

TOWN COUNCIL MEETING

WEDNESDAY 9TH DECEMBER 2020

Thursday 3rd December 2020

Dear Councillors

You are summonsed to attend a meeting of the Town Council at **7.30pm** on Wednesday 9th December 2020. This meeting will be held remotely using "Zoom".

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

The Zoom ID for this meeting is: 940 6291 4544 and the Zoom Pass Code is: 270818

Yours sincerely

A handwritten signature in black ink, appearing to read 'A. G. 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 23rd September 2020	Minutes Attached	Page 5
4	To receive Declarations of Interest from Members and Officers		
5	To receive the Minutes of the following Committees:		
5a	Planning Committee held on Wednesday 30th September 2020	Minutes Attached	Page 11
5b	Finance & General Purposes Committee held on Wednesday 14th October 2020	Minutes Attached	Page 17
5c	Planning Committee held on Wednesday 28th October 2020	Minutes Attached	Page 23
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5e	Planning Committee held on Wednesday 25th November 2020	Minutes Attached	Page 33
5f	Finance & General Purposes Committee held on Wednesday 2nd December 2020	Minutes Attached	Page 39
8	Town Mayor's Announcements	Verbal Report	
9	Town Council Leader's Announcements	Verbal Report	
10	Town Clerk's Announcements	Verbal Report	



Newark Town Council

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

Agenda Item No: 2

Committee Date: Wednesday 9th December 2020

Minutes of the Meeting of the Town Council held on Wednesday 23rd September 2020 (remote meeting via “Zoom”).

Membership Present:	Town Mayor	Cllr Mrs I Brown (in the Chair)
	Councillors	J Baggaley M G Cope E Cropper Mrs R Crowe R A Crowe Mrs G Dawn L Geary L Goff J Henderson D Jones D Ledger J Lee D Lloyd T Mathias Ms J Oliver J Olson M Skinner
Apologies received from:	Councillors	No Apologies
Town Council Staff:	Town Clerk	Alan Mellor
	PA to Town Clerk	H Crossland
Public:	There was one member of the public present.	
Venue:	Remote	Town Hall

TC07/20/21 Minutes of the Town Council Meeting held on Wednesday 22nd July 2020

The Minutes of the Town Council Meeting held on Wednesday 22nd July 2020 were **AGREED** as a true and accurate record, and signed by the Mayor who was present in the Town Hall.

TC08/20/21 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.

TC09/20/21 Minutes of the Planning Committee held on Wednesday 2nd September 2020

Cllr J Henderson requested changes to the Minutes; the Town Clerk informed him that tonight the Minutes should only be received – any changes to them should be brought up at the next meeting of that Committee.

The Vice-Chairman, Cllr E Cropper, then presented the Minutes of the Planning Committee held on Wednesday 2nd September 2020.

TC10/20/21 Minutes of the Remote Finance & General Purposes Committee held on Wednesday 16th September 2020

FGP05/20/21 – Revised Budget 2020/21 & 2021/22

The Chairman, Cllr D Jones, presented the Minutes of the Remote Finance & General Purposes Committee held on Wednesday 16th September 2020.

The Chairman, Cllr D Jones, then proposed that the Town Council **APPROVE** the Revised Revenue Budget for the 2020/21 financial year as recommended by the Finance and General Purposes Committee. This was seconded by Cllr D Lloyd. A vote was held and this was **AGREED**.

TC11/20/21 Town Mayor's Announcements

The Town Mayor, Cllr Mrs Irene Brown, had no Announcements.

TC12/20/21 Town Council Leader's Announcements

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

TC13/20/21 Town Clerk's Announcements

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

TC14/20/21 Committee Meeting & Political Balance

The Town Clerk began discussion of this Agenda Item and went through the report.

(i) Cllr D Jones proposed, Cllr M Skinner seconded, not to hold an Annual Town Council meeting until 9th May 2021.

Following a vote this was **AGREED**

(ii) Following on from (i) above, Cllr D Jones proposed, Cllr D Ledger seconded, that Cllrs Mrs I Brown and L Geary would remain in office as Town Mayor and Deputy Town Mayor respectively until the next Annual

Meeting in May 2021.

A vote was held and this was **AGREED**

- (iii) The Town Clerk updated Members on the nominations submitted from the four Groups for Councillors to serve on the Planning Committee.

Cllr M Cope proposed, Cllr J Henderson seconded, the appointment of individual Members to the position of the Planning Committee as follows:

Conservative Group: Cllr D Lloyd
Cllr R A Crowe
Cllr Ms J Oliver
Cllr M G Cope

Labour Group: Cllr J Baggaley
Cllr L Geary
Cllr J Olson

Un-aligned Independents: Cllr Mrs G Dawn
Cllr Mrs I Brown

Green Group: Cllr J Henderson

- (iv) Cllr L Goff proposed, seconded by Cllr M G Cope that Cllr D Jones be appointed as Chairman of the Finance & General Purposes Committee. Following a vote this was **AGREED**.

Cllr D Lloyd proposed, seconded by Cllr J Oliver that Cllr M Cope be appointed as Vice Chairman of the Finance & General Purposes Committee. Following a vote this was **AGREED**.

- (v) Cllr D Jones proposed, seconded by Cllr L Geary the following Member as Chairman of the Planning Committee:

Chairman: Cllr J Olson

Following a vote this was **AGREED**.

Cllr R A Crowe proposed, seconded by Cllr M G Cope the following Members as Vice Chairman of the Planning Committee:

Vice Chairman: Cllr Ms J Oliver

Following a vote this was **AGREED**.

Following the above elections to Committees, the Town Clerk said it would be helpful if the groups could let him know who would be their 'Leader'.

The following Members were nominated as Leaders of their Group:

Conservative Group:	Cllr D Lloyd
Labour Group:	Cllr D Jones
Un-aligned Independents:	Cllr Mrs G Dawn
Green Group:	Cllr J Henderson

(vi) Members **NOTED** the Delegated Decision taken by the Town Clerk, following consultation with the four Group Leaders, to approve the absences of all Members who cannot comply with the 'Six Month Absence' rule due to the cancellation of Town Council meetings during the recent Covid-19 Lockdown period.

(vii) Members **NOTED** the Delegated Decision taken by the Town Clerk, following consultation with the four Group Leaders, and, for the avoidance of doubt, to re-apply the 'Six Month Rule' with a start date of 2nd September 2020.

TC15/20/21 Cheque Signatories

Members **APPROVED** the list of authorised cheque signatories to the Town Council's main bank accounts for the Civic Year 2020 – 2021 as follows:

Cllr D Jones	Chairman	Finance & General Purposes Committee
Cllr M G Cope	Vice Chairman	Finance & General Purposes Committee
Cllr J Olson	Chairman	Planning Committee
Cllr Ms J Oliver	Vice Chairman	Planning Committee

Members also **APPROVED** the list of authorised cheque signatories to the Town Mayor's Charity bank account for the Civic Year 2020 – 2021 as follows:

Cllr Mrs Irene Brown	Town Mayor	
Cllr D Jones	Chairman	Finance & General Purposes Committee
Mr Alan Mellor	Town Clerk	

TC16/20/21 Notice of Motion

Members **CONSIDERED** the motion below that the Town Clerk had received in accordance with Standing Order 6 (1):

MOTION PROPOSED BY COUNCILLOR JAY HENDERSON, SECONDED BY COUNCILLOR GILL DAWN:

TOWN COUNCIL MOTION – NEWARK POLICE STATION

In September 2017 the Town Council unanimously supported a motion expressing concerns over the closure of the custody suite at Newark Police

Station.

This motion raised concerns that the closure of the custody suite would result in an underutilisation of the Police Station and jeopardise its long-term viability. The Chief Constable, in his reply to this motion, indicated that Newark “will have an operational police station to accommodate our 24/7 response teams, neighbourhood teams, pcsos, specials, detectives, intelligence officers and partners. Given what I have committed to above, my intention remains clear about increasing our resources rather than decreasing them at Newark.”

Given the above comments from the Chief Constable It is particularly disappointing to learn that Nottinghamshire Police are now proposing to do what the Town Council had predicted to close Newark Police Station and relocate to Castle House.

Therefore, this Town Council resolves to:

- (i) Object to the closure of Newark Police Station given the previous assurances given by the Chief Constable to the contrary,
- (ii) If the closure does proceed then seek assurances from the Chief Constable that the existing number of staff covering all of teams identified in his letter dated 27 October 2017, are retained in Newark,
- (iii) Seek further assurances that the closure of the Police Station will result in additional operational and frontline policing for the Newark community.

Cllr J Henderson moved the motion and said that the community needed to be told how this would happen.

Cllr Mrs G Dawn seconded the motion and then spoke; she said that the news about the Police Station had been received in different ways by member of the public. Some people thought it would be a good idea, others thought it was ridiculous.

At least if the police moved into Castle House, there would be police officers in Newark.

Cllr D Lloyd said he was more than happy to give his support, it would stop wasting money on an empty building.

Cllr D Lloyd then proposed an amendment, which was seconded by Cllr R A Crowe.

The amendments are in **RED**:

- (i) ~~Object to~~ **NOTE** the **proposed** closure of Newark **the current** Police Station given the previous assurances given by the Chief Constable to the contrary,

The other bullet points to remain as in the Notice of Motion.

A vote on the amendment above was taken and **AGREED**.

The substantive motion therefore became:

- (i) Note the proposed closure of the current Police Station given the previous

assurances given by the Chief Constable to the contrary,

- (ii) If the closure does proceed then seek assurances from the Chief Constable that the existing number of staff covering all of the teams identified in his letter dated 27 October 2017, are retained in Newark,
- (iii) Seek further assurances that the closure of the Police Station will result in additional operational and frontline policing for the Newark community.

A vote was then taken on the substantive motion above, and it was **AGREED**.

TC17/20/21 Devolution & Local Government Structures in Nottinghamshire

The Town Clerk began discussion on this Agenda Item. He informed Members that when the Agenda had been circulated the County Council had not decided whether to agree to pursue this proposal or not; they had since agreed to submit the request to the Government.

Members then discussed whether or not they wished to submit any comments to the County Council on the principle of implementing a Unitary structure for Local Government in Nottinghamshire.

It was **AGREED** to give Delegated Authority to the Town Clerk to submit a response on behalf of the Town Council to the County Council, in consultation with the four Group Leaders.

Meeting Closed:	8.35pm	Next Meeting:	Wednesday 9th December 2020
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Agenda Item No: 5a

Committee Date: Wednesday 9th December 2020

PLANNING COMMITTEE MINUTES

Minutes of the Planning Committee held on Wednesday 30th September 2020 (remote meeting via “Zoom”).

Membership Present:	Councillor	J Olson (Chair)
	Councillor	Ms J Oliver (Vice-Chair) J Baggaley (Ap) Mrs I Brown M Cope (Ap) R A Crowe Mrs G Dawn L Geary J Henderson D Lloyd (Ap)
In Attendance	Town Clerk Councillor	Alan Mellor L Goff
Apologies	Cllrs J Baggaley, M Cope & D Lloyd	
Taking Minutes:	Planning Administrator	Mrs J Hemsall
Public:	There were 0 members of the public present.	
Venue:	Remote	

Cllr J Olson welcomed everyone to the meeting.

The Town Clerk welcomed to the meeting and introduced to Members, Mr Jeremy Fieldsend of Fieldsend Associates, the Developers for the proposed development on land off the A17 at Coddington, who had provided the Committee with a ‘Briefing Note’ to assist with discussions.

PR05/20/21 Minutes

Cllr J Henderson asked for the Planning Minutes from 2nd September 2020 to be amended as follows:

PR04/20/21 Outstanding Planning Applications

20/01452/OUTM Land off A17, Coddington, Newark

To add into the Minutes that Cllr J Henderson had also mentioned that he had concerns about the effect on the use of the footpath and some concerns on the ecology assessment where they stated they weren't able to access all of the site.

The amendment was **AGREED** by Members, therefore the Minutes will be amended and presented to the Chairman for signing on 28th October, 2020.

PR06/20/21 Matters Arising

Cllr J Olson informed Members that herself and the Vice Chair, Cllr Ms J Oliver, would like to thank Cllr E Cropper for the hard work she put in during the lockdown through to the last Planning Meeting, she's really helped them out and wanted to publicly send her their best regards and thank her very much for seeing them through.

PR07/20/21 Declarations of Interest

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

PR08/20/21 Outstanding Planning Applications

20/01452/OUTM Land off A17, Coddington, Newark

Development of site for distribution uses (Use Class B8) including ancillary offices and associated works including vehicular and pedestrian access, car parking and landscaping.

Cllr J Henderson would like to propose an Objection based on the points he raised last time. Looking through the briefing sent, he would like to raise a few points as follows:

Point 3 - The buildings would be painted green, he doesn't feel that painting a building green mitigates against the visual impact with large buildings, this doesn't make up for trees and fields.

Point 6 - Planting 700 new trees, which is great.

Cllr J Henderson still has concerns about the water on the hill and the effects it may have on Yew Tree Forest which is one of only 2 Yew Tree Forests in the Country.

The Wetland Pond, again in Point 6, another good idea. May be concerned that there might be some run off into that water, but that's speculation.

Point 7 – He doesn't feel that warehouses next to a footpath would be improving it, he does welcome any attachment that they built to any other infrastructure in the

town, but doesn't feel it would improve that footpath.

Point 9 – The staff would be working shifts meaning that staff wouldn't be travelling at peak times. This can't be guaranteed as shift patterns can change with business needs.

Point 10 – He does welcome the shuttle bus and thinks other businesses should also do this, although this has been quite difficult during the pandemic and realises that it has not been viable during this time.

Cllr J Henderson suggested opposing this application on the concerns he raised last time:

- i. Impact on the footpath
- ii. Visual impact
- iii. Over intensive
- iv. Traffic impact

Cllr Mrs G Dawn spoke to say that she supported Cllr Henderson's comments but she felt the reason it shouldn't go ahead is because it is against Policy, it is open green space. There would hardly be any space between Coddington and Newark

Cllr L Geary spoke about the issue of 'why build something if you don't know if it's going to be needed or not'. It could be speculative building and this often remains empty. Some papers available on the NSDC website said that up to 40% of buildings like this remain empty.

This proposed development seems relatively in proportion with the buildings that are already there and possibly beneficial if it provides additional employment.

Cllr Mrs I Brown agreed with all the points which had been raised.

The Town Clerk informed Members that after speaking with Officers of the District Council, this application is not within the Policies and the Developers will need to demonstrate to the District Council the requirement of need for this development. NSDC could then make an exception to the Policies in the sense that it's being built on open countryside. At present, we have not seen any evidence that there is a demand for a development such as this, is this location and feels this is a valid comment to make to NSDC.

To summarise, the Chair proposed **Objection** to this application for the following reasons:

1. Visual impact
2. Impact on Yew Tree Forest
3. Loss of open space between Newark and Coddington

4. Lack of evidence there is demand for this type of development in this location.

A vote took place with 5 votes supporting the Objection and 2 against.

Therefore **Objection** was raised.

The Chair thanked Jeremy Fieldsend for attending the meeting.

20/01400/LBC

Newark Cue Club, 41A Carter Gate, Newark

Removal of internal wall and insert 2 RSJ steel beams.

No Objection was raised to this application.

20/01720/OUTM

Grove Bungalow, Barnby Road, Newark

Residential development of up to 17 no. new dwellings (following removal of Grove Bungalow and existing outbuildings). (Re-submission of 19/02158/OUT).

The Chair informed Members that there has been a reduction in the number of dwellings from 20 to 17 and that there is an Amphibian Mitigation Strategy now available. The plans haven't really changed a lot and the habitat and foraging grounds for bats and toads will still be quite significantly eaten into by the proposed development.

Cllr J Henderson said the document from Trent Valley Internal Drainage Board raises concerns about surface water if the development was to go ahead. The concern seems to be that the surface water will run off the development land onto the adjacent land. NCC cannot recommend approval of development at present due to these concerns and Cllr J Henderson would like to propose an Objection on this point and the impact on the toad population, the common toad is in decline in this Country. He doesn't feel mitigation is enough in this case. This particular population has already been heavily impacted. The toad population has gone from thousands to 143 toads this year.

Considering the Local Authority is bound by the Newark Act 2006 and that we have information to suggest the toad population has been very heavily impacted so far by development, he doesn't feel that we can approve any development which could further impact the toad population.

If this is approved, he would suggest wildlife friendly landscaping which would remain the retention or construction of wildlife meadow areas, wet land where applicable, trees and shrubs, hedgerow boundaries and regular ground level holes for small mammals i.e. hedgehogs.

For these reasons above, Cllr J Henderson would recommend that the Town Council oppose this application.

Cllr L Geary said that 2 bat surveys had been carried out and no bats found. If the building doesn't start till May next year, another bat survey would have to be done. Proposals had been put forward for toads during building work. Cllr L Geary would also vote to object.

Cllr Mrs G Dawn asked what the objections had been last time, the Town Clerk read them out.

Cllr Mrs I Brown was saddened to think that younger generations would miss out on wildlife due to over development.

The Chair suggested that the committee sustain their previous objections to the first 3 points and acknowledge they have carried out the Amphibian Strategy.

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

- i. The principle of any development on this site is challenged as it represents the last open break between Newark and Balderton;
- ii. Over intensification of the site;
- iii. There is no suitable public transport route, it is on a bus route but there is no regular service available.

20/01753/HOUSE

22 Winthorpe Road, Newark

Removal of existing conservatory and replace with new kitchen room.

No Objection was raised to this application.

20/01758/HOUSE

119 Mill Gate, Newark

&

Remove shed and erect garden studio for use as a home office.

20/01759/LBC

No Objection was raised to these applications and Cllr J Henderson wanted to say that he was pleased to see that this application had implemented micro pile foundations to minimise the impact on trees and he would like to see a lot more like it.

Cllr L Geary suggested that Cllr J Henderson's comments should be added to the Town Council's support for the application when sent to NSDC.

**11/01300/FULM
AMENDED**

**PA Freight Services Ltd, Park House, Farndon Road,
Newark**

Re-configuration of access arrangements to existing freight yard and provision of new parking and turning area for commercial vehicles.

Amended red line boundary plan.

No Objection was raised to this application.

20/01838/HOUSE 4 Fairway, Newark

Single storey side and rear extensions (retrospective to regularise amendments to approved scheme 17/01725/FUL).

No Objection was raised to this application.

PR09/20/21 Notice of NSDC Planning Decisions

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

PR10/20/21 Miscellaneous Applications

Licensing Applications

Cafrello Vietnam House, 2 London Road, Newark

Cllr Mrs I Brown declared a prejudicial interest in these applications and left the meeting for the discussion.

Members raised **No Objection** to the above application for a New Premises Licence.

BeanBlock CIC, Unit 24, 15 St Mark's Lane, Newark

Cllr R Crowe declared a non-prejudicial interest in this application and left the meeting for the discussion.

Concern was expressed initially about the supply of alcohol in a setting where children are present.

Members raised **No Objection** to the above application for a New Premises Licence.

4 votes supporting No Objection

1 abstention

Cllr Mrs I Brown and Cllr R Crowe returned to the meeting.

The Town Clerk said that Addendums were not easy for 'Zoom' meetings and that he would try and avoid having them in future. Discussion took place regarding 'sharing documents' on zoom. The Chair suggested trying this at the next meeting for late applications.

Cllr Mrs I Brown asked the Town Clerk if paper copies of the outstanding planning applications could be put in the Old Robing Room on the morning of the meeting, for Councillors to be able to view who are not able to access applications online. The Town Clerk **AGREED** to this.

Meeting Closed:	7.55pm	Next Meeting:	Wednesday 28th October, 2020
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Agenda Item No: 5b

Committee Date: Wednesday 9th December 2020

FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

Minutes of the Finance & General Purposes Committee held on Wednesday 14th October 2020 (remote meeting via “Zoom”).

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 (Ap) J Lee D Lloyd T Mathias Ms J Oliver J Olson M Skinner
Apologies for Absence:	Councillor	D Ledger
Officers Present:	Town Clerk Deputy Town Clerk	Alan Mellor James Radley
Taking Notes:	PA to the Town Clerk	Helen Crossland
	There were no members of the public present.	
Venue:	Remote meeting via “Zoom”.	

FGP11/20/21 Minutes of the last meeting of the Finance & General Purposes Committee held on Wednesday 16th September 2020

The Minutes of the Finance & General Purposes Committee meeting held on Wednesday 16th September 2020 were **AGREED** as a true and accurate record and signed by the Chairman (who was present in the Town Hall).

FGP12/20/21 Matters Arising

FGP04/20/21 – Payment Schedules

Cllr M cope asked why there were no further payment schedules tabled for approval on the Agenda for tonight's meeting.

The Town Clerk replied that the next set of payment schedules would be for the period ending on 30th September, these weren't available at the time that tonight's Agenda was put together. They would be included on the Agenda for November's meeting.

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

Cllr J Henderson asked the Town Clerk if there was any news with regard to having marshals on duty in the Market Place again; the Town Clerk responded that there was nothing to report as yet.

Cllr J Henderson then asked if the Town Council could have meetings with the local police to talk about issues such as this.

Cllr Mrs G Dawn said that anti-social behaviour also needs to be addressed. The Town Clerk suggested that Inspector Sutton be invited to attend one of these meetings; Cllr J Lee reported that Inspector Sutton had recently issued a statement which gave details of local police initiatives that were taking place, which was very welcome and informative.

The Chairman agreed that Inspector Sutton should be invited to attend the next meeting of this Committee on 11th November 2020, if her commitments allowed.

FGP07/20/21 – Public Conveniences

Cllr L Goff informed Members that the Odeon Cinema was now closed. The suggestion from the last meeting with regard to signage in the London Road car park should be implemented, informing members of the public where the nearest public conveniences were located.

The Town Clerk said he would be away for a couple of weeks, but would pass this on to the Deputy.

FGP13/20/21 Declarations of Interest

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

FGP14/20/21 Financial Out Turn

Members **RECEIVED** and **APPROVED** the financial out-turn report as at 31 August 2020.

FGP15/20/21 Hawton Road East Allotment Site

Cllr R A Crowe began discussion of the item. He said that Reach was a wonderful organisation, and the sooner this was agreed, the better.

Cllr J Henderson raised a query with regard to the cost noted in the Agenda report, if the site were to become unoccupied; the Chairman responded that this would be due to the fact that it would need to be strimmed and someone would need to keep an eye on the site, for damage etc.

Members then **APPROVED** the termination of the Town Council's lease from Newark & Sherwood District Council for the Hawton Road East Allotment Site, enabling Reach to take out a lease directly with the District Council so that the project could proceed.

FGP16/20/21 Climate Change Working Group

Members **CONSIDERED** the appointment of individual Members to the Climate Change Working Group for the remainder of this civic year.

The following Members were appointed:

Conservative: Cllr D Lloyd

Cllr J Lee

Labour: Cllr J Olson

Independent: Cllr T Mathias

Green: Cllr E Cropper

Chairman: Chairman of FGP – Cllr D Jones (ex-officio)

Cllr J Henderson thought that not enough had been done; there were two major 'incidents' to deal with – one was the Coronavirus pandemic, and the other was Climate Change. In his opinion, the Town Council had responded to the pandemic very well in relation to government restrictions and carrying them out, but nothing had moved forward from the Climate Change Working Group.

Cllr Mrs I Brown thought that talking about what the national government had done with regard to the pandemic was not helpful; it was the Chairman of the Working Group that should be moving this on.

It was **AGREED** that the Climate Change Working Group would meet before the December meeting of this Committee. Members were told that if there was anything to discuss before then, to contact the Town Clerk, or the Chairman.

FGP17/20/21 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.

FGP18/20/21 Staffing

The Chairman began the discussion of this item by saying that he would never have thought that members of staff would need to be made redundant and it was very sad, but necessary, in light of the current economic conditions.

Cllr M Cope agreed and said it had been upsetting to receive this further bad news, but it was understandable.

Cllr M Cope said that the Conservative Group was broadly in agreement with the report; with regard to the Museum, the best option at the moment was paragraph 3.5, option (iii), and if the Curator was happy to provide support moving forward, this opportunity should be taken.

The Town Clerk informed Members that he had been through the report with all of the individuals concerned. Although no-one was 'happy', everyone understood the reasons for these actions and those people who may be made redundant were not leaving with any ill will on either side.

The Museum was clearly a major issue and he was pleased that the Curator would continue as a consultant if required. He also said that he would make contact with the Friends group and encourage them to remain 'in position' and keep in contact with the Town Council.

Cllr Mrs G Dawn then spoke; she also said how sad it was to receive such a report, with particular regard to the Museum. She said she did not want to see the Museum going to a 'Trust' – it belonged to the Town Council.

Cllr J Henderson agreed with Cllr G Dawn and hoped the Museum could be kept as part of the Town Council.

Cllr J Baggaley agreed that the Museum should re-open in the future, however, a small Museum as a Trust could apply for more funding and this should be considered.

Cllr L Geary was concerned that if the Curator was made redundant, there would not be time to work on any of these plans/suggestions and asked if the decision should be deferred for a time.

The Chairman responded that everyone was in agreement that the Museum should be closed – at the moment it cannot be opened owing to the current restrictions; therefore the Curator's job is redundant.

Cllr Mrs G Dawn proposed that option (ii) under paragraph 3.5 be adopted, this was seconded by Cllr Mrs I Brown. Following a vote, this was **NOT AGREED**.

The full recommendations were then voted on as follows:

- (i) Members **AGREED** to 'mothball' the Museum for the time being.
- (ii) As a consequence of (i) Members **AGREED** to make the four Museum Assistants redundant with effect from 1st November 2020.
- (iii) Members **CONSIDERED** the long term future of the Museum and **AGREED** with option (iii), paragraph 3.5 (**Long Term Future**) in the Agenda Report.
- (iv) Members **AGREED** to make the Museum Curator redundant with effect from 1st November 2020.

- (v) Members **AGREED** that two Caretakers be made redundant with effect from 1st November 2020.
- (vi) Members **AGREED** to utilise the Job Support Scheme to retain the employment of one Caretaker with effect from 1st November 2020.
- (vii) Members **AGREED** to make the Bar Attendant redundant with effect from 1st November 2020.
- (viii) Members **AGREED** to utilise the Job Support Scheme to retain the employment of the Mayor's Officer with effect from 1st November 2020.
- (ix) Members **AGREED** to utilise the Job Support Scheme to retain the employment of the Receptionist with effect from 1st November 2020.

Meeting Closed:	8.55pm	Next Meeting:	Wednesday 11th November 2020
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Agenda Item No: 5c

Committee Date: Wednesday 9th December 2020

PLANNING COMMITTEE MINUTES

Minutes of the Planning Committee held on Wednesday 28th October 2020 (remote meeting via “Zoom”).

Membership Present:	Councillor	J Olson (Chair)
	Councillor	Ms J Oliver (Vice-Chair) (Ap) J Baggaley Mrs I Brown M Cope R A Crowe Mrs G Dawn L Geary J Henderson D Lloyd (Ap)
In Attendance	Deputy Town Clerk Town Clerk's PA Councillor	James Radley Helen Crossland E Cropper
Apologies	Cllrs D Lloyd & Ms J Oliver	
Taking Minutes:	Planning Administrator	Mrs J Hemsall
Public:	There were no members of the public present.	
Venue:	Remote	

PR11/20/21 Minutes

The Minutes of the last meeting held on Wednesday 30th September, 2020 were **AGREED** and signed as a true and correct record.

PR12/20/21 Matters Arising

There were no matters arising.

PR13/20/21 **Declarations of Interest**

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

PR14/20/21 **Outstanding Planning Applications**

20/01818/FUL **17 Balderton Gate, Newark**
Change the use from Ec (financial/professional services) to Ea (retail).
No Objection was raised to this application.

20/01867/ADV **Travelodge, 1-3 Lombard Street, Newark**
& 20/01921/LBC Installation of two fascia signs with halo illuminated display
& Amended and two double sided projecting signs with external illumination.
No Objection was raised to these applications.

20/01881/HOUSE **5 Ashworth Close, Newark**
Proposed two storey side/front extension and single storey extension to rear including internal alterations.
No Objection was raised to this application.

20/01917/HOUSE **19 Windsor Road, Newark**
Remove existing carport and construct an attached garage.
No Objection was raised to this application.

20/01951/HOUSE **9 Lawrence Street, Newark**
Proposed single storey rear/side extension.
Cllr M Cope declared a non-prejudicial interest in this application.
No Objection was raised to this application.

20/01967/FUL **Workshop 2, Lincoln College, Magnus Street, Newark**
To convert existing garages into plumbing workshops Class F1(a).
Cllr J Henderson said this sort of application was great to see and was a 'positive' for local people gaining new skills.
No Objection was raised to this application.

20/01985/FUL **Garages to No 4A and 4B, William Street, Newark**
Proposed conversion of garages to a 1 bed flat.
Cllr J Henderson raised concerns over this application regarding the lack of living space and that the overall square meterage would be less than the minimum recommended. There would also be very little natural light in the property.
Cllr L Geary suggested that the flat should be made with disability access as she felt there were not enough

properties available for disabled people.

Cllr J Baggaley raised concerns over properties becoming smaller and echoed previous comments for objecting to this application.

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

1. Over intensification of the site – the size of the overall property considered to be too small and below the recommended square meterage.
2. Lack of natural light into the property.

20/01987/HOUSE

6 Dorner Avenue, Newark

Replace first floor bedroom window with full height window and Juliet balcony (re-submission of 20/01482/FUL).

No Objection was raised to this application.

20/02002/FUL

238a Beacon Hill Road, Newark

Proposed single storey flat roof extension to side/rear of dwelling.

No Objection was raised to this application.

20/02038/FUL

Balderton Gate Post Office, 57 Whitfield Street, Newark

Change of Use of Post Office to residential and alterations/repairs, single storey and first floor extensions to form five flats and front boundary wall.

Cllr L Geary raised concerns over the size of the proposed flats and that they would be extremely small. She felt that the previous application for this property, to convert to 2 flats, was more acceptable. She would like to see the ramp retained for disabled access, although she felt if the application was to go ahead, the flats wouldn't be big enough for disabled facilities.

Cllr J Henderson said he was sorry to see the Post Office close and felt that it was still well used. Again, he felt that 2 flats would be acceptable but not 5 due to the size. He said the 'end' buildings were an awkward shape and difficult to place furniture in especially if made to be so small. He echoed Cllr Geary's comments regarding disability access and facilities and felt that the flats being so small would impinge on disabled living and they would not be workable being so small.

Cllr G Dawn raised concern over parking for the proposed flats in this area.

Cllr J Henderson said there was a parking scheme in place but residents would probably have to park several streets away from their home.

Cllr L Geary suggested that hedgehog holes should be put in any fences and gates in the front and back gardens. Eco friendly heating should be installed and other measures to

help protect the environment and combat climate change.

Cllr M Cope said he was in favour of hedgehog holes.

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

1. Over intensification of the site - below the recommended square meterage for this type of housing
2. Lack of parking available

20/02060/HOUSE 61 Charles Street, Newark

Demolition of porch and carport and erection of single storey side and rear extensions.

No Objection was raised to this application.

PR15/20/21 Notice of NSDC Planning Decisions

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

PR16/20/21 Miscellaneous Applications

a. Amended Applications

20/01515/FUL – 57-59 Castle Gate, Newark

Change of use of bottom two rooms of property from commercial to full residential.

No Objection was raised to this application.

b. Nottinghamshire County Council Applications

Briggs Metals Ltd, Great North Road, Newark

Change of use of land to allow for the extension of the existing yard including the raising of ground levels, new external walls and new additional highway access.

Members **NOTED** this application had been formally **WITHDRAWN** on 7th October, 2020.

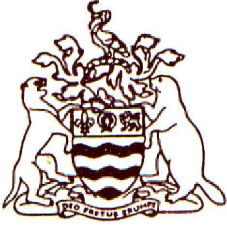
c. Notification of Appeals

Members **NOTED** the following 2 Appeals to the Secretary of State:

19/02093/FUL – 9 The Paddocks, Newark

20/00579/FUL – Friary Fields Residential Nursing Home, 21 Friary Road, Newark.

Meeting Closed:	7.40pm	Next Meeting:	Wednesday 25th November, 2020
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Newark Town Council

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

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Email: post@newark.gov.uk ~ Website: www.newark.gov.uk

Agenda Item No: 5d

Committee Date: Wednesday 9th December 2020

FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

Minutes of the Finance & General Purposes Committee held on Wednesday 11th November 2020 (remote meeting via “Zoom”).

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”.	

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 they 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.

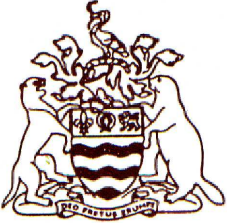
The Chairman then proposed the recommendations as in the Agenda Report en bloc.

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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Newark Town Council

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Agenda Item No: 5e

Committee Date: Wednesday 9th December 2020

PLANNING COMMITTEE MINUTES

Minutes of the Planning Committee held on Wednesday 25th November 2020 (remote meeting via "Zoom").

Membership Present:	Councillor	J Olson (Chair)
	Councillor	Ms J Oliver (Vice-Chair) J Baggaley Mrs I Brown M Cope R A Crowe (Ap) Mrs G Dawn L Geary J Henderson D Lloyd
In Attendance	Town Clerk Councillors	Alan Mellor E Cropper & L Goff
Apologies	Cllr R A Crowe	
Taking Minutes:	Planning Administrator	Mrs J Hemsall
Public:	There was 1 member of the public present.	
Venue:	Remote	

PR17/20/21 **Minutes**

The Minutes of the last meeting held on Wednesday 28th October, 2020 were **AGREED** and signed as a true and correct record.

PR18/20/21 **Matters Arising**

There were no matters arising.

PR19/20/21 **Declarations of Interest**

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

PR20/20/21 **Outstanding Planning Applications**

20/01813/FUL **International Export Packages Ltd, PA Freight Intl,
Farndon Road, Newark**

Erection of a gantry structure, crane to run along the gantry and enclosed frame on existing industrial site (retrospective).

Cllr J Henderson proposed that the Committee **Object** to this application in line with the Environment Agency's report, in which it says the site is within a Flood Zone 3 area, which has a high probability of flooding, they were concerned that the proposed structure might cause flooding to neighbouring properties. The Environment Agency cannot recommend approval for this application in the absence of a Flood Risk Assessment.

Cllr Mrs I Brown said there were 2 objections from residents and Cllr J Henderson said these objections were on the grounds of noise pollution, vehicle noise at all hours of the day and floodlight nuisance.

It was **AGREED** that in line with the Environment Agency, this Committee would **Object** to this application in the absence of a Flood Risk Assessment.

20/01991/LDC **Cranleigh Park, 153A Farndon Road, Newark**

Certificate of Lawfulness for existing construction of tarmac access drive from new constructed PAF access to join from south to existing (with minor modifications) access within residential curtilage of 135a Cranleigh Park. Close boarded wooden fence to western elevation complete with wooden electric gates and CCTV. All associated fencing and planting as shown on submitted plans. Extension of residential curtilage to include new access.

The Town Clerk advised the Committee that he had spoken to the Planning Officers and this application is to clarify effectively, what has already been put in place by Highways England.

No Objection was raised to this application.

20/02056/FUL **30 Barnby Gate, Newark**

&

20/02057/LBC

Conversion of buildings to the rear to form 3 new residential flats; separation of shops 35 to 38 to form three separate shop units with a new glazed entrance door to shop number 36.

Cllr J Henderson was concerned as to the size of these flats, this would be a deciding factor for his decision on this

application.

Cllr D Lloyd agreed with Cllr Henderson's comments regarding the size of the proposed flats and the lack of amenity space which will be filled with waste bins. Severe problems are caused for people, especially with mobility issues and sight issues using the pavements safely and especially on Barnby Gate where there are a lot of flats/bedsits.

Cllr J Baggaley was in agreement with these comments.

Cllr Mrs I Brown said the existing flats are very small but would not be objecting to this application. She felt A boards outside shops and cars parking partly on the pavement were also causing issues for pedestrians on the pavement.

Cllr D Lloyd proposed **No Objection** on the proviso that the premises meet or exceed the national minimum space requirement and asked the Town Clerk to write to NSDC regarding the storage of bins for these type of premises. This was **AGREED**.

20/02065/LBC

2,4,6 & 8 Boar Lane, Newark

Maintenance and improvement works, internal decoration, window maintenance to elevations of 2,4,6,8 Boar Lane and No. 10 (The Cottage). Replacement of flat roof and floor to No. 10, existing side extension and internal layout changes to No. 10.

No Objection was raised to this application.

20/02077/FUL

97 Balderton Gate, Newark

Change of Use from a shop (A1) to a dwelling house (C3).

Cllr J Henderson felt that lack of parking could be an issue although there was provision for cycle parking. He would like to see disabled access to this property.

Cllr L Geary said she felt the property was close to the town so parking should not be an issue, she would also like to see the premises have disabled access.

Cllr Mrs G Dawn agreed with points raised and would support this application. She felt that more residential properties in the town will hopefully be a deterrent to anti-social behaviour.

Cllr J Olson thought the provision of cycle parking was a positive.

It was **AGREED** to raise **No Objection** to this application.

20/02098/HOUSE

Ringrose Lodge, 14 Valley Prospect, Newark

Proposed detached single garage.

No Objection was raised to this application.

20/02124/HOUSE

6 The Park, Newark

Two storey rear extension, alterations to garage roof and installation of roof light to north side elevation.

No Objection was raised to this application.

20/02152/S73M

Plot 9 Brunel Business Park, Jessop Close, Newark

Variation of condition 2 and 3 attached to planning permission 18/00018/FULM (construction of 23 no. industrial units) to amend the approved plans to add an additional building.

No Objection was raised to this application.

20/02168/FUL

6-8 Portland Street, Newark

&

Conversion of existing building into 3 no. one bedroom townhouses.

20/02169/LBC

No Objection was raised to this application provided that the minimum space requirement standards are satisfied.

20/02201/HOUSE

63B London Road, Newark

&

Proposed internal alterations and new external windows.

20/02202/LBC

No Objection was raised to this application.

20/02000/FUL

14 Chatham Court, Newark

Proposed conversion of existing ground floor flat into Community Hub, including change of use from residential to community use.

Cllrs I Brown, M Cope, G Dawn & D Lloyd declared a non-prejudicial interest in this application.

Cllr D Lloyd gave Members some background information on these premises. The Police and Crime Commissioner worked to get money for two crime hotspots in Newark, these being Northgate opposite the shops and the Chatham Court area. This will not just be for Chatham Court residents. It is proposed to be a community area where the Homelessness Team, CAB etc can attend and be an Advice Centre for residents of Chatham Court and the wider area.

Cllr Mrs G Dawn was pleased to see this application.

Cllr J Henderson felt this could turn the area around and was a positive move for the area.

Cllr Mrs I Brown was pleased to see this application.

Members fully supported this application and therefore **No Objection** was raised.

20/02071/HOUSE

51 Syerston Way, Newark

Replace existing conservatory with an extension.

Cllr D Lloyd declared a Personal Interest in this application.

No Objection was raised to this application.

20/02186/HOUSE Meadow View, Clay Lane, Newark

Householder application for proposed side extension (alterations to two storey element of planning permission reference 16/01846/FUL).

No Objection was raised to this application.

PR21/20/21 Notice of NSDC Planning Decisions

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

Cllr Mrs G Dawn raised concern at Application No. 18/02035/FULM and the relocation to 17 North Gate, Newark and also at the state of the site near the Malt Shovel on North Gate, she would like to see this tidied up.

It was **AGREED** that the Town Clerk would write to NSDC regarding this issue.

Cllr M Cope declared a non-prejudicial interest in Application No. 20/01554/FUL – Newark Cricket Club Sports Ground.

PR22/20/21 Miscellaneous Applications

a. Amended Applications

20/01252/FUL – Former Newark Fire Station, Boundary Road, Newark

Residential development of 4 no. 1 bed units and 4 no. 2 bed units.

Cllrs Mrs I Brown, M Cope, Mrs G Dawn & D Lloyd declared a non-prejudicial interest in this application.

The Town Clerk informed Members that previously, the Committee had Objected to this application on possible contamination grounds.

A Combined Phase I and II Report has now been produced and confirms contamination on the site and proposes 2 options to deal with it.

It was **AGREED** to raise **No Objection** to this application provided that the Environment Agency and NSDC approve the appropriate works to remedy the contamination which has been identified on the site.

b. Notification of Appeals

Members **NOTED** the following Appeal to the Secretary of State:

19/00854/OUTM – Flowserve Pump Division, Hawton Lane, Balderton, Newark.

Meeting Closed:	7.50pm	Next Meeting:	Wednesday 6 th January, 2021
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Newark Town Council

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Agenda Item No: 5f

Committee Date: Wednesday 9th December 2020

FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

Minutes of the Finance & General Purposes Committee held on Wednesday 2nd December 2020 (remote meeting via “Zoom”).

Membership Present:	Councillor	D Jones (Chairman)
	Councillors	Mrs G Dawn J Baggaley (Ap) Mrs I Brown M Cope (Vice-Chairman) E Cropper Mrs R Crowe R A Crowe L Geary L Goff J Henderson D Ledger (A) J Lee (Ap) D Lloyd T Mathias (Ap) Ms J Oliver J Olson (Ap) M Skinner
Apologies for Absence:	Councillors	J Lee, T Mathias, J Olson
Officers Present:	Town Clerk Deputy Town Clerk	Alan Mellor James Radley
Taking Notes:	PA to the Town Clerk	Helen Crossland
	There were no members of the public present.	
Venue:	Remote meeting via “Zoom”.	

FGP28/20/21 Minutes of the last meeting of the Finance & General Purposes Committee held on Wednesday 11th November 2020

The Minutes of the Finance & General Purposes Committee meeting held on Wednesday 11th November 2020 were **AGREED** as a true and accurate record and signed by the Chairman (who was present in the Town Hall).

FGP29/20/21 Matters Arising

FGP22/20/21 – Payment Schedules

Cllr R A Crowe asked if there had been any progress on the question of the Kidney Stones. The Town Clerk responded that he had contacted the relevant representatives from N&SDC and Urban Civic, but to date there had been no response from Urban & Civic.

FGP23/20/21 – Financial Out Turn

Cllr M Skinner asked if there was any movement on the formulation of a joint policy with N&SDC for the management and maintenance of Parks & Open Spaces as discussed at the last meeting.

The Town Clerk responded that this was still 'work in progress' and also that there was an item within the Climate Change Working Group Minutes (later on the Agenda for this meeting) that would deal with this.

FGP25/20/21 – Market Update

Virtual Christmas Event

Cllr M Skinner congratulated the Town Clerk and everyone else involved in putting on this event.

The Chairman informed Members that there had been over 11,000 'hits' so it had been a huge success. He felt it was important that the thanks of all Members should be noted and recorded in the Minutes of this meeting.

Cllr M Cope then congratulated the Market Manager and his team, along with the Town Clerk, the Town Mayor and all concerned.

Cllr J Henderson said he was really glad that the event had gone ahead, and gave his thanks to the team as well. He also asked if it would be possible to have a 'live link' again next year.

The Chairman responded that it should be repeated if that was possible.

The Town Clerk said he would be happy for this to happen again but he would need to have a conversation with Radio Newark about the possibility of live broadcasting.

Cllr L Geary thought it would be good for the elderly and/or disabled people that could not attend in person.

It was **AGREED** to formally minute the Town Council's thanks and appreciation to the staff and all those who were involved in putting on this Virtual event.

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

Cllr Mrs G Dawn asked the Chairman why the subject of a Museum Working Party had not been included on the Agenda for this meeting.

The Chairman responded that the Town Clerk was already in talks with the District Council about the future of the Museum, and was not in a position to start a

Working Party yet.

Cllr Mrs G Dawn felt that if the Town Clerk was having talks with the District Council, there was all the more reason to have a Working Party.

The Chairman reiterated that it was not yet the right time for this.

There were no other Matters Arising.

FGP30/20/21 Declarations of Interest

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

FGP31/20/21 Street Collection Licences

Members **NOTED** the decision taken by the Town Clerk to approve the Street Collection Licences for Newark Round Table and the Royal Air Force Association.

FGP32/20/21 Final Accounts 2019/20 - External Audit

- (i) Members **NOTED** 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) Members also **NOTED** the changes made to the figures for the 2019/19 financial year as follows:
 - Box 3 should read £2,191,936
 - Box 6 should read £2,751,889

FGP33/20/21 Newark in Bloom 2021

The Town Clerk went through the Agenda Report; he said he was asking at this stage for an 'in principle decision' as to whether to support the provision of hanging baskets as part of Newark In Bloom 2021.

Cllr M Cope was more than happy to support the procurement of the baskets – they make the town look very attractive. The decision with regard to charging, or otherwise, could be made at a later date.

Cllr J Henderson agreed with Cllr M Cope. He also asked the Town Clerk if he had managed to speak to the Deputy Town Clerk about the possibility of having perennial plants, as a result of a previous conversation. The Town Clerk had not, but as the Deputy Town Clerk was in the meeting, he was now aware and would look at this.

Cllr Mrs G Dawn said she was happy to accept the recommendations as written; she asked if there was going to be a general shortage of plants next year.

The Deputy Town Clerk explained that it was the seed suppliers and nurseries that were asking – they were worried about stock not being sold. Consequently, they would only be growing for confirmed orders.

Cllr L Goff then thanked the Newark In Bloom group for all their help with Chatham Court; they had tidied up gardens etc and he was very grateful.

Cllr Ms J Oliver asked if the Town Council would be entering the Bloom Awards next year.

The Town Clerk said he thought that there were no National Awards being planned and that the Deputy Town Clerk was in discussions about anything Regional. He

also felt that regardless of whether the town enters any competition, the baskets made the town look nicer anyway.

The Chairman then moved the recommendation, which was seconded by Cllr M Cope.

Following a vote, Members **AGREED** to support the provision of hanging baskets as part of Newark in Bloom 2021, as outlined in the Agenda Report, and that a decision about whether to charge or not be made at a later date.

FGP34/20/21 Minutes of the Climate Change Working Group held on Wednesday 25th November 2020

The Chairman reminded Members that these Minutes would go back to the Working Group for approval; they were just for noting at this meeting.

General discussion followed with regard to the proposal that was agreed at the Working Group Meeting.

The Chairman then moved that the Town Clerk be requested 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, and to invite the appropriate officers from the District Council to attend to provide further information on the process to approve and adopt such a Plan.

This was seconded by Cllr L Geary and **AGREED**.

Members then **NOTED** the Minutes of the Climate Change Working Group held on Wednesday 25th November 2020.

Meeting Closed:	8.00pm	Next Meeting:	Wednesday 13th January 2021
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