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**Monday, 11 July 2022**

**Chairman: Councillor S Saddington**  
**Vice-Chairman: Councillor Mrs L Hurst**

**To all Members of the Council:**

**MEETING: Full Council**

**DATE: Tuesday, 19 July 2022 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](mailto:Nigel.hill@newark-sherwooddc.gov.uk)

## AGENDA

Page Nos.

1. Apologies for absence
2. Declarations of Interest by Members and Officers
3. Notification to those present that the meeting will be recorded and streamed online
4. Minutes from the meeting held on 17 May 2022 5 - 21
5. Communications which the Chairman, Leader, Chief Executive and Portfolio Holders may wish to lay before the Council
6. In accordance with Rule No.3.1 to receive the presentation or the debating of any Petitions from Members of the Council

‘We are all well aware of the climate crisis and the need for every person and household to play their part. In order to significantly reduce waste to landfill we feel there is an urgent need to improve kerbside recycling in Newark. Kerbside recycling should include glass and food waste as well as the existing services. We need more clarity on what can/can’t be recycled and a community campaign to increase recycling and make Newark an eco-friendly town. We all want to play our part in looking after our planet and community, and with improved recycling services we can make a huge difference’.

To be presented by Councillor R. Jackson, as the Portfolio Holder for Cleaner, Safer Greener on behalf of the petition organiser Mrs Clare Maydew.

7. Questions from Members of the Public and Council

In accordance with Rule No. 3.3.2 the following questions have been submitted to the Council from members of the public:

**(i) Darrell Pointing**

If NSDC are as green as they claim to be, can you please tell me why you don’t have a policy of leaving road and path verges along with large areas of open grass to grow naturally during the wild flower season to help bees and other flora and fauna survive. If you are worried about some of the short grass and straight lines brigade getting upset you could get your contractors / groundsmen to cut a narrow strip adjacent to pathways and roads showing that the grass areas are still being managed by the council. This would not only be of great help to wildlife but would save a great deal of resources and energy (fuel) leading to a saving in taxpayers money and help to combat climate change. This is already common practice with many councils.

**(ii) Jennifer Harding**

I have read the Assurance Lincolnshire Audit Report - Titled "Lessons Learned", dated 27th June 2022. I would like to know who bears ultimate responsibility for the failures that lead to the lack of the following:-

- due diligence
- asset management plans and disposal plans
- public engagement
- public consultation
- evidence for the need for car parking
- a sound commercial case
- legal and financial opinions
- consideration of the environmental impact

And with reference to Para 1.28 on page 6 of the Audit Report, I ask similarly, who is ultimately responsible for the "deal" which cost the Council over £500,000 of taxpayers money?

**(iii) Wendy Patterson**

When Protect Newark Green Spaces' representatives met with Lucy Pledge and her colleagues at Assurance Lincolnshire, a range of issues were discussed which related to the substantial written submission PNGS had sent prior to the meeting. These included:

Freedom of Information process

Risk assessments given to contractors informing them that violence towards workers was a risk, including missile-throwing and drone-dropping

The behaviour of council contractors during the protests, including the health and safety concerns

Detailed review of the protest and actions taken

Complaints process

Protect Newark Green Spaces' representatives were told at the meeting that all these issues were within the scope of the inquiry. Who decided that they were not within its scope and when was that decision made?

8.	Political Composition of the Council and Allocation of Seats on Committees to Political Groups	22 - 25
9.	Record of Urgent Decision - Sherwood Forest Landscape Recovery Pilot Bid	26 - 31
10.	Notices of Motion (if any)	
11.	Minutes for Noting	
	(a) Cabinet - 7 June 2022	32 - 38

(b)	Policy and Performance Improvement Committee - 13 June 2022	39 - 45
(c)	Planning Committee - 10 May 2022	46 - 49
(d)	Planning Committee - 9 June 2022	50 - 53
(e)	General Purposes Committee - 23 June 2022	54 - 57
(f)	Licensing Committee - 23 June 2022	58 - 60
(g)	Trustee Board of the Gilstrap and William Edward Knight Charities - 5 May 2022	61 - 63
(h)	Planning Committee - 7 July 2022	To Follow
(i)	Cabinet - 12 July 2022	To Follow

## 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, 17 May 2022 at 6.00 pm.

PRESENT: Councillor Mrs P Rainbow (Chairman)  
Councillor S Saddington (Vice-Chairman)

Councillor R Blaney, Councillor L Brailsford, Councillor L Brazier, Councillor M Brock, Councillor Mrs B Brooks, Councillor S Carlton, Councillor Mrs R Crowe, Councillor R Crowe, Councillor D Cumberlandidge, Councillor Mrs L Dales, Councillor Mrs E Davis, Councillor K Girling, Councillor L Goff, Councillor P Harris, Councillor S Haynes, Councillor Mrs R Holloway, Councillor Mrs L Hurst, Councillor R Jackson, Councillor J Kellas, Councillor B Laughton, Councillor J Lee, Councillor D Lloyd, Councillor Mrs S Michael, Councillor N Mison, Councillor P Peacock, Councillor M Skinner, Councillor T Smith, Councillor T Thompson, Councillor I Walker, Councillor K Walker, Councillor T Wendels, Councillor R White, Councillor T Wildgust and Councillor Mrs Y Woodhead

APOLOGIES FOR ABSENCE: Councillor M Cope

### 1 ELECTION OF THE CHAIRMAN FOR 2022/23

Councillor Mrs S. Michael moved and Councillor I. Walker seconded that Councillor Mrs S. Saddington be elected Chairman of Newark & Sherwood District Council for the 2022/23 municipal year.

AGREED (unanimously) that Councillor Mrs S. Saddington be elected Chairman of Newark & Sherwood District Council for the 2022/23 municipal year.

(Councillor Mrs S. Saddington 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 Mrs S. Saddington presented the past Chairman's badge to Councillor Mrs P. Rainbow and thanked her for the way she had carried out her duties as Chairman of the District in 2021/22.

(As the newly elected Chairman, Councillor Mrs S. Saddington took the Chair for the remainder of the meeting).

### 3 ELECTION OF VICE-CHAIRMAN OF THE COUNCIL FOR 2022/23

Councillor R. White moved and Councillor J. Lee seconded that Councillor Mrs L. Hurst be elected Vice-Chairman of Newark & Sherwood District Council for the 2022/23 municipal year.

AGREED (unanimously) that Councillor Mrs L. Hurst be elected Vice-Chairman of Newark & Sherwood District Council for the 2022/23 municipal year.

(Councillor Mrs L. Hurst signed the Declaration of Acceptance of Office and received the Vice-Chairman's Chain of Office).

*(Councillor M Skinner left the meeting at this point).*

4 MINUTES FROM THE MEETING HELD ON 8 MARCH 2022

AGREED that the minutes of the meeting held on 8 March 2022 be approved as a correct record and signed by the Chairman.

Councillor P Harris requested that the full text of his supplemental question at Minute No. 71 – Questions from Members of the Council - be included within the appendix to the minute.

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

There were no declarations of interest from Members and Officers and the Council noted the interests previously declared by Members in Agenda Item No. 22 – Minutes for Noting.

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. The Chairman advised that the meeting was being streamed live.

7 COMMUNICATIONS WHICH THE LEADER OF THE COUNCIL AND COMMITTEE CHAIRMEN MAY WISH TO LAY BEFORE THE COUNCIL

Councillor D Lloyd, as Leader of the Council gave Members a further update in respect of devolution and the proposal to create a Combined Authority for Derbyshire and Nottinghamshire. He advised the Council of a letter from the Department for Levelling Up, Housing and Communities which had been sent to the first tier Councils and shared with the District and Borough Councils, which detailed next steps in the creation of the new Combined Authority. He reported that the first mayoral election would be scheduled to be held in May 2024, subject to the Levelling Up and Regeneration Bill being passed.

The Leader of the Council also provided an update in respect of the Integrated Rail Plan which had been the subject to a question by Councillor P Harris at the last meeting. Councillor D Lloyd advised that the issues raised had been relayed to relevant MP's, East Midlands Councils and the Economic Prosperity Committee, and at this stage, no formal further action was required other than keeping a watching brief.

## 8 ADOPTION OF NEW GOVERNANCE ARRANGEMENTS

The Council considered the report of the Assistant Director – Legal & Democratic Services, which sought approval for the constitutional changes required to enable the Council to implement a revised system of governance, Executive Arrangements (the Cabinet System), from 17 May 2022.

The Full Council resolved to adopt a Leader and Cabinet style of governance with implementation to take effect from May 2022. A working group was tasked to formulate how the new governance arrangements would operate and the final design and structure of the new system was presented and approved by the Full Council on 8 March 2022.

A complete version of the proposed Constitution was published as a separate appendix to the report. The refinements to the Constitution since the 8 March version considered by the Council were highlighted. The Leader of the Council asked that an amendment be made to remove the restrictions on membership for the Planning, Licensing and General Purposes Committees, to enable Cabinet Members to be appointed.

AGREED (unanimously) that:

- (a) the Council adopts the revised Constitution as attached as an appendix to the report, subject to removing the restrictions of memberships for the Planning, Licensing and General Purposes Committees to enable Cabinet Members to be appointed, with immediate effect, with the exception of the Full Council Procedure Rules which will take effect from 18 May 2022;
- (b) all sub-delegations to Officers effective prior to the meeting of Full Council remain in full effect during a transitional period while the necessary updates are implemented by Officers, and in respect of planning delegations in particular until a revised Scheme of Delegation is adopted by the Council's Planning Committee; and
- (c) a further report be brought to Audit & Governance Committee in six months' time to review the revised governance arrangements and consider whether any changes are necessary.

## 9 TO APPOINT AN EXECUTIVE LEADER

Councillor R. Blaney moved and Councillor J. Kellas seconded that Councillor D Lloyd be appointed as the Council's Executive Leader for 2022/23.

AGREED (unanimously) that Councillor D Lloyd be appointed as the Council's Executive Leader for 2022/23.

10 TO NOTE THE LEADER'S APPOINTMENT OF THE DEPUTY LEADER, CABINET MEMBERS AND PORTFOLIO HOLDERS

The Council considered the report of the Leader of the Council which set out his appointments of the Deputy Leader, Cabinet Members and Portfolio Holders.

AGREED (unanimously) that the appointments of the Deputy Leader, Cabinet Members and Portfolio Holders be noted.

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

The Council considered the report of the Chief Executive which sought to consider the political composition of the Council and proposals for the allocation of seats on Committees to Political Groups, as required by Council Procedure Rule 17.6, given the new governance arrangements.

Section 15 of the Local Government and Housing Act 1989 required the Council to consider the political composition of the Council. 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 report advised of the resignation of Councillor N Mitchell given there had been no change in his personal circumstances following his six month dispensation for non-attendance granted by the Council in December 2021.

The report also set out the committees which were required to reflect the political balance of the Council under the new governance arrangements.

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

12 TO ALLOCATE CHAIRMEN, VICE-CHAIRMEN AND MEMBERS TO COMMITTEES ETC.

The Council considered the report of the Chief Executive which sought to make appointments to the Council's Committees, including the positions of Chairmen and Vice-Chairmen and substitute Members.

AGREED (unanimously) that the appointments of the Chairmen and Vice-Chairmen on Committees and the appointment of other Members to Committee etc. as set out in the schedule at Appendix B to the Minutes, be approved.

13 APPOINTMENT OF NON-VOTING INDEPENDENT MEMBER ON THE AUDIT & GOVERNANCE COMMITTEE

The Council considered the report of the Deputy Chief Executive, Director of Resources and S151 Officer, which sought to consider the appointment of Clive Richardson as a non-voting Independent member of the new Audit & Governance Committee.



An Independent Member on the Audit & Accounts Committee was appointed by the Council at their meeting held on 13 July 2021, but unfortunately submitted their resignation prior to the September meeting of the Committee due to a change in work circumstances. Members of the Audit & Accounts Committee reached out to the wider community and one individual took an interest in the role. A panel of Members and officers assessed the individual for their suitability and recommended their appointment to the Audit & Accounts Committee at their meeting held on 27 April 2022. This Committee recommended the appointment of Clive Richardson to the Full Council.

AGREED (unanimously) that the appointment of Clive Richardson, to the position of non-voting Independent member on the new Audit & Governance Committee, be approved.

14 REVISED SCHEDULE OF MEETINGS FOR 2022/2023

The Council considered the report of the Chief Executive which sought to approve a revised Schedule of Meetings covering the period May 2022 to May 2023, reflecting the proposed new governance arrangements to be implemented as from this meeting of Council.

AGREED (unanimously) that the proposed revised Schedule of Meetings for 2022/23, as set out at Appendix C to these Minutes, be approved.

15 MEMBERS ALLOWANCES - REPORT OF THE INDEPENDENT REMUNERATION PANEL / MEMBERS TRAVEL EXPENSES

The Council considered the report of the Chief Executive which provided the final report and recommendations of the Members Independent Remuneration Panel. Consideration of the report would enable the Council to set a scheme of Members' Allowances in accordance with the Local Authorities (Members' Allowances) (England) Regulations. The Council were also asked to consider the circumstances in which Members could claim travel expenses in light of the new governance arrangements.

The reconvened Independent Panel had previously conducted a review in late 2020 and their final report at that time was approved by the Council on 9 March 2021 but the scheme was not implemented given the pandemic, the constraints on public sector pay and the review of the governance arrangements.

The Panel undertook this review of Members Allowances in the context of the proposed new governance arrangements. Their Final Report was attached as Appendix A. The Council were required to consider the report of the Panel before setting a scheme of Members Allowances. Any new scheme needed to be implemented from this meeting, given the changes in governance. The Councillors' Commission had recommended approval of the Panel's Final Report.

The Council also considered if there were any further meetings under the new governance arrangements which should be defined as an approved duty. It was considered that when Members attend Castle House on 'Council business' such as training and appropriate meetings which could not be held in a remote fashion, that these should be defined as an approved duty for the purposes of Members travel expenses.

AGREED (unanimously) that:

- (a) the report of the Independent Remuneration Panel be approved and the Council implements a new Scheme of Members Allowances with effect from 18 May 2022, with the first pay award being implemented with effect from 1 April 2023;
- (b) within the new Scheme, an allowance of £8 continues to be payable to Members of the Planning Committee for attending site visits; and
- (c) attending Castle House on Council business be defined as an approved duty for the purposes of Members travel expenses, subject to the provisions set out in paragraph 4.2 of the report.

16 MINUTES FOR NOTING

16a POLICY AND FINANCE COMMITTEE - 17 MARCH 2022

16b POLICY AND FINANCE COMMITTEE - 31 MARCH 2022

16c ECONOMIC DEVELOPMENT COMMITTEE - 23 MARCH 2022

16d HOMES AND COMMUNITIES COMMITTEE - 14 MARCH 2022

16e LEISURE AND ENVIRONMENT COMMITTEE - 22 MARCH 2022

16f GENERAL PURPOSES COMMITTEE - 10 MARCH 2022

16g LICENSING COMMITTEE - 10 MARCH 2022

16h AUDIT AND ACCOUNTS COMMITTEE - 27 APRIL 2022

Minute No. 54 – Review of the London Road Car Par Extension Scheme

Councillor Harris requested that when the final report from Assurance Lincolnshire was received that it be circulated to all Members of the Council.

16i PLANNING COMMITTEE - 15 MARCH 2022

16j PLANNING COMMITTEE - 12 APRIL 2022

16k SHAREHOLDER COMMITTEE - 29 MARCH 2022

Minute No. 96 - Market Rental Acquisition Opportunity

Councillor Harris asked why a limited interest rate charge had been agreed for an extended period and what would happen if interest rates rose substantially in the next few months. Councillor Lloyd agreed to give a written reply.

16l COUNCILLORS COMMISSION - 7 APRIL 2022

Meeting closed at 6.58 pm.

Chairman

**ALLOCATION OF SEATS TO  
POLITICAL GROUPS**

	Conservative	Labour	Liberal Democrats	Independent	Total seats by Committee
Policy & Performance Improvement Committee	12	2	1	0	15
Planning Committee	12	2	1	0	15
General Purposes	11	2	1	1	15
Licensing	11	2	1	1	15
Audit & Governance Committee*	11	1	0	0	12
Board of Gilstrap Trustees	4	1	0	0	5
<b>Total seats by Group</b>	<b>61</b>	<b>10</b>	<b>4</b>	<b>2</b>	<b>77</b>

\* Note – the Conservative Group will give a single seat to the Liberal Democrat Group to give a wider representation on the Committee

**MEMBERS APPOINTMENTS – 2022/23**

**COUNCIL**

Chairman of the Council	Councillor Mrs S Saddington
Vice Chairman of the Council	Councillor Mrs L Hurst

**PORTFOLIO HOLDERS**

Strategy, Performance & Finance (Leader of the Council)*	Councillor D Lloyd
Organisational Development & Governance (Deputy Leader of the Council)*	Councillor K Girling
Economic Development & Visitors	Councillor R Holloway
Homes & Health	Councillor T Wendels
Cleaner, Safer, Greener	Councillor R Jackson

**CONSERVATIVE GROUP**

Leader	Councillor D Lloyd
Deputy Leader	Councillor K Girling

**LABOUR GROUP**

Leader (Cabinet Member without Portfolio)	Councillor P Peacock
Deputy Leader	Councillor L Brazier

**LIBERAL DEMOCRAT GROUP**

Leader	Councillor P Harris
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Note Paragraph 9.1 of the Constitution

**9.1 Appointment and Term of Office**

- 9.1.1 The Leader is elected by the Council and holds office for a four year period starting on the day of their election as Leader at an Annual Meeting of the Council, unless their term of office as a Councillor is shorter, in which case the term of office as Leader will be the same as their term of office as a Councillor.
- 9.1.2 The Leader's period of office will cease at an earlier date if they
- i. resign from the office; or
  - ii. are no longer a Councillor; or
  - iii. are removed from office by resolution of the Council.
- 9.1.3 If there is a vacancy in the position of Leader, the Council will elect a Leader at the first meeting following such vacancy.

## MEMBERSHIP OF COMMITTEES

<u>POLICY &amp; PERFORMANCE IMPROVEMENT COMMITTEE</u>			
CONSERVATIVE	LABOUR	LIBERAL DEMOCRATS	INDEPENDENT
1. Betty Brooks	1. Lee Brazier	1. Peter Harris	
2. Louis Brailsford	2. Donna Cumberlidge		
3. Scott Carlton			
4. Max Cope			
5. Linda Dales			
6. Emma Davis			
7. Simon Haynes			
8. Lydia Hurst			
9. Jack Kellas			
10. Neill Mison			
11. Penny Rainbow (VC)			
12. Ronnie White (C)			
SUBSTITUTES	SUBSTITUTES	SUBSTITUTE	
1. Rita Crowe	1. Laurence Goff	1. Malcolm Brock	
2. Tim Wildgust	2. Yvonne Woodhead		
<u>PLANNING COMMITTEE</u>			
CONSERVATIVE	LABOUR	LIBERAL DEMOCRATS	INDEPENDENT
1. Roger Blaney (C)	1. Laurence Goff	1. Malcolm Brock	
2. Robert Crowe	2. Yvonne Woodhead		
3. Linda Dales (VC)			
4. Rhona Holloway			
5. Johno Lee			
6. Penny Rainbow			
7. Sue Saddington			
8. Mathew Skinner			
9. Tom Smith			
10. Ivor Walker			
11. Keith Walker			
12. Tim Wildgust			
<u>LICENSING COMMITTEE</u>			
CONSERVATIVE	LABOUR	LIBERAL DEMOCRATS	INDEPENDENT
1. Betty Brooks	1. Lee Brazier	1. Peter Harris	1. Tina Thompson
2. Scott Carlton	2. Yvonne Woodhead		
3. Max Cope			
4. Rita Crowe (C)			
5. Roger Jackson			
6. Sylvia Michael			
7. Sue Saddington			
8. Ivor Walker (VC)			
9. Keith Walker			
10. Ronnie White			
11. Tim Wildgust			

<u>GENERAL PURPOSES COMMITTEE</u>			
CONSERVATIVE	LABOUR	LIBERAL DEMOCRATS	INDEPENDENT
1. Betty Brooks	1. Lee Brazier	1. Peter Harris	1. Tina Thompson
2. Scott Carlton	2. Yvonne Woodhead		
3. Max Cope			
4. Rita Crowe (C)			
5. Roger Jackson			
6. Sylvia Michael			
7. Sue Saddington			
8. Ivor Walker (VC)			
9. Keith Walker			
10. Ronnie White			
11. Tim Wildgust			
<u>AUDIT &amp; GOVERNANCE COMMITTEE</u>			
CONSERVATIVE	LABOUR	LIBERAL DEMOCRATS	INDEPENDENT
1. Roger Blaney	1. Donna Cumberlidge	1. Peter Harris	
2. Betty Brooks			
3. Michael Brown			
4. Robert Crowe (VC)			
5. Simon Haynes			
6. Jack Kellas			
7. Bruce Laughton			
8. Johnno Lee			
9. Sylvia Michael (C)			
10. Tom Smith			
<u>BOARD OF GILSTRAP TRUSTEES^</u>			
CONSERVATIVE	LABOUR	LIBERAL DEMOCRATS	INDEPENDENT
1. Max Cope	1. Laurence Goff		
2. Rita Crowe			
3. Keith Girling			
4. Simon Haynes			

<u>GOVERNANCE REVIEW WORKING PARTY#</u>			
CONSERVATIVE	LABOUR	LIBERAL DEMOCRATS	INDEPENDENT
1. Roger Blaney	1. Yvonne Woodhead		
2. Keith Girling			
3. Rhona Holloway			
4. David Lloyd			
5. Sylvia Michael			
<u>MANSFIELD AND DISTRICT CREMATORIUM JOINT COMMITTEE#~</u>			
CONSERVATIVE	LABOUR	LIBERAL DEMOCRATS	INDEPENDENT
1. Rhona Holloway	1. Paul Peacock		
2. Roger Jackson			
<u>TENANT ENGAGEMENT BOARD</u>			
<p>Membership to comprise of the Portfolio Holder for Homes &amp; Health and three representatives to be appointed by the Policy &amp; Performance Improvement Committee (plus three tenant representatives).</p>			
<u>PLANNING POLICY BOARD</u>			
<p>Membership to comprise of the Portfolio Holder for Economic Development &amp; Visitors and three representatives to be appointed by the Planning Committee and three representatives to be appointed by the Policy &amp; Performance Improvement Committee.</p>			

**Notes:**

1. C = Chairman
2. VC = Vice-Chairman
- ^ To comprise of Members representing the Newark Wards with the other Newark Ward Members to be co-opted as non-voting members
- # The Mansfield Crematorium Joint Committee and Governance Review Working Party do not need to reflect political balance. The Governance Review Working Party is to be reconvened in order to review the implementation of the new governance arrangements.
- ~ The Mansfield Crematorium Joint Committee is an Executive Function and will comprise of Executive Members.



MAY 2022 – MAY 2023

2022	Monday	Tuesday	Wednesday	Thursday	Friday
May	2 BANK HOLIDAY	3	4	5	6
	9	10	11	12	13
	16	17 ANNUAL COUNCIL	18	19	20
	23	24	25	23	27
	30	31			
June			1	2 BANK HOLIDAY	3 BANK HOLIDAY
	6	7 CABINET	8	9 PLANNING	10
	13 POLICY & PERFORMANCE IMPROVEMENT	14	15	16	17
	20	21	22	23 GENERAL PURPOSES & LICENSING	24
	27	28	29	30	
July	4	5	6	7 PLANNING	8
	11	12 CABINET	13	14	15
	18	19 COUNCIL	20	21	22
	25	26	27 AUDIT & GOVERNANCE	28	29

2022	Monday	Tuesday	Wednesday	Thursday	Friday
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<b>August</b>	1	2	3	4	5
	8	9	10	11 PLANNING	12
	15	16	17	18	19
	22	23	24	25	26
	29 BANK HOLIDAY	30	31		
<b>September</b>				1	2
	5	6	7	8 PLANNING	9
	12 POLICY & PERFORMANCE IMPROVEMENT	13	14	15 GENERAL PURPOSES & LICENSING	16
	19	20 CABINET	21	22	23
	26	27	28	29	30
<b>October</b>	3	4	5	6 PLANNING	7
	10	11	12	13	14
	17	18 COUNCIL	19	20	21
	24	25	26	27	28
	31				

2022/23	Monday	Tuesday	Wednesday	Thursday	Friday
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<b>November</b>		1 CABINET	2	3	4
	7	8	9	10 PLANNING	11
	14	15	16	17	18
	21	22	23	24	25
	28 POLICY & PERFORMANCE IMPROVEMENT	29	30 AUDIT & GOVERNANCE		
<b>December</b>				1 GENERAL PURPOSES & LICENSING	2
	5	6 CABINET	7	8 PLANNING	9
	12	13 COUNCIL	14	15	16
	19	20	21	22	23
	26 BANK HOLIDAY	27 BANK HOLIDAY	28	29	30
<b>January</b>	2 BANK HOLIDAY	3	4	5	6
	9	10	11	12	13
	16	17 CABINET	18	19 PLANNING	20
	23	24	25	26	27
	30 POLICY & PERFORMANCE IMPROVEMENT	31			

2023	Monday	Tuesday	Wednesday	Thursday	Friday
February			1 AUDIT & GOVERNANCE	2	3
	6	7 COUNCIL	8	9	10
	13	14	15	16 PLANNING	17
	20	21 CABINET	22	23	24
	27	28			
March			1	2 GENERAL PURPOSES & LICENSING	3
	6 POLICY & PERFORMANCE IMPROVEMENT	7	8	9 COUNCIL (TAX)	10
	13	14	15	16 PLANNING	17
	20	21	22	23	24
	27	28	29	30	31
April	3	4 CABINET	5	6	7 BANK HOLIDAY
	10 BANK HOLIDAY	11	12	13	14
	17	18	19	20 PLANNING	21
	24	25	26 AUDIT & GOVERNANCE	27	28

2023	Monday	Tuesday	Wednesday	Thursday	Friday
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<b>May</b>	1 BANK HOLIDAY	2	3	4 DISTRICT & PARISH ELECTIONS	5
	8	9	10	11	12
	15	16 ANNUAL COUNCIL	17	18	19
	22	23	24	25	26
	29 BANK HOLIDAY	30	31		

All meetings will start at 6.00pm, with the exception of the Planning Committee which will start at 4.00pm.

*Note - There are 11 Planning Committees on the schedule which is due to the District Elections scheduled to be held on 4 May 2023.*



Report to: Full Council – 19 July 2022  
 Director Lead: Sue Bearman, Assistant Director – Legal & Democratic Services  
 Lead Officer: Nigel Hill, Business Manager – Elections & Democratic Services, Ext. 5243

Report Summary	
<b>Report Title</b>	Political Composition of the Council and allocation of seats on Committees to Political Groups.
<b>Purpose of Report</b>	Following the recent by-election held on 30 June 2022, to inform the Council of the political composition of the Council and to consider proposals for the allocation of seats on Committees to Political Groups, as required by Council Procedure Rule No. 1.1.2.
<b>Recommendations</b>	That the Council agree the allocation of seats to Political Groups in accordance with <b>Appendix A</b> to the report.  That changes be made in Committee memberships as advised at the meeting.
<b>Reason for Recommendation</b>	To ensure the Council complies with Section 15 of the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990.

## 1.0 Background

- 1.1 As Members will recall the allocation of seats to Committees was last considered at the Annual Meeting held on 17 May 2022. The allocation at that time was calculated on 38 Members given the vacancy due to the resignation of Councillor Neal Mitchell and was based on the Council’s new governance arrangements.
- 1.2 The allocation of seats requires a further review at this meeting following the District Ward by-election for the Ollerton Ward held on 30 June 2022, and is sadly still based on 38 Members given the fresh vacancy following the death of Councillor Michael Brown.
- 1.3 The result of the by-election was as follows:

Kelly Fordham (Conservative)	395 votes
Mike Pringle (Labour)	962 votes
Jeremy Spry (Independent)	125 votes

## 2.0 Present Position

2.1 Given the changes referred to above, the seats held by each Group on the Council are now as follows:-

	<u>No. of Seats</u>
Conservative	29
Labour	6
Liberal Democrat	2
Independent	1
<i>Vacancy</i>	<i>1</i>

2.2 Under the new Leader / Executive model of governance only certain Committees are required to reflect the political balance. There are a total of 77 seats on Committees which must comply with political balance rules as follows:-

<u>Committee</u>	<u>No. of Members</u>
Policy & Performance Improvement Committee	15
Planning Committee	15
Licensing Committee	15
General Purposes Committee	15
Audit & Governance Committee	12
Board of Gilstrap Trustees	5
<b>Total</b>	<b>77 seats</b>

Based on these arrangements the following calculation can be made:-

a) No of seats on Council = 39 (but the calculations have been made on 38 given the current vacancy)

% of total seats held by each Group (rounded) =

	%
Conservative	76.32
Labour	15.79
Liberal Democrats	5.26
Independent	2.63
	<hr style="width: 50%; margin: 0 auto;"/> 100%

b) The allocation of seats to each Group on these Committees would be:-

			<u>Rounded</u>
Conservative	77 x 76.32%	58.76	59
Labour	77 x 15.79%	12.15	12
Liberal Democrats	77 x 5.26%	4.05	4
Independent	77 x 2.63%	2.03	2
			<hr style="width: 50%; margin: 0 auto;"/> 77 <hr style="width: 50%; margin: 0 auto;"/>

- c) The number of seats allocated on Committees to each Political Group is therefore as follows:

Conservative	59
Labour	12
Liberal Democrats	4
Independent	2

- 2.3 The impact of the change in composition is that the Conservative Group lose two seats to the Labour Group.
- 2.4 The proposed allocation of seats on Committees to each political group is set out in the matrix which is attached as **Appendix A** to the report.

### **3.0 Implications**

There are no implications arising from this report.

### **Background Papers and Published Documents**

None.



**ALLOCATION OF SEATS TO  
POLITICAL GROUPS**

	<b>Conservative</b>	<b>Labour</b>	<b>Liberal Democrats</b>	<b>Independent</b>	<b>Total seats by Committee</b>
Policy & Performance Improvement Committee	11	3	1	0	15
Planning Committee	11	3	1	0	15
General Purposes	11	2	1	1	15
Licensing	11	2	1	1	15
Audit & Governance Committee*	11	1	0	0	12
Board of Gilstrap Trustees	4	1	0	0	5
<b>Total seats by Group</b>	<b>59</b>	<b>12</b>	<b>4</b>	<b>2</b>	<b>77</b>

\* Note – the Conservative Group has given a single seat to the Liberal Democrat Group to give a wider representation on the Committee



## RECORD OF URGENT DECISION

Date: 23 May 2022

Lead Officer: Matthew Finch, Director – Communities & Environment, Ext: 5716

Part D, Section 6 of the Council’s Constitution provides that the Head of Paid Service (or in their absence a nominated deputy) shall have delegated authority to take urgent decisions following consultation with the Monitoring Officer and the Section 151 Officer (or their deputies). In respect of Executive Functions the Head of Paid Service (or their nominated deputy) will consult with the Leader of the Council (or in their absence the Deputy Leader or in their absence a Portfolio Holder), and in respect of non-Executive functions the Head of Paid Service (or their nominated deputy) will consult with the Chairman of the Council (or in their absence the Vice-Chairman of the Council or in their absence the Chairman of the relevant Committee).

If the matter is likely to be a key decision and has not been advertised for a minimum of 28 clear days on the Council’s website, the decision can still be taken if a) it is impracticable to defer the decision until it has been possible for 28 clear days’ notice to be given; b) the Monitoring Officer has informed the Chairman of the Policy & Performance Improvement Committee.

Note – this urgent decision record will be reported to the next available meeting of the Full Council.

Decision Record Summary	
<b>Nature of Decision</b>	Open report / Non key decision
<b>Decision Title</b>	Sherwood Forest Landscape Recovery Pilot Bid
<b>Summary of Decision</b>	To participate in a bid, being led by the Wildlife Trust, which has the potential to transform investment in the habitats, species and landscape of the Sherwood Forest area, through attracting substantial DEFRA and private funding streams.
<b>Decision Taken</b>	To approve the inclusion of Intake Wood, Vicar Water Country Park and Sherwood Heath in the Sherwood Forest Landscape Recovery Bid.
<b>Decision Taker and Consultation</b>	Head of Paid Service, Leader of the Council, Portfolio Holder for Cleaner, Safer, Greener and local Ward Members.
<b>Reason for Urgency</b>	The Wildlife Trust was working on a very tight timescale with a submission date of 24 May 2022, which did not give sufficient time for a decision to be taken by the Portfolio Holder which would have then be subject to call-in.

## 1.0 **Background**

1.1 For a number of years the Council has been the beneficiary of a number of national schemes designed to support and enhance the maintenance of important habitats on land that we manage through the Countryside Stewardship Scheme and the Higher Level Stewardship. Both of these schemes are coming to an end and our existing agreements all cease in 2023. To be replaced by 3 new environmental land management schemes. These are:

- The Sustainable Farming Incentive
- Local Nature Recovery
- Landscape Recovery

1.2 The Landscape Recovery scheme will complement the Sustainable Farming Incentive, which will support action at farm level to make farming more sustainable, and Local Nature Recovery, which will support action at local level to make space for nature alongside food production.

1.3 This scheme is for landowners and managers who want to take a more radical and large-scale approach to producing environmental and climate goods on their land, and represents a new approach to supporting long-term, significant habitat restoration and land use change of the sort that will be essential to achieving the environmental ambitions of the government and many other bodies.

1.4 We have been approached by Nottinghamshire Wildlife Trust who are leading on a bid which will encompass much of the Sherwood area. They have supplied an indicative map (below), but the exact scope is changing as additional land owners express their willingness to be involved.



1.5 Newark and Sherwood District Council maintains 3 significant plots of land which are of interest to the project:

1. Vicar Water Country Park
2. Intake Woods
3. Sherwood Heath

1.6 The Wildlife Trust are leading on the bid, which has the potential to transform investment in the habitats, species and landscape of the Sherwood Forest area, through attracting substantial Defra and private funding streams. This is an opportunity to deliver some of our shared ambitious aims for species recovery and habitat conservation, restoration and re-creation, across multiple partners and landowners. The Nottinghamshire Wildlife Trust is developing this bid in close partnership with the National Trust and Miner2Major Team, on behalf of a wide group of public, private and NGO landowners and organisations, and will act as the lead body for the bid. This means that we will submit the bid on behalf of the partners and landowners, and lead the Development Phase of the project, in collaboration with all relevant parties, and with a Project Steering Group drawn from those partners and landowners.

1.7 The bidding process is highly competitive, but by working in partnership we believe we have a chance to secure a step change in resources for the long term management and restoration of habitats and species in the area, and for the engagement of local communities in their landscape, with the health and wellbeing benefits that will accrue from that.

## 1.8 Aims of the Scheme

1.8.1 The intended species recovery priorities (over 20 years) are:

### Range expansion

- Scarce woodland birds – including lesser spotted woodpecker, redstart, willow tit
- Scarce heathland birds – nightjar, woodlark, tree pipit
- Water voles
- Brook lamprey and trout
- Farmland birds of conservation concern
- Rare plants – cross-leaved heath, creeping willow, bilberry, petty whin.
- Woodland bats
- Rare invertebrates of woodland, wood pasture and heathland

### Reintroduction

- Silver studded blue butterfly
- Adder
- Red squirrel
- Beavers

1.8.2 The scheme aims to build on the excellent Biodiversity Opportunity Mapping work which was conducted in 2021, by many of the partners involved in this bid, turning opportunity into reality by;

- Creating and managing Sherwood's habitats, with funding for 20+ years to manage them. This could apply to any priority habitats including wood pasture, new native woodland, heathland, acid grassland and riverine/floodplain habitats.
- Connecting areas of habitats across the landscape, so that there is more wildlife within a thriving, productive and sustainable farmed landscape
- Bringing back species that have been lost or are near extinction, such as water voles, silver studded blue butterfly, and bilberry, and expand populations of farmland, heathland and woodland birds and bats.
- Delivering nature-based solutions, such as Natural Flood Management, Carbon sequestration and pollinator services with appropriate funding to recompense lost income for landowners.
- Working together to establish a consistent way to secure private finance for habitat creation from Biodiversity Net Gain, Carbon offsetting and Phosphate offsetting, that can be accessed by all landowners (private, public, NGO) who are interested.
- Working collaboratively to develop an access plan for the whole area, which increases access for the public on suitable sites where landowners welcome it and where this will benefit the health and wellbeing of local communities. By engaging multiple parties, the plan will also agree to measures to reduce pressures on the most sensitive sites, and tackle illegal and unwanted access.
- Providing a network of high quality habitats that link key protected nature conservation sites together, demonstrating how farming and wildlife can benefit each other, creating a platform to complement the Sustainable Farming Incentive and Local Nature Recovery elements the new funding schemes.
- Increasing the positive engagement and awareness of local communities for their local Sherwood Forest landscape and wildlife.
- Securing a step change in training for skills and employability in the conservation land management sector.

#### 1.9 **The development phase could include:**

- Developing a detailed, robust scientific plan for the recovery of key species for the Sherwood Forest area.
- Agreeing the details of potential habitat schemes with interested landowners, including costs, long term management plans and payment rates, with support towards the cost of preparing those agreements.
- Undertaking any necessary mapping, including the potential for stacking nature-based solutions, such as priority areas for Nature Flood Management, Carbon sequestration and new habitat creation.
- Supported by Defra, developing a payment model and most effective form of brokering to bring funds through BNG, Carbon offsetting and Phosphate offsetting to invest in the habitats and landscape of the area.
- Setting up relevant legal agreements such as conservation covenants.
- Testing the feasibility of some of the options, eg. the value of new wood pasture to sequester Carbon or reduce run-off, and increase water infiltration to the aquifer, or the potential to increase processing and marketing capacity for small woodland products.
- Engaging local communities in protecting and valuing their local landscapes, particularly on publicly owned land, through both well established and innovative techniques and programmes.
- Establishing some of the core operations that could serve the area, such as a local-origin tree nursery.

- Developing a multi-partner access plan to achieve a better balance between visitor access, protection of sensitive sites and farmland, and health and wellbeing of local communities.
- Using the learning points from the successful Miner2Major delivery to achieve a step change in all of the above, particularly looking at the potential for skills training and building capacity to manage the new habitats in the future.

### 1.10 Timetable

The stages projects must follow and indicative timescales from Defra are:

1. Application date 24th May 2022
2. Evaluation (6 weeks)
3. Enrolment (8 weeks)
4. Project development (6 to 24 months)
5. Project implementation (20+ years)

### 1.11 Commitment at this Stage

At this stage all we will be providing is an indication of intent around the areas of land to be entered into the scheme, it is acknowledged that as further information becomes available about funding streams and opportunities etc. landowners and managers may increase or decrease the areas of land involved.

## 2.0 **Options Considered and Reasons for the Decision**

To support an innovative approach to species recovery across the Sherwood Landscape.

## 3.0 **Implications**

### 3.1 Equalities Implications

One of the initial development stages of the bid being considered is a multi-partner access plan to achieve a better balance between visitor access, protection of sensitive sites and farmland, and health and wellbeing of local communities.

### 3.2 Financial Implications (FIN22-23/950)

The Council currently receives circa £18,000 per annum from both of the schemes which is currently built into the Council's budget. When the current schemes come to an end in 2023, there will be a shortfall in the Council's budget by this figure in 2023/24, as expenditure will still need to be incurred at the same rate in order to maintain the pieces of land.

Where the Council is successful in bidding for the funding identified above, this will partly mitigate the loss in income identified above. It is not currently possible to assess the total amount of grant funding available from bidding for the schemes outlined above. Any shortfall in the grant income will increase the cost to the Council of providing these services.

**Background Papers and Published Documents**

None

## NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Cabinet** held in the Civic Suite, Castle House, Great North Road, Newark, NG24 1BY on Tuesday, 7 June 2022 at 6.00 pm.

PRESENT: Councillor D Lloyd (Chairman)

Councillor K Girling, Councillor Mrs R Holloway, Councillor R Jackson, Councillor P Peacock and Councillor T Wendels

ALSO IN ATTENDANCE: Councillor Mrs P Rainbow, Councillor Mrs S Michael and Councillor R White.

### 1 DECLARATIONS OF INTEREST FROM MEMBERS AND OFFICERS

Councillor T Wendels, Sanjiv Kohli – Director- Resources and Deputy Chief Executive, and Deborah Johnson – Director – Customer Services & Organisational Development declared Other Registerable Interests in Agenda Item No. 5 – Disposal of Land at The Green, Rolleston to Arkwood Developments Limited, as Directors of Arkwood.

### 2 NOTIFICATION TO THOSE PRESENT THAT THE MEETING WILL BE RECORDED AND STREAMED ONLINE

The Leader and Chairman advised that the proceedings were being audio recorded and live streamed by the Council.

### 3 COMMUNITY PLAN PERFORMANCE FOR QUARTER 4 - 2021/22

The Transformation & Service Improvement Officer presented the Community Plan Performance report for quarter 4. The performance information was assessed against the Council's Community Plan objectives. The Portfolio Holders highlighted some key performance data relevant to their portfolios. The Cabinet also discussed further activities that the Council would undertake to meet the performance targets including methods to improve recycling, rates and energy efficiency. It was noted that future performance targets would be informed by the findings of the current residents survey.

AGREED (unanimously) that the Cabinet note the Quarter 4 Community Plan Performance Report.

### 4 DISPOSAL OF LAND AT THE GREEN, ROLLESTON TO ARKWOOD DEVELOPMENTS LTD. (KEY DECISION)

The Leader and Portfolio Holder for Strategy, Performance & Finance presented a report which sought disposal of land at The Green, Rolleston to Arkwood Developments Ltd. This would enable the delivery of 3 market sale residential units adjacent to a Housing Revenue Account (HRA) development of 5 affordable units.

A joint development of the site by the HRA and Arkwood was proposed to deliver market sale properties and HRA affordable rental properties which would subsidise the HRA development costs of the site against current average build costs. It was reported that the Local Ward Member supported the proposed development and no major objections had been raised by Rolleston Parish Council.



Details of a second offer from a private developer for the land were contained in the exempt appendix to the report. This offer did not present the opportunity for any additional cost savings.

AGREED (unanimously) that:

- (a) the disposal of the land at Rolleston to Arkwood Developments Ltd for the sum indicated in the exempt appendix be approved;
- (b) the site be developed jointly by the HRA and Arkwood appointing the same development contractor to ensure development cost savings;
- (c) approval be given to terminate the lease to the Parish Council for the land used as car parking; and
- (d) the demolition of the 2 existing bungalows to facilitate the development of 5 HRA dwellings and decanting the existing tenant be approved.

#### Reasons for Decision

Disposal of the land to Arkwood enables delivery of three market sales residential units adjacent to a HRA development of five affordable units.

Joint development of the site to deliver market sale properties and HRA affordable rental properties would subsidise the HRA development costs of the site against current average build costs.

#### Options Considered

A second offer had been received for the land from a private developer but it did not present the opportunity for any additional cost savings from a joint development and as such has not been accepted by the Council.

(Having declared interests, Councillor T Wendels, Deborah Johnson and Sanjiv Kohli withdrew from the meeting during its consideration).

### 5 LOCAL DEVELOPMENT FRAMEWORK UPDATE (KEY DECISION)

The Leader and Portfolio Holder for Strategy, Performance & Finance presented a report which provided an update on progress toward the publication of the Allocations & Development Management Policies Development Plan Document (DPD), including the Strategy for delivering Gypsy and Traveller sites. The Cabinet were circulated an additional exempt update in respect of pitch delivery.

The report set out the latest progress with the Plan Review and revised timetable. One of the main challenges of the Plan Review had been the ability to identify sufficient sites to meet the future identified needs of the Gypsy Roma Traveller communities. The report detailed the work undertaken in relation to pitch delivery and contributions from existing and new sites, set out deliverability issues and the competitive funding programme for which bid submissions were required by 13 June 2022.

AGREED (unanimously) that:

- (a) the proposed approach to the Allocations and Development Management Policies and meeting future Gypsy and Traveller need, subject to presentation of a Draft Allocations and Development Management Policies DPD to the July Cabinet in order to allow presentation to Full Council in July and public consultation throughout the summer be supported;
- (b) the funding submissions to Government which seeks to secure the costs of land purchase and any necessary works to physically implement a Gypsy & Traveller site or sites be endorsed, including noting the need for General Fund match contribution based on costs received to date detailed in the exempt update report, which shall comprise at least 10% match (£100,000) of any maximum grant award; and
- (c) the continued progress on possible land purchase and Gypsy & Traveller development proposals, as detailed in the exempt report, with a view to further updates presented to the July Cabinet alongside the Final Consultation Draft of the Allocations and Development Management DPD be noted and supported.

#### Reasons for Decision

To enable the District Council to prepare a sound DPD including the finalisation of an appropriate strategy for delivering additional Gypsy & Traveller sites by:

1. Allowing the Draft DPD to be finalised;
2. Seeking to secure external support by submitting a bid to secure government funding; and
3. To enable the Council to continue to negotiate with landowners on potential sites.

#### Options Considered

The Council is required to have an up to date Development Plan which meets the housing needs of the whole population. The proposed approach has been developed based on the adopted Planning Policy in the Amended Core Strategy and through public consultation. It is not considered that any other realistic options exist to the proposed approach set out in the report.

## 6 LEVELLING UP SUBMISSION AND UK SHARED PROSPERITY FUND (KEY DECISION)

The Portfolio Holder for Economic Development & Visitors presented a report which provided an update on and sought approval for the Council submitting bids for projects and programs as part of the Sherwood Parliamentary Constituency Levelling Up Fund (SLUF) and UK Shared Prosperity Fund (UKSPF) for spend in 2022/23, 2023/24 and 2024/25.

The Levelling Up Fund part of the report detailed a number of proposed projects including an Ollerton Hub and redevelopment of the Clipstone Holdings Site. Further information in relation to the Clipstone Holdings site proposal was contained in an exempt appendix. The Shared Prosperity Fund part of the report outlined the criteria for application for funding and the submission deadlines for application. It was noted that the District Council's total principle allocation across the three year program was £3,290,726 of which an additional £20,000 would be provided for capacity funding.

AGREED (unanimously) that:

- (a) the Director - Planning & Growth, in consultation with the Council's s151 Officer, the Sherwood Steering Board and Portfolio Holders for Strategy, Performance & Finance and Economic Development & Visitors, be authorised to submit to Government a Sherwood Constituency Levelling Up Fund Round 2 bid for up to 3 projects for a total grant of up to £20m;
- (b) the Director - Planning & Growth, in consultation with the Portfolio holders for Strategy, Performance & Finance and Economic Development & Visitors, be authorised to prepare and submit an Investment Plan to the UK Shared Prosperity Fund, including the development of a Newark & Sherwood Leaders Board through which the proposals will be presented for approval;
- (c) the Business Manager - Corporate Property be authorised to submit a Maximum Offer and terms as detailed in the exempt Appendix to the report, for the freehold purchase of the Clipstone Holdings site, and add the relevant budget into the Capital Programme funded by borrowing;
- (d) subject to a successful Levelling Up Fund round 2, to amend the Council's Capital Programme to include a capital development match contribution as detailed in the exempt Appendix;
- (e) the Business Manager - Corporate Property, in consultation with the Portfolio holders for Strategy, Performance & Finance and Economic Development & Visitors, be authorised to confirm acceptance to renting space in the proposed Ollerton Hub, subject to confirmation of a successful Levelling Up Fund Round 2 bid; and
- (f) £30,000 be released from the Change Management Reserve in order to fund the commission to create the Investment Plan for the Shared Prosperity Fund. Where the £20,000 capacity funding is then received, this to be replaced into the Change Management Reserve.

#### Reasons for Decision

To enable the District Council to continue to develop, deliver and accelerate its Community Plan and the Economic Growth Strategy (2021-2026) aspirations, including:

1. In the case of Levelling Up Fund Round 2 an opportunity for well-developed targeted interventions within the Sherwood area to address ongoing challenges of creating new employment opportunities, health inequality, lower pay and transport connectivity;
2. The development of a UKSPF Investment Plan to target provision to local communities for new employment, skills, business support and community development projects and programs;
3. To allow the Council to lead in re-developing the Clipstone Holding Site as an exemplar and needed development offering new and energy efficient commercial opportunities for local employers and residents.

### Options Considered

The Council could decide not to bid for the external funding however this has been discounted on the basis that a number of projects are of sufficient impact and maturity to warrant a submission to maximise the current opportunity. Other projects and programs will still be developed beyond the LUF 2 and UKSPF programs. The Council could also decide not to purchase the freehold of the existing Clipstone Holdings site, albeit as detailed separately in the Main Report and Exempt Appendix the purchase of the site is considered appropriate in terms of ongoing revenue commitments and to allow the redevelopment of the site for much needed commercial accommodation.

## 7 NEWARK TOWN FUND UPDATE AND LORRY PARK OPTIONS FOR RELOCATION (KEY DECISION)

The Portfolio Holder for Economic Development & Visitors presented a report which provided an update on the Newark Town Fund Programme including recommendations to continue to progress the relocation of Newark Lorry Park and the redevelopment of the Newark Gateway site.

The report detailed latest progress with all nine projects which were part of the Newark Town Fund. It was noted that the only outstanding Business Case was for the Smart Innovation, Supply Chain and Logistics (SiScLog) Enterprise Area, also known as Newark Gateway Phase II. Phase I was to provide the Air & Space Institute for which Heads of Terms had now been agreed with Lincoln College which were detailed in the exempt appendix to the report.

The report also set out the options in relation to the relocation of the Newark Lorry Park onto the Newark Showground site given the preferred route announcement for the A46 Northern Bypass.

AGREED (unanimously) that:

- (a) the progress on the Newark Town Fund Programme and associated projects being delivered be noted;
- (b) the Business Manager, Corporate Property, be authorised to enter into a lease with the Lincoln College Group for the Air & Space Institute; and

- (c) the Director - Planning & Growth and Business Manager - Corporate Property be authorised to continue to negotiate draft Heads of Terms with Newark Showground and the owners of Overfield Park with a view to presenting costed options for the relocation and redevelopment of Newark Lorry Park and the Newark Gateway site to a future Cabinet meeting.

#### Reasons for Decision

Securing the Heads of Terms with the Lincoln College Group for the Air & Space Institute will allow the implementation of Phase 1 of the Newark Gateway site.

The A46 Newark Northern Bypass will lead to a reduced Lorry Park offer for the town. It therefore remains a priority for relocation options to be concluded for presentation to the September Cabinet.

#### Options Considered

The Air & Space Institute, Lorry Park (existing and expanded as part of relocation), and SiSCLog are central to delivery of the Newark Town Investment Plan and raising aspiration and opportunity for young people, residents, and businesses within the Town. The projects, given their ambition and depth, accordingly contribute to all Community Plan objectives.

### 8 ADDITIONAL RESOURCES FOR HOUSING OPTIONS SERVICES

The Portfolio Holder for Homes & Health presented a report which sought additional staffing resources for the Housing Options Service given the current and continually challenging landscape.

The Council's statutory homelessness service provided advice and assistance to any person who considered themselves homeless or threatened with homelessness, with the aim of preventing homelessness wherever possible. Cases of homelessness were increasing and likely to increase further given the current squeeze on finances. It was noted that some officers within the service had been realigned to support the Homes for Ukraine Scheme and it was considered that in order to support the delivery of the Housing Options Service, additional staffing was required. Full details of the current pressures on the service and the resources required were set out in the report.

The Director, Housing, Health & Wellbeing confirmed that the Homelessness Prevention Grant was ring fenced for homelessness prevention activities and would be used to target issues such as rough sleepers.

AGREED (unanimously) that:

- (a) approval be given for the additional staffing resource of a permanent Housing Options Officer noting this will increase the establishment by 1 x Full Time Employee (FTE);
- (b) approval be given for the additional fixed term 12 month contract for the Housing Assistant role; and

- (c) approval be given to use the homeless prevention grant to allocate £64,921 to fund these roles.

Reasons for Decision

To introduce additional staffing resources into the Directorate to support the delivery of the housing options service within the current and continuing challenging landscape.

Options Considered

The alternative is to do nothing which could provide significant risk of the service being unable to respond to the level of cases presenting to the Council or a reduction in other services the Council provide.

9 TO NOTE TWO URGENCY ITEMS TAKEN UNDER THE COUNCIL'S PREVIOUS GOVERNANCE ARRANGEMENTS:

The Cabinet noted two urgency item decisions, taken under the previous governance arrangements.

Arts Council - National Portfolio Organisation (NPO) Funding

To approve the submission of the NPO application for a total of £927,000 over a three year funding period starting in 2023/24.

Football Stadium Improvement at the YMCA Newark to enable Step 5 Football in Newark

1. That the Director – Planning & Growth be granted delegated approval to progress the proposal to contribute up to £45K towards the installation of spectator accommodation at the stadium pitch at the YMCA (minus any grant funding secured jointly by the District Council and the YMCA) to enable Newark United to play Step 5 football in Newark for the 2022-2023 season; and
2. That up to £45k be added to the capital programme 22/23 to be funded from Change Management reserve.

AGREED (unanimously) that the two urgency item decisions as detailed above, taken under the previous governance arrangements, be noted.

Meeting closed at 6.47 pm.

Chairman

## NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Policy & Performance Improvement Committee** held in the Civic Suite, Castle House, Great North Road, Newark, NG24 1BY on Monday, 13 June 2022 at 6.00 pm.

PRESENT: Councillor R White (Chairman)  
Councillor Mrs P Rainbow (Vice-Chairman)

Councillor L Brailsford, Councillor L Brazier, Councillor Mrs B Brooks, Councillor S Carlton, Councillor M Cope, Councillor D Cumberlidge, Councillor Mrs L Dales, Councillor S Haynes, Councillor Mrs L Hurst, Councillor N Mison and Councillor T Wildgust (substitute).

APOLOGIES FOR ABSENCE: Councillor Mrs E Davis (Committee Member), Councillor P Harris (Committee Member) and Councillor J Kellas (Committee Member)

### 1 DECLARATION OF INTEREST BY MEMBERS AND OFFICERS

There were no declarations of interest.

### 2 NOTIFICATION TO THOSE PRESENT THAT THE MEETING WILL BE RECORDED AND STREAMED ONLINE

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

### 3 INTRODUCTION FROM THE CHAIRMAN

The Chairman welcomed Members to the first meeting of the Policy & Performance Improvement Committee, setting out the Committee's remit and purpose. She advised that the Committee would work alongside the Cabinet to support the decision making process. She also noted that the Committee could review and feed into the design of Council strategies and policies.

### 4 APPOINTMENT OF POLICY & PERFORMANCE IMPROVEMENT COMMITTEE MEMBERS TO:

AGREED that the following Members be appointed to the Tenant Engagement Board and the Planning Policy Board:

#### Tenant Engagement Board

Councillors: Lee Brazier; Simon Haynes; and Penny Rainbow.

#### Planning Policy Board

Councillors: Lydia Hurst; Penny Rainbow; and Ronnie White.

## 5 PRESENTATION - EVENING ECONOMY STRATEGY

The Committee considered the presentation jointly provided by the Business Manager – Economic Growth & Visitor Economy and the Economic Growth Officer which sought to advise Members as to the draft findings of the survey undertaken to formulate the Evening & Night Time Economy Strategy.

Members were provided with an executive summary as to the purpose of the survey and what the specific aims were, together with how this was undertaken and who was consulted. The survey focussed on four specific towns within the district, those being: Newark; Southwell; Ollerton; and Edwinstowe with the findings being provided by location. In addition to the responses to the questions asked within the survey, further information was gathered and highlighted for consideration. Four separate visions for success had been developed together with recommendations as to how this may be achieved.

In considering the presentation it was noted that in order to visit the named towns the use of a car was generally required with a suggestion being made that a working group be established to look at issues with public transport. It was also noted that late night bus services were being decreased and whether it was possible for some sort of subsidy to be made available. The Business Manager noted the comments and advised that the issue would be considered by the Night Time Economy Strategy Group.

In relation to the reported CCTV ‘blind-spots’ in the Newark Market Place, the Business Manager advised that Newark Town Council had been involved with the survey and that those specific issues would be discussed when the details of the survey were considered.

It was noted that a number of the proposals appeared to be reliant on private businesses establishing new ventures which was not without risk. The Business Manager advised that work was ongoing as to how people could be incentivised to set-up in the area, noting that the Discretionary Rate Relief Policy would form part of that consideration. It was also noted that from meetings held with existing businesses, there had been talk about the possibility of creating Business Improvement Areas.

Noting that the proposals would have cost and resource implications, Members queried whether any additional funding had been identified. The Business Manager advised that it would take a number of years to develop the Strategy, noting that funding and resource may be available from the Shared Prosperity Fund; Growth Bid Budgets; and other public sector partners.

AGREED (unanimously) that the Newark & Sherwood Evening and Night Time Economy Strategy be forwarded to Cabinet for consideration.

## 6 NEWARK & SHERWOOD COMMUNITY LOTTERY ANNUAL REPORT

The Committee considered the report presented by the Health Improvement & Community Relations Manager which sought to provide Members with an update on the progress of the Newark & Sherwood Community Lottery since its launch in May 2021.



The report set out the impact of the scheme since its launch, providing information as to the number of 'good causes' registered with the lottery who were receiving financial support through ticket sales. It was also reported that regular marketing and promotion of the lottery was undertaken together with the number of supporters purchasing tickets each week. A sum of £33,134.40 had been generated in the first year of operation. It was proposed that an annual report would be presented to the Committee to ensure Members were informed of the positive contribution the lottery made to the voluntary and community sector organisations within the District.

In considering the report Members queried how the lottery was promoted. In response they were advised that it was done through a combination of social media posts and targeted information to community groups. It was also promoted by Gatherwell (the external provider of the lottery platform) through their national promotional programme.

Members were informed that it was free for an organisation to join the scheme and that there was no requirement that they be a charity. They would need to provide certain information for verification and validation by the Council.

In acknowledging the success of the scheme, Members queried whether it was possible to be provided with information as to the actual benefits experienced by the participating organisations. It was agreed that this would be included in future update reports.

AGREED (unanimously) that the report be noted.

## 7 PRESENTATION - REVIEW OF EMPTY HOMES STANDARD PILOT

The Committee considered the presentation given by the Business Manager – Housing & Estates in relation to the Empty Homes Pilot Review and the recommendations arising therefrom.

The presentation provided Members with information as to the process followed when the Council let a home to a tenant and that the standard of a property when re-let had been identified as an area for review. It was noted that the average annual void cost per property was £1,300.00 and a summary of customer satisfaction was reported in relation to tenants who had experienced the Council's moving in services.

Details of the six month pilot were provided which included: decoration/condition as part of empty home standard (property centred); and a 'starting well' fund to provide assistance based on the new tenants needs (tenant centred) with tenants being asked as to their satisfaction with the scheme which led to an increase of 98% in March 2022 compared to March 2021 which was 93%.

In considering the presentation Members noted that the funding did not cover issues relating to accessibility. The Business Manager advised that such works were paid for from an alternative fund.

In relation to the purchase of such things as white goods and carpets, the Business Manager advised that the Council dealt with local suppliers. The tenant would chose the item or carpet they wanted and the Council would pay the agreed supplier direct. She added that if the tenant required funds to carry out decorating, they would be provided with a voucher for Wilkos. She also advised that the Council rarely decorated a property but rather prepared it ready for a tenant to decorate themselves.

In response to whether a property was left in a bad state of repair, the Business Manager advised that a recharge would be raised against the tenant. Should it not be known where the tenant had gone, details would be kept on file should they return to the area and wish to let a Council property again.

AGREED (unanimously) that Cabinet be recommended to:

- (a) adopt the decoration preparation and starting well fund as part of the Empty Homes standard; and
- (b) approve additional funding of £275,000 being transferred to base budgets to facilitate the service improvement from the Efficiency Savings reserve.

## 8 COUNCIL'S ANNUAL BUDGET 2023/24 OVERALL CORPORATE BUDGET STRATEGY

The Committee considered the report presented by the Business Manager – Financial Services which set out, for Members consideration, the General Fund and HRA Budget Strategy for 2023/24.

It was reported that following the change of governance arrangements the Council's Section 151 Officer was required to present a report on the overall budget strategy for the forthcoming financial year to the Policy & Performance Improvement Committee for consideration prior them making recommendations to Cabinet. The report contained information as to the budget proposals and strategy, the budgeting assumptions, the risks in preparation of the budget and the budget timetable. It was also reported that the budget would be predicated on the priorities within the Community Plan and that resource allocation would be linked to spending priorities.

In considering the report Members raised a number of issues, querying how the rising cost of fuel was being managed. The Director – Resources/s151 Officer advised that assumptions had been made in relation to inflation levels as part of the process of setting the budget. The proposed final budgets would be presented to Committee in December for consideration.

In response to whether the Government's recent announcement in relation to Right to Buy had been factored into the budgets, the Business Manager advised that budget implications would be included in reports to the September meeting of the Committee.

In relation to a query about the level of staff vacancy provision being set at 5% both the Director – Resources/s151 Officer and the Business Manager provided a detailed response, advising that the 5% provision would potentially lessen the impact on Council Tax.

The Business Manager also advised that the expected reforms to the financial settlement from the Government had remained unchanged since 'brexit'. The settlement itself remained unchanged with only inflation being applied. The s151 Officer advised that the Council were lobbying the Government for a 3 year settlement.

AGREED (unanimously) that:

- (a) the overall General Fund and HRA budget strategy be noted and recommended to Cabinet for approval;
- (b) the consultation process with Members be noted;
- (c) budget officers continued to work on the assessment of various budget proposals affecting services for consideration in setting the Council's budget; and
- (d) budget managers work with finance officers in identifying further efficiency savings, increasing income from fees and charges where appropriate and identify new sources of income.

## 9 COMMUNITY PLAN PERFORMANCE FOR QUARTER 4 2021/22

The Committee considered the report presented by the Transformation & Service Improvement Officer which sought to present to Members the Quarter 4 Community Plan Performance Report (January – March 2022). Members were asked to review the Community Plan Performance Report attached as Appendix 1 to the report.

The report set out that performance reporting, going forward, would now be used as a tool for change with the information contained having been sourced by analysing data and progress against key activities, as well as district statistics, customer feedback and workforce information.

In considering the report Members thanked Officers for the new style of performance reporting. They raised a number of queries in relation to the reduction in the percentage of unemployment, how issues surrounding tourism were being addresses and how the maintenance of planted trees could be progressed. The Transformation & Service Improvement Officer advised that he would consult with the relevant business units and provide responses to the questions both as an attachment to the minutes and as a written response to Members.

AGREED (unanimously) that the Community Plan Performance report be noted.

10 REVIEW OF EXECUTIVE'S FORWARD PLAN

The Committee considered the Forward Plan of the Executive for the period May to August 2022 with it being noted that Committee may wish to establish a Working Group in November 2022 to review the Council's Promotion of Tourism.

AGREED that the Forward Plan of the Executive be noted.

11 REVIEW OF EXECUTIVE'S RECENT DECISIONS

AGREED that the Executive's recent decisions from the Cabinet meeting held on 7 June 2022 be noted.

12 MEMBERS ICT PROVISION - REQUEST FOR WORKING GROUP

The Committee considered the Topic Request Form proposed by Councillor S Haynes and seconded by Councillor N Mison requesting the establishment of a Working Group to review the Council's current Digital Strategy, specifically in relation to what options would be possible to assist Members to maximise their efficiency through being digitally connected.

AGREED (unanimously) that:

- (a) approval be given to the establishment of a Member Digital Tools Working Group;
- (b) Councillor S Haynes to be appointed as Chairman of the Working Group;
- (c) Councillors M. Cope, L Dales and N Mison be considered as members of the Working Group; and
- (d) following agreement to establish the Working Group, a Review Initiation Document would be produced and the opportunity to be part of the Working Group would be made available to all Members of the Council.

13 ASB - REQUEST FOR WORKING GROUP

The Committee considered the Topic Request Form proposed by Councillor R White and seconded by Councillor P Rainbow requesting the establishment of a Working Group to consider issues surrounding Anti-Social Behaviour.

AGREED (unanimously) that:

- (a) approval be given to the establishment of an ASB Working Group;
- (b) Councillor R White to be appointed as Chairman of the Working Group;

- (c) Councillors L Brazier, B Brooks, S Carlton, L Hurst and P Rainbow be considered as members of the Working Group; and
- (d) following agreement to establish the Working Group, a Review Initiation Document would be produced and the opportunity to be part of the Working Group would be made available to all Members of the Council.

14 RESOLVE TO INVITE EXTERNAL PARTICIPANTS TO NEXT MEETING

AGREED (unanimously) that the Police & Crime Commissioner for Nottinghamshire and Acting Inspector Matthew Ward be invited to the next meeting of the Committee.

15 SUGGESTED ITEMS FOR NEXT MEETING

AGREED that

- (a) the following items be included on the Agenda for the next meeting of the Committee:

Report from Chairman of Members' ICT Provision Working Group  
Report from Chairman of ASB Working Group  
Presentation by Police & Crime Commissioner and Acting Inspector, Matt Ward (ASB specific)  
Presentation on Residents Survey 2020  
Report on Community Safety Partnership  
Topic Request Form for establishment of a Working Group to feed into a Customer Strategy  
Report on Community Plan Performance – Quarter 1  
Report on Financial Performance Reporting – Quarter 1  
Report from Chairman of Tenant Engagement Board as to Role and Remit of Board

- (b) the following items be added to future meetings of the Committee:

Tenant Annual Report  
Newark Towns Board Update  
Review of Tourism  
Playing Pitch Strategy  
STAR Results (to be reviewed by Tenant Engagement Board)

Meeting closed at 7.55 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, 10 May 2022 at 4.00 pm.

PRESENT: Councillor R Blaney (Chairman)  
Councillor Mrs L Dales (Vice-Chairman)

Councillor M Brock, Councillor R Crowe, Councillor L Goff, Councillor Mrs R Holloway, Councillor Mrs P Rainbow, Councillor S Saddington, Councillor M Skinner, Councillor T Thompson, Councillor I Walker, Councillor K Walker, Councillor T Wildgust and Councillor Mrs Y Woodhead

APOLOGIES FOR ABSENCE: Councillor T Smith (Committee Member)

### 143 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

Councillor Mrs S Saddington declared an interest on the grounds of pre-determination and confirmed that she would leave the meeting for the duration of Agenda Item 5 – Land to the rear of Ulllyats Cottage, Fiskerton Road, Rolleston – 21/02435/OUT, as she was a Member of Nottinghamshire County Council and Rolleston was within her Division and she had been involved in the application.

Councillor M Skinner declared a Non-Registerable Interest in Agenda Item No. 6 – Community and Activity Village, Lord Hawke Way, Newark – 22/00261/S73M, as he was a Council appointed Director for Active4Today.

Councillors Mrs L Dales, I Walker and K Walker declared Non-Registerable Interests as Council appointed representatives on the Trent Valley Internal Drainage Board and Upper Witham Valley Drainage Board.

### 144 DECLARATION OF ANY INTENTIONS TO RECORD THE MEETING

The Chairman advised that the proceedings were being recorded by the Council and that the meeting was being livestreamed and broadcast from the Civic Suite, Castle House.

### 145 MINUTES OF THE MEETING HELD ON 12 APRIL 2022

AGREED that the Minutes of the meeting held on 12 April 2022 were approved as a correct record and signed by the Chairman.

### 146 LAND TO THE REAR OF ULLYATS COTTAGE, FISKERTON ROAD, ROLLESTON - 21/02435/OUT

The Committee considered the report of the Business Manager – Planning Development, which sought the erection of up to three detached dwellings and the re-alignment of Rolleston Public Footpath No. 5.

Members considered the presentation from the Business Manager - Planning Development, which included photographs and plans of the proposed development.

The report provided an update following the Planning Committee consideration of 12 April 2022 where Members resolved to defer the application due to clarity on the proposed footpath alignment to the site and its encroachment in to the highway. It was also noted that at April's Committee a late representation from the Applicant's Agent was provided detailing the application site was a small-holding and not residential curtilage as detailed in the report. The advice from Officers in relation to that clarification was that clarification / information did not change the consideration of the application. The report had been updated, where applicable to reflect that information. The application had also received an update from the Council's Tree and Landscape Officer. The sections which had been updated in relation to Nottinghamshire County Council Highways response and the Council's Tree and Landscape Officer were stated at the headings.

A schedule of communication was tabled at the meeting which detailed correspondence received after the Agenda was published from Members of the public and the agent.

The Council's Tree and Landscape Officer provided an update to the Committee regarding the Tree Preservation Order procedures.

Members considered the application and felt that the development was over intensive and had an impact on access. There was no provision for visitor parking and there was tandem parking on one of the driveways. Notwithstanding these specific concerns, as the application was in Outline, they would be matters considered later at Reserved Matters stage if approved. The Committee had been invited as part of this agenda report to consider in terms of the trees, what was not on site now in terms of their size but what would be there in the future and the impact of development on these and pressure for pruning and/or removal in the future.

*(Having declared an interest Councillor Mrs S Saddington left the meeting for the duration of this item).*

AGREED (unanimously) that planning permission be refused for the reasons stated within the report.

*(Councillor Mrs S Saddington returned to the meeting at this point).*

147 COMMUNITY AND ACTIVITY VILLAGE, LORD HAWKE WAY, NEWARK ON TRENT - 22/00261/S73M

The Committee considered the report of the Business Manager – Planning Development, which sought the Variation of conditions 2 and 3 attached to planning permission 17/01693/FULM to re-position previously approved skate park and 3no. 5-a-side pitches (switch position), Remove tennis courts, Reduce car park spaces from previous approval of 157 to 155 (loss of 2 spaces) to increase accessibility to new 5-a-side pitch positions. Change cycling facility from 750lm training circuit to mixed programme offering a community trail, learn to ride and a pump track facility, lighting and landscaping, substitution of some information in approval notice condition 02 and 03 and additional information for cycle facility designs.

Members considered the presentation from the Business Manager - Planning Development, which included photographs and plans of the proposed development.

A schedule of communication was tabled at the meeting which detailed correspondence received after the Agenda was published from the following: Newark & Sherwood District Council – Tree Officer; Applicant; Newark Sports Association; and Newark Town Council.

Members considered this application as a fantastic sports facility for Newark and Sherwood.

AGREED (with 13 votes For and 1 Abstention) that planning permission be approved subject to the conditions and reasons contained within the report.

148 OLD POST HOUSE, MAIN STREET, GONALSTON - 22/00615/HOUSE

The Committee considered the report of the Business Manager – Planning Development, which sought the construction of a first floor extension and replacement of a conservatory with a two storey addition.

Members considered the presentation from the Business Manager - Planning Development, which included photographs and plans of the proposed development.

Members considered the application and some Members felt that whilst the volume of the property was being increased the footprint was not and therefore could see no harm. Other Members felt that there was a responsibility to the Green Belt and the proposed development was inappropriate and did not qualify for very special circumstances.

AGREED (with 10 votes For and 4 votes Against) that planning permission be refused for the reasons stated within the report.

149 HAWTONVILLE DISTRICT OFFICE, 77C ETON AVENUE, NEWARK ON TRENT - 22/00629/DEM

The Committee considered the report of the Business Manager – Planning Development, which sought the demolition of the former Newark and Sherwood District Council Housing Office.

Members considered the presentation from the Senior Enforcement Officer, which included photographs and plans of the proposed development.

Members considered the application acceptable but suggested that an additional condition or informative to the application be added regarding the hours of works taking place. The Business Manager - Planning Development advised that as this was permitted development the legislation sets the conditions which should apply, however as this was a Newark and Sherwood District Council application there could be an informative attached. Cllr Skinner suggested the hours of 8am to 5pm or 6pm weekdays and Saturday mornings only. The Chairman suggested that delegated authority be granted to the Business Manager – Planning Development to find the most appropriate approach.



AGREED (unanimously) that prior approval was required and approval for the demolition of the building subject to:

- (a) the conditions contained within the report;
- (b) the Site Notice expiring on the 12 May 2022 with no further material comments being received; and
- (c) delegated authority be granted to the Business Manager – Planning Development to find the most appropriate approach regarding an additional condition or informative to the application regarding the hours of work.

150 APPEALS LODGED

AGREED that the report be noted.

151 APPEALS DETERMINED

AGREED that the report be noted.

152 DEVELOPMENT MANAGEMENT PERFORMANCE REPORT

The Committee considered a report presented by the Business Manager- Planning Development which related to the performance of the Planning Development Business Unit over the three month period January to March 2022 as well as providing an overview of the performance and achievements across the financial year. In order for the latest quarter's performance to be understood in context, in some areas data going back to January 2020 was provided. The performance of the Planning Enforcement team was provided as a separate report.

AGREED that the report be noted.

153 QUARTERLY AND YEAR ENDING ENFORCEMENT ACTIVITY UPDATE REPORT

The Committee considered the report presented by the Senior Enforcement Officer which provided an update on Enforcement Action for the fourth quarter from 1 January to the 31 March 2022, including cases where formal action had been taken and case studies which showed how the breaches of planning control had been resolved through negotiation and Notices that had been complied with. The report also included key figures relating to overall planning enforcement activity for the 2021-22 financial year.

AGREED that the report be noted.

Meeting closed at 5.15 pm.

Chairman

## NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Planning Committee** held in the Suite on Thursday, 9 June 2022 at 4.00 pm.

PRESENT: Councillor R Blaney (Chairman)  
Councillor Mrs L Dales (Vice-Chairman)

Councillor M Brock, Councillor L Goff, Councillor Mrs R Holloway, Councillor J Lee, Councillor S Saddington, Councillor M Skinner, Councillor T Smith, Councillor I Walker, Councillor K Walker, Councillor T Wildgust and Councillor Mrs Y Woodhead

ALSO IN ATTENDANCE: Councillor P Peacock

APOLOGIES FOR ABSENCE: Councillor R Crowe (Committee Member) and Councillor Mrs P Rainbow (Committee Member)

### 1 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

Councillor Mrs R Holloway confirmed that she was a Member of Bilsthorpe Parish Council, but was not at the meeting when this matter was discussed regarding Agenda Item No. 5 – Land Off Oldbridge Way, Bilsthorpe – 22/00507/S73M.

### 2 DECLARATION OF ANY INTENTIONS TO RECORD THE MEETING

The Chairman advised that the proceedings were being recorded by the Council and that the meeting was being livestreamed and broadcast from the Civic Suite, Castle House.

### 3 MINUTES OF THE MEETING HELD ON 10 MAY 2022

AGREED that the Minutes of the meeting held on 10 May 2022 were approved as a correct record and signed by the Chairman.

### 4 ORDER OF BUSINESS

The Chairman with the agreement of the Planning Committee changed the order of business on the agenda and agenda item No. 7 – 72 Abbey Road, Edwinstowe – 22/00843/HOUSE, was taken as the first item of business, the agenda resumed its stated order thereafter.

### 5 72 ABBEY ROAD, EDWINSTOWE - 22/00843/HOUSE

The Committee considered the report of the Business Manager – Planning Development, which sought the part single storey and part two-storey rear extension, including dormer window. This was a re-submission of planning application 22/00534/HOUSE.

Members considered the presentation from the Business Manager - Planning Development, which included photographs and plans of the proposed development.

A schedule of communication was tabled at the meeting which detailed correspondence received after the Agenda was published from the Agent and a neighbour.

Councillor M. Skinner entered the meeting during the Business Manager – Planning Development’s presentation.

Councillor P Peacock, local Ward Member (Edwinstowe and Clipstone) spoke against the development as contained within the report.

Members considered a potential fallback position of permitted development rights for this property in comparison to the proposed application, car parking arrangements and loss of amenity for the neighbours and considered this application acceptable.

*(Councillor M Skinner took no part in the vote as he was not present for the entire duration of this item).*

AGREED (with 9 votes For, 3 votes Against) that planning permission be approved for the reasons contained within the report.

6 LAND OFF OLDBRIDGE WAY BILSTHORPE - 22/00507/S73M

The Committee considered the report of the Business Manager – Planning Development, which sought the variation of condition three attached to planning permission 20/00642/FULM, to amend the approved boundary treatments which were part retrospective.

Members considered the presentation from the Business Manager - Planning Development, which included photographs and plans of the proposed development.

A schedule of communication was tabled at the meeting which detailed correspondence received after the Agenda was published from the Parish Council and Local Ward Member.

Members considered the application and felt that the boundary fencing should be erected as previously approved by condition due to the safety of the users of the park and to prevent balls going onto the road and onto neighbouring properties and for the safety of children whilst playing and the potential risk of them running onto the road.

A vote was taken and lost to approve the proposals with 1 vote For and 12 votes Against.

AGREED (unanimously) moved by Councillor Mrs R Holloway, seconded by Councillor M Skinner that:

- (a) planning permission be refused on the grounds of
  - (i) safety of the users of the park by virtue of the boundary treatment; and
  - (ii) failure to comply with Policies DM5 & CP9 of the Development Plan.
- (b) delegated authority be granted to the Business Manager – Planning Development in consultation with the Planning Committee Chairman and Vice-Chairman, to finalise the wording.

7 REDFIELDS FARM, GREAVES LANE, EDINGLEY - 22/00626/FUL

The Committee considered the report of the Business Manager – Planning Development, which sought the conversion and extension of a redundant agricultural building to one residential property.

Members considered the presentation from the Business Manager - Planning Development, which included photographs and plans of the proposed development.

The Business Manager – Planning Development informed Committee that there was an error in the application proposal description on the report, which should read ‘agricultural building’.

Members considered the application acceptable.

AGREED (unanimously) that planning permission be approved subject to the reasons contained within the report.

8 10 BREWERS WHARF, NEWARK ON TRENT - 22/00699/TWCA

The Committee considered the report of the Business Manager - Planning Development, which sought the removal one horse chestnut tree.

Members considered the presentation from the Business Manager - Planning Development, which included photographs of the site and tree.

Members considered the application acceptable.

AGREED (with 11 votes For and 2 votes Against) that the notice be allowed; the removal of the tree will not significantly affect the character of the conservation area and will aid the development of surrounding trees.

On undertaking any works, it is recommended these are in accordance with BS3998 2010. It is expected that all vegetation control is carried out in accordance with best arboricultural practice and also care taken not contravene the provisions of legislation protecting plants and wildlife.

9 NOMINATIONS TO THE PLANNING POLICY BOARD

The Committee were asked to nominate three Members of the Planning Committee to sit on the Planning Policy Board.

AGREED (unanimously) that Councillors R. Blaney, Mrs L. Dales and M. Skinner be appointed as the Planning Committee representatives on the Planning Policy Board for 2022/23.

10 PROPOSALS FOR NEW GOVERNANCE ARRANGEMENTS - PLANNING MATTERS

The Committee considered the report prepared by the Director of Planning & Growth which sought Members approval of the Officer Scheme of Delegation in relation to Planning Development, Protocol for Members on dealing with planning matters and Development Consultation Forum arrangements that would be the responsibility of the Planning Committee following the adoption of the revised governance arrangements on 18 May 2022.

The Business Manager – Planning Development informed Committee of an amendment to the Scheme of Delegation to Officer, paragraph 1.35 (h) which should read ‘should amendments be received including plans/documents that are subject to re-consultation/notification which result in new material planning impacts previously **not** notified of.....’

AGREED (unanimously) that:

- (a) the Planning Committee scheme of Delegation to Officers be adopted;
- (b) the Protocol for Members on Dealing with Planning Matters be adopted; and
- (c) the contents of the Development Consultation Forums, Guidance for Developers and Public be adopted.

11 APPEALS LODGED

AGREED that the report be noted.

12 APPEALS DETERMINED

AGREED that the report be noted.

Meeting closed at 5.10 pm.

Chairman

## NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **General Purposes Committee** held in Castle House, Great North Road, Newark NG24 1BY on Thursday, 23 June 2022 at 6.00 pm.

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

Councillor L Brazier, Councillor Mrs B Brooks, Councillor S Carlton,  
Councillor M Cope, Councillor R Jackson, Councillor Mrs S Michael,  
Councillor S Saddington, Councillor T Thompson, Councillor K Walker,  
Councillor R White, Councillor T Wildgust and Councillor  
Mrs Y Woodhead

APOLOGIES FOR              Councillor P Harris (Committee Member)  
ABSENCE:

### 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        NOTIFICATION TO THOSE PRESENT THAT THE MEETING WILL BE RECORDED AND STREAMED ONLINE

The Chairman advised that the proceedings were being recorded by the Council and that the meeting was being livestreamed and broadcast from the Civic Suite, Castle House.

### 3        MINUTES OF THE MEETING HELD ON 10 MARCH 2022

AGREED        that the Minutes of the meeting held 10 March 2022 were a correct record and signed by the Chairman.

### 4        GENERAL PURPOSES FORWARD PLAN

The Committee considered the Forward Plan from 1 July 2022 to 30 June 2023, noting the Review of Taxi Fares scheduled to come before Committee on 15 September 2022.

The Chairman advised that Officers had been contacted numerous times by taxi drivers, requesting that the issue of fares be looked at as a matter of urgency, given the rapidly increasing cost of fuel and cost of living. The Chairman sought Committee's approval for delegated authority to authorise such changes, if found to be necessary.

AGREED        (unanimously) that:

- (a) the Forward Plan be noted; and

- (b) the Review of Taxi Fares begin with immediate effect, with the Chairman of the Committee being given delegated authority, following appropriate consultation, to make any changes to the fare structure as necessary.

## 5 REVIEW OF AMBULANCE VEHICLE AGE POLICY

The Committee considered the report presented by the Senior Licensing Officer which recommended that the age policy for Private Hire Ambulance Vehicles be amended in line with the vehicle age policy for Hackney Carriage and Private Hire Vehicles.

The report set out the specification that a vehicle must meet in order to be considered for licensing with one of the criteria being its age. The policy sought to strike a balance between the replacement of a vehicle and having a modern taxi fleet within the district. A note of the existing policy, agreed in 2016, was provided together with the newly adopted age policy for Hackney Carriage and Private Hire Vehicles.

Following representations received by two Private Hire Ambulance operators, Members were asked to consider whether the amendment should also be extended to ambulances.

In considering the report, Members agreed that the condition of the vehicle should be the deciding factor and not its age, noting that if it had passed its MOT and was up to the standard required for use as a Private Hire Ambulance the vehicle should be licensed.

AGREED (unanimously) that the Vehicle Age Policy in relation to Private Hire Ambulance Vehicles be amended as follows:

- (a) all vehicles must be under 9 years of age on first registration and not over 15 years of age on renewal;
- (b) vehicles over 6 years of age that fail the licensing vehicle test on structural damage or major mechanical issue will not be licensed; and
- (c) a purpose built wheelchair accessible vehicle must be under 9 years of age when first licensed and not over 15 years of age on renewal.

## 6 KIRKGATE TAXI RANK

The Committee considered the report presented by the Senior Licensing Officer which sought to provide Members with information on whether to amend or remove the taxi rank on Kirkgate, Newark.

The report set out the number of ranks in operation within the town centre and provided statistical information taken from the recent survey of taxi users and trade as to what ranks they used the most. It was noted that the results for the Kirkgate rank were skewed due to its use as a taxi rank being suspended during the pandemic through to the present day.

Members considered the report, noting that the rank provided a useful space for market shoppers, allowing them to park for 30 minutes. They added that its permanent removal as a taxi rank would allow this to continue and would assist with returning footfall to the town which was much needed following the drop in trade due to the pandemic.

It was noted that should Committee recommend the removal of the site as a taxi rank, a period of consultation would be required. In response to how long this may take, the Assistant Director - Legal & Democratic Services advised that a note would be circulated to Members of the Committee with the information.

AGREED (unanimously) that:

- (a) the taxi rank on Kirkgate, Newark be removed;
- (b) a consultation exercise be undertaken to seek views on the proposed removal; and
- (c) a report setting out the results of the consultation be reported back to Committee prior to any final decision.

## 7 REVIEW OF PSPO ALCOHOL CONTROLS IN NEWARK

The Committee considered the report presented by the Senior Licensing Officer which sought a review of controls for drinking in public places in Newark.

The report set out the background to the making of the Public Space Protection Order (PSPO) and the powers of any authorised officer to enforce that. Details of the review and consultation were reported together with the number of incidents which had occurred since it was approved in June 2019.

In considering the report Members queried whether any incidents had progressed through to prosecution. Officers advised that they were not aware of any.

In relation to whether there were any repeat offenders, Officers advised that there were some who were known to the Community Protection Officers who worked with them in the community.

It was noted that this would be the final time which the PSPOs could be extended and that in three years' time, they would need to be formally renewed.

AGREED (unanimously) that:

- (a) the renewal of the Public Space Protection Order for drinking alcohol in public spaces be confirmed for a further three years;
- (b) the terms of the PSPO to be as follows:



- (i) An authorised Officer of the Council or Police may ask a person who is consuming or appears to be consuming alcohol in an area covered by the PSPO and that person is causing or is likely to cause anti-social behaviour to cease drinking the alcohol and dispose of the alcohol, or surrender the alcohol to the Officer, or immediately leave the area covered by the PSPO; and
- (ii) the fixed penalty level for all Public Space Protection Orders be set at £100.00 reduced to £75.00 if payment is made within 14 days.

8 UPDATE ON PERFORMANCE AND ENFORCEMENT MATTERS

The Committee considered the report presented by the Senior Licensing Officer into the activity and performance of the Licensing Team which included details of current ongoing enforcement issues.

Information contained within the report related 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. A note of ongoing enforcement activity was also listed with information as to what action had been taken to-date.

AGREED (unanimously) that the report be noted.

Meeting closed at 6.29 pm.

Chairman

## NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Licensing Committee** held in the Castle House, Great North Road, Newark NG24 1BY on Thursday, 23 June 2022 at 6.00 pm.

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

Councillor L Brazier, Councillor Mrs B Brooks, Councillor S Carlton,  
Councillor M Cope, Councillor R Jackson, Councillor Mrs S Michael,  
Councillor S Saddington, Councillor T Thompson, Councillor K Walker,  
Councillor R White, Councillor T Wildgust and Councillor  
Mrs Y Woodhead

APOLOGIES FOR Councillor P Harris (Committee Member)  
ABSENCE:

### 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 NOTIFICATION TO THOSE PRESENT THAT THE MEETING WILL BE RECORDED AND STREAMED ONLINE

The Chairman advised that the proceedings were being recorded by the Council and that the meeting was being livestreamed and broadcast from the Civic Suite, Castle House.

### 3 MINUTES OF THE MEETING HELD ON 10 MARCH 2022

AGREED that the Minutes of the meeting held 10 March 2022 were a correct record and signed by the Chairman.

### 4 LICENSING COMMITTEE FORWARD PLAN

NOTED the Forward Plan from 1 July 2022 to 30 June 2023.

### 5 COMMUNITY ALCOHOL PARTNERSHIP UPDATE

Councillor Lee Brazier, the Committee's representative on the Community Alcohol Partnership (CAP) provided Members with an update of the work being undertaken.

He advised there were two CAPs operating within the district: one covering Ollerton, Edwinstowe and Boughton; and the other was Clipstone. This was in partnership with Mansfield District Council as it incorporated Forest Town which lies within the district of Mansfield.

CAP works close with Nottinghamshire County Council, the Police, Mansfield District Council, Youth Services, retailers, pubs, schools in an attempt to gauge people's feelings in relation to ASB, alcohol and substance misuse. One issue at present is the

increase in cannabis use by young people with it being found to be cheaper than cigarettes. The Police and ASB were aware of this and the situation was being monitored.

At the Clipstone meeting held that day, the Alcohol Education Trust were in attendance and advised that they would be arranging training for individuals who were suffering with misuse issues.

CAP had recently developed a new free online licensing course for employers to offer out to their staff e.g. pubs, shops, off-licences. This would offer knowledge around licensing laws and legislation. There would be three modules to the training and before moving on to the next module the attendee would be required to take an assessment to ensure they have taken on board the information given. Before this was rolled out, it would be previewed by Licensing Officers and the Chairman of the Licensing Committee to ensure it was suitable for its intended purpose.

A recent survey had been taken at Garibaldi School in relation to alcohol consumption by teenagers between the ages of 13 and 15, the final figures for which were awaited. These would be reported to a future meeting of the Licensing Committee.

There were 256 CAPs nationally but of those, not all were active. Some CAPs met monthly, the ones in this district met quarterly, some met twice a year and some only met annually.

## 6 UPDATE ON THE APPEAL FOR THE CORN EXCHANGE, NEWARK

The Committee considered the report presented by the Senior Licensing Officer which provided Members with an update on the Appeal for the Corn Exchange, Newark,

The report set out the background to the appeal being lodged with the Nottingham Magistrate's Court and the delays in hearing the appeal due to the severe back log in the courts as a result of the pandemic. The Council had appointed an external Barrister who specialised in licensing law to represent the Council. On reviewing all the evidence supplied by the appellant, the opinion of the Barrister was that it would be highly likely that the Council would lose the appeal, with one of the main reasons being the change to the night time economy of Newark over recent months and the Police response. The appellant's Barrister had also indicated that they would make an order for total costs payment to be awarded against the Council should the appeal be successful. In considering all the information, it was agreed that a negotiated out of court settlement would be appropriate, having made the Chairman of the Committee aware of the intention.

The licence was therefore granted in line with those requested by the applicant in the original application with conditions attached which provided control over the licence as necessary.

The report made clear that whilst the outcome was different to the decision taken by the Hearing Panel it should be noted that two years had passed, with the impact of the pandemic on town centres and recent licences granted with extended times.

In considering the report, the Members who had sat on the Hearing Panel on 21 August 2020, were in agreement that they considered their original decision to have been correct at that time given the circumstances. They expressed their disappointment that the applicant had not attempted to open the premises on the originally granted hours.

AGREED (unanimously) that the report be noted.

7 MINUTES OF LICENSING HEARING HELD ON 15.03.22 (THE WHITE HIND)

NOTED the Minutes of the Licensing Hearing held on 15 March 2022 in relation to the White Hind, 3 Carter Gate, Newark.

8 MINUTES OF LICENSING HEARING HELD ON 18.03.22 (MCCARROLLS BARBERS)

NOTED the Minutes of the Licensing Hearing held on 18 March 2022 in relation to McCarrolls Barbers, 32 King Street, Southwell.

9 LICENSING TRAINING

The Chairman sought confirmation from Members as to whether they would be attending the training session being held on Tuesday, 5 July 2022 at the Hostess Restaurant, nr. Mansfield.

NOTED that 8 Members confirmed their attendance, with 3 Members tentatively accepting.

10 UPDATE ON PERFORMANCE AND ENFORCEMENT MATTERS

The Committee considered the report presented by the Senior Licensing Officer in relation to the activity and performance of the Licensing Team between 1 January and 31 March 2022.

AGREED (unanimously) that the report be noted.

11 TEMPORARY EVENT NOTICES RECEIVED AND ACKNOWLEDGED BETWEEN 1 JANUARY AND 31 MARCH 2022

The Committee considered the report presented by the Senior Licensing Officer in relation to the Temporary Event Notices received between 1 January and 31 March 2022. The appendix to the report listed all the TENs received.

AGREED (unanimously) that the report be noted.

Meeting closed at 6.45 pm.

Chairman

## NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Trustee Board of the Gilstrap and William Edward Knight Charities** held in the Civic Suite, Castle House, Great North Road, Newark NG24 1BY on Thursday, 5 May 2022 at 6.00 pm.

PRESENT: Councillor Mrs R Crowe (Chairman)

Councillor K Girling, Councillor L Goff, Councillor S Haynes, Councillor R Crowe, Councillor J Kellas and Councillor M Skinner

APOLOGIES FOR ABSENCE: Councillor M Cope (Committee Member) and Councillor D Lloyd (Committee Member)

### 32 DECLARATIONS OF INTERESTS FROM MEMBERS AND OFFICERS

NOTED that:

- (a) the following voting Members declared Interests in Agenda Item No. 5 – Land Off Cedar Avenue/Lincoln Road, Newark, as elected Members of Newark Town Council.

Councillor Rita Crowe  
Councillor Laurence Goff  
Councillor Mathew Skinner

- (b) Councillor Robert Crowe as a non-voting Members declared an interest in Agenda Item No. 5 – Land off Cedar Avenue/Lincoln Road, Newark Town Council.

### 33 DECLARATION OF INTENTION TO RECORD THE MEETING

The Chairman advised that due to technological problems the meeting would not be livestreamed by the Council.

### 34 MINUTES OF THE MEETING HELD ON 11 JANUARY 2022

AGREED that the Minutes of the Meeting held on 11 January 2022 be approved and signed by the Chairman as a correct record.

The Chairman informed the meeting that the order of business on the agenda would be changed and Agenda Item No. 5 – Land off Cedar Avenue/Lincoln Road, Newark would be taken after Agenda Item No. 7 – Promotion of the Trust.

### 35 URGENCY ITEM - NEWARK R&M CRICKET CLUB PROJECT

The Committee noted that the urgency item agreed by Members listed on the Minute of Decision was to offer the balance of the unallocated reserve of £27,000 to the Newark R&M Cricket Club in respect of their ground development project in accordance with paragraph 3.4 of the report, which was included in the agenda.

The reason for urgency was to ensure the development could proceed within the current costing envelope as any delay would have resulted in additional costs.

AGREED (unanimously) that the urgency item be noted.

(Councillor M. Skinner joined the meeting at this point).

36 PROMOTION OF THE TRUST

The Trustees considered the report presented by the Clerk to the Trustees which provided an update on actions being taken to increase awareness of the Gilstrap Trust and its grant funding offer.

The Trustees were informed that Officers had drafted the necessary updates to the Trust website and those updates were in the process of being implemented.

It was reported that the District Council had offered to provide a link to the Trust's website on its Community Funding web pages. The Town Council had also offered to provide a link on its website. It was proposed that the Trustee Board approved those changes with the aim of raising awareness of the Trust and its offer.

It was also proposed that in future when grant payments were issued, a condition of grant would be to acknowledge The Trust in any publicity associated with the funding. For example, in January 2022 the Trustee Board confirmed funding of £5,930 towards the Newark Comes to Life series of events this summer. These events were promoted in the Palace Theatre's Summer 2020 brochure, and there was a line thanking the Trust for its grant funding which had made the events possible. The acknowledgement could arguably have been more prominent and effective for the Trust in terms of publicity, if the Trust had required publication of its logo and website address.

The current grant application said that applications would be considered annually in March/April and that applications must be received by 1 January in the relevant year. It was proposed to remove that requirement in order to increase accessibility of grant funding.

AGREED (unanimously) that the Board approves the proposals set out above and in paragraphs 3.1, 3.2 and 3.4 of the report contained within the agenda.

37 LAND OFF CEDAR AVENUE/LINCOLN ROAD, NEWARK - UPDATE

The Trustees considered the report and the exempt appendix presented by the Clerk to the Trustees which provided an update on the progress since the Board's last meeting on 11 January 2022.

It was reported that Legal advice was received on 22 March. A summary of key points was provided in the exempt appendix in order to maintain legal privilege.

The report detailed the next steps proposed. It was proposed for the Trustee Board to instruct the Clerk to the Trust to instruct external legal advisors to make the necessary submission to the Charities Commission. It was estimated that an initial response

would be received within 1-2 months; the whole process could take up to a year. In the meantime, further discussions would be held between the Town Council regarding the terms of any transfer, including the need for an overage clause in relation to any future development.

The Trustee Board noted the current position in relation to the District Council's Allocations & Development Management Plan Document (DPD). The current position was that the Land off Cedar Avenue/Lincoln Road may be deallocated as housing land. The District Council was due to consider a Draft DPD in July 2022 and publish this for a period of public representation during summer 2022.

It was noted that the Trust would incur legal costs in relation to making a submission to the Charity Commission. A quote would be obtained. There were no fees for the application itself. If an additional survey was required that would cost in the region of £2,500 plus VAT. There may also be some costs, of around £200, for legal notices.

AGREED (unanimously) that a submission is made to the Charity Commission in respect of the potential disposal of Land off Cedar Avenue/Lincoln Road, that discussions with the Town Council continue and that further update reports are brought to the Trustee Board as required.

38 DATE OF NEXT MEETING

To be confirmed.

Meeting closed at 6.20 pm.

Chairman