



*Castle House
Great North Road
Newark
NG24 1BY*

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www.newark-sherwooddc.gov.uk

Monday, 9 July 2018

Chairman: Councillor K Walker
Vice-Chairman: Councillor B Crowe

To all Members of the Council:

MEETING: Full Council

DATE: Tuesday, 17 July 2018 at 6.00 pm

**VENUE: Civic Suite, Castle House, Great North Road,
Newark, Nottinghamshire, NG24 1BY**

**You are hereby requested to attend the above Meeting to be held at the time/place
and on the date mentioned above for the purpose of transacting the
business on the Agenda as overleaf.**

If you have any queries please contact Nigel Hill Tel: 01636 655243 Email: Nigel.hill@newark-sherwooddc.gov.uk on .

AGENDA

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3. Declarations of Interest by Members and Officers and as to the Party Whip	
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5. Communications which the Chairman or the Chief Executive may wish to lay before the Council	
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14. Exclusion of the Press and Public

To consider resolving that, under section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1, 2, 3 and 7 of part 1 of Schedule 12A of the Act.

NOTES:

- (1) The Conservative Group will meet at 5.00pm in Rooms F1 - F3 prior to the Council Meeting.
- (2) The Labour Group will meet at 5.00pm in Room G1 prior to the Council Meeting.
- (3) The Independent Group will meet at 5.00pm prior to the Council Meeting.
- (4) Tea and coffee will be available in the Civic Suite.

Agenda Item 2

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Full Council** held in the Civic Suite, Castle House, Great North Road, Newark, Nottinghamshire, NG24 1BY on Tuesday, 15 May 2018 at 6.00 pm.

PRESENT: Councillor K Walker (Chairman)
Councillor B Crowe (Vice-Chairman)

Councillor Mrs K Arnold, Councillor R Blaney, Councillor Mrs B Brooks, Councillor Mrs C Brooks, Councillor Mrs I Brown, Councillor M Cope, Councillor J Lee, Councillor D Lloyd, Councillor Mrs S Michael, Councillor D Payne, Councillor B Wells, Councillor T Wendels, Councillor Mrs Y Woodhead, Councillor Mrs R Crowe, Councillor Mrs G Dawn, Councillor Mrs M Dobson, Councillor P Duncan, Councillor P Handley, Councillor Mrs L Hurst, Councillor R Jackson, Councillor B Laughton, Councillor N Mison, Councillor N Mitchell, Councillor P Peacock, Councillor Mrs P Rainbow, Councillor T Roberts, Councillor Mrs S Saddington, Councillor Mrs S Soar, Councillor D Staples, Councillor F Taylor, Councillor Mrs L Tift, Councillor Mrs A Truswell and Councillor I Walker

APOLOGIES FOR ABSENCE: Councillor D Clarke, Councillor K Girling and Councillor D Thompson

1 APPOINTMENT OF CHAIRMAN OF THE COUNCIL FOR 2018/19

Councillor R.V. Blaney moved and Councillor I. Walker seconded that Councillor K. Walker be elected Chairman of Newark & Sherwood District Council for the 2018/19 municipal year.

AGREED (unanimously) that Councillor K. Walker be elected Chairman of Newark & Sherwood District Council for the 2018/19 municipal year.

(Councillor K. Walker signed the Declaration of Acceptance of Office and received the Chain of Office from the Retiring Chairman).

2 PRESENTATION OF PAST CHAIRMAN'S BADGE

Councillor K. Walker presented the past Chairman's badge to Councillor Mrs L.J. Tift and thanked her for the way she had carried out her duties as Chairman of the District in 2017/18.

(As the newly elected Chairman, Councillor K. Walker took the Chair for the remainder of the meeting).

3 APPOINTMENT OF VICE-CHAIRMAN OF THE COUNCIL FOR 2018/19

Councillor Mrs P. Rainbow moved and Councillor A.C. Roberts seconded that Councillor R.A. Crowe be elected Vice-Chairman of Newark & Sherwood District Council for the 2018/19 municipal year.

AGREED (unanimously) that Councillor R.A. Crowe be elected Vice-Chairman of Newark & Sherwood District Council for the 2018/19 municipal year.

(Councillor R.A. Crowe signed the Declaration of Acceptance of Office and received the Vice-Chairman's Chain of Office).

4 MINUTES FROM THE MEETING HELD ON 10 APRIL 2018

AGREED that that minutes of the meeting held on 10 April 2018 be approved as a correct record and signed by the Chairman.

5 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS AND AS TO THE PARTY WHIP

NOTED (a) the interests declared as shown in the schedule circulated at the meeting.

(b) the additional interest which was declared at the meeting as follows:-

<u>Member</u>	<u>Agenda Item No.</u>
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Councillor Mrs S.M. Michael	Agenda Item No. 19(b) Delegated Decisions – Planning Committee – 8 May 2018 – Minute No. 253 – Moorbeck House, Mill Lane, Caunton (18/00515/FUL) – Disclosable Pecuniary Interest as the joint owner of the site.
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6 DECLARATIONS OF ANY INTENTIONS TO RECORD THE MEETING

Other than the Council recording in accordance with usual practice, there were no declarations of intention to record the meeting.

7 COMMUNICATIONS FROM THE CHAIRMAN AND CHIEF EXECUTIVE

The newly elected Chairman advised that his nominated charity for the year would be Homestart. He also advised that his Chaplin for the year would be Elizabeth Murray and his escort would be Joan Whicher.

8 POLITICAL COMPOSITION OF THE COUNCIL AND ALLOCATION OF SEATS ON COMMITTEES TO POLITICAL GROUPS

The Council considered the report of the Acting Chief Executive concerning the allocation of seats on Committees to Political Groups, as required by Council Procedure Rule No. 17.6.

Section 15 of the Local Government and Housing Act 1989 required the Council to consider the political composition of the Council at each Annual Meeting. This Act, together with the Local Government (Committees and Political Groups) Regulations

1990, required the Council to allocate seats on committees on a proportional basis in accordance with the number of seats held on the Council by each political group. The proposed allocation of seats was set out in Appendix A to the report.

AGREED (unanimously) that the allocation of seats to Political Groups (as set out in Appendix A to these minutes) be approved.

9 APPOINTMENT OF LEADER AND DEPUTY LEADER OF THE COUNCIL, COMMITTEE CHAIRMEN AND VICE-CHAIRMEN, MAJOR OPPOSITION SPOKESPERSONS, MEMBERS TO COMMITTEES AND SUBSTITUTE MEMBERS TO COMMITTEES

The Council considered the report of the Acting Chief Executive which sought to make the appointments of the Leader and Deputy Leader of the Council, Chairmen and Vice Chairmen of Committees, Major Opposition Spokespersons, Members and Substitute Members to Committees.

The schedule had been updated to include the Working Parties/Task & Finish Groups and Advisory Boards that had been established by the Council and were still operational.

AGREED (unanimously) that the appointments as set out in the schedule, at Appendix B to these minutes, be approved.

10 APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES AND COUNCIL OWNED COMPANIES

The Council considered the report of the Acting Chief Executive which sought to make appointments to Outside Bodies for the 2018/19 municipal year. The list of appointments had been revised to include two observer representatives on the Board of Trustees for the Rumbles Catering Project and also included the Interim Board of Directors for the Council's wholly owned Development Company.

AGREED (unanimously) that the appointments of representatives on outside bodies for 2018/19, as set out in the schedule at Appendix C to these minutes, be approved.

11 RULE NO. 4.8 - APPOINTMENT OF A PANEL

The Council considered the report of the Acting Chief Executive concerning Council Procedure Rule No. 4.8, which required Council to appoint a panel of at least four Members in order to be in a position to call an Extraordinary Meeting of the Council should the offices of the Chairman and Vice-Chairman of the Council be vacant, or if both the Chairman and Vice-Chairman were unable to act for any reason.

AGREED (unanimously) that the Leader of the Council, Deputy Leader of the Council, together with the Leaders of the Labour and Independent Groups, be appointed to the Panel established in accordance with Council Procedure Rule No. 4.8.

12 MINUTES FOR NOTING

13 AUDIT & ACCOUNTS COMMITTEE - 25 APRIL 2018

14 PLANNING COMMITTEE - 8 MAY 2018

Meeting closed at Time Not Specified.

Chairman

**ALLOCATION OF SEATS TO
POLITICAL GROUPS**

Committee	Conservative	Labour	Independent	Total
Policy & Finance	5	2	0	7
Homes & Communities	7	4	1	12
Leisure & Environment	7	4	1	12
Economic Development	8	3	1	12
Planning Committee	9	5	1	15
General Purposes	9	5	1	15
Licensing	9	5	1	15
Audit & Accounts Committee	4	1	1	6
Shareholder Committee	3	2	0	5
Mansfield & District Crematorium Joint Committee*	2	0	1	3

* (includes other local authority members)

MEMBERS APPOINTMENTS – 2018/19

COUNCIL

Chairman of the Council	Councillor Keith Walker
Vice Chairman of the Council	Councillor Robert Crowe
Leader of the Council*	Councillor David Lloyd
Deputy Leader of the Council*	Councillor Keith Girling

CONSERVATIVE GROUP

Leader	Councillor David Lloyd
Deputy Leader	Councillor Keith Girling

LABOUR GROUP

Leader	Councillor Paul Peacock
Deputy Leader	Councillor David Staples

INDEPENDENT GROUP

Leader	Councillor Gill Dawn
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* Council Procedure Rule 17.7 provides that the Leader of the Council will be appointed ex-officio as a member of the Economic Development, Homes & Communities and Leisure & Environment Committees and will be entitled to attend and speak at those committees. He will not be entitled to vote unless expressly appointed as a voting member of the Committee.

The Deputy Leader will be entitled to attend the Economic Development, Homes & Communities and Leisure & Environment Committees in an ex-officio capacity in the absence of the Leader except where the Deputy Leader is already a member of that Committee.

MEMBERSHIP OF COMMITTEES

<u>POLICY & FINANCE COMMITTEE</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Keith Girling (VC)	1. Paul Peacock*	
2. Roger Jackson	2. David Staples	
3. Bruce Laughton		
4. David Lloyd (C)		
5. Tim Wendels		
SUBSTITUTES	SUBSTITUTES	
1. Roger Blaney	1. Celia Brooks	
2. Neill Mison	2. Linda Tift	
<u>HOMES & COMMUNITIES COMMITTEE</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Betty Brooks	1. Celia Brooks*	1. Irene Brown
2. Bruce Laughton (C)	2. Mark Buttery	
3. Sylvia Michael	3. Neal Mitchell	
4. Neill Mison	4. Sheila Soar	
5. Penny Rainbow		
6. Susan Saddington		
7. Tim Wendels (VC)		
SUBSTITUTES	SUBSTITUTES	SUBSTITUTE
1. Robert Crowe	1. David Staples	1. Gill Dawn
2. Tony Roberts	2. David Thompson	
<u>LEISURE & ENVIRONMENT COMMITTEE</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Max Cope	1. David Staples*	1. Gill Dawn
2. Rita Crowe	2. Linda Tift	
3. Lydia Hurst	3. Abbie Truswell	
4. Roger Jackson (C)	4. Yvonne Woodhead	
5. Neill Mison (VC)		
6. Keith Walker		
7. Tim Wendels		
SUBSTITUTES	SUBSTITUTES	SUBSTITUTE
1. John Lee	1. Paul Peacock	1. Irene Brown
2. Ivor Walker	2. David Thompson	
<u>ECONOMIC DEVELOPMENT COMMITTEE</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Roger Blaney	1. Neal Mitchell*	1. Gill Dawn
2. Rita Crowe	2. Paul Peacock	
3. Keith Girling (C)	3. Yvonne Woodhead	
4. John Lee		
5. Penny Rainbow (VC)		
6. Tony Roberts		
7. Frank Taylor		
8. Tim Wendels		
SUBSTITUTES	SUBSTITUTES	SUBSTITUTE
1. Max Cope	1. David Staples	1. Maureen Dobson
2. Keith Walker	2. David Thompson	

<u>PLANNING COMMITTEE</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Roger Blaney	1. Kath Arnold	1. Maureen Dobson
2. Robert Crowe	2. Celia Brooks	
3. Peter Duncan	3. Linda Tift	
4. Paul Handley (VC)	4. Ben Wells	
5. Johno Lee	5. Yvonne Woodhead	
6. David Payne (C)		
7. Penny Rainbow		
8. Frank Taylor		
9. Ivor Walker		
<u>LICENSING COMMITTEE</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Betty Brooks	1. Kath Arnold	1. Irene Brown
2. Rita Crowe (C)	2. Sheila Soar	
3. David Clarke	3. Linda Tift	
4. Max Cope	4. Ben Wells	
5. Peter Duncan	5. Yvonne Woodhead	
6. David Payne		
7. Sylvia Michael		
8. Susan Saddington		
9. Ivor Walker (VC)		
<u>GENERAL PURPOSES COMMITTEE</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Betty Brooks	1. Kath Arnold	1. Irene Brown
2. Rita Crowe (C)	2. Sheila Soar	
3. David Clarke	3. Linda Tift	
4. Max Cope	4. Ben Wells	
5. Peter Duncan	5. Yvonne Woodhead	
6. David Payne		
7. Sylvia Michael		
8. Susan Saddington		
9. Ivor Walker (VC)		
<u>AUDIT & ACCOUNTS COMMITTEE</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Robert Crowe	1. Ben Wells	1. Gill Dawn
2. Paul Handley		
3. Sylvia Michael (C)		
4. David Payne		
<u>SHAREHOLDER COMMITTEE</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Paul Handley	1. Paul Peacock	
2. David Lloyd (C)	2. David Staples	
3. David Payne		
<u>MANSFIELD AND DISTRICT CREMATORIUM JOINT COMMITTEE</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Lydia Hurst		1. Maureen Dobson
2. David Payne		

<u>COUNCILLORS' COMMISSION#</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Keith Girling (C)	1. Paul Peacock	1. Gill Dawn
2. John Lee	2. David Staples	
3. Neill Mison		
4. David Payne		
5. Tony Roberts		
<u>BOARD OF TRUSTEES OF THE GILSTRAP CHARITY AND W.E. KNIGHT TRUST#^</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Rita Crowe	1. Linda Tift	
2. Keith Girling		
3. David Lloyd		
4. David Payne		
<u>INVESTMENT ADVISORY BOARD#</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Keith Girling	1. David Staples	
2. David Lloyd		
<u>NEWARK COMMUNITY GOVERNANCE REVIEW WORKING PARTY#</u>		
1. Roger Blaney	1. Paul Peacock	
2. David Lloyd		
3. Keith Walker		

Notes:

1. C = Chairman
2. VC = Vice-Chairman
- # The Councillors' Commission, Gilstrap Trustees, Investment Advisory Board and Newark Community Governance Review Working Party do not need to reflect political balance
- * Major Opposition Group Spokesperson
- ^ To include at least one local Member for the area of benefit of the said Charities (Newark as its boundaries existed in 1883 – Castle Ward)

REPRESENTATIVES ON OUTSIDE BODIES 2018/19

LEADER/DEPUTY LEADER APPOINTMENTS

Title of Organisation	Political Split			Representation until May 2019	Purpose of Organisation	Role of Council Members on Body / Member Comments	Relevant Committee
	Con	Lab	Ind				
East Midlands Councils (1 & substitute)	1			Cllr Roger Blaney (Cllr David Lloyd)	To promote local government in the East Midlands to deliver better outcomes for people living and working in the region.	Meeting has no decision making powers.	Policy & Finance
LGA – General Assembly (1)	1			Cllr David Lloyd	Key element of the LGA – acts as the ‘parliament’ for local government. Once a year conference covers a wide range of topics connected with local governance.	All member authorities are entitled to a minimum of one vote and to appoint at least one representative to the General Assembly. Voting and representation at the General Assembly is on the basis set out in the Constitution.	Policy & Finance

REPRESENTATIVES ON OUTSIDE BODIES 2018/19

LOCAL BODIES

Title of Organisation	Political Split			Representation until May 2019	Purpose of Organisation	Role of Council Members on Body / Member Comments	Relevant Committee
	Con	Lab	Ind				
Southwell Leisure Centre Trustees (6)	6			Roger Adley Bruce Ashworth Peter Brooker Cllr Paul Handley Cllr Penny Rainbow Cllr Tim Wendels	To manage the Centre (a registered charity) in accordance with its Scheme of Administration.	Appointed members become Trustees with a duty of care to the Trust. They provide links with the Leisure Services Committee who provide the 'deficit' grant aid.	Leisure & Environment
Trent Valley Drainage Board (4)	3	1		Cllr Sylvia Michael (Con) Cllr David Payne (Con) Cllr Ivor Walker (Con) Cllr Ben Wells (Lab)	Land drainage and flood risk management.	Represent the interests of Drainage Rate Payers in the formulation of policy.	Leisure & Environment
Board of Trustees for the Rumbles Catering Project	1	1		Cllr Peter Duncan (Con) Devon Ward Cllr Celia Brooks (Lab) Edwinstowe & Clipstone Ward		Observer status for District Council appointees	Economic Development

REPRESENTATIVES ON OUTSIDE BODIES 2018/19

OTHER BODIES

Title of Organisation	Political Split			Representation until May 2019	Purpose of Organisation	Role of Council Members on Body / Member Comments	Relevant Committee
	Con	Lab	Ind				
Municipal General Charity (1)	1			Cllr. Rita Crowe (4 year appointment which will expire in 2020)	Relief of poverty.	Trustee. To provide knowledge and experience of the area and of people who may be in need. Property owned by the Charity is visited by the Trustees annually.	Homes & Communities
Newark & Sherwood Community and Voluntary Service (1)	1			Cllr Johno Lee	Infrastructure organisation supporting the voluntary and community sector.	To bring experience, enthusiasm, skills and ideas into formulating policies which will be put into practice by CVS staff. Opportunities to be involved in recruitment and selection of CVS staff when vacancies arise.	Leisure & Environment
Newark and Sherwood CCG Stakeholder Reference Group Sub-committee	1	sub		Cllr Neill Mison (Con) Cllr David Staples (Lab)			Leisure & Environment
Newark and Sherwood Health Forum	2	1		Cllr Lydia Hurst (Con) Cllr Neill Mison (Con) Cllr David Staples (Lab)			Leisure & Environment

REPRESENTATIVES ON OUTSIDE BODIES 2018/19

Nottinghamshire Health and Wellbeing Board (Nottinghamshire County Council)	1	sub		Cllr Neill Mison (Con) Cllr David Staples (Lab)	To oversee and review health and wellbeing issues within the County.	Currently the District Council has one member on this Committee.	Leisure & Environment
Nottinghamshire Police and Crime Panel	1			Cllr Keith Girling	To oversee the work of the Police and Crime Commissioner for Nottinghamshire.	Panel comprises of representatives from all the local authorities in Nottinghamshire.	Homes & Communities
PATROL Adjudication Joint Committee – previously- National Joint Committee (Traffic Penalty Tribunal) (1)	1			Cllr David Payne	To oversee the work of the Traffic Penalty Tribunal which adjudicates on appeals against parking fines. The Committee sits twice per year and attendance is optional.		Leisure & Environment
Rural Community Action – Nottinghamshire (1) <i>(formerly known as Notts. Rural Community Council Executive Committee)</i>	1			Cllr Frank Taylor	To work with all key stakeholders to identify rural needs in Nottinghamshire.	Trustee	Policy & Finance
Sherwood and Newark Citizens Advice (2)	1	1		Cllr Paul Peacock (Lab) (Sherwood) Cllr Penny Rainbow (Con) (Newark)	To provide free, independent, confidential and impartial advice to everyone on their rights and responsibilities across the District.	Council representatives appointed as observers only	Homes & Communities

REPRESENTATIVES ON OUTSIDE BODIES 2018/19

Sherwood Forest Hospitals NHS Foundation Trust (1)	1			Cllr David Payne	The main acute hospitals trust providing healthcare services for people in and around Mansfield, Ashfield, Newark, Sherwood and parts of Derbyshire and Lincolnshire.	To represent views of the Council, advise on the strategic direction of the Trust, oversee the development of the membership body and help to ensure that local health priorities are met.	Leisure & Environment
Upper Witham Internal Drainage Board (1)			1	Cllr Maureen Dobson	Land drainage and flood protection in low lying areas of the District Council.	To maintain a liaison between the Council, the public and the Board in the areas covered.	Leisure & Environment

REPRESENTATIVES ON OUTSIDE BODIES 2018/19

Newark and Sherwood District Council Owned Companies

Title of Organisation	Representation	Purpose of Organisation	Role of Council Members on Body/Member Comments	Relevant Committee
Newark and Sherwood Homes Limited (3 Board Members)	Cllr. Celia Brooks (Lab) Cllr. Peter Duncan (Con) Cllr. David Payne (Con) Note – the term of office for Directors of the Board are restricted to 3 terms of 3 years (a maximum of 9 years) dependent on a satisfactory assessment at the end of each 3 year term;	The Council’s wholly owned housing company – manages the Council’s housing stock and other housing related services including development.	Significant training given to Board Members. Demanding role with many meetings. The Memorandum and Articles of the Company specify that Board Members are appointed for a three year term and can only serve a maximum of two terms.	Policy & Finance Homes & Communities
Active4Today Limited (3 Board Members)	Cllr. Roger Blaney (Con) Cllr. David Lloyd (Con) Cllr. Abbie Truswell (Lab) <i>Note – these representatives were appointed for a four year term in May 2015.</i>	Wholly owned Council company set up to manage the Council’s leisure and sports development services		Leisure & Environment
Development Company Interim Board of Directors (1 elected Member as Board Member)	Cllr. Roger Blaney (Con)	Wholly owned Council Development Company to support the Council’s Commercial and Investment Plans		Shareholder Committee

COUNCIL MEETING – 17 JULY 2018

NEWARK COMMUNITY GOVERNANCE REVIEW

1.0 Purpose of Report

- 1.1 To approve and publish final proposals for the Community Governance Review of the Newark Town Council boundaries.

2.0 Background Information

- 2.1 In accordance with the Local Government & Public Involvement in Health Act 2007 the Council has the responsibility for undertaking community governance reviews.
- 2.2 At their meeting held on 10 April 2018 the Council approved draft proposals for the review of the Newark Town Council boundaries and agreed to publish these for a period of consultation.
- 2.3 This consultation on the draft proposals opened on 16 April 2018 and closed on 25 May 2018 in accordance with the revised review timetable. The revised timetable was agreed by the Council at their meeting held on 10 April 2018.
- 2.4 A total of 22 responses were received during this final consultation process. These included representations from Newark Town Council and Balderton Parish Council, one letter and 19 emails (with one additional representation received outside of the deadline) from local residents including a parish and district councillor. These were considered by the Community Governance Review Working Party at their meeting held on 28 June 2018.

3.0 Proposals

- 3.1 At their meeting the Community Governance Review Working Party considered the representations received and put forward final proposals for consideration by the Council. These are attached as **Appendix A** to the report.
- 3.2 In view of the representations from those residents living in properties 92 – 102 London Road, Newark the Working Party had agreed one amendment to the draft proposals with the final proposals now showing an be unaltered boundary apart from a slight change to redraw along the back gardens to several properties (map 2 refers).
- 3.3 The Working Party also recommended that the whole of the Highfields development site be unified in a single parish and they considered this should be Balderton. Map 2 has also been revised from the draft proposals to indicate the whole development site.

4.0 Next Steps

- 4.1 Subject to the Council approving the proposals the Council will adopt a Reorganisation of Community Governance Order. Copies of the Order will be deposited at Castle House and will be published on the Council's website.
- 4.2 This Order will require the consent of the Local Government Boundary Commission for England.

4.3 The Community Governance Order will take effect from 1 December 2018 to coincide with the publication of the Register of Electors with the electoral arrangements being in place for the elections to be held on 2 May 2019.

5.0 RECOMMENDATIONS that:

- (a) the Council consider and approve proposals for the Community Governance Review of Newark Town Council boundaries as set out in Appendix A to the report; and**
- (b) following consent from the Local Government Boundary Commission for England, Officers draw up the Community Governance Order to take effect from 1 December 2018.**

Background Papers

Guidance on Community Governance Reviews

Reports and appendices to previous Council Meetings

Stage 2 Representations

Notes from the meeting of the Community Governance Review Working party held on 28 June 2018

For further information contact Nigel Hill on 01636 655243.

K.H. Cole

Acting Chief Executive



Community Governance Review of Newark Town Council Boundaries

Proposals – July 2018

Contents

- 1.0 Background Information
- 2.0 Final Proposals
- 3.0 Next Steps
- 4.0 Further Information

Maps:

- Map 1 Parish boundaries for land south of Newark
- Plan 1 Schematic showing site development plan for land south of Newark
- Map 2 Parish boundaries for the Highfields School site
- Map 3 Parish boundaries between Newark and Winthorpe and Langford
- Map 4 Summarising boundaries and showing proposed parish warding arrangements for Newark and Balderton that will be effective from the elections scheduled in May 2019

1.0 Background Information

- 1.1 Newark Town Council made a request to the Council to undertake a community governance review of Newark Town Council boundaries in three areas.
- 1.2 The District Council approved Terms of Reference for the review on 12 December 2017 and embarked upon a community governance review. Comments on the Terms of Reference were sought from local residents and interested parties and the results of these were analysed by a Community Governance Review Working Party who recommended draft proposals for approval by the Council.
- 1.3 Following consideration of the proposals put forward by the Community Governance Working Party, the District Council, at its meeting held on 10 April 2018, agreed draft proposals.
- 1.4 The consultation period on the draft proposals closed on 25 May 2018.
- 1.5 The Community Governance Review Working Party considered the representations received during this consultation period and recommended draft proposals for approval by the Council. They recommended one change to the draft proposals in view of the representations from those residents living in properties 92 – 102 London Road, Newark (Map 2 refers). They also proposed that the whole of the Highfields development site be unified in one parish, which they considered to be Balderton. This is also shown in Map 2.

2.0 Final Proposals

- 2.1 The District Council's final proposals are as follows: -

(a) The boundaries for Newark Town Council be re-drawn as follows:

- For the southern boundary with Balderton Parish Council to be redrawn to follow the line of the Sustrans route (Map 1 refers);
- For the boundary with Balderton Parish Council around the Highfields School site be redrawn so the whole of the site be placed in Balderton Parish Council (Map 2 refers);
- For the eastern boundary with Winthorpe & Langford Parish Council be redrawn along the A1 (Map 3 refers).
- Map 4 summarises the final proposals. In relation to the proposals for the Highfields School site this map illustrates any new developments being located in the North Ward of Balderton Parish Council.

(b) That the existing Balderton and Winthorpe & Langford Parish Council boundaries be altered accordingly.

(c) That the electoral arrangements for Newark Town Council, with effect from May 2019 be as follows:

Beacon Ward - 5 Members
Bridge Ward - 3 Members
Castle - 2 Members

Devon -	6 Members
Magnus -	1 Member
Sleaford -	1 Member

Note – this reflects a change to the final recommendations of Local Government Boundary Commission for England Further Electoral Review of the County Council as the proposed single Member Wards of East and South will have minimal numbers or electors. These two seats have therefore been added to the proposed Beacon and Devon Wards but the boundaries will be retained for the scheduled elections in 2023. If agreed this would need consent of the Local Government Boundary Commission for England.

- (d) That the electoral arrangements for Balderton Parish Council remain as those prescribed in the Final Recommendations from the Further Electoral Review of the County Council. These being:

Milton Ward -	1 Member
North Ward -	4 Members
Rowan -	3 Members
South -	7 Members

- (e) That the electoral arrangements for Winthorpe & Langford Parish Council remain as they are. Namely 9 Members (Winthorpe Ward – 7; Langford Ward 2).

These proposed Parish Warding arrangements are illustrated in Map 4.

3.0 Next Steps

- 3.1 In accordance with the terms of the reference for the review, the District Council, at their meeting to be held on 17 July 2018, will publish final proposals, having taken into account the recommendations of the Community Governance Review Working Party who considered all representations received.
- 3.2 The Council will inform interested parties, including the Electoral Commission, of the outcome of the community governance review and make any Reorganisation Order that may be required.
- 3.3 The Council will also need to get the consent of the Local Government Boundary Commission for England for these proposed changes.
- 3.4 The Community Governance Order will take effect from 1 December 2018 to coincide with the publication of the Register of Electors with the electoral arrangements being in place for the elections to be held on 2 May 2019.

4.0 Further Information

- 4.1 For further information on the proposals contained with this document, please contact: -

Nigel Hill (Business Manager - Democratic Services) – 01636 655243

4.2 In addition to the information contained in this document the following information is also available: -



- Terms of Reference and Draft Proposals for the Review.
- Previous reports submitted to the Community Governance Review Working Party and District Council meetings.
- Representations received during the Review.

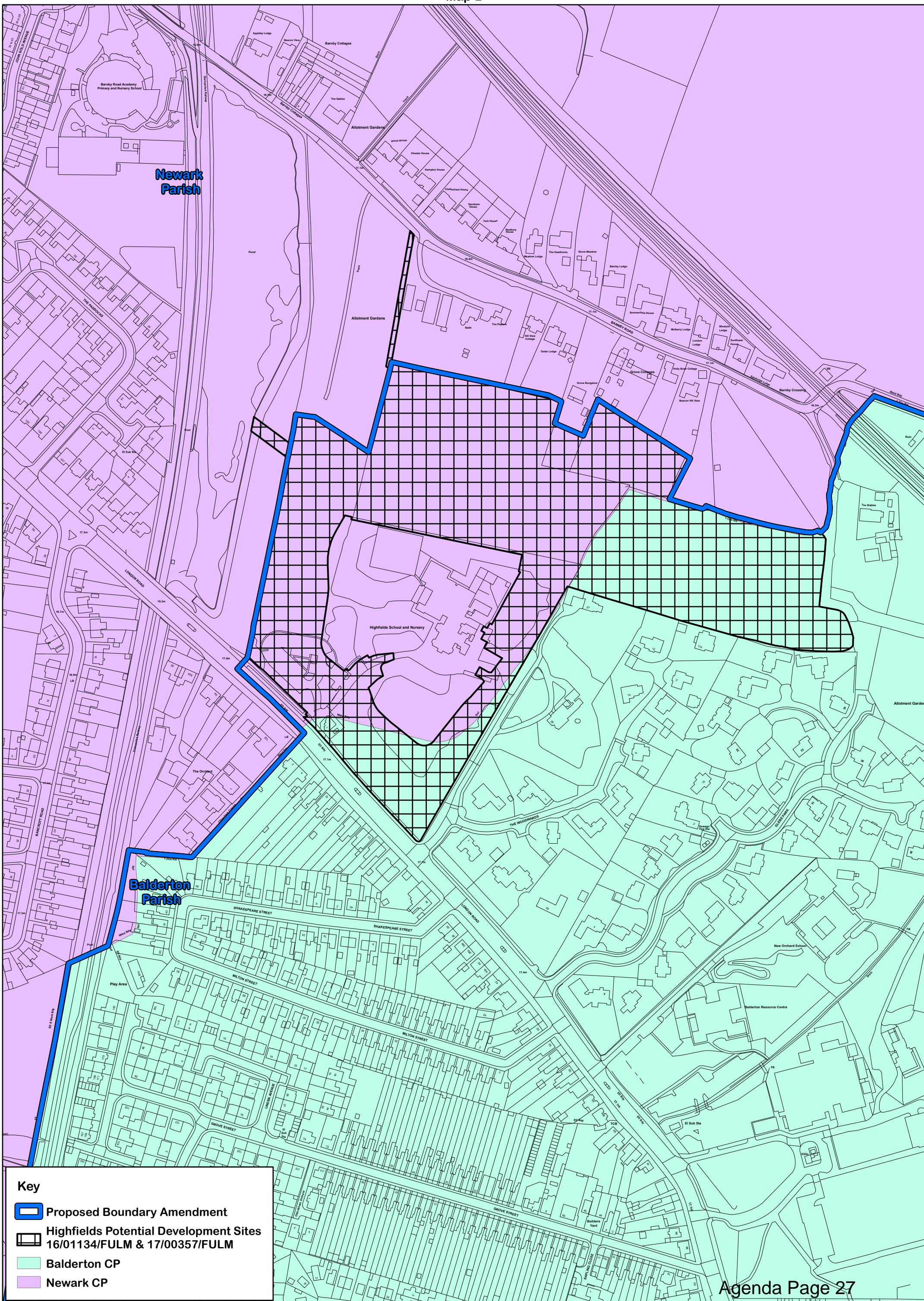
This information is also available on the Council's website at www.newark-sherwooddc.gov.uk

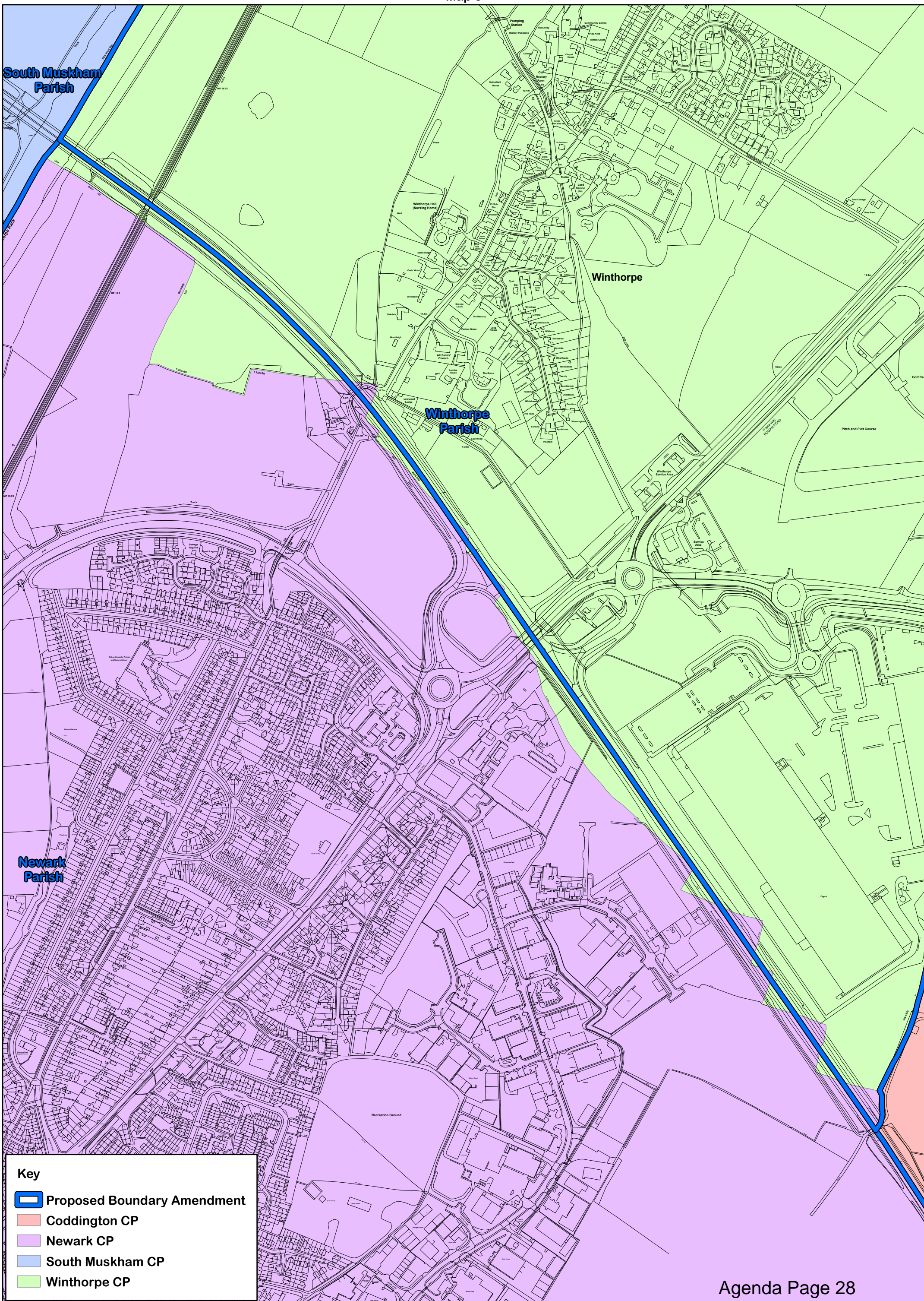
K.H. Cole
Acting Chief Executive

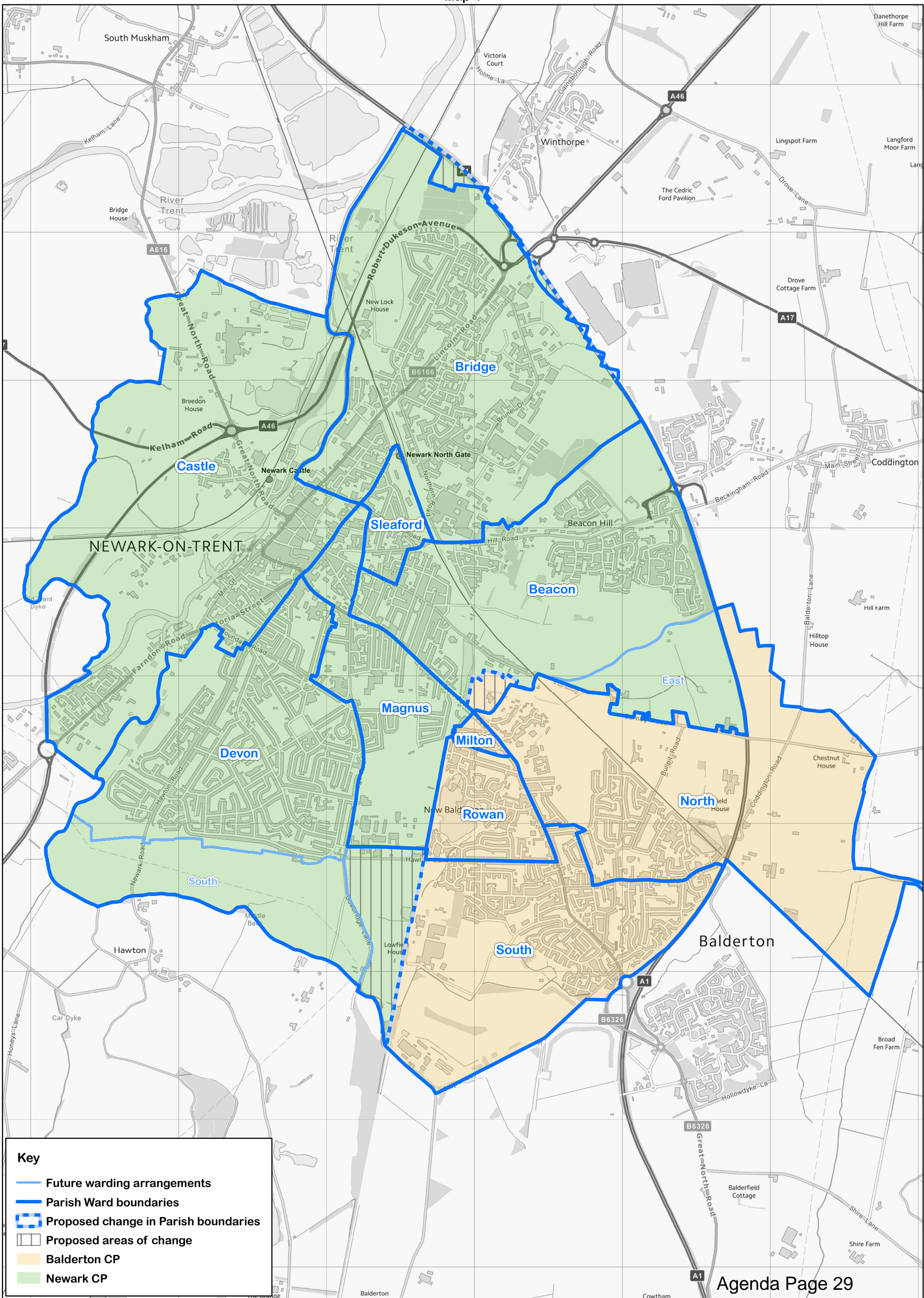


26

-  Existing Parish Boundaries
-  Proposed Amended Parish Boundaries







COUNCIL MEETING – 17 JULY 2018

APPOINTMENTS OF REPRESENTATIVES ON OUTSIDE BODIES – PATIENT AND PUBLIC ENGAGEMENT COMMITTEE

1.0 Purpose of Report

- 1.1 To confirm the District Council representatives on the new Patient and Public Engagement Committee.

2.0 Background Information

- 2.1 At the Annual Council Meeting on 15 May 2018 appointments were made to the Newark and Sherwood Clinical Commissioning Group (CCG) Stakeholder Reference Group. Cllr Neill Mison (Con) was appointed as the Council representative with Cllr David Staples (Lab) as substitute.
- 2.2 Following a governance review a new strategic group for mid-Notts (covering NHS Newark and Sherwood CCG and NHS Mansfield and Ashfield CCG) has been created called the Patient and Public Engagement Committee. This will replace and bring together members of the NHS Newark and Sherwood CCG Stakeholder Reference Group, NHS Mansfield and Ashfield CCG Citizens' Reference Panel and the mid Nottinghamshire Patient Reference Group.
- 2.3 Given that this new group will replace the Newark and Sherwood CCG Stakeholder Reference Group there is no reason to seek fresh nominations. Therefore, it is proposed that Cllr Neill Mison and Cllr David Staples (as substitute) represent the Council on this new group.

3.0 RECOMMENDATION

That Cllr Neill Mison and Cllr David Staples (as substitute) be appointed as the Council representatives of the new Patient and Public Engagement Committee.

Background Papers

Nil

For further information please contact Leanne Monger (Interim Director/Health & Wellbeing Lead) on Ext. 5545.

K.H.Cole
Acting Chief Executive

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Policy & Finance Committee** held in the Civic Suite, Castle House, Great North Road, Newark, Notts NG24 1BY on Thursday, 28 June 2018 at 6.00 pm.

PRESENT: Councillor D Lloyd (Chairman)
Councillor K Girling (Vice-Chairman)

Councillor R Jackson, Councillor P Peacock, Councillor D Staples and
Councillor N Mison

APOLOGIES FOR ABSENCE: Councillor B Laughton and Councillor T Wendels

1 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS AND AS TO THE PARTY WHIP

There were no declarations of interest.

2 DECLARATIONS OF INTENTION TO RECORD THE MEETING

The Chairman advised that the proceedings were being audio recorded by the Council.

3 MINUTES OF THE PREVIOUS MEETING

The minutes from the meeting held on 5 April 2018 were agreed as a correct record and signed by the Chairman.

4 FORWARD PLAN OF POLICY & FINANCE ITEMS

The Committee noted the Forward Plan items to be considered by the Committee over the next 12 months.

5 ORDER OF BUSINESS

With the agreement of the Committee, the Chairman changed the order of business and Agenda Item Nos. 19, 20, 21 and 22 were taken after Agenda Item No. 5. The Agenda resumed its stated order thereafter.

6 ANNUAL STANDARDS REPORT FOR THE PERIOD 1 APRIL 2017 TO 31 MARCH 2018

The Committee considered the Annual Standards Report for the period 1 April 2017 to 31 March 2018. The Monitoring Officer had received eight Code of Conduct complaints during the period, none of which had been referred for formal investigation. Register of Interest forms for Newark & Sherwood District Councillors had been recently updated to include two questions regarding related party interests. Town and Parish Council were reminded annually to update their forms, which were published on the District Council's webpage.

AGREED that the report be noted.

Reason for Recommendation

To provide Members with details of the standards complaints in 2017/18.

7 EQUALITIES UPDATE

The Committee considered a report with an update on the progress made over the last year towards the Council's corporate equalities objectives and gender pay gap information. The Committee considered information regarding the projects, initiatives and work streams that were being undertaken to contribute to the Equality and Diversity Strategy, which were managed through an Officer Corporate Equalities Working Group. The report also detailed an analysis of the gender pay gap and actions considered to help reduce the gap.

AGREED (unanimously) that

- (a) the report and the progress made against the Council's equality and diversity objectives be noted; and
- (b) the Committee note the outcomes and findings of the Gender Equality Pay Gap report.

Reason for Recommendations

To keep Members informed of progress made against the objectives included within the Council's adopted Equality and Diversity Strategy and the Gender Pay Gap Report.

8 PROGRESS UPDATE ON CHILD POVERTY ISSUES

The Committee considered a report which sought to provide a progress update to Members on the work undertaken in relation to reducing Child Poverty in the district; with a focus on the 2011 Child Poverty Pledges and the outcomes following the Social Mobility Commission report - State of the Nation (2017). The report contained information on some of the work undertaken by the Council to tackle child poverty and promote social mobility within the District.

A Member of the Committee commented that the report showed no actual progress with tackling the issue of child poverty. He acknowledged that there were some initiatives but these did not directly address the issue. In response, the Business Manager – HR, OD & Legal advised that it was a high level report and was in response to the Social Mobility Commission Report – State of the Nation published in 2017. She added that the Council worked with Nottinghamshire County Council and that some of the actions undertaken were at both a county and district level. Work was carried out in the socially deprived areas by the Business Manager – Economic Development. It was noted that should Members wish to see further information on the work ongoing this could be provided.

The Chairman of the Committee requested that a further update report be added to the Forward Plan for consideration at a future meeting and noted that the pledges had been set by the County Council.

A Member of the Committee acknowledged that the increase in child poverty was due to factors beyond the control of the Council and queried how the effectiveness of the pledges was to be monitored. The Business Manager – HR, OD & Legal advised that they had been developed with the Nottingham Strategic Group and that the outcomes would be firmed up at their next meeting.

AGREED (unanimously) that

- (a) the progress made against the Child Poverty pledges made by the Council in 2011 be noted;
- (b) the outcomes identified within ‘improving the life chances of children, young people and families action plan 1st April 2018 – 31st March 2020’ (refer to para 3.5 / Appendix C) be noted; and
- (c) the update regarding Social Mobility be noted.

Reason for Recommendations

To inform Members on the progress around Child Poverty pledges and the outcomes on the Social Mobility Commission report – State of the Nation.

9 RECONSTITUTION OF WORKING PARTIES/TASK & FINISH GROUPS

The Committee considered a report regarding the reconvening of various working parties and task and finish groups established by the Committee, which were detailed in the appendix to the report. The Committee were also invited to appoint a representative for the Local Development Framework Task Group.

The Committee also noted that the Strategic Housing Liaison Panel was currently made up of five councillors and five board members. However, in October last year the Council agreed to change the Company’s constitution reducing the Board of Newark and Sherwood Homes Ltd from 12 to 9. Therefore it was recommended that the Committee consider reducing the current size of the Panel proportionately.

AGREED (unanimously) that

- (a) the Working Parties/Task & Finish Groups, as set out in the appendix to the report, be reconvened with the memberships as detailed;
- (b) the size and makeup of the membership of the Panel of the Strategic Housing Liaison Panel remain unchanged; and
- (c) Councillor D.J. Lloyd be appointed as the Committee’s representative on the Local Development Framework Task Group.

Reason for Recommendations

To reconstitute the appropriate Working Parties/Task & Finish Groups.

10 REVIEW OF LEISURE CENTRE PROVISION

The Committee considered the report presented by the Business Manager – Housing Options & Safeguarding which provided progress made in considering the options available for improving and sustaining leisure provision in Sherwood.

The report set out the background to the review of leisure centre provision in Sherwood and the objectives of the project. An options appraisal was appended to the report with the three options summarised at paragraph 4.1. Details of the proposals were reported together with a financial appraisal and comments of the Council's Section 151 Officer.

The matter had been considered by the Leisure & Environment Committee at its meeting held on 26 June 2018 with a recommendation being made to the Policy & Finance Committee not to progress, at the present time, with Option 3 contained within the report. The Leisure & Environment Committee also recommended that approval be given for appropriate land transfers from Nottinghamshire County Council and the Dukeries Academy to the District Council with delegated powers being given to the Director – Customers to effect those transfers, to support the development of sports hub light model linked to the Ollerton & Boughton Neighbourhood Study.

In noting the current swimming provision at Wellow House School, a Member of the Committee, who was also the Local Member for Boughton, commented that there were no changing facilities and also that it was difficult for the public to access a private facility. He suggested that the Dukeries Academy be contacted to ascertain whether it was possible to reactivate the existing swimming facility with a view to the Council taking over responsibility for its operation. The Member therefore suggested that consideration of the matter be deferred to allow those discussions to take place.

In response, another Member of the Committee advised that the Dukeries had taken the decision to close the facility with no consultation or negotiation and had also filled in the swimming pool area so the suggested negotiation to reactive the facility would not be possible. He acknowledged that the provision of a swimming facility was difficult and that it had been unfortunate that the arrangement with the South Forest Leisure facility had not been sustainable. He noted that use of the Wellow House facility had only been in operation for a short time and that it would likely improve. If the Council chose to fund and build a swimming facility in Sherwood it would almost completely wipeout the Council's available reserves. He stated that it was important that the suggested acquisition of land from Nottinghamshire County Council be progressed, noting that the outcome of the survey had been that residents preference was for outdoor leisure facilities.

AGREED (with 4 votes for and 2 against) that:

- (a) Option 3 contained in the report should not be progressed at the present time; and

- (b) approval be given for the transfer of land from Nottinghamshire County Council and the Dukeries Academy to the District Council with delegated powers being given to the Director – Customers to effect those transfers, to support the development of a sports hub light model linked to the Ollerton & Boughton Neighbourhood Study.

11 PROPOSED LAND TRANSFER BETWEEN NEWARK & SHERWOOD DC AND NEWARK TOWN COUNCIL

The Acting Chief Executive presented a report which detailed proposed land transfers between the District Council and Newark Town Councils.

Newark Town Council wished to construct new staff and vehicle accommodation in Newark Cemetery and discussions had taken place with the District Council with a view to extending the current boundary which runs adjacent to Sparrow Lane to align with the new cycle track that had recently been constructed. This would provide the Town Council with a small but useful strip of additional land which would assist in providing suitable space for the proposed new facilities.

The District Council were progressing proposals for the redevelopment of the area around Lincoln Road playing fields as part of the Bridge Ward Regeneration Project and had approached Newark Town Council with a view to them transferring a parcel of land at Lincoln Road playing fields to the District Council. The site was transferred from the District to the Town Council in 1989 with a covenant that it be used for allotment purposes only. The covenant was subsequently varied in 2009 to permit its use for allotments or for recreational purposes (playing field use) only.

It was recommended that the two sites should be swapped at no cost to either Council in respect of the proposed transfers but with each party meeting its legal and other associated costs in relation to the proposed transfer. Approval by Newark Town Council to the proposed land swap had been given on 18 April 2018.

AGREED (with 4 votes for) that

- (a) a strip of land between Newark Cemetery and Sparrow Lane as shown edged red on the attached plan 1, be transferred to Newark Town Council in consideration for the transfer by Newark Town Council to the District Council of the parcel of land at Lincoln Road playing fields shown edged red on the attached plan 2; and
- (b) each party bear their own legal and other associated costs in relation to the proposed transfers.

Reason for Recommendations

To facilitate a land swap that would benefit both authorities.

Councillor Girling and Councillor Lloyd did not participate or vote on the above item.

12 EXTRA CARE SCHEME - OLLERTON

The Committee considered the report of the Director - Safety which sought approval, in principle, to progress the development of an extra care scheme in Ollerton financed through the Housing Revenue Account (HRA) Business Plan and subject to a successful housing grant bid submission to Homes England.

The Committee considered the evidenced need for the proposed development and heard that Officers of the District Council, the Company and the County Council had discussed the feasibility for the development of a new extra care scheme in Ollerton, where there is a specific identified need for around 40 nominated units.

The proposal was for the development of a new extra care scheme on the allocated HRA housing site (Policy OB/Ho/2 - Ollerton & Boughton - Housing Site 2), in partnership with Nottinghamshire County Council, Newark and Sherwood Homes and Homes England.

The Scheme would be funded through the capital finances available within the HRA Business Plan and delivery of the scheme and dependent on:

- a) Submission of a housing grant bid through Homes England's Affordable Homes Programme and subject to this being successful.
- b) Securing planning permission.
- c) Satisfactory procurement of a development partner within the prescribed cost envelope.
- d) Signing of a Co-operation Agreement with Nottinghamshire County Council.

AGREED (unanimously) that

- (a) the Committee approves in principle the development of a new extra care scheme on the allocated Housing Revenue Account housing site (Policy OB/Ho/2 - Ollerton & Boughton - Housing Site 2), to be delivered in partnership with Homes England, Newark and Sherwood Homes and Nottinghamshire County Council; and
- (b) the development of the extra care scheme be financed through the Housing Revenue Account Business Plan and be subject to successfully securing the matters set out at paragraph 4.2 of the report.

Reason for Recommendations

To meet the Council's strategic priorities under the theme of 'home', set against the evidenced housing, health and social care need for this locality.

13 ESTATE REGENERATION - BRIDGE WARD

The Committee considered a report providing an update on work being progressed on the Bridge Ward Estate regeneration proposals, further to the Council successfully receiving 'Capacity and Enabling' funding through the Ministry of Housing, Communities and Local Government's (MHCLG) Estate Regeneration Programme.

In considering the report, the Committee noted the activities being progressed through the 'Capacity and Enabling' funding of Estate Regeneration Programme, to meet the timetable set out at paragraph 2.4 and that an indicative funding gap had been identified. Officers were working with Homes England and MHCLG to secure Government finance to bridge this gap to mitigate its potential implications.

Members also considered the proposal to develop rehousing policies giving priority to displaced residents and potential use of Compulsory Purchase powers for residents of properties potentially affected by demolition and redevelopment.

The Local Members for the Bridge Ward, who were in attendance at the meeting, addressed the Committee advising that the workshop held the previous day had been well received. However, residents had expressed some concern that they were unable to have access to a plan for the proposed regeneration scheme as referred to by the Leader of the Council during his interview with Radio Newark. The Local Member addressing the Committee requested that recommendation (c) of the report be amended to remove reference to the possible use of compulsory purchase powers.

The Business Manager – Strategic Housing advised that the reference to the possible use of compulsory purchase powers was in order for the Council to be able to be proactive in developing an appropriate offer for residents who may be affected and for them to have a single point of contact to discuss the matter.

The Director – Safety advised that it was necessary to begin the development of rehousing policies giving priority to displaced residents but that reference to the possible use of compulsory purchase powers could be removed at this stage. She added that the Council wanted the residents to feed into the consultation process and that if they did support the proposals and they came to fruition it would involve the displacement of some residents.

The Chairman clarified that his reference to a plan, when being interviewed by Radio Newark, was in relation to sporting facilities and green space provision and not in relation to housing provision. He stated that it may be necessary for the Council to make difficult decisions in the future but that the use of compulsory purchase was a last resort measure. Every effort was being made to protect the existing green space and enhance the open space and that in order to tackle some of the issues experienced by residents it would be necessary for direct intervention measures to be taken. He confirmed that any resident affected by the proposals would be contacted directly prior to any information being released to the public.

AGREED (unanimously) that:

- (a) the Committee note the progress being made under the 'Estate Regeneration Programme' for the Yorke Drive Estate and Lincoln Road playing field transformational project;
- (b) the ongoing funding discussions with Homes England and MHCLG and potential implications in terms of delivery of the project be noted; and

- (c) the development of rehousing policies giving priority to displaced residents be approved.

Reason for Recommendations

To progress the key outputs from the Bridge Ward Neighbourhood Study relating to the 'transformational project' focussing on the growth and regeneration of the Yorke Drive estate and Lincoln Road playing fields.

14 ASSET TRANSFER - RAINWORTH VILLAGE HALL

The Committee considered a report proposing the transfer of Rainworth Village Hall to Rainworth Parish Council under asset transfer powers as detailed in the Council's Asset Transfer- Corporate Principles Policy.

Rainworth Parish Council would assume freehold ownership of the Hall and continue to work in partnership with the Management Committee to ensure that the village hall continued to serve the community as intended. As part of the process of transfer and at the request of the Parish Council a building condition survey was undertaken to identify building defects requiring rectification. The remedial works highlighted had been undertaken by the District Council as a condition of the Parish accepting the proposed transfer.

Given that such facilities were expensive to manage and maintain it was also proposed that the District Council make available a commuted sum of £50,000 as part of the proposed transfer which it currently held through Section 106 agreements linked to new residential development in Rainworth. The contribution was secured for community facilities in accordance with the Council's approved Supplementary Planning Document – Developer Contributions specifically intended to support the general improvement of the village hall.

The transfer of the Section 106 monies would be subject to a side agreement detailing the legal obligations that the Parish Council would be required to agree to in order to take receipt of the money which satisfied the Council's audit responsibilities in respect of the allocation of Section 106 contributions.

All Members agreed that the Local Member for Rainworth North & Blidworth, Councillor Mrs L.M.J. Tift, be thanked for her efforts in developing the village hall into the successfully run facility it was today.

A Member expressed some concern as to the relationship between the Parish Council and the Village Hall Management Committee and that there was not a formal agreement between the two parties for the running of the building. The Acting Chief Executive advised that it was usual to have a restrictive covenant in place and that model documentation for an agreement was available if required. The Community Projects Manager advised that the Council would look to build into the transfer robust requirements for the relationship between the two parties.

AGREED (unanimously) that:

- (a) the proposed transfer of the freehold for Rainworth Village Hall to Rainworth Parish Council, together with a commuted sum of £50,000 from Section 106 Receipts as outlined in paragraph 3.3 and 3.4 be approved; and
- (b) the Acting Chief Executive be given delegated authority to effect the transfer.

Reason for Recommendations

To ensure that corporate principles are followed to guide the consideration of the transfer of community assets.

15 FINANCIAL OUTTURN REPORT TO 31 MARCH 2018

The Committee considered the 2017/18 financial outturn position on the Council's revenue and capital budgets including details regarding the: General Fund Revenue; Housing Revenue Account; Capital Programme; Provisions and Impaired Estimates on Debtors; Usable Reserves; Collection Fund; Balance Sheet; and Treasury Management.

In noting the information provided in the report a Member queried what the underspend of £0.761m meant in terms of money collected from Council Tax receipts. The Business Manager – Financial Services advised that he would provide the information in a written response.

The Chairman advised that the underspend had not been planned and that the monies would be utilised and invested back into the community.

AGREED (unanimously) that:

- (a) the final outturn of revenue and capital spending for 2017/18 be approved;
- (b) the capital financing proposals as set out in Appendix C, that will be passed to the external auditors as part of the 2017/18 Statement of Accounts, be approved;
- (c) the net variations of £6.316m not spent in 2017/18 on the Capital Programme, be re-profiled and carried forward into 2018/19;
- (d) the movement in Provisions and Impaired Estimates on Debtors be approved;
- (e) the creations of the new reserves, as outlined in paragraph 2.20 to the report, be approved;
- (f) the individual contributions to, and withdrawals from, the revenue and capital usable reserves be approved;

- (g) the contents of the Pension Fund Actuary Report and the proposed assumptions to be used in the IAS19 pensions report for inclusion in the 2017/18 Statement of Accounts be approved;
- (h) the Annual Report on Treasury Management Activity be received, as required by the Chartered Institute of Public Finance and Accountancy's Code of Practice on Treasury Management; and
- (i) it be noted that Treasury Management activities were consistent with the objectives identified in the Treasury Management Strategy for 2017/18.

Reasons for Recommendations

To approve the Financial Outturn for the Council for the 2017/18 financial year.

16 NEWARK AND SHERWOOD HOMES LIMITED - REMUNERATION OF BOARD MEMBERS

The Committee received a report which considered the payment levels for remuneration of Board Members of the Company.

At its meeting on 10 October 2017, Full Council approved an honorarium payment of £6,500 per annum to the current Chairman of the Board. It also agreed to introduce the facility to make an honorarium payment to other board members to be determined by the Board from time to time and subject to the Council's approval. Following this approval the Constitution of the Company was changed accordingly.

The Company's Board had now requested the Council's approval, as shareholder, to implement an honorarium payment of £2,000 to Board members (excluding the Chair and Vice Chair) and £4,000 per annum to the Vice Chair of the Board. The honorarium would be made available to those wishing to claim it. Honorarium payments to Council Board Members would be subject to the restrictions imposed by the Local Government Companies Order 1995.

AGREED (unanimously) that payment of honoraria to Board members as set out in the body of the report be approved.

Reason for Recommendation

To enable the Company Board Members level of remuneration to be determined.

17 SALE OF 82 MILLGATE, NEWARK

The Committee considered a report regarding 82 Millgate, which was owned by the District Council, held within the Housing Revenue Account and used to provide bed-sit type accommodation for single persons with additional needs. There were six units, of which five were occupied.

The property was managed by Newark and Sherwood Homes, who had undertaken a financial appraisal to look at the future viability of the property. Four options had been identified. After taking into account the higher than average costs associated with managing the building due to its age and type of units, the questions over the suitability of accommodation of this type in this location, it was recommended that the most sustainable option in the management of the Housing Revenue Account Business Plan was disposal on the open market with vacant possession in its current condition.

AGREED (unanimously) that:

- (a) the proposed disposal of 82 Millgate, Newark be supported; and
- (b) existing tenants be consulted over the proposed sale and a report be submitted to the next meeting of the Committee for the outcome of that consultation to be considered and a final decision made concerning the future of the property.

Reason for Recommendations

To effectively manage the Council's assets to deliver a viable 30 year HRA Business Plan.

18 JUBILEE BRIDGE - NEWARK

The Committee considered a report from the Director – Resources/Deputy Chief Executive regarding the cost of maintaining the Millennium Jubilee Bridge for the next 20 years and seeking approval for a general fund capital and revenue budget for 2018/19.

A recent inspection had reported that the bridge was in generally good condition with no significant defects in urgent need of repair. The recommendation was that with a regular maintenance and cleaning regime, structure deterioration would be minimised, thereby avoiding unforeseen major expense items.

It was proposed that the required budget for the current, 2018/19 year of £51,500 would be funded from general fund balances and the on-going annual maintenance costs of £4,300 would be built into the base budget from 2019/20 onwards.

In considering the report a Member queried whether it was possible to transfer the bridge to Newark Town Council (NTC) with an appropriate commuted sum. He also noted the proposed increase in cost for the maintenance of the bridge from that of recent years.

The Acting Chief Executive advised that efforts had been made to transfer the bridge to NTC as part of a devolution deal but that they were not in a position to accept it. Discussions had also been held with Nottinghamshire County Council but they had requested a commuted sum in the order of £430,000 and this was considered too high. Asset Management had also made enquiries as to whether any other organisations would be interested but no expressions of interest had been received.

In relation to the increased cost for maintaining the bridge it was reported that the Parks Team had previously undertaken the maintenance but in order to ensure that future maintenance met with all current health and safety guidance it was deemed necessary for it to be undertaken by experts in that field. Also in the past the maintenance costs had not included sufficient funds to be set aside for future repairs and the proposed budget provision would address this.

AGREED (unanimously) that:

- (a) Responsibility for the Millennium Jubilee Bridge be transferred to the Asset Management Team who would make appropriate arrangements in respect of its future inspection, repair and maintenance;
- (b) the budget for 2018/19 of £51,500, to be funded from General Fund Balances, be approved; and
- (c) the annual maintenance cost of £4,300 be included in the General Fund base budget from 2019/20 onwards.

Reason for Recommendations

The Millennium Jubilee Bridge needs to be maintained for Health and Safety reasons as well as to ensure its longevity.

In order to achieve an appropriate level of inspection and maintenance it is necessary to set aside appropriate budgetary provision for this purpose.

19 TOUR OF BRITAIN 2018 - BUDGET REQUEST

The Committee considered a report regarding the 2018 Tour of Britain. It had been confirmed that Nottinghamshire would host Stage Seven of the Tour, taking in 20 towns and villages within the District. The proposed budget provision would enable the Project Team to improve on the community engagement that was palpable last year thereby promoting the District in the best possible light. This included ensuring that the route was clean and well-presented and that communities were supported and encouraged to mobilise and embrace the event as they did in 2017, which was recognised by the Tour organisers last year as an exceptional effort in Newark & Sherwood.

A Member noted that half of the budget provision requested would be used for a contribution towards partner hosting costs which left a sum of £5,000 for the Project Team towards costs associated with ensuring that exposure opportunities were maximised for the District Council and its communities. The Member suggested that the amount should be increased to £20,000.

The Community Projects Manager stated that the event would be different from the previous year. The increased cost to the Council in the previous year had resulted in funds being requested retrospectively but these had been due to circumstances beyond the control of the Project Team and primarily related to the fact that the

closing stage was held within the district. He added that the Project Team had some concerns with the route chosen for September 2018 but that these had been raised with the organisers. It was anticipated that there would be a bigger clear-up needed as the event was to be held at a weekend.

The Chairman stated that the amount of funding requested and available to the Project Team should not include any costs associated with litter clearing following the race and that any further request for funding to cover costs was likely to be favourably considered.

AGREED (with 4 votes for with 2 abstentions) that a budget provision of £10,000 to cover the costs associated with the District Council being a project partner hosting Stage 7 of the 2018 Tour of Britain in Nottinghamshire be approved.

Reason for Recommendation

To ensure suitable budget provision exists to cover all costs associated with staging their part of the 2018 event taking place within the district.

20 ALLOCATION OF SECTION 106 FUNDS

The Acting Chief Executive presented a report detailing Section 106 funding received from the Miller Homes development on Newark Road, Ollerton. Ollerton & Boughton Town Council was planning improvements to the play facilities for children and young people on their Whitewater Road open space and had requested that the District Council release s106 funds to the value of £110,000 to allow it to progress this project. The Town Council had consulted with local people about the scheme and the local community had raised funds towards it. The Town Council would also contribute funds from its own budgets.

AGREED (unanimously) that the transfer of the open space Section 106 funds totalling £100,000 arising from AG767b and £10,000 arising from AG884 to Ollerton & Boughton Town Council, subject to an appropriate legal agreement being entered into by the Town Council, be approved.

Reason for Recommendation

To ensure that the S106 funds are spent in an appropriate and timely fashion.

21 LOWDHAM FLOOD RISK MANAGEMENT SCHEME

The Committee considered a report regarding a flood risk management scheme at Lowdham. The Homes & Communities Committee had considered the report at their meeting on 11 June 2018 and agreed that the request for funding should be considered by the Policy & Finance Committee.

The village of Lowdham had suffered from repeat flood events in 1999, 2007, 2012 and 2013. The Lowdham Flood Risk Management Scheme aimed to protect up to 200 residential properties at risk of flooding for an estimated investment of £6m.

The Council had a remaining grant funded allocation of £140,000 for 'Major Flood Alleviation' within the capital programme and an additional Capital Flooding Defence Reserve of £250,000 set aside. A total of £390,000 was therefore available for allocation.

At the meeting of the Homes & Communities Committee held on 11 June 2018, it was agreed unanimously that the Committee consider committing a level of funding towards the cost of the Lowdham Flood Alleviation Scheme in the region of £200,000 and make a recommendation to the Policy & Finance Committee for that amount to be allocated from the current major flood alleviation scheme included in the District Council's capital programme. The recommendation took into account other schemes that are currently being investigated and had the possibility of being developed over the next few years, for example, Gunthorpe and Girton. It also took into account the recent flash flooding at Sutton on Trent and any demand this may have on the funding available.

In noting recent flooding events in Egmanton and Sutton-on-Trent a Member queried whether there were any forthcoming schemes for those areas. In response he was advised that the event in Sutton-on-Trent had been flash flooding and that the scheme for Egmanton had been delayed due to issues with the landowners.

The Director – Safety advised that the Environment Agency had a programme of schemes that were currently being worked on but that these would not all receive funding and that any decision in this regard would be dependent on the result of a cost benefit analysis.

AGREED (unanimously) that the allocation of funding towards the cost of the Lowdham Flood Alleviation Scheme up to a maximum of £200,000 be approved.

Reason for Recommendation

The District Council's funding support will assist the Lowdham Flood Alleviation Scheme to achieve the total funding necessary to make the scheme deliverable.

22 PROGRESS REPORT ON THE PROVISION OF A SECOND PITCH AT NEWARK R&M CRICKET CLUB

The Committee considered the report of the Acting Chief Executive with regard to progress with the project to provide a second cricket pitch at Newark R&M Cricket Club. The redevelopment of the former RHP Sports and Social Ground resulted in the loss of the cricket pitch and in order to satisfy Sport England's planning policy requirements it was agreed that a replacement pitch would be provided to mitigate this loss.

Contractors had been appointed to undertake the work which had commenced on Monday, 4 June 2018 at a cost of £89,700.00 inclusive of fees and project contingency and it was anticipated that the main works would be completed by September 2018. Thereafter there would be a one year maintenance period, delivered through the contract, to ensure that the required quality standards for the pitch were achieved.

AGREED that the report be noted.

Reason for Recommendation

To ensure Members are aware of the progress being made in respect of this project.

23 EXCLUSION OF PRESS & PUBLIC

AGREED (unanimously) that under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting during discussion of this item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Schedule 12A of the Act and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

24 PURCHASE OF ADDITIONAL PARCEL OF LAND FROM TARMAC

The Committee considered the exempt report presented by the Acting Chief Executive in relation to the purchase of an additional parcel of land from Tarmac.

(Summary provided in accordance with 100C(2) of the Local Government Act 1972).

25 NEWARK BUSINESS INNOVATION CENTRE

The Committee considered the exempt report presented by the Deputy Chief Executive & Director – Resources in relation to Newark Business Innovation Centre.

(Summary provided in accordance with 100C(2) of the Local Government Act 1972).

26 URGENCY ITEM - QUIBELLS LANE

AGREED (unanimously) that the urgency item be noted.

Meeting closed at 7.40 pm.

Chairman

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Economic Development Committee** held in the Civic Suite, Castle House, Great North Road, Newark, Notts NG24 1BY on Wednesday, 20 June 2018 at 6.00 pm.

PRESENT: Councillor K Girling (Chairman)
Councillor Mrs P Rainbow (Vice-Chairman)

Councillor R Blaney, Councillor Mrs R Crowe, Councillor J Lee,
Councillor N Mitchell, Councillor P Peacock, Councillor F Taylor,
Councillor T Wendels and Councillor Mrs Y Woodhead

APOLOGIES FOR ABSENCE: Councillor T Roberts

1 DECLARATION OF INTEREST BY MEMBERS AND OFFICERS AND AS TO THE PARTY WHIP

NOTED: that no Member or Officer declared any interest pursuant to any statutory requirement in any matter discussed or voted upon at the meeting.

2 DECLARATION OF INTENTION TO RECORD MEETING

NOTED: that there was no audio recording of the meeting by the Council.

3 MINUTES OF MEETING HELD ON 28 MARCH 2018

AGREED (unanimously) that the Minutes of the meeting held on 28 March 2018 be approved as a correct record and signed by the Chairman.

4 FORWARD PLAN

The Committee considered the Notes of the Decisions taken for the period June 2016 to June 2018.

The Chairman informed Members that he had asked for this work to be undertaken in order for the Committee to review what decisions had been made over the period June 2016 to June 2018 and whether the actions from those decisions had been implemented. This would then form part of the Committees Forward Plan with decisions that had been implemented being removed and any that had not been implemented remaining on the Forward Plan to be monitored. The plan would, therefore, need to be broken down into three sections; completed, ongoing, and future. Members were encouraged to submit any areas of work they wanted to address for the forthcoming year so that these could be added to the Forward Plan.

The following areas of work were suggested for future meetings:

Growth Investment Fund – It was suggested that the Committee should periodically review whether this was still appropriate and fit for purpose.

National Civil War Centre – Report identifying the number of visitors attending the Centre and whether that attendance could be improved.

AGREED (unanimously) that a Forward Plan be formulated using the note of decisions taken for the period June 2016 to June 2018 and the plan be divided into three sections: completed, ongoing, and future projects.

5 ELECTRIC VEHICLE CHARGING PROVISION IN NEWARK AND SHERWOOD

The Committee considered the report presented by the Business Manager Environmental Health & Licensing which sought Member consideration as to the future development of an electric vehicle charging network within Newark and Sherwood.

The Committee at its September 2017 meeting agreed that a review of car parks should be undertaken to ascertain the most appropriate location and numbers of electric vehicle charging points within the Councils car parks. The Parking Services team had undertaken this work, however, it had become apparent that the infrastructure needs and car technology was moving rapidly and what appeared to be a relatively straightforward task was complex and would require careful consideration to put in place a network that would meet the future needs of drivers. It was also noted that it would be important to put a network in place across Newark and Sherwood rather than concentrating solely on the council's car parks.

Nottingham City Council had been the lead Authority and they had been awarded government funding to install a publicly accessible electric vehicle charge point network across the D2N2 region.

The report informed the Committee that the City Council had undertaken a detailed procurement exercise and had appointed Chargemaster to be the contractors to deliver and manage the electric charging network for a ten year period and provided the detail of what that entailed. The report also provided the proposals for the Committee and the impact on the budget and policy framework.

Members sought clarification as to what happens after the ten year contract ends. The Business Manager confirmed that if the Council wanted the charging units it would be within the Councils gift to do so. Ten years would provide time for partnership working and upgrading.

A Member asked whether the lorry park could be upgraded with electric charging networks at the same time as the surveys were being undertaken in the Council car parks, to future proof that site. The Business Manager confirmed that the question would be asked however he was under the understanding that electric powered engines were not suitable for HGV's, but enquiries would be made for the lorry park.

Members were very keen for this project to move forward and requested that the results of the surveys be submitted to the September 2018 meeting of the Committee for consideration.

AGREED (unanimously) that:

- (a) Chargemaster PLC be appointed to develop infrastructure for charging electric vehicles on Council land;

- (b) other organisations be approached to offer them the opportunity to provide charging points on their land; and
- (c) a full plan and recommendations on charging options be submitted to the 12 September 2018 meeting of the Economic Development Committee on completion of the survey.

6 REVIEW OF NEWARK LORRY PARK

The Committee considered the report presented by the Business Manager Environmental Health & Licensing, which sought Members consideration regarding the challenges and opportunities for the future development and potential expansion to the Newark Lorry Park.

The report informed Members of the background information regarding the lorry parking and that the scheme to extend the lorry park was approved by the Economic Development Committee at the 29 March 2017 meeting.

The report detailed the work undertaken regarding a planning application and provided information on the Capital Programme. Additional security on the site was also noted due to regular reports of criminal activity taking place on the lorry park.

The report also provided details regarding the Refuelling Centre and the possible expansion of that by a national company that installed and operated refuelling operations for heavy goods vehicles. The Café and Welfare Facilities were also detailed.

The report provided an options appraisal and proposals, staff resources, equalities implications, and impact on the budget/policy framework.

A Member sought clarification as to whether a sign would be erected informing the public that the lorry park was a Newark & Sherwood District Council facility. The Business Manager confirmed that discussions were taking place regarding developing a brand for the lorry park and advertising that the park was run by the District Council and was a brand offering a top class facility.

Some Members commented that there was a contentious history to the lorry park and there were reservations as to whether this was the best use of the land. It was felt that the decisions that had previously been made should be reviewed and that the land should be valued to ensure that the best possible return for that land was being achieved. It was suggested that the lorry park could be re-sited closer to the A1 which would elevate congestion from HGV's entering Newark and also release a valuable piece of land.

The Business Manager commented that the HGV drivers supported the local economy as they parked their vehicles and walked into Newark and used local amenities, which would not be achieved if they were on a site close to the A1.

A Member also commented that the lorry park provided a good service for Newark and prevented lorries being parked outside of resident's properties.

Members raised concern regarding the proposed refuelling bunker and commented that this should be thought through very carefully as that service, whilst, would bring in income for the café and local economy, it would also increase the HGV's entering Newark and congestion within the town was already high.

One Member suggested that a valuation of the site be undertaken and that other alternatives uses such as housing or commercial development be considered. The Deputy Chief Executive and Director of Resources responded that a valuation on the land could be undertaken for this site, however Members needed to indicate what the potential uses were for the land i.e. industrial, commercial, residential development etc. as the land value would have a different value for each. Members were also asked to be mindful that the land did flood and may not be suitable for residential development. After further consideration, it was decided that a valuation of the land was not necessary.

Members questioned the projected income for the lorry park and indicated that the finances and formula used did not appear to be accurate.

The Business Manager confirmed that the fuel bunker would take up to six lorry parking bays, however another review would be undertaken to try and maximise the space available.

A Member commented on the cost of overnight parking on the site appeared cheap and should be reviewed to increase income.

AGREED (with 7 votes for and 3 votes against) that:

- (a) the revised scheme for the Newark Lorry Park extension project be approved;
- (b) the required additional capital and revenue budgets for the project be approved; and
- (c) the siting of a fuel bunker on the lorry park subject to legal agreements be approved.

7 LOCAL DEVELOPMENT FRAMEWORK PROGRESS REPORT

The Committee considered the report presented by the Business Manager Planning Policy which updated Members on the progress of the various elements of the Local Development Framework (LDF) contained within the Local Development Scheme (LDS) timetable and sought delegated authority to agree a statement of Common Ground with Mansfield District Council.

The report provided the background information regarding the current LDS which was adopted by Full Council on 11 July 2017 and came into force on the 12 July 2017.

AGREED (unanimously) that:

- (a) progress towards meeting the timetable of the adopted Local Development Scheme be noted; and

- (b) delegated authority to sign a Statement of Common Ground with Mansfield District Council and Ashfield District Council on the proposals within the Mansfield Local Plan be given to the Acting Chief Executive in consultation with the Chairman, Vice-Chairman and Opposition Spokesman of the Committee and Chairman of the Local Development Framework Task Group.

8 PROMOTION OF TOURISM UPDATE

The Committee considered the report presented by the Business Manager Economic Growth which updated Members on the utilisation of the Promotion of the Tourism budget which was introduced in April 2017.

The report informed the Committee that following the restructure of the Tourism Function in 2016, a budget for the Promotion of Tourism was agreed by the Economic Development Committee which came into effect in April 2017 and was for £98,000 in total.

The report detailed the activities to date relating to the Tourism Strategy and is in line with the Destination Management Plan (DMP) agreed for Newark and, although in development at present, the plans for Southwell and Sherwood. The aims of the DMP for Newark were detailed within the report.

The report also detailed Social Media; Partnerships; Blog Posts; Campaigns; Campaigns for 2018; Tourism Action Group; The Tourism Board; Familiarisation Visit for Coach Tour Operators; and Other activities undertaken since April 2017.

Members were keen for the Destination Management Plans for Southwell and Sherwood to be progressed and asked if an update report could be presented to the 12 September 2018 meeting rather than the November meeting as proposed.

A Member commented that he welcomed the use of Social Media, but was disappointed regarding the Social Media figures and sought clarification regarding the budget for Social Media. The Business Manager confirmed that Social Media was being built up and had been used for one year. It was confirmed that a report including the budget for Social Media would be submitted to the September meeting of the committee.

Clarification was sought regarding when the display boards would be installed. It was confirmed that they had been ordered via East Midlands through procurement and would be ready August 2018, that was dependent on the suppliers of the display boards.

A Member congratulated the Economic Growth team on the work they had undertaken regarding the Tourism Action Group (TAG) meetings, which had been useful and attendance had increased. The Business Manager confirmed that the dates for the TAG meetings were on the Council's website and all Members were welcome to attend, but please inform the Economic Growth team in order for seating arrangements to be made available.

AGREED (unanimously) that:

- (a) the activities undertaken since the establishment of the Promotion of Tourism Budget in April 2017 be noted;
- (b) the Committee support the development of the Tourism offer for the district and in particular the recruitment of the Palace Marketing Manager post and actions from the Newark Destination Management Plan;
- (c) the Destination Management Plans for Southwell and Sherwood are progressed with the plans to be presented to the 12 September 2018 Economic Development Committee; and
- (d) an update report including the budget for Social Media be submitted to the 12 September 2018 Economic Development Committee.

9 ENTERPRISE ADVISER FUNDING REQUEST REPORT

The Committee considered the report presented by the Business Manager Economic Growth which sought to provide Members with information relating to the Careers Enterprise Company (Careers Enterprise Advisers) and to request a decision as to whether a contribution to the continuation of this service should be funded.

Members commended the Economic Growth team for the work undertaken in this area and felt that the schools in the district were engaging with the Council productively and the work would be achieved better in-house.

AGREED (unanimously) that the Committee decline the offer to support the continuation of the Enterprise Adviser role for Newark & Sherwood.

10 SITE VISIT TO NEWARK & SHERWOOD DISTRICT COUNCIL OWNED FACILITIES

The Committee considered the report of the Deputy Chief Executive & Director – Resources which asked Members to discuss and formalise a date for the Economic Development Committee to undertake site visits to Council owned facilities.

The following sites were proposed for the site visit: Sconce and Devon Park; Beacon Innovation Centre; Vicars Water; Craft Centre; Lorry Park and All gateways to Newark.

Members requested that the industrial units at Blidworth and Clipstone be added to the site visits and that the Committees Substitutes be invited to attend the tour.

Members were asked to confirm their preferred date with the Democratic Services team. An email would also be sent to Members of the Committee and Substitutes seeking their preferred dates and any other suggested sites. Transport would be arranged internally.

AGREED (unanimously) that:

- (a) an email be sent to Members of the Committee and Substitutes seeking their preferred dates and any other suggested sites.; and
- (b) the following Council owned sites would be included for site visits:
 - Sconce and Devon Park
 - Beacon Innovation Centre
 - Vicars Water
 - Craft Centre
 - Lorry Park
 - All gateways to Newark
 - Blidworth and Clipstone Industrial Units

11 RECONSTITUTION OF WORKING PARTIES/TASK & FINISH GROUPS

The Committee considered the report of the Acting Chief Executive in relation to the appointing of representatives to the Local Development Framework Task Group and the reconvening and appointing of representatives to the Growth Investment Fund & Policy Monitoring Group.

AGREED (unanimously) that:

- (a) the Growth Investment Fund & Policy Monitoring Group be reconvened, the Members of the Group for the forthcoming municipal year to be:

Councillors: K. Girling, J. Lee, N. Mitchell, Mrs P. Rainbow and T. Wendels

- (b) the Local Development Framework Task Group be reconvened and the Committee's representatives for the forthcoming municipal year to be:

Councillors: K. Girling and R.V. Blaney

12 EXCLUSION OF THE PRESS AND PUBLIC

That, under section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraph 3 of part 1 of Schedule 12A of the Act.

13 NEWARK BEACON - BUSINESS INNOVATION CENTRE

The Committee considered the exempt report presented by the Business Manager – Planning Policy in relation to an options appraisal for the future running of the Newark Beacon Business Innovation Centre (BIC).

(Summary provided in accordance with 100C(2) of the Local Government Act 1972.)

Meeting closed at 7.53 pm.

Chairman

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Homes & Communities Committee** held in the Civic Suite, Castle House, Great North Road, Newark, Notts NG24 1BY on Monday, 11 June 2018 at 6.00 pm.

PRESENT: Councillor B Laughton (Chairman)
Councillor T Wendels (Vice-Chairman)

Councillor Mrs B Brooks, Councillor Mrs C Brooks, Councillor Mrs I Brown, Councillor Mrs S Michael, Councillor N Mison, Councillor N Mitchell, Councillor Mrs P Rainbow, Councillor Mrs S Saddington, Councillor Mrs S Soar and Councillor D Thompson

APOLOGIES FOR ABSENCE: Councillor M Buttery

1 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS AND AS TO THE PARTY WHIP

Councillor Mrs Saddington declared a Personal Interest in Agenda Item 11 - Annual Exempt Report as her husband volunteered for the CVS.

2 DECLARATION OF ANY INTENTION TO RECORD THE MEETING

That there would be an audio recording of the meeting undertaken by the Council.

3 MINUTES OF PREVIOUS MEETING

AGREED (unanimously) that the Minutes of the meeting held on 15 January 2018 be approved as a correct record and signed by the Chairman.

4 PRESENTATION BY ROBERT WOODHEADS - HOUSING DELIVERY IN THE DISTRICT

Craig Pygall, Alistair Taylor and Chris Tutin from Woodheads Developments were in attendance to deliver a presentation to Members on progress of the delivery of housing developments across the District in partnership with Newark and Sherwood Homes and the Council. They described the methodology behind the developments and the core values of the company, and how in practice this facilitated apprenticeships, local employment and local investment.

Members of the Committee thanked Woodheads for the presentation, and welcomed the progress, successful partnership working and their social attitude. The provision of high quality affordable housing with a local commitment was applauded. Members heard that the savings achieved, of around £380,000 were made by changes to how the project was run, finding added value where possible, and clustering the site developments. No savings were made by changing anything from inside the properties.

Members were impressed with the delivery of the project, that quality of the housing provided and the savings achieved and passed their congratulations to the officers and partners involved.

5 AFFORDABLE HOUSING DELIVERY 2017/2018

The Committee considered the report of the Business Manager- Strategic Housing to provide detail of affordable housing delivery across the district for the financial year 2017/18. The Committee heard that 135 homes had been delivered during the period, with 14 at social rent, 96 affordable rent, 21 intermediate ownership and 4 discount for sale.

Members welcomed the report and were pleased with the affordable housing delivery. Members queried how the tenure of the properties was allocated. The Business Manager- Strategic Housing explained that some funding sources dictated the tenure, for example Homes England Funding had to be affordable rent. Officers tried to provide a range of tenures to suit the different needs of tenants. The Committee were pleased with the level of negotiation between the Council and developers in their aim to provide affordable housing.

AGREED (unanimously) that the Committee noted the delivery of affordable housing in 2017/18, future anticipated delivery and progress with the Council's five year development programme making any observations as appropriate.

6 LOWDHAM FLOOD ALLEVIATION SCHEME

The Community Safety Business Manager was in attendance to present a report seeking a financial contribution for delivery of a flood risk management scheme in Lowdham.

The village of Lowdham had suffered from repeat flood events in 1999, 2007, 2012 and 2013. The Lowdham Flood Risk Management Scheme aimed to protect up to 200 residential properties at risk of flooding for an estimated investment of £6m. The scheme had funding in place of £3.45m. Following a review of the scheme's benefits, the Environment Agency were requesting an increase in Flood Defence Grant in Aid to £3m, which if approved, would bring the total funding available for the scheme to around £5m. The Outline Business Case for the scheme was due to be complete by summer 2018. Following this, if an affordable and technically viable solution could be identified, the scheme would progress through to detailed design in 2019. Construction could then begin in 2020 for a two year duration, with scheme completion expected by late 2022.

Members noted that the Council held a remaining grant fund allocation of £140,000 for 'Major Flood Alleviation' within the capital programme. In addition to this, the Council approved at its meeting 8th March 2018, within the budget report, to create a reserve for £250,000 as a Flooding Defence Reserve.

The Committee were in general agreement that this was an important scheme which could protect 200 properties. Members noted that not only would this help alleviate the immediate and devastating event of flooding, but could also help reduce insurance for residents in the area, however, it was vital that the Environment Agency updated the flood risk maps following works. The Committee considered that an amount of around £200,000 would be appropriate and this should be put forward to the Policy and Finance Committee for consideration.

AGREED (unanimously) that the Committee consider committing a level of funding towards the cost of the Lowdham Flood Alleviation Scheme in the region of £200,000, and make a recommendation to the Policy & Finance Committee for that amount to be allocated from the current major flood alleviation scheme currently included in the District Council's capital programme.

7 LICENSING STANDARDS FOR HOUSES IN MULTIPLE OCCUPATION

The Committee considered the report of the Business Manager - Environmental Health and Licensing which outlined the changes to the licensing regime for Houses in Multiple Occupation (HMO).

Members heard that the definition of an HMO had changed meaning that the definition now applied to any house regardless of the number of storeys. Therefore all houses where there were 5 or more people and they were living in 2 or more separate households would now require licensing as HMOs. The second element of the definition applied to a flat which was occupied by 5 persons or more, in 2 households or more and was in a converted building: or in certain circumstances was in a building where part of the building was used for commercial or other non-residential purposes. A licence was required for an HMO, to be granted by the local authority to a 'fit and proper' person.

In order to provide consistency and to ensure that landlords were well informed about the standards that their properties were expected to achieve a set of amenity standards had been developed.

In discussion, Members heard that officers could try to locate those properties newly falling into the requirements to have a licence through contact with letting agencies and employment companies. Once located, officers had a right of entry and inspection. It was also noted that the requirement may also provide an additional tool in tackling modern slavery.

AGREED (unanimously) that:

- (a) the introduction of the new licence regime relating to Houses in Multiple Occupation Members be noted; and
- (b) the amenity standards set in Appendix One to the report be adopted.

8 ENERGY EFFICIENCY (PRIVATE RENTED PROPERTY)(ENGLAND AND WALES) REGULATIONS 2015

The Committee considered the report of the Business Manager- Environmental Health and Licensing regarding the Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015 and the implications for Newark & Sherwood. The Regulations set out the minimum level of energy efficiency for private rented property in England and Wales. In relation to the domestic private rented sector the minimum level was an energy performance certificate (EPC) rating of band E. The report detailed the financial penalties set by the regulations, and those officers who would be designated as authorised to enforce the regulations by issuing compliance and penalty notices.

Members discussed the report, and noted that it was incumbent on the lettings agency to ensure that a property to let had an energy efficiency certificate and this requirement was well known within the industry. The District did not have a lot of private landlords with large portfolios and the Council would work with landlords to enable them to have time to undertake upgrading works prior to undertaking enforcement action.

AGREED (unanimously) that:

- (a) the introduction of the Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015 be noted;
- (b) the Officers as set out on paragraph 5.1 be authorised to enforce the Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015; and
- (c) the financial penalties as set out in paragraph 4.15 be adopted.

9 RECONSTITUTION OF WORKING PARTIES

The Committee considered the report to appoint two Members to the Local Development Framework (LDF) Task Group established by the Economic Development Committee.

AGREED (unanimously) that Councillors Bruce Laughton and Councillor Mrs Celia Brooks be appointed to the LDF Task Group.

10 ANNUAL EXEMPT REPORT

Councillor Mrs Saddington declared a Personal Interest as her husband volunteered for the CVS.

The Business Manager - Customer Services and External Communications was in attendance to present a report which detailed the exempt business considered by the Committee since 16 May 2017. One item had been considered- Moving Ahead- Potential Co-location to Castle House.

The Committee considered the detail of the report and agreed that the report should remain confidential as it contained financial information which was still relevant.

AGREED (unanimously) that the report Moving Ahead – Potential Co-location to Castle House should remain exempt and not released into the public domain.

11 COUNCIL HOUSING ALLOCATION SCHEME - ANNUAL UPDATE

The Business Manager- Housing and Safeguarding was in attendance to present a report providing an update on the implementation of the Council's Housing Allocation Scheme. The scheme had been in operation for 12 months, and following analysis, the majority of the changes had produced positive improvement and were achieving the desired outcomes.

The Committee considered the report and noted the impact of the changes and agreed the positive impact of the Scheme. The Committee thanked the Officers and Members involved in the work to produce the Scheme.

AGREED (unanimously) that the report be noted.

12 OLLERTON PUBLIC SERVICES HUB UPDATE

The Business Manager - Customer Services and External Communications presented a report regarding the development of a public services hub in Ollerton. The Council was the lead authority in creation of a joint service from Ollerton and Boughton Town Hall. The existing service was very popular and demonstrated increased demand for services.

Officers had recently met with representatives from the CCG to discuss health provision inclusion. At the meeting, representatives from the CCG had confirmed their interest but needed more time to consider the detail and financial implications. It had therefore been agreed that another meeting be held in three months' time.

Members of the Committee were pleased with the effort to drive service provision within Ollerton, and local members were acutely aware of the difficulty with healthcare provision in the area. Members requested that Officers continue with their work to expand the joint services available in Ollerton. It was also noted that Universal Credit was due to roll out in the area in September and therefore additional resource had been allocated to assist members of the public with their claim process.

AGREED (unanimously) that:

- (a) the content of the report be noted; and
- (b) further updates be presented to this Committee.

13 CORPORATE SAFEGUARDING UPDATE

The Committee considered the report of the Business Manager – Housing and Safeguarding to update Members on safeguarding matters and to confirm that the Council's activity was in line with its safeguarding responsibilities, policies and procedures.

The Committee noted the updates from the Nottinghamshire Safeguarding Children and Adults Boards, the Corporate Safeguarding Group and details of case management for the period. Details of internal training and training for licensed taxi drivers was also detailed in the report.

AGREED (unanimously) that the Committee consider the contents of this report and comment accordingly.

14 URGENCY ITEM - AMENDMENTS TO NEWARK & SHERWOOD DISTRICT COUNCIL ALLOCATION SCHEME

The Committee noted the urgent item in relation to changes to the Newark and Sherwood District Council Allocation Scheme reflecting the requirement for implementation of the Homeless Reduction Act on 5 April 2018.

AGREED (unanimously) that the report be noted.

Meeting closed at 7.35 pm.

Chairman

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Leisure & Environment Committee** held in the Civic Suite, Castle House, Great North Road, Newark, Notts, NG24 1BY on Tuesday, 26 June 2018 at 6.00 pm.

PRESENT: Councillor R Jackson (Chairman)
Councillor N Mison (Vice-Chairman)

Councillor M Cope, Councillor Mrs G Dawn, Councillor Mrs L Hurst, Councillor D Staples, Councillor Mrs L Tift, Councillor K Walker, Councillor T Wendels, Councillor Mrs Y Woodhead, Councillor I Walker and Councillor K Girling

APOLOGIES FOR ABSENCE: Councillor Mrs R Crowe and Councillor Mrs A Truswell

1 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS AND AS TO THE PARTY WHIP

Councillor T Wendels declared a personal interest in Agenda Item 5 – Active4Today – 2017/18 Annual Report as he is a Southwell Leisure Centre Trustee.

2 DECLARATION OF ANY INTENTIONS TO RECORD THE MEETING

Other than the Council recording in accordance with usual practice, there were no declarations of intention to record the meeting.

3 MINUTES OF PREVIOUS MEETING

AGREED (unanimously) that the Minutes of the meeting held on 20 March 2018, be approved as a correct record and signed by the Chairman.

4 A PRESENTATION WILL BE UNDERTAKEN BY THE CLINICAL COMMISSIONING GROUP

An update presentation was provided by the Clinical Commissioning Group (CCG). Sally Dore – Head of Communications and Engagement and Lucy Dadge – Chief Commissioning Officer attended the meeting.

Following the presentation a question and answer session ensued as follows:

A Member commented that the NHS had a huge recruitment problem for clinical staff and was surprised that GPs were being used to undertake a management role for the Hubs. It was felt that the GPs were needed to do their job, not to manage the organisation.

It was commented that the CCGs had been established to be clinically led. The CCGs role was to commission the best outcomes for our population. GPs were the correct people to undertake that and had the majority view regarding commissioning of the service. They required support and data to undertake this job, to overburden them was wrong.

A Member commented that there appeared to be a lot of duplication in the Health Service. Mental Health was important and asked how the CCG address that as services appeared not to be available until the situation reached critical. It was reported that Newark MIND had their funding reduced.

The current service was discussed and it was confirmed that those comments would be taken on board and addressed.

A Member commented on the Treatment and Care Centre at Newark hospital and commented that people would not understand what service that centre provides. It was suggested that the CCG educate people on what the centre provides, in order for people to understand that this was a good service for Newark.

The CCG representative commented on the areas that were being changed. It was reported that people with mental health problems had a shorter life expectancy and required a greater amount of support from their GP. It had therefore been recognised that patients were better cared for locally by their GP and an increased amount of support was being provided to GPs which would wrap around community care.

The representative informed Members that they would go back to basics regarding Newark hospital and produce a booklet informing the public regarding what treatments were available and how appointments could be made. It was confirmed that the Treatment Centre would offer 24 hour treatment and care.

A Member commented on being type two diabetic and that support for type two diabetes was being withdrawn from clinics. The individual was being encouraged to manage their own diabetes which would incur a cost in order to do that.

The representative confirmed that she would address that area.

The Chairman thanked the CCG representatives for their informative presentation and invited them to attend a future meeting in six months' time, to provide an update on their work.

AGREED (unanimously) that:

- (a) the presentation be noted; and
- (b) the CCG be invited to attend a future meeting in six months' time to provide an update on their work.

5 ACTIVE4TODAY - 2017/2018 ANNUAL REPORT

The Committee considered the report presented by the Director of Customers and Managing Director – Active4Today, which updated Members on the performance of Active4Today for the financial year ending 31 March 2018.

Members were informed that the Company had traded positively in 2017/18. Company turnover had increased by almost 10 per cent, buoyed, in particular, by growth in children's memberships of more than 12%. The adult and children's membership bases remained the best indicators of the underlying strength of the Company.

The report provided an overview of performance which was detailed within Appendix II to the report. An overview of finance for the period 1 April 2017 to 31 March 2018, was reported, the financial statements which were appended to the report showed that the Company recorded a net operating surplus of £178,553. At the end of the financial year, 2016/17, the company made a provision in its accounts, totalling £116,000, for repairs that were planned to be undertaken in the 2017/18 year. These works were not undertaken by the company in the year because of the pending review of leisure facilities in Sherwood. The commitment of £116,000 had therefore been reversed in the income and expenditure account and formed part of the year end surplus of £178,553. The operating surplus represented further, strong financial performance from the Company in 2017/18. The Company's earmarked usable reserves, as at 31 March 2018 stood at £377,677. The Company had agreed a maximum level of usable reserves of £750,000.

The report also updated Members on Future Funding and Southwell Leisure Centre Trust.

In the discussion Members sought clarification on the performance data, which showed that the use of visits had fallen and whether anything could be done to improve that. The number of GP referrals had also fallen significantly and whether there were things that could be done to rectify that. The Equalities and Diversity section of the report also indicated that the number of attendance from children in deprived areas had fallen, which was due to the funding for the SAFE programme ending.

The Managing Director Active4Today confirmed that the way the data was being retrieved for the performance data had been changed and new ICT systems had been installed. It was confirmed that the GP referrals had reduced however Active4Today could not influence the GPs; Members were informed of other schemes available. It was confirmed that the programme that had been provided to target increasing activity in deprived areas had been funded by Sports England and had come to an end.

A Member commented that the report indicated that there were no equalities and diversity issues, but questioned why the number of female attendance had fallen. Clarification was further sought whether Active4Today had a policy for equalities and diversity.

The Managing Director – Active4Today confirmed that the equalities and diversity section would be circulated for Members of the Committee.

The Committee Vice-Chairman confirmed that he would address the GP referrals with the Clinical Commissioning Group (CCG) and Health and Wellbeing Board and ask whether there was anything the Council could do.

AGREED (unanimously) that:

- (a) the positive performance of Active4Today in 2017/18 be noted: and

- (b) the operating agreement between the Council and the Company is under review and any significant changes to the agreement will be brought to a future meeting of the Committee.

6 REVIEW OF LEISURE CENTRE PROVISION

The Committee considered the report presented by the Business Manager – Housing and Safeguarding (as Project Manager), which provided the progress made in considering the options available for improving and sustaining leisure centre provision in Sherwood. Members were asked to consider the contents of the report and the advice provided by the Council's Section 151 Officer, in order to reach a decision on whether to progress with the project.

Members were also provided with an additional recommendation to purchase land under delegated powers, to enable opportunities for a leisure hub light model to be explored in the future.

The report provided the Project Objective; Options; Proposals; Financial Appraisal; Equalities Implications and Section 151 Officers Financial Comments.

The three options considered in the options appraisal which was appended to the report with the market analysis, were as follows:

- Option 1: Stay the same – continue with fragmented offer in Sherwood. This option has no financial implications and does not deliver the project objectives
- Option 2: New Leisure Centre provision on land immediately in front of the Dukeries. The estimated total cost of building a new Leisure Centre is just over £13m. This is not considered to be affordable and does not provide the best value for money solution for the community.
- Option 3: Dukeries improvement scheme and pool hall new build, at an estimated cost of £7.9m.

A Member commented that the 'One Public Estate and Neighbourhood study in Ollerton' had not been presented to the Committee. The neighbourhood study had indicated the need for a wet provision in Ollerton. It was felt that the financials in the report provided a poor outcome. The projected income for the Leisure Centre was debated and it was commented that due to the implications of the report it would appear that a Leisure Centre or swimming pool would never be built in Sherwood due to a 6% return being required. It was commented that leisure facilities would not be provided in more deprived areas, just affluent area as that was where they provided a return. It was commented that a swimming pool would be beneficial for this area and would turn the leisure provision around.

The Business Manager – Housing and Safeguarding confirmed that an update report regarding the One Public Estate work was presented to the Homes and Communities Committee on 11 June 2018.

The Managing Director – Active4Today, confirmed that a realistic business plan was compiled, which projected an improved revenue return of £75,000. He commented that the Newark Sports and Fitness Centre was a success story, which had been received well by the public.

The Director – Customers commented that the contingency for the proposed pool was 12%, which accurately presented the financial risks at this early stage. There would be challenges in linking the proposed new build with the existing Dukeries Leisure Centre. A professional cost consultancy company had been commissioned to undertake work regarding the linking of the buildings. The revenue return for this project would require an £8million investment from Council reserves and the Section 151 Officers comments were reiterated to Members.

A Member commented that the Ollerton Neighbourhood study had indicated their preferred option was outdoor facilities rather than a swimming pool. Outdoor provision could be provided through the investment of £75,000 for the land in front of the present leisure centre and would provide the outdoor facilities that the community had requested.

A Member commented that if the outdoor facilities were pursued it was unlikely that the Council would invest in a new leisure centre in the future, for a deprived section of the community.

The Chairman commented that he was mindful of the Section 151 Officer's comments and whilst it would be good to have a swimming and sports facility at Ollerton like that in Newark, it was not the right time to deliver that provision. He felt that the outdoor provision for sports would be beneficial and that the land should be obtained from Nottinghamshire County Council to improve facilities for the local community.

The Chairman took Recommendation (a) and (b) separately. A vote was taken for recommendation (a) as follows with a recommendation to the Policy and Finance Committee:

AGREED (with 7 votes For and 3 votes Against) that a recommendation be submitted to the 28 June 2018, Policy and Finance Committee, informing the Committee that the Leisure and Environment Committee have taken the Section 151 Officer's advice not to progress at the present time with Option 3, which would incur further costs to the Council of £250,000; and

A vote was taken for recommendation (b) with a recommendation to the Policy and Finance Committee as follows.

AGREED (with 7 votes For and 3 Abstentions (*the three Members abstained as they recognised that there was potential in supporting the proposal however would prefer Option A*)) that a recommendation be submitted to the 28 June 2018, Policy and Finance Committee, to approve appropriate land transactions with Nottinghamshire County Council and the Dukeries Academy under delegated powers to the Director – Customers, to support the development of sports hub light model linked to the Ollerton and Boughton Neighbourhood Study.

7 GARDEN WASTE - POSITION PAPER

The Committee considered the report presented by the Strategic Development Manager which related to the Committee's request to review the garden waste

provision within the district. The report provided a number of proposals for Members to determine, which options they would like to pursue, this would enable officer resource to be directed towards providing full business case information, including financial modelling only for options Members would consider.

A Member sought clarification as to what cost the Council would incur in undertaking the cost analysis to bring the Garden Waste service back in house. The Strategic Manager confirmed that there would not be a financial cost other than the cost of the Council's Officer time.

AGREED (unanimously) that:

- (a) the Committee approve the proposal as 3.1 of the report and agree to transfer the administration currently provided by Rushcliffe for bins collected by NSDC back to an in house provision and for officers to give the associated notice required as part of the MOU; and
- (b) the Committee authorise officers to explore the full costs of proactively bringing all services in house on the current assumption that this could lead to a net revenue cost.

8 RECYCLING CONTAMINATION REDUCTION - MEMORANDUM OF UNDERSTANDING

The Committee considered the report presented by the Assistant Business Manager – Waste Management, which provided an overview of the Memorandum of Understanding proposed by the contamination working group and its planned implementation throughout the district.

The report provided details on the existing waste management partnership between Newark and Sherwood District Council, district and borough partners, Nottinghamshire County Council and their contractor Veolia since 2012. The waste management responsibilities were also detailed.

It was reported that the permitted contamination rates for materials entering the MRF was 5%. Across Nottinghamshire County the contamination rates were slowly increasing in all Council areas. When the contract first started in 2006 contamination rates were routinely below the 5% threshold; by 2017 the county average figures reached 13%.

The report also detailed Refusal vs Understanding; Tackling the problem; Implementation and Future work.

A Member sought clarification regarding recycling at his place of work as the residual bin and recycling bin were being emptied into the same wagon. The Assistant Business Manager confirmed that he would find out whether the waste was being collected by the District Council or a private company and take this forward.

Members commented that residents of the district wanted to recycle responsibly and welcomed the educational information being distributed in order for everyone to understand what could be recycled. It was also commented that the manufacturers should be targeted to produce recyclable packaging.

AGREED (unanimously) that:

- (a) the Memorandum of understanding be approved; and
- (b) the funding for the district wide mail drop and the new suite of support materials be approved.

Councillor M Cope left the meeting at this point.

9 UPDATE ON THE BETTER CARE FUND

The Committee considered the report presented by the Interim Director – Communities, which provided an update on the schemes that had been delivered from funding from the district’s allocation of the Better Care Fund.

The report detailed the purpose of the Better Care Fund, reporting procedure and the formula for the allocation of the funding.

The report presented the delivery of the local schemes, which included the three year funding allocated for the schemes. It was noted that some of the allocation from 2017/18 was underspent. That allocation had been rolled forward into the 2018/19 financial year to support schemes that had developed momentum and where expenditure was expected to grow.

The report also provided an update on the Mandatory Disabled Facilities Grants and it was reported that there was a £700,000 budget for this work in 2018/19 with potential for that to be supplemented from the discretion DFG budget if required. The Discretionary DFGs, Handy Person Adaptations Schemes, Warm Homes on Prescription, Assisted Technology and Accessible Homes was also detailed.

Schemes for Future Years and Future Developments were also noted within the report.

AGREED (unanimously) that the Committee support the continued delivery of Local Schemes and noted the content of the report.

10 THE USE OF FIXED PENALTY NOTICES AND ASSOCIATED PENALTIES RELATING TO ENVIRONMENTAL OFFENCES AND ANTISOCIAL BEHAVIOUR

The Committee considered the report presented by the Assistant Business Manager - Waste, which presented the revised schedule of Fixed Penalty Charges (FPNs), as introduced by Statutory Instrument on the 1st April 2018. Consideration regarding the introduction of new penalty fees was also sought and the adoption of a policy on the use of FPN’s to tackle Environmental Offences and Anti-social Behaviour (ASB).

The Newark and Sherwood District Council’s Policy and Procedure on the use of Fixed Penalty Notices to tackle Enviro-crime and antisocial behaviour was appended to the report.

A Member commented on the proposal to adopt the maximum penalty and felt that the standard rate should be adopted as Newark and Sherwood was not an affluent area and had pockets of deprivation within it. Imposing an expensive fine may lead to further deprivation and difficulties for an individual, a step by step approach was suggested to help people.

A Member commented that by applying the maximum rate it was more of a deterrent not to commit the offence and by setting the fees at the maximum level it gave officers greater scope to issue a proportionate fine.

The Assistant Business Manager confirmed that the set fines were viewed as a deterrent and the early repayment option was there to reduce the cost. They were however fixed so there was no scope for officer adjustment once the levels were set.

A Member sought clarification regarding the 'Exposing Vehicles for Sale on Roads' and asked if individuals were selling or repairing cars and selling them from their homes, how would that be enforced. The Assistant Business Manager confirmed that he would find out the answer and circulate it to Members.

AGREED (with 8 votes For and 1 vote Against part(b)) that:

- (a) the revised schedule of Fixed Penalty Charges (FPNs) be noted;
- (b) the procedure on the use of Fixed Penalty Notices for Environmental Crime and ASB be adopted; and
- (c) the fixed penalty penalties listed in paragraph 4.1 of the report be adopted; and
- (d) the answer to the question regarding 'Exposing Vehicles for Sale on Roads', if individuals were selling or repairing cars and then selling them from their home, how would that be enforced. The answer be circulated to Members of the Committee.

11 HAWTONVILLE COMMUNITY CENTRE MANAGEMENT PROGRESS REPORT

The Committee considered the report presented by the Community Projects Manager, which provided an update in respect of Hawtonville Community Centre and the progress being made following the transfer of the management of the Centre to Reach (a Local Charity supporting venerable adults in Newark and Sherwood) through the granting of a three year tenancy agreement.

Members were informed of an open day/official opening event taking place on Thursday, 19 July 2018, which would show Members what had been achieved. Committee Members had been sent individual invitations.

AGREED (unanimously) that an update report at six monthly intervals be submitted to the Committee on the activities and services delivered to the community through the Hawtonville Community Centre in respect of its contribution to the delivery of the priorities and objectives of the Hawtonville Neighbourhood Study.

12 HEALTH AND WELLBEING

The Leisure & Environment Committee Vice-Chairman informed the Committee that he had attended the recent Health & Wellbeing Board meeting. The Board had been informed of the 150th healthy take-away in Retford and had been presented with a certificate. A governance structure had been agreed around the Healthy and Sustainable Places Ambition of the Health and Wellbeing Strategy and an officer would represent the Council on a new Co-ordination Group to work with elected Members who would work as Champions on each of the work streams.

A quarterly update had been provided on the Better Care Fund, which had indicated that five out of six pointers for the markers and indicators for the fund had not met the set targets. This was reported to be down to Secondary care not reaching their targets which was due to the Beast from the East, which had put a big strain on the health service through bed blocking etc.

The Annual report from the STP had been discussed which provided information on the progress achieved with the Mid Nottinghamshire Partnership.

The Interim Director – Communities (lead for Health and Wellbeing) confirmed that she would represent the Council on the new Coordination Group and that she was looking for the Committees support to hold a workshop with partners to shape a local delivery plan and was hoping to get complementary support from the Local Government Association (LGA) – leading to the resurrection of a N&S Health and Wellbeing Partnership.

It was confirmed that the Clinical Commissioning Group (CCG) had established a group entitled 'Patient and Public Engagement Committee', which had been discussed at the last meeting of the Committee. The Vice-Chairman of the Leisure & Environment Committee was the Councils representative on that Committee with the Opposition spokesperson being substitute. It was also advised that discussions were due to take place with Nottinghamshire County Council and the CCG to look at the Council's engagement and representation of the mid-Notts Alliance.

NOTED the verbal update and support for the Health and Wellbeing Workshop.

13 WORK PROGRAMME

Members were encouraged to submit any areas of work they wanted to address for the forthcoming year.

NOTED the Forward Plan.

14 EXCLUSION OF THE PRESS AND PUBLIC

There were no exempt items of business.

Meeting closed at 8.50 pm.

Chairman

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **General Purposes Committee** held in the Castle House, Great North Road, Newark, Notts. NG24 1BY on Thursday, 14 June 2018 at 6.00 pm.

PRESENT: Councillor Mrs R Crowe (Chairman)
Councillor I Walker (Vice-Chairman)

Councillor Mrs B Brooks, Councillor Mrs I Brown, Councillor D Clarke,
Councillor M Cope, Councillor P Duncan, Councillor Mrs S Michael,
Councillor D Payne, Councillor Mrs S Saddington, Councillor B Wells
and Councillor Mrs Y Woodhead

APOLOGIES FOR ABSENCE: Councillor Mrs K Arnold, Councillor Mrs S Soar and Councillor Mrs L Tift

1 DECLARATIONS OF INTERESTS FROM MEMBERS AND OFFICERS

NOTED: that no Member or Officer declared any interest pursuant to any statutory requirement in any matter discussed or voted upon at the meeting.

2 DECLARATION OF ANY INTENTION TO RECORD THE MEETING

NOTED: that an audio recording was to be made of the meeting by the Council.

3 MINUTES OF THE PREVIOUS MEETING

AGREED (unanimously) that the Minutes of the meeting held on 15 March 2018 be approved as a correct record and signed by the Chairman.

4 HACKNEY CARRIAGE FARE REVIEW

The Committee considered the report presented by the Business Manager Environmental Health & Licensing which sought Member consideration for the approach to undertake a review of Hackney Carriage fares.

The current Hackney Carriage Fares for Newark and Sherwood were tabled at the meeting.

The report set out the background information as to how the District Council fixed the fares applicable to Hackney Carriages, which included the current fare charging policy. The last review of fares was undertaken in 2012 where a decision was taken that no change to the fares was required.

The report sought Member consideration on whether the fares should be set so as to favour short or long journeys. This could be achieved by changing the balance between the flag drop and the tariff for distance. Members were also asked whether they would like to see any change to the multiplier used to calculate the rates for evenings, Sundays and public holidays. A table was included within the report which illustrated the effect that the multiplier had on the T2 tariff.

The report proposed to undertake informal consultation with a range of taxi companies and individual drivers to ascertain their opinions on how the fares were currently calculated and the impact of the tariff 2 and 3 multiplier. On completion of those informal consultations it was proposed to distil the findings down to a small number of fare review options and then to undertake a ballot of all drivers as to which method they would like to see introduced.

The Chairman requested that the night time rate should be reviewed carefully as the night time economy for businesses was crucial. Clarification was also sought as to whether a notice of the tariffs was displayed in the vehicle. The Business Manager confirmed that would be addressed and if the notice was not displayed then it would be included in the recommendation as an action.

AGREED (unanimously) that:

- (a) the details relating to the fare reviews of Hackney Carriage fares be noted;
- (b) the proposals for carrying out the fare review be supported; and
- (c) the Business Manager check whether the Hackney Carriage displays a notice of the tariffs and if not that be included as an action.

5 REVIEW OF STATEMENT OF GAMBLING POLICY

The Committee considered the report presented by the Business Manager Environmental Health & Licensing which sought the Committee's approval to revise the Council's Statement of Gambling Policy and to begin the consultation process.

The report set out the responsibilities of the Council, as Licensing Authority, under the Gambling Act 2005. The Act required the policy to be reviewed every five years. The current policy was adopted in January 2013 and therefore needed to be reviewed before January 2019.

It was reported that in order to achieve a level of consistency across the County the Nottinghamshire Authorities had been working together on a joint format for the Statement. Members were informed that the Councils across the County were different and therefore it was not possible to have identical documents, however, wherever possible attempts had been made to apply consistent phraseology.

It was proposed to undertake an extensive consultation exercise by directing organisations to the Council's website where a copy of the draft Policy would be posted. Printed copies would be available on request. It was also proposed that the consultation period would last for ten weeks.

Members raised concern that the changes to the Gambling Policy may force people onto the internet gambling sites, which were out of the Local Authority's control. The Chairman commented that she was attending the Nottingham Licensing Chairman's meeting and she would ask the representative from the Gambling Commission if she would attend a future meeting of the Committee to provide information relating to this issue.

A Member also requested that the Nottingham and Derby Law Society to be added to the list of consultees within the Statement of Gambling Policy.

AGREED (unanimously) that the requirement that the Gambling Policy be reviewed.

6 UPDATE ON PERFORMANCE AND ENFORCEMENT MATTERS

The Committee considered the report presented by the Business Manager Environmental Health & Licensing in relation to the activity and performance of the Licensing Team with details of the current ongoing enforcement issues.

The report covered the period from 1 January to 31 March 2018 inclusive and set out the range and number of licence applications during this period. It also highlighted any activity required as a result of the applications.

Information contained in the report relating to the number of applications for grants and renewals of licences for Hackney Carriage; Private Hire; and Ambulance Drivers together with those for Hackney Carriage and Private Hire Vehicles.

Also provided within the report was information relating to both street and house to house collections. Enforcement activity was also listed with information as to what action had been taken to-date for the period 1 January to 31 March 2018.

Members commented on a local fund raising event that was taking place at the Newark Festival and whilst they supported this event, they raised concerns as to whether the correct procedure was being adhered to. The Business Manager confirmed that a charity collection for a specific cause was taking place at the Newark Festival and collection buckets would be available in side the gates of the Festival. It was confirmed that as that was on Council land no licence was required for that fund raising event. It was further clarified that if the collection buckets were placed outside of the gates then a licence would be required. Members also commented that the fund raising would also continue in the Public Houses within Newark. The Business Manager confirmed that each Licensee would need to seek permission for that collection to take place. The Chairman suggested that the Business Manager Environmental Health & Licensing should contact the Clerk to Newark Town Council and the Charity organiser to provide advice regarding the correct procedure for street collections.

AGREED (unanimously) that:

- (a) the report be noted; and
- (b) the Business Manager Environmental Health & Licensing contact Newark Town Council and the charity organiser to confirm where the collection would take place at the Newark Festival and that correct procedures are followed should any collections be undertaken in public houses.

7 EXCLUSION OF THE PRESS AND PUBLIC

That, under section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraph 3 of part 1 of Schedule 12A of the Act.

8 MINUTES OF HACKNEY CARRIAGE & PRIVATE HIRE DRIVERS SUB-COMMITTEE

NOTED: the Exempt Minutes of the Hackney Carriage & Private Hire Drivers Sub-Committee held on 1 May 2018 at 10am.

9 MINUTES OF HACKNEY CARRIAGE & PRIVATE HIRE DRIVERS SUB-COMMITTEE

NOTED: the Exempt Minutes of the Hackney Carriage & Private Hire Drivers Sub-Committee held on 1 May 2018 at 11.10am.

Meeting closed at 6.37 pm.

Chairman

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Licensing Committee** held in the Castle House, Great North Road, Newark, Notts. NG24 1BY on Thursday, 14 June 2018 at 6.00 pm.

PRESENT: Councillor Mrs R Crowe (Chairman)
Councillor I Walker (Vice-Chairman)

Councillor Mrs B Brooks, Councillor Mrs I Brown, Councillor D Clarke, Councillor M Cope, Councillor P Duncan, Councillor Mrs S Michael, Councillor D Payne, Councillor Mrs S Saddington, Councillor B Wells and Councillor Mrs Y Woodhead

APOLOGIES FOR ABSENCE: Councillor Mrs K Arnold, Councillor Mrs S Soar and Councillor Mrs L Tift

01 DECLARATIONS OF INTERESTS FROM MEMBERS AND OFFICERS

NOTED: that no Member or Officer declared any interest pursuant to any statutory requirement in any matter discussed or voted upon at the meeting.

02 DECLARATION OF ANY INTENTION TO RECORD MEETING

NOTED: that there would be an audio recording of the meeting.

03 MINUTES OF THE PREVIOUS MEETING

Minute No. 27 – Minutes of the meeting held on 15 March 2017

It was requested that Councillors Mrs S.M. Michael and Mrs A.A. Truswell's apologies be included within the Minutes.

AGREED that subject to the above amendment the Minutes of the meeting held on 15 March 2018 be approved as a correct record and signed by the Chairman.

04 REVIEW OF STATEMENT OF LICENSING POLICY

The Committee considered the report presented by the Business Manager Environmental Health & Licensing which sought Members' approval for the draft revision of the Council's Licensing Policy and to commence the consultation process.

A copy of the 2019 draft Statement of Licensing Policy was attached as an appendix to the report. A large font had been used to identify where changes were proposed.

The changes to the document reflected the amendments to the Licensing Act 2013 brought in since 2014 and the document had additional information within it that was previously absent. There had been no fundamental changes to any of the policies previously agreed.

A typographical error was found on page 25, 8.1 of the Statement of Licensing Policy, and should read 'Club' Premises Certificates.

A Member commented on the Health & Safety of the bar garden for one of the local Public Houses as the seating area was in close proximity to the river Trent. Three people had already fallen in the river and it was felt that the seating area should be addressed to prevent any further accidents.

The Business Manager Environmental Health & Licensing confirmed the law regarding the licensing around the premises. He confirmed that the Business Unit had undertaken work with that licensed premise to ensure a safer environment.

Members also commented on the spread of the seating areas from the cafés in Newark Market place and felt that this was putting customers at risk from authorised vehicles that were allowed access into the Market Place.

The Chairman confirmed that this issue had been addressed with the Business Manager and an update report would be provided to a future meeting of the Committee.

AGREED (unanimously) that:

- (a) the draft revision of the Council's Licensing Policy be noted and the consultation process be commenced; and
- (b) an update report on the seating arrangements for the cafés within Newark Market Place be submitted to a future meeting of the Committee.

05 LICENSING ACT TRAINING FOR MEMBERS AND OFFICERS

The Committee considered the report presented by the Business Manager Environmental Health & Licensing in relation to Licensing Act training being provided for both Officers and Members by the Nottinghamshire Authorities Licensing Group, scheduled for Wednesday, 4 July 2018 at the Hostess Restaurant in Mansfield.

Members of the Committee were requested to let Officers know if they were able to attend the training.

AGREED (unanimously) that the following Members confirmed their attendance for the forth coming training.

Councillors Mrs B. Brooks; Mrs I. Brown; D. Clarke; Mrs R. Crowe; P. Duncan; D. Payne; B. Wells; I. Walker; and Mrs Y. Woodhead.

06 COUNTYWIDE BEST BAR NONE SCHEME

The Committee considered the report presented by the Business Manager Environmental Health & Licensing in relation to the final year report on year three of the county wide Best Bar None Scheme.

The report set out the background to the introduction of the scheme and the rewards for the licensees. The report also detailed the scheme to date from year one 2015/16, year two 2016/17 and year three 2017/18. The future of the scheme was also detailed and discussions had been undertaken with potential funders to provide some sustainability for the scheme. Licensing Authorities had been requested to commit their support for the scheme in years four and five. It was reported that there was no direct financial commitment required but some officer time would be required. It was not anticipated that this would have any detrimental impact on the other duties of the Licensing Team.

AGREED (unanimously) that:

- (a) the progress of the Nottinghamshire County Best Bar None Scheme be noted; and
- (b) the scheme in years four and five be supported.

07 MINUTES OF PERSONAL LICENCE HEARING

The Committee noted the Minutes of the Personal Licence Hearing for Mohammad Aamer Hussain, which was held on 1 May 2018.

AGREED (unanimously) that the Minutes be noted.

08 UPDATE ON QUARTERLY PERFORMANCE AND ENFORCEMENT MATTERS

The Committee considered the report presented by the Business Manager Environmental Health & Licensing in relation to the activity and performance of the Licensing Team between 1 January and 31 March 2018 inclusive and to provide Members with details of current ongoing enforcement issues.

Information contained within the report related to the number of applications for the grant or variation of licences received between the above dates and the enforcement activity between 1 October and 31 December 2017 which were listed at 2.3 of the report. It was also noted in order by way of comparison, the number of Temporary Event Notices received for the same period last year was 45.

Members commented on the Ongoing Enforcement Activity reported and requested that more information be provided rather than just verbal advice given, in order for them to be aware of what was happening in the district. The Chairman requested that a report be submitted to a future meeting regarding what Enforcement Activity was being undertaken to keep the Committee informed.

AGREED (unanimously) that:

- (a) the information contained within the report; and
- (b) a report be submitted to a future meeting of the Committee, regarding what Enforcement Activity was being undertaken to keep the Committee informed.

09 TEMPORARY EVENT NOTICES RECEIVED AND ACKNOWLEDGED BETWEEN 1 JANUARY AND 31 MARCH 2018

The Committee considered the report presented by the Business Manager Environmental Health & Licensing in relation to changes to Temporary Event Notices and notices that had been received and acknowledged between 1 January and 31 March 2018 inclusive.

Members sought confirmation as to whether Belams Bar had extended its operating hours. The Business Manager confirmed that he would check this and inform the Committee.

AGREED (unanimously) that:

- (a) the Temporary Event Notices received and acknowledged between 1 January and 31 March 2018 inclusive be noted; and
- (b) Members be informed as to whether Belams Bar had extended its operating hours.

10 EXCLUSION OF THE PRESS AND PUBLIC

There were none.

Meeting closed at 7.17 pm.

Chairman

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Planning Committee** held in the Civic Suite, Castle House, Great North Road, Newark, Notts, NG24 1BY on Tuesday, 5 June 2018 at 4.00 pm.

PRESENT: Councillor D Payne (Chairman)
Councillor P Handley (Vice-Chairman)

Councillor Mrs K Arnold, Councillor R Blaney, Councillor Mrs C Brooks, Councillor B Crowe, Councillor Mrs M Dobson, Councillor P Duncan, Councillor J Lee, Councillor Mrs P Rainbow, Councillor F Taylor, Councillor Mrs L Tift, Councillor I Walker, Councillor B Wells and Councillor Mrs Y Woodhead

APOLOGIES FOR None

ABSENCE:

1 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

Councillor Frank Taylor declared a Personal Interest in Agenda item 17- Flash Farm, Micklebarrow Farm, Averham – 18/00433/FUL as he knew the applicant.

2 DECLARATION OF ANY INTENTIONS TO RECORD THE MEETING

The Chairman informed the Committee that the Council was undertaking an audio recording of the meeting.

3 MINUTES OF THE PREVIOUS MEETING

The Committee considered the minutes of the meeting held on 8 May 2018.

AGREED that the minutes of the meeting held on 8 May 2018 be approved as a correct record and signed by the Chairman.

4 ORDER OF BUSINESS

With the agreement of the Committee, the Chairman changed the order of business as follows: Agenda Item 8, 5, 6, 13, 7, 16, 14 & 15, 16, 17, 18, and 19. Agenda Items 9, 10 and 20 were withdrawn from the agenda.

5 LAND WEST OF WATERFIELD WAY, CLIPSTONE - 17/02051/RMAM

The Committee considered the report of the Business Manager Growth & Regeneration which sought planning permission for the erection of up to 100 Residential Units, Structural Landscaping, Open Space Provision and Access Roads. The proposed development of 100 dwellings would occupy the north part of the site and represent approximately 3 Ha of the overall 5.4 Ha site area (Phase 1). Phase 2 would occupy the south part of the site with a separate full application for 72 dwellings currently pending determination. Officers further recommended a 'Grampion' type condition to secure use of the access road for the development to ensure the access to roundabout serving Cavendish Way was brought into use (by construction traffic and other vehicles accessing the site) prior to the commencement of development.

Councillor Paul Peacock, Local Ward Member, was in attendance to address the Committee. He raised concerns regarding the over intensification of the site, the proximity to existing dwellings, impact of additional car movements and the need for affordable housing. It was also noted that money had been identified for provision of a bus stop, however, there was no bus service to the estate.

Councillor Mrs Celia Brooks, also Local Ward Member, also raised concern with regard to the lack of amenities for people living on the estate and subsequent reliance on a car to access local services. She expressed her wish for increased green space on the estate, and also noted the amount of traffic using the proposed access road for tourism in the area.

The Committee considered the application, and were in agreement that a Grampian condition should be used to ensure that the road accessing the proposed development be adopted and used for construction traffic. Members were also minded to ensure that when applications were subsequently received for the remainder of the site, officers should work to secure relevant developer contributions, and focus this towards affordable housing. It was proposed and duly seconded to grant planning permission.

Members noted that a landscaping scheme was required, and it was proposed to place additional planting along boundaries. Concerns were raised with proposed parking to the rear of properties and the isolation of the proposed development from the village.

AGREED (9 For and 6 Against) that Planning Permission be granted subject to the conditions in the report including the addition of an extra condition to ensure the access to roundabout serving Cavendish Way is brought into use (by construction traffic and other vehicles accessing the site) prior to the commencement of development.

6 J HARRISON LTD, SOUTHWELL ROAD, LOWDHAM - 17/01616/FUL

The Committee considered the report of the Business Manager Growth & Regeneration which sought planning permission for change of use of existing car workshop/showroom and outdoor sales to local convenience store (Retail A1) incorporating relocation of Gonalston Farm Shop (Retail A1), ancillary coffee shop franchise and new local allotment provision. Members at the April Planning Committee agreed to defer the application pending the submission of Retail Impact Assessment (RIA), which had now been received. Members heard detail of the Retail Impact Assessment, which had found that the proposed development would not have an adverse impact on Lowdham Town Centre. Members' attention was drawn to the late items report, which also detailed the officer's recommendation to approve the application, which differed from the recommendation published in the original report to Members.

Councillor R. Blaney, Local Ward Member was in support of the application, noting that the local farmshop would attract customers from a wider area than Lowdham. The Committee considered the application and were in general support.

AGREED (unanimously) that Planning Permission be granted subject to the conditions detailed in the late report and subject to the completion of a S106 revoking the existing farm shop permission and the addition of an extra condition requiring details of how the car park will be split between the shop and garage site uses.

7 LAND AT TOLNEY LANE, NEWARK ON TRENT - 17/02087/FUL

The Committee considered the report of the Business Manager Growth & Regeneration which sought change of use of land to a private gypsy and traveller caravan site consisting of one mobile home, one amenity building and two touring caravans and associated works.

Councillor Matthew Skinner, Newark Town Council, was in attendance to address the Committee, speaking in opposition to the application due to the risk of flooding on the site, as it was in Flood Zone 2, and access was in Flood Zone 3.

Councillor Bob Crowe, Local Ward Member spoke against the application, noting the extant enforcement notice on the proposed, and the location of the site in flood zone three, with access in flood zone three. He felt that the proposal would present additional burden on the local authority with regard to emergency planning. He therefore proposed to refuse the application, in line with officer recommendation.

Other Members shared the concerns regarding the potential risk to life in a flooding event, and noted there were plans in place which sought to manage the flooding risk, and further developments on the site would increase the risk to life during a flooding event.

However, other Members felt that the community were aware of the flooding risks and could manage these. The community clearly wanted to be on that site and some Members felt that one additional pitch on the site would not place significant additional burden on the local authority with regard to emergency planning procedures.

The motion to refuse the application, in line with officer recommendation was put to the vote, and fell, with 7 for and 8 against.

It was therefore proposed and duly seconded to approve planning permission, against officer recommendation.

AGREED (9 For, 6 Against) Approve contrary to officer recommendation subject to conditions including the submission and approval of a full evacuation plan and details of flood risk mitigation measures (e.g. amenity block to allow flow of water underneath).

In accordance with paragraph 12.5 of the Planning Protocol, as the motion was against Officer recommendation, a recorded vote was taken.

Councillor	For	Against	Abstention
Kath Arnold			
Roger Blaney			
Celia Brooks			
Robert Crowe			
Maureen Dobson			
Peter Duncan			
Paul Handley			
Johno Lee			
David Payne			
Penny Rainbow			
Frank Taylor			
Linda Tift			
Ivor Walker			
Ben Wells			
Yvonne Woodhead			

8 7 BOWBRIDGE ROAD, NEWARK ON TRENT - 18/00591/FUL

Councillor Lee left the meeting prior to consideration of this item.

The Committee considered the report of the Business Manager - Growth & Regeneration which sought planning permission for Conversion of residential property Use Class (C3 Dwellinghouses) to an 8x bed HMO Use Class Sui Generis (Houses in multiple occupation) & 3 Storey Side Extension & Ground Floor Rear Extension.

Councillor Matthew Skinner, Newark Town Council, was in attendance to address the Committee, speaking in opposition to the application due to the impact upon highway safety and over intensification of the site.

Councillor Bob Crowe, Local Ward Member, spoke against the application due to the additional impact the vehicles associated with the development would create on parking and accessing the site. He noted that this was already a very busy road with a busy junction close by.

Members were in general agreement that the proposed development was not appropriate for the site. That area of Bowbridge road was already extremely busy with traffic and Members also felt that the proposal would negatively impact on the amenity of the adjoining property.

AGREED (unanimously) that planning permission be refused contrary to officer recommendation due to adverse impact on the amenity of the adjacent dwelling arising from the increased intensification of the use of the site which has inadequate parking and access which would result in increased congestion in the area.

9 LAND TO THE REAR OF 37 AND 39 HALLOUGHTON ROAD, SOUTHWELL- 17/00771/FUL

The Committee considered the report of the Business Manager - Growth & Regeneration which sought planning permission for the erection of one detached dwelling with attached garage. The application was withdrawn from the agenda of 5 December 2017 Planning Committee meeting with an Officer recommendation of refusal. The application was withdrawn from the agenda prior to the meeting at the request of the applicant in an attempt to address the expressed highway concerns. Further delay to the decision ensued at request of the applicant on the proviso that amended plans would be submitted for consideration. No such plans had been received and the applicant confirmed on 27 April 2018 that the application should be determined as submitted.

Councillor Handley, Local Ward Member, spoke against the application due to highways concerns, drawing the Members' attention to detail within the highways officer report. It was proposed and duly seconded to refuse planning permission in line with officer recommendation.

Other members echoed the concerns raised, noting the footpath along the proposed access, which was also very narrow. Concern was also raised regarding the design and layout of the proposed property.

However, other Members felt that the access could be managed by the residents of the site and many properties existed with similarly narrow access.

AGREED (10 For, 3 Against, 1 Abstention) that Planning Permission be refused in accordance with Officer recommendation.

10 11 FRIEND LANE, EDWINSTOWE- 18/00139/FUL

This item was withdrawn from the agenda.

11 FORMER GARAGE SITE, THORPE CLOSE, CODDINGTON - 18/00413/FUL

This item was withdrawn from the agenda.

12 LAND TO REAR 90 MAIN STREET, BALDERTON - 18/00357/FUL

The Committee considered a report from the Business Manager – Growth & Regeneration which sought planning permission for 4 one and a half story dwellings in the rear grounds of the Old Hall, Main Street, Balderton.

In considering the application, Members noted the protected trees within the grounds and the extant outline permission. Members also confirmed that the proposed development fell just below the threshold for the provision of affordable housing. Concerns were raised as there were no garages attached to the proposed development, and some Members agreed it would be likely that applications for garages would be submitted in future. Officers confirmed that permitted development rights could be removed by condition, and would therefore be subject to future planning applications.

AGREED (9 For, 5 Against) that Planning Permission be granted in accordance with Officer recommendation and subject to the conditions detailed within the report.

13 LAND ADJACENT LIME TREE HOUSE, HALAM HILL, HALAM - 18/00501/FUL

The Committee considered a report from the Business Manager – Growth & Regeneration that sought planning permission for the Erection of a new detached dwelling and detached garage.

Councillor Andrew Paris, Halam Parish Council, was in attendance to address the Committee, to speak in opposition to the application, due to the overdevelopment of an area which the village had wished to remain as open space and preserve views to the Church.

After hearing the Officer presentation, and representations from the Parish Council, it was proposed and seconded that the application be deferred to enable further negotiation with the applicant.

AGREED (13 For, 1 Against) that the application be deferred to enable Officer to further consider the height of the proposal, to amend the application to include Street scene elevations to include Radley Terrace. Ridge height appears excessive and should be reduced.

14 BECHERS COTTAGE, BECHERS WALK, BURGAGE LANE, SOUTHWELL - 18/00669/FUL AND 18/00670/LBC

The Committee considered a report from the Business Manager - Growth & Regeneration which sought planning permission for a single storey pitched roof extension to the north of Bechers Cottage, conservation roof lights to new and existing roof slopes and associated Listed Building Consent.

Councillor Handley, speaking as Local Ward Member did not consider that the application was acceptable due to the siting in a conservation area and a significant site for Southwell. Councillor Mrs P Rainbow, Local Ward Member, also felt that the proposed application would impact negatively on the amenity of the neighbouring properties.

It was therefore proposed and duly seconded, to refuse planning permission and listed building consent.

AGREED (13 For, 1 Against) that the application and listed building consent be refused, contrary to Officer recommendations Refuse contrary to Officer recommendation for the same reasons as 17/01787/FUL and 17/02137/LBC.

In accordance with paragraph 12.5 of the Planning Protocol, as the motion was against Officer recommendation, a recorded vote was taken.

Councillor	For	Against	Abstention
Kath Arnold			
Roger Blaney			
Celia Brooks			
Robert Crowe			
Maureen Dobson			
Peter Duncan			
Paul Handley			
Johno Lee	-	-	-
David Payne			
Penny Rainbow			
Frank Taylor			
Linda Tift			
Ivor Walker			
Ben Wells			
Yvonne Woodhead			

15 PRIMROSE COTTAGE, MANSFIELD ROAD, EDINGLEY - 18/00543/FUL

The Committee considered the report of the Business Manager – Growth & Regeneration which sought planning permission for the Siting of 1 no. lodge (modular building) to form annexe to Primrose Cottage.

Councillor Derek Bradford, Edingley Parish Council, was in attendance to address the Committee, speaking in opposition to the application. Although a neighbour of the site, he confirmed he would not be speaking in a personal capacity and the Committee was advised not to take into consideration any personal views, should any such views appear to be conveyed. He informed the Committee that the Parish Council was unanimously opposed to the proposed development, due to the size of the proposed development, impact on neighbouring properties and concern over the future use of the property.

Members of the Committee raised concern over the application, echoing those of the Parish Council. Members were concerned over the local need aspect identified by the applicant, and of the potential future use of the annexe. The proposed unit was also large and sited close to the boundary with the potential to impact on trees in the surrounding area.

AGREED (unanimously) to Refuse Planning Permission, contrary to Officer recommendation as the annexe is not considered ancillary to the main dwelling therefore contrary to SP3, the style of the building is not in keeping with the area, it is too large and its positioning on site would be cramped and impact on trees.

16 FLASH FARM, MICKLEBARROW HILL, AVERHAM - 18/00433/FUL

Councillor Wells and Mrs Dobson left the meeting at this point.

Councillor Taylor declared a Personal Interest in the application, as he knew the applicant.

The Committee considered the report of the Business Manager – Growth & Regeneration which sought Planning Permission for the Conversion of Traditional Agricultural Building to B1 Office Use with Associated Access and Parking.

The Committee considered the application and felt it to be acceptable, with an additional condition relating to the cutting back of the verges and hedgerows to ensure highway visibility.

AGREED (unanimously) that Planning Permission be granted in accordance with Officer recommendation and subject to the conditions detailed in the report, and an additional condition relating to provision of visibility splays.

17 NEWARK LORRY PARK, GREAT NORTH ROAD - 18/00636/FUL

The Committee considered the report of the Business Manager - Growth & Regeneration which sought planning permission for Provision of free standing Classroom, Tool Store, Portaloo and installation of removable training test track.

The Committee considered the application and found it to be acceptable. It was proposed and duly seconded to approve planning permission in line with officer recommendation.

AGREED (unanimously) that the application be granted planning permission with the Conditions detailed in the report.

18 ROBIN HOOD VIEW CARAVAN PARK- BILSTHORPE - 17/01451/FUL

The Committee considered a report from the Business Manager- Growth & Regeneration which sought planning permission for removal/variation of condition 4 attached to planning permission 17/00147/FUL and Works to facilitate the siting of up to 15 additional caravans for holiday use. Officers apologised for issuing planning permission 17/00147/FUL with incorrect wording on Condition 4, and confirmed that the wording could not be changed retrospectively. The application therefore sought removal of Condition 4 and sought to control occupancy of the site with remaining conditions 5 and 6.

Some Members were supportive of the proposal, and sought clarification from Officers that the register of tenants in the caravans was kept, as per the existing conditions. Members were keen to ensure that the caravans were used by tourists and maintain turnover to improve tourism in the area. However, other Members felt that the application should be refused, and whilst there may be permanent caravans on site, use of them could be controlled with existing conditions and maintenance and checking of the register. It was therefore proposed and duly seconded to refuse planning permission.

AGREED (unanimously) that variation of the planning permission is refused contrary to Officer recommendation as Condition 4 is required to enable the use to provide for a more transitory use on the site in combination with the additional 30 pitches where this level of control was not in place. It was also important to retain adequate control over the use of the site to prevent caravans/motor homes being used as permanent residences.

19 PROPOSED CHANGES TO CONSTITUTION

This item was withdrawn from the agenda.

20 APPEALS DETERMINED

AGREED that the report be noted.

Meeting closed at 7.40 pm.

Chairman