motion to Exclude the Press & Public

Members **AGREED** that:

Under the Public Bodies (Admission to Meetings) Act 1960 (as extended by Section 100 of the Local Government Act 1972) the press and public be excluded from the remainder of the meeting on the grounds that the Committee's remaining business involves the likely disclosure of exempt information as defined in the Local Government (Access to Information) (Variation) Order 2006, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

FGP27/20/21 Purchase of Land, South Church Walk

The Chairman went through the Agenda Report.

Cllr Mrs G Dawn referred to recommendation (ii) contained within the report. She did not agree with this and felt it was totally unacceptable to use the site for waste bins for the following reasons:

- (a) The waste would smell.
- (b) There would be continuous traffic to and from the site.
- (c) N&SDC already provide refuse disposal there.
- (d) She believed the area was unstable underground (the site was considered for the Arch).
- (e) It was a residential area.

Cllr Mrs G Dawn said she would be happy for Town Council bins to go there, but not the others.

She also felt that moving the Town Council offices would leave a big, empty, void – it would just leave the museum.

Cllr Mrs G Dawn then asked if a Museum Working Party could be formed.

Cllr T Mathias then spoke; she said that there were bins all around the town and some of them have not been emptied for two years, and gave an example of bins being left full.

Cllr J Henderson agreed with the points made so far, particularly the smell (in a residential area). It was also in the middle of a tourist area, being near to the Parish Church where many visitors go.

He also pointed out that the weight of some vehicles may be problematic.

He liked the idea but did not think it was the right place.

The Town Clerk responded that the report was not saying that there would be a significant number of bins (100 was mentioned in the report), just that the space would be available. The bins that are already there, would remain.

Shop traders have nowhere to put them either; with regard to the residential point, the NatWest Bank have the same issue.

More discussion followed with regard to the number of bins; Cllr M Cope pointed out that the key word in the recommendation was 'potentially' – it

didn't mean that it would be so.

The Chairman felt that this area would help greatly with recycling in the town.

Cllr J Baggaley said he trusted the Town Clerk's judgement in this matter. Newark Town Council would have oversight of anything 'untoward'. It could be organised in a professional manner.

Cllr J Henderson felt that the concerns raised related to bring all of the bins together, and because of where the site was, in the town centre.

The Town Clerk pointed out again, that the number in the report was not a recommendation. He felt that this was an opportunity for the Town Council to do something more imaginative in that area. Over 80% of the market waste is now recycled, and this would enable expansion of the town centre waste recycling.

The Chairman then proposed the recommendations as in the Agenda Report en bloc.

This was seconded by Cllr M Cope.

Following a vote:

- (i) Members **AGREED** the purchase of the land at South Church Walk in accordance with the Heads of Terms for Sale contained within the Agenda.
- (ii) Members also **AGREED** to the use of the site as a waste bin store for both the Town Council and potentially other commercial waste bins.
- (iii) Members **AGREED** to instruct the Town Clerk to apply for Planning Permission for a change of use of the site for the purpose described.
- (iv) With regard to (iii) above, Members **CONSIDERED** the boundary for the site as attached in the Agenda and **AGREED** with the proposal, to be included in the Planning Application.

Meeting Closed:	8.35pm	Next Meeting:	Wednesday 2nd December 2020
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FINANCE & GENERAL PURPOSES COMMITTEE

SUBJECT:	STREET COLLECTION LICENCES
REPORT BY:	TOWN CLERK

1. Recommendation

1.1 Members are asked to note the decision taken by the Town Clerk to approve a Street Collection Licences for Newark Round Table and the Royal Air Force Association.

2. Background

2.1 The Town Council has an agreed criteria for considering Street Collection Licences which is attached at Appendix 1. Also attached at Appendix 2 is a list setting out the number of permits allowed during the year.

2.2 The following requests for a permit have been received:

- (i) Newark Round Table - on Saturday 19th December 2020,
- (ii) Royal Air Forces Association (RAFA) – on Saturday 18th September 2021.

2.3 I have approved these applications, subject to any restrictions that may be in force at the time in relation to the Coronavirus, in accordance with the delegated authority given to me by this Committee in 2018 to approve Street Collection Licences from:

- RAFA
- Royal British Legion
- Newark & District Round Table
- The Salvation Army

3. Financial, Legal, Equality, Risk and Environmental Issues

3.1 None.

Background Papers:	None.
Lead Officer:	Alan Mellor Tel: 01636 680333 Email: Alan.mellor@newark.gov.uk

STREET COLLECTION POLICY

1. The Town Council's policy will be to support locally based charities whose fund raising activities are for the benefit of those living within the local community.
2. This support will be extended to include local branches of national charities where funds are sought for use within the community.
3. The Town Council will also consistently support national appeals such as the Wings Appeal and the Poppy Appeal, where monies are collected on a branch basis.
4. The Town Council would generally not support requests for street collections from those outside the area or where the proceeds are not likely to benefit the community.
In exceptional circumstances, however, the Town Council may support such requests; and in such cases would provide Newark & Sherwood District Council with additional information to explain such decision.
5. The Town Council has given delegated authority to the Town Clerk, through the Scheme of Delegation, to approve the Street Collection Licence applications (should one be submitted) for the following organisations who collect on a regular annual basis:

RAFA

Royal British Legion

Newark & District Round Table

The Salvation Army

STREET COLLECTIONS 2020

NUMBER OF COLLECTIONS ALLOWED DURING THE YEAR	
January	One collection
February	One collection
March	One collection
April	One collection
May	Two collections
June	Two collections
July	Two collections
August	Two collections
September	Two collections
October	One collection
November	One collection
December	Three collections

COLLECTIONS AGREED TO DATE	
January	
February	
March	
April	
May	
June	
July	
August	
September 2021	Royal Air Force Association
October	
November	
December December	Salvation Army* Newark Round Table

****Pending an application***

FINANCE & GENERAL PURPOSES COMMITTEE

SUBJECT:	FINAL ACCOUNTS 2019/20 – EXTERNAL AUDIT
REPORT BY:	TOWN CLERK

1. Recommendation

1.1 Members are asked to:

- (i) Note the approval of the Town Council’s financial accounts for the 2019/20 financial year ended on 31st March 2020 by the external auditors,
- (ii) Note the changes made to the figures for the 2018/19 financial year as follows; Box 3 should read £2,191,936, and Box 6 should read £2,751,889.

2. Background

2.1 The statutory deadline for all Town/Parish Councils to publish the signed external audit report on their financial accounts is; 30th September each year. Due to the impact of the Coronavirus and the associated ‘Lockdown’ the deadline has been extended this year to 30th November 2020.

The Town Council approved the Annual Governance & Accountability Return for the 2019/20 financial year at its meeting held on Wednesday 22nd July 2020.

The completed return and accompanying supporting documents were sent to the external auditors, PKF Littlejohn, on 28th July, before the appointed deadline.

2.2 I am pleased to report that the external auditor has now completed the audit of the 2019/20 Annual Return has issued his certificate that:

“On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no matters have come to our attention giving cause for concern that the relevant legislation and regulatory requirements have not been met.”

In other words, they have approved the accounts without the need to bring any matters to the attention of the Town Council.

2.3 However, the External Auditor has identified that the Annual Return was not accurately completed before submission as follows:

“Information received from the smaller authority indicates a £1,345,000 loan received in the prior year was incorrectly excluded from Box 3. Instead it was netted off from expenditure in Box 6 rather than shown as income. Box 3 for the prior year should therefore read £2,191,936, and Box 6 for the prior year should read £2,751,889.”

As Members will appreciate, these changes relate to entries from the previous financial year, 2018/19. Whilst it is accepted that the PWLB loans should have been recorded in Box 3 for the Annual return, I can confirm that the correct accounting treatment for these transactions has been made in the Town Council’s financial accounts.

2.4 The required Audit Closure notice has been published on 26th November, prior to this year's deadline of 30th November.

3. Financial, Legal, Equality, Risk & Environmental Issues

3.1 None

Background Papers:	Final Account working papers.
Lead Officer:	Alan Mellor Tel: 01636 680333 Email: Alan.mellor@newark.gov.uk

FINANCE & GENERAL PURPOSES COMMITTEE

SUBJECT:	NEWARK IN BLOOM 2021
REPORT BY:	TOWN CLERK

1. Recommendations

1.1 Members are asked to consider;

- (i) Whether or not to support the provision of hanging Baskets as part of Newark in Bloom 2021.

2. Background

2.1 At the start of the Pandemic in the spring of this year, the Town Council took the decision to support local businesses by waiving the fees for summer hanging baskets for customers who had purchased baskets in the previous year, 2019.

The decision was very well received by customers and meant that approximately 170 hanging baskets were installed at a time when, in all probability, businesses would have been reluctant to pay for baskets themselves.

Despite difficulties in obtaining plants in the spring, the Council's suppliers managed to fulfil their orders and the town had a full display, very similar to the summer of 2019, when the Town won a Gold award in the East Midlands in Bloom competition.

2.2 The scheme has operated on the basis that the charges made for the hanging baskets covers the cost of supplying the baskets and plants plus a contribution to the cost of watering, this element equates to around £10,000.

The Town Council undertakes to maintain the baskets and most importantly keep them watered throughout the summer period when they are in situ, the cost of this element is around £6,000.

2.3 A copy of the Hanging Basket application form for 2019 is attached at Appendix 1, so Members can see the normal arrangements for the scheme.

3. Newark in Bloom 2021

3.1 Our suppliers are already advising that bedding plants in 2021 are going to be extremely hard to obtain. Seed suppliers and nurseries are worried that they will be left with stock on their hands that they can't sell, so many are cutting back on the size of their operation and only growing for confirmed orders, not for speculative stock. The cut-off date for many is December or January.

3.2 Members are therefore asked to consider whether or not to support the provision of hanging Baskets as part of Newark in Bloom 2021. Further what level of support, if any, is given to existing and prospective businesses who support the scheme by having hanging basket displays from the Town Council.

An early decision is required to ensure that there is an adequate supply of hanging baskets available for 2021.

3.3 In 2020, hanging baskets cost £39 each to buy in. Our suppliers have yet to fix their prices for next year but it is expected to be broadly the same as last year.

4. Financial Legal, Equality, Risk and Environmental Issues

4.1 The revised Budget for 2020/21 included the full cost of providing and maintaining the hanging baskets however the income budget was removed reflecting the decision to provide the hanging baskets free for 2020.

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



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CLIMATE CHANGE WORKING GROUP MINUTES

Minutes of the Meeting of the Climate Change Working Group held at 5.30pm on Wednesday 25th November 2020 via 'Zoom'.

Membership Present:	Councillor	D Jones (Chairman)
	Councillors	E Cropper J Lee (A) D Lloyd T Mathias (A) J Olson
Apologies for Absence:	Councillors	None
In Attendance	Town Clerk Balderton Parish Council	Alan Mellor Cheryl Davison-Lyth, Parish Clerk
Venue:	Remote via Zoom	

CCWG/01/21 Minutes of the Meeting of the Climate Change Working Group held on Monday 24th February 2020

The Minutes of the last meeting held on Monday 24th February 2020 were **AGREED**

CCWG/02/21 Matters Arising

There were no Matters Arising.

CCWG/03/21 Declarations of Interest from Members

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

CCWG/04/21 Actions from previous meetings

Cllr D Jones welcomed Members of the Working Group and Cheryl Davison-Lyth, Clerk to Balderton Parish Council to the meeting.

Prior to considering the actions from the previous meeting he raised the potential for

the Town Council to have a Neighbourhood Plan which could help and support initiatives and policies associated with Climate Change in the town. He suggested that a report be submitted to a future meeting of the Finance & General Purposes Committee for the matter to be formally considered.

Cllr D Lloyd suggested that it would be a good idea to invite a Planning Officer from the District Council to attend such a meeting to advise the Town Council on the process and implications of developing a Neighbourhood Plan. He expressed some scepticism that a formal Neighbourhood Plan was the best method to achieve the desired outcome.

The Town Clerk advised that the Town Council has established a Reserve Fund for the purpose of preparing such a plan, although the remit of this fund has been extended to cover the cost of any professional support required in relation to the future use of the Buttermarket. The balance of the fund at 1st April 2020 stood at £80,000.

Cllr J Olson proposed that a future Neighbourhood Plan should also incorporate a policy on enhancing bio-diversity in the town.

Cllr D Lloyd said that the District Council were actively seeking to introduce such a Policy as part of a wider initiative covering all local authorities in the East Midlands.

The Town Clerk reminded Members that a Neighbourhood Plan, when approved, becomes a formal Planning Policy that any future developments must adhere to. Such a Plan however cannot be in contradiction with any existing Planning Policies.

Cllr D Jones proposed and Cllr D Lloyd seconded a motion requesting the Town Clerk to submit a report to a future meeting of the Finance & General Purposes Committee for Members to consider whether or not to prepare a Neighbourhood Plan. Further that the appropriate officers from the District Council be invited to the meeting to provide further information on the process to approve and adopt a Neighbourhood Plan.

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

(i) **Carbon Footprint**

The Town Clerk updated the Group on the latest position with regard to the work being undertaken by the Carbon Trust; there remains a small number of queries outstanding which should be cleared by the end of the year.

Cllr D Lloyd said that he had been surprised with some of the feedback & proposals that the Carbon Trust had made to the District Council. The main focus of attention related to their premises and vehicle fleet.

The Town Clerk advised the Group that he hoped to be able to present proposals for the building works at the Cemetery to the January meeting of the Finance & General Purposes Committee and that these were being prepared with Climate Change in mind.

The Town Clerk also added that the vehicle fleet and plant replacement schedules were kept under review with a view to ensuring that more climate friendly and fuel efficient alternatives are explored. He undertook to submit a full schedule of all vehicles and plant to the next meeting of the Working Group.

The Town Clerk added that a potential area had been identified on the roof of the Royal Exchange which could possibly accommodate Solar Panels and provide power to this District Council premise and the Town Hall &

Buttermarket. Such a scheme would however require to be a joint initiative by both the Town & District Councils.

Cllr D Lloyd said that he felt that there was scope for Newark Town Council to work with other surrounding Parish Councils, to support and promote environmental projects related to Climate Change and Bio-diversity. In particular the surrounding Parish Councils have a much higher supply of space and countryside that could lend itself to the introduction of projects related to these issues. There was also the potential for a greater degree of collaborative work between Town/Parish Councils for shared services and assets.

It was **AGREED** that the Town Clerk would prepare a report to a future meeting of the Finance & General Purposes Committee with proposals to take such an initiative forward.

(ii) **Climate Change Projects Fund**

The Town Clerk explained that this item had been referred to this meeting following the previous discussions in February. However given that the level of funding available for Climate Change projects has reduced from the levels that had previously been estimated, he suggested that this matter be deferred again until such time as the Town Council has approved new funding levels when it considers next years' budgets.

This was **AGREED**.

(iv) **Other Funding proposals**

The Town Clerk explained that the Town Council had approved a budget of £50,000 for Climate Change projects using the income received from the Community Infrastructure Levy (CIL) that was generated from major Planning permissions granted in the Town Council's boundary.

However the estimated level income received in 2019/20 was less than originally estimated and profiling a similar level for 2020/21 would result in a lower estimated balance of £34,555 being available at the end of this financial year.

This position will need to be considered by the Town Council as part of the annual budget setting process for the next financial year.

The Working Group noted this position.

(v) **Urban Tree Challenge**

Cllr D Lloyd said that when the last planting scheme was implemented it included schools and community groups who were near to the planting site. The inclusion of such groups provides a level of community ownership which can help sustain the trees in the future to assist them reaching maturity.

Cllr D Jones fully supported the involvement of such groups in the future when the three approved sites are planted over the next few months.

Cllr J Olson suggested that the involvement of Notts. Wildlife Trust would also be beneficial. She also expressed her concerns about how the Town Council manages its existing parks and green spaces. She feels that the

recent work done at Sherwood Avenue and the Riverside was too severe and wasn't in keeping with work done in previous years.

Cllr E Cropper supported Cllr Olson's comments. She also has concerns that the current maintenance policy doesn't appropriately reflect any bio-diversity aims and targets within the Town Council's parks.

Cllr D Lloyd proposed Cllr D Jones seconded that any future tree planting schemes include local schools, community groups and Notts Wildlife Trust, this was **AGREED**.

Cllr D Lloyd expressed concerns that the recent complaints about how the District Council had undertaken work at Clay Lane in relation to bio-diversity impacts were not justified. The work that had been carried was necessary and reflected what had been undertaken in previous years, this was also the case for the maintenance work on the Riverside Park.

The Town Clerk advised the Group that the current SLA with the District Council reflected the historical maintenance provisions for the Parks and open spaces that were transferred to the Town Council as part of the Devolution Agreement. This in the main related to cutting of grass and shrubs with appropriate frequencies, it didn't reflect any other aspirations like bio-diversity. The SLA has now been extended for a further year and is due for renewal on 1st April 2022, any changes required to the maintenance arrangements need to be formalised over the next few months in time for a new SLA to be negotiated. This would require the Town Council to review all its parks and open spaces sites and agree any redefinition as to how they should be maintained in the future.

It was **AGREED** that the Finance & General Purposes Committee be asked to undertake such a review paying due regard to enhancing bio-diversity where appropriate, this will then deliver an agreed the purpose of each site and enable appropriate new maintenance regimes to be put into place.

Meeting Closed:	6.45pm	Next Meeting:	To be arranged
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