NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Full Council** held in the Civic Suite, Castle House, Great North Road, Newark, NG24 1BY on Tuesday, 19 May 2026 at 6.00 pm.

PRESENT: Councillor L Tift (Chair)
Councillor R Jackson (Vice-Chair)

Councillor N Allen, Councillor A Brazier, Councillor L Brazier, Councillor C Brooks, Councillor I Brown, Councillor R Cozens, Councillor S Crosby, Councillor L Dales, Councillor D Darby, Councillor P Farmer, Councillor S Forde, Councillor A Freeman, Councillor J Hall, Councillor P Harris, Councillor S Haynes, Councillor R Holloway, Councillor M Home, Councillor J Kellas, Councillor J Lee, Councillor K Melton, Councillor S Michael, Councillor D Moore, Councillor P Peacock, Councillor C Penny, Councillor P Rainbow, Councillor K Roberts, Councillor N Ross, Councillor S Saddington, Councillor M Shakeshaft, Councillor K Smith, Councillor T Smith, Councillor M Spoors, Councillor P Taylor, Councillor T Thompson and Councillor T Wendels

APOLOGIES FOR ABSENCE: Councillor M Pringle and Councillor T Wildgust

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

The Chair advised the Council that the meeting was being recorded and streamed online in accordance with usual practice.

2 ELECTION OF CHAIR OF THE COUNCIL FOR 2026/2027

Councillor S Michael moved and Councillor P Rainbow seconded that Councillor R Jackson to be elected as Chair of Newark & Sherwood District Council for the 2026/27 municipal year.

Councillor P Peacock moved and Councillor S Forde seconded that Councillor D Moore to be elected as Chair of Newark & Sherwood District Council for the 2026/27 municipal year.

Given there were two nominations for the position of Chair a recorded vote, in accordance with Procedure Rule No. 5.4, was taken as follows:

Councillor	**Roger Jackson**	**David Moore**	**Abstention**
Neil Allen	✓		
Alice Brazier		✓	
Lee Brazier		✓	
Celia Brooks		✓	
Irene Brown	✓		
Rowan Cozens		✓	
Susan Crosby		✓	
Linda Dales	✓		

Debbie Darby		✓	
Phil Farmer	✓		
Simon Forde		✓	
Andy Freeman		✓	
Jean Hall			✓
Peter Harris		✓	
Simon Haynes	✓		
Rhona Holloway	✓		
Michelle Home	✓		
Roger Jackson	✓		
Jack Kellas	✓		
Johno Lee	✓		
Keith Melton		✓	
Sylvia Michael	✓		
David Moore		✓	
Paul Peacock		✓	
Claire Penny		✓	
Penny Rainbow	✓		
Karen Roberts			✓
Neil Ross		✓	
Sue Saddington	✓		
Maurice Shakeshaft		✓	
Kay Smith	✓		
Tom Smith	✓		
Matthew Spoors	✓		
Paul Taylor		✓	
Tina Thompson		✓	
Linda Tift		✓	
Timothy Wendels	✓		

Councillor R Jackson 17 votes
Councillor D Moore 18 votes

(2 abstentions)

AGREED that Councillor D Moore be elected Chair of Newark & Sherwood District Council for the 2026/27 municipal year.

3 CHAIR TO SIGN DECLARATION OF ACCEPTANCE OF OFFICE

Councillor D Moore signed the Declaration of Acceptance of Office and received the Chain of Office from the retiring Chair.

Councillor D Moore presented the past Chair's badge to Councillor L Tift.

(As the newly elected Chair, Councillor D Moore took the chair for the remainder of the meeting.)

4 ELECTION OF VICE-CHAIR OF THE COUNCIL 2026/2027

Councillor S Michael moved and Councillor P Rainbow seconded that Councillor R Jackson be elected as Vice-Chair of Newark & Sherwood District Council for the 2026/27 municipal year.

Councillor P Peacock moved and Councillor T Thompson seconded that Councillor D Darby to be elected as Vice-Chair of Newark & Sherwood District Council for the 2026/27 municipal year.

Given there were two nominations for the position of Vice-Chair a recorded vote, in accordance with Procedure Rule No. 5.4, was taken as follows:

Councillor	Roger Jackson	Debbie Darby	Abstention
Neil Allen	✓		
Alice Brazier		✓	
Lee Brazier		✓	
Celia Brooks		✓	
Irene Brown	✓		
Rowan Cozens		✓	
Susan Crosby		✓	
Linda Dales	✓		
Debbie Darby		✓	
Phil Farmer	✓		
Simon Forde		✓	
Andy Freeman		✓	
Jean Hall		✓	
Peter Harris		✓	
Simon Haynes	✓		
Rhona Holloway	✓		
Michelle Home	✓		
Roger Jackson	✓		
Jack Kellas	✓		
Johno Lee	✓		
Keith Melton		✓	
Sylvia Michael	✓		
David Moore		✓	
Paul Peacock		✓	
Claire Penny		✓	
Penny Rainbow	✓		
Karen Roberts			✓
Neil Ross		✓	
Sue Saddington	✓		
Maurice Shakeshaft		✓	
Kay Smith	✓		
Tom Smith	✓		
Matthew Spoors	✓		
Paul Taylor		✓	
Tina Thompson		✓	

Linda Tift		✓	
Timothy Wendels	✓		

Councillor R Jackson 17 votes
Councillor D Darby 19 votes

(1 abstention)

AGREED that Councillor D Darby be elected Vice-Chair of Newark & Sherwood District Council for the 2026/27 municipal year.

5 VICE-CHAIR TO SIGN DECLARATION OF ACCEPTANCE OF OFFICE

Councillor D Darby signed the Declaration of Acceptance of Office and received the Vice-Chair's Chain of Office.

6 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

There were no declarations of interest from Members and Officers and the Council noted the interests previously declared by Members in Agenda Item No. 19 – Minutes for Noting.

7 MINUTES FROM THE MEETING HELD ON 5 MARCH 2026 AND THE EXTRAORDINARY MEETING HELD ON 31 MARCH 2026

Councillor N Ross advised of an inaccuracy in the minutes from the meeting held on 5 March 2026 which were showing that he had voted for the 2026/27 Revenue Budget when he was absent from the meeting. The error being that this should have read as Councillor K Roberts.

AGREED (with 33 votes for and 4 abstentions) that the minutes from the meeting held on 5 March 2026 and the extraordinary meeting held on 31 March 2026 were approved as a correct record and signed by the Chair.

8 COMMUNICATIONS WHICH THE CHAIR, LEADER, CHIEF EXECUTIVE OR PORTFOLIO HOLDERS MAY WISH TO LAY BEFORE THE COUNCIL

The Chair thanked the Council for his election, and congratulated Councillor L Brazier on being elected as the Mayor for Ollerton & Boughton Town Council, and Councillor J Kellas on being elected as Deputy Mayor for Newark Town Council.

The Chief Executive advised Members of correspondence he had received from the Ministry of Housing, Communities & Local Government in respect of LGR in Nottinghamshire. This correspondence invited the Council to give views on certain factors ahead of the Structural Change Order being made by 16 June 2026. There was also a second deadline of 17 August 2026 to provide final proposed warding arrangements for the new unitary councils.

The Leader of the Council referred to some of the political changes which were being made throughout this meeting which would deliver stable decision making ahead of the transition to a unitary Council. He also referred to some of the Council's achievements over the past 12 months. The Deputy Leader also reflected on some of the Council's successes.

The Portfolio Holder for Housing placed on record his thanks to all those staff and colleagues who had provided the support for the recent inspection by the Regulator for Social Housing.

The Portfolio Holder for Public Protection & Community Relations advised of the success of the Knife Angel visiting Newark, and the impactful engagement with the community this had provoked. He also advised that all Members were to receive an invitation in due course to visit the new CCTV control room.

(Councillor M Shakeshaft left the meeting during the communications made by Portfolio Holders).

9 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 allocation of seats to political groups in accordance with the political balance rules. A revised matrix had been circulated which reflected proposed changes in Chairs of Committees.

Section 15 of the Local Government & Housing Act 1989 required the Council to consider the political composition of the Council. The Act, together with the Local Government (Committees & 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 revised matrix also reflected the change in political composition following notice given by Councillor R Cozens on 9 March 2026 that she had joined the Labour Group on the Council.

AGREED (with 34 votes for and 2 against) that the allocation of seats to political groups (as set out as Appendix A to these minutes) be approved.

10 LEADER'S APPOINTMENTS

The Council considered the report of the Leader of the Council which informed Members of the executive appointments and sought approval for an additional budget given the creation of an additional portfolio for Corporate Services.

Councillor P Peacock proposed and Councillor R Cozens seconded the report recommendations that Council:

a) note the appointments of the Executive Leader; and

b) approve an additional budget of £2,100 to be funded from the Corporate Contingency budget in relation to the creation of the new Corporate Services Portfolio.

In accordance with Procedure Rule No. 5.4 a recorded vote was taken as follows:

Councillor	**Vote**
Neil Allen	Against
Alice Brazier	For
Lee Brazier	For
Celia Brooks	For
Irene Brown	Abstain
Rowan Cozens	For
Susan Crosby	For
Linda Dales	Against
Debbie Darby	For
Phil Farmer	Against
Simon Forde	For
Andy Freeman	For
Jean Hall	For
Peter Harris	For
Simon Haynes	Against
Rhona Holloway	For
Michelle Home	Against
Roger Jackson	Against
Jack Kellas	Against
Johno Lee	Against
Keith Melton	For
Sylvia Michael	Against
David Moore	For
Paul Peacock	For
Claire Penny	For
Penny Rainbow	Against
Karen Roberts	For
Neil Ross	For
Sue Saddington	Against
Kay Smith	Against
Tom Smith	Against
Matthew Spoors	Abstain
Paul Taylor	For
Tina Thompson	For
Linda Tift	For
Timothy Wendels	Against

AGREED (with 20 votes for, 14 votes against with 2 abstentions) that Council:

a) note the appointments of the Executive Leader; and

b) approve an additional budget of £2,100 to be funded from the Corporate Contingency budget in relation to the creation of the new Corporate Services Portfolio.

11 TO ALLOCATE CHAIRS, VICE-CHAIRS AND MEMBERS TO COMMITTEES

The Council were circulated with a proposed schedule of appointments to the Council's Committees, including the positions of Chairs and Vice-Chairs and substitute Members. These appointments were proposed by Councillor P Peacock and seconded by Councillor R Cozens.

In accordance with Rule 4.6.1, Councillor J Kellas proposed and Councillor T Wendels seconded an amendment to the proposed allocation of Chairs and Vice-Chairs to Committees as follows:

Committee	Chair	Vice-Chair
Policy & Performance Improvement	Councillor T Wendels	Councillor S Haynes
Governance, General Purposes & LGR	Councillor K Smith	Councillor P Rainbow
Licensing	Councillor S Saddington	Councillor T Wildgust
Audit & Accounts	Councillor S Michael	Councillor N Allen

In accordance with Procedure Rule No. 5.4 a recorded vote on the amendment was taken as follows:

Councillor	**Vote**
Neil Allen	For
Alice Brazier	Against
Lee Brazier	Against
Celia Brooks	Against
Irene Brown	Absent for vote
Rowan Cozens	Against
Susan Crosby	Against
Linda Dales	For
Debbie Darby	Against
Phil Farmer	For
Simon Forde	Against
Andy Freeman	Against
Jean Hall	Against
Peter Harris	Against
Simon Haynes	For
Rhona Holloway	Against
Michelle Home	For
Roger Jackson	For
Jack Kellas	For
Johno Lee	Absent for vote
Keith Melton	Against
Sylvia Michael	For
David Moore	Against
Paul Peacock	Against
Claire Penny	Against
Penny Rainbow	For

Karen Roberts	Against
Neil Ross	Against
Sue Saddington	For
Kay Smith	For
Tom Smith	For
Matthew Spoors	Abstain
Paul Taylor	Against
Tina Thompson	Against
Linda Tift	Against
Timothy Wendels	For

This proposed amendment on being put to the vote was declared lost with 13 votes for, 20 votes against with 1 abstention.

The Council voted on the substantive motion on the appointment of the Chairs and Vice-Chairs on Committees and the appointment of other Members to Committees etc. as set out in the schedule circulated. In accordance with Procedure Rule No. 5.4, a recorded vote was taken as follows:

Councillor	**For**
Neil Allen	Against
Alice Brazier	For
Lee Brazier	For
Celia Brooks	For
Irene Brown	Against
Rowan Cozens	For
Susan Crosby	For
Linda Dales	Against
Debbie Darby	For
Phil Farmer	Against
Simon Forde	For
Andy Freeman	For
Jean Hall	For
Peter Harris	For
Simon Haynes	Against
Rhona Holloway	For
Michelle Home	Against
Roger Jackson	Against
Jack Kellas	Against
Johno Lee	Against
Keith Melton	For
Sylvia Michael	Against
David Moore	For
Paul Peacock	For
Claire Penny	For
Penny Rainbow	Against
Karen Roberts	For
Neil Ross	For

Sue Saddington	Against
Kay Smith	Against
Tom Smith	Against
Matthew Spoors	Abstain
Paul Taylor	For
Tina Thompson	For
Linda Tift	For
Timothy Wendels	Against

AGREED (by 20 votes for, 15 votes against and 1 abstention) that the appointments of the Chairs and Vice-Chairs on Committees and the appointment of other Members to Committees etc. (as set out in the schedule attached as Appendix B to these minutes) be approved.

At the conclusion of this item, the Chair indicated that the meeting duration had expired, therefore, in accordance with Rule 2.7.2 a motion to continue for a further hour was put to the meeting and agreed.

Meeting adjourned at 9.05pm and recommenced at 9.15pm.

12 UPDATES TO THE COUNCIL'S CONSTITUTION

The Council considered the report of the Monitoring Officer which sought approval of amendments to the Constitution. As part of it's work programme for 2025/26 the Governance, General Purposes & LGR Committee had considered a number of changes to parts of the Council's Constitution in a Working Group convened for that purpose. This Group reviewed the Social Media Protocol for Members; the Protocol for Member/Officer relations; the Local Code on Corporate Governance and proposals to change the Tenant Engagement Board.

AGREED (with 35 votes for and 1 against) that:

a) the amended Social Protocol for Members be approved;

b) the amended Protocol for Member/Officer relations be approved;

c) the amended Local Code of Corporate Governance be approved;

d) the amendments to the Tenant Engagement Board and associated terms of reference be approved;

e) authorisation be given to the Monitoring Officer to make the necessary changes to the Constitution to give effect to the Council's decision; and

f) authorisation be given to the Monitoring Officer to update the Local Code of Corporate Governance between annual reviews to give effect to any in year changes to governance arrangements.

13 DESIGNATION OF SECTION 151 OFFICER

The Council considered the report of the Chief Executive advising of the appointment to the new post of Director of Finance, Revenues & Benefits and to designate the role of the Section 151 Officer as from 1 July 2026.

Section 151 of the Local Government Act 1972 required the Council to make arrangements for the proper administration of its financial affairs and to secure that one of their officers had responsibility for that purpose. The current Section 151 Officer was due to leave the Council on 30 June 2026 and as part of the wider staffing proposals ahead of LGR, a Chief Officers Appointments Panel was convened to make an appointment into the new post of Director - Finance, Revenues & Benefits with effect from 1 July 2026. This new post was also to be designated as the Council's Section 151 Officer which was a decision reserved to the Council.

AGREED (unanimously) that Council:

a) note the appointment of Nick Wilson to the post of Director of Finance, Revenues & Benefits with effect from 1 July 2026;

b) designate the postholder as the Section 151 Officer; and

c) note that the newly appointed Section 151 Officer would consider the appointment to the post of Deputy Section 151 Officer.

14 INDEPENDENT REMUNERATION PANEL - REPORT ON MEMBERS ALLOWANCES

The Council considered the report of the Director – Customer Services & Organisational Development which presented the final report and recommendations of the Independent Remuneration Panel following their review of Special Responsibility Allowances.

The review of Special Responsibility Allowances was required following changes to the committees which took place in July 2025. The scope of the review was to consider Members SRA's in light of those changes, but the panel was also tasked with a wider review of SRA's to address any anomalies. The final report and recommendations of the Panel, which was attached as appendix to the report, was received by the Council on 4 March 2026.

In presenting the report, the Leader of the Council proposed an additional recommendation to those set out in the report that the SRA for the Chair and Vice-Chair of the Licensing Committee be retained at the previous rate for the former Licensing & General Purposes Committee which were £3,808.00 and £949.00 respectively.

Councillor P Farmer proposed and Councillor S Haynes seconded an amendment to the report recommendation b) as follows: That Council approves the report recommendations as changes to the current Scheme of Members Allowances, ~~subject to no clawing back of Special Responsibility Allowances payments from those Members who have seen changes in their allowances (as set out in paragraph 2.7 of~~

~~the report) and the~~ **with an** implementation date of 15 July 2025 for the new SRA's.

In addition, the proposer of the amendment clarified that the proposed additional recommendation proposed by the Leader in relation to the SRA's for the Licensing Committee was not supported.

Following the debate on the amendment, in accordance with Procedure Rule No. 5.4 a recorded vote was taken as follows:

Councillor	**Vote**
Neil Allen	For
Alice Brazier	Against
Lee Brazier	Against
Celia Brooks	Against
Irene Brown	For
Rowan Cozens	Against
Susan Crosby	Against
Linda Dales	For
Debbie Darby	Abstain
Phil Farmer	For
Simon Forde	Against
Andy Freeman	Against
Jean Hall	Abstain
Peter Harris	Abstain
Simon Haynes	For
Rhona Holloway	Abstain
Michelle Home	For
Roger Jackson	For
Jack Kellas	For
Johno Lee	For
Keith Melton	Abstain
Sylvia Michael	For
David Moore	Against
Paul Peacock	Against
Claire Penny	Against
Penny Rainbow	For
Karen Roberts	Abstain
Neil Ross	Against
Sue Saddington	For
Kay Smith	For
Tom Smith	For
Matthew Spoors	Against
Paul Taylor	Against
Tina Thompson	Against
Linda Tift	Against
Timothy Wendels	For

The amendment was declared lost with 15 votes for, 16 against and 6 abstentions (the Chair having used his casting vote to vote against the amendment).

Following further debate, a vote was taken for the substantive motion, as amended, by the Leader.

AGREED (with 20 votes for, 13 against and 3 abstentions) that the Council:

a) note the final report and recommendations of the Independent Remuneration Panel; and

b) approve the Panel Final Report recommendations, subject to one change in that Chair and Vice-Chair of the Licensing Committee retaining the previous SRA payable to the former General Purposes & Licensing Committee of £3,808.00 and £949.00 respectively, as changes to the current Scheme of Members Allowances, subject to no clawing back of Special Responsibility Allowances payments from those Members who have seen changes in their allowances (as set out in paragraph 2.7 of the report) and the implementation date of 15 July 2025 for the new SRA's.

During consideration of this item, the Chair indicated that the meeting had been in progress for a further hour. Therefore, in accordance with Rule 2.7.2 a motion to continue for a further hour was put to the meeting and agreed with 35 votes for and 1 against.

(Councillor R Jackson left the meeting following this item).

15 <u>NOTICES OF MOTION</u>

Motion One – Adult Social Services – Newark Hospital

In accordance with Rule No. 3.4.3 Councillor L Dales moved and Councillor S Crosby seconded a motion to the following effect:

"This Motion seeks the support of this Council in writing to Nottinghamshire County Council's Adult Social Services in support of Sherwood Forest Hospital Trust, asking that an Adult Social Service resource be returned to Newark Hospital in order to address the complex discharge delays that are caused by its absence".

The motion on being put to the vote was agreed unanimously.

Motion Two – One Earth Solar Farm

In accordance with Rule No. 3.4.3 Councillor L Dales moved and Councillor A Freeman seconded a motion to the following effect:

"This Motion seeks the support of this Council in writing to the Secretary of State regarding the One Earth Solar Farm application, to seek their assurance that, should their recommendation be one of approval, this decision will have been made only after fully considering all information necessary to reach a safe recommendation and that there is a clear and transparent audit trail. We ask this as there remains information outstanding from key statutory bodies.

It further asks this Council to request a cross-agency review meeting with NSDC including EA, DWI, DEFRA, Fire & Rescue Service, and DEFRA".

The motion on being put to the vote was agreed unanimously.

16 MINUTES FOR NOTING

Given the time, the Council did not review the Minutes for Noting as set out on the agenda, but the Leader of the Council advised that if any Members wished to ask specific questions on the content of any minute to the relevant Committee Chair or Portfolio Holder a written response would be provided, and if required, published as an appendix to the minutes.

16a CABINET - 24 FEBRUARY 2026

16b CABINET - 24 MARCH 2026

16c CABINET - 21 APRIL 2026

16d POLICY & PERFORMANCE IMPROVEMENT COMMITTEE - 23 FEBRUARY 2026

16e POLICY & PERFORMANCE IMPROVEMENT COMMITTEE - 16 MARCH 2026

16f POLICY & PERFORMANCE IMPROVEMENT COMMITTEE - 13 APRIL 2026

16g GOVERNANCE, GENERAL PURPOSES & LGR COMMITTEE - 16 APRIL 2026

16h PLANNING COMMITTEE - 12 MARCH 2026

16i PLANNING COMMITTEE - 9 APRIL 2026

16j AUDIT & ACCOUNTS COMMITTEE - 4 MARCH 2026

16k AUDIT & ACCOUNTS COMMITTEE - 22 APRIL 2026

16l LICENSING COMMITTEE - 19 MARCH 2026

16m TRUSTEE BOARD OF THE GILSTRAP AND WILLIAM EDWARD KNIGHT CHARITIES - 9 MARCH 2026

16n EXECUTIVE SHAREHOLDER COMMITTEE - 24 MARCH 2026

Meeting closed at 10.30 pm.

Chair