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*Clerk: Karen Wakefield*

**The Minutes of the virtual ordinary meeting of the Full Council held on Wednesday 8<sup>th</sup> July 2020 at 7.00pm via Zoom**

**PRESENT:** Cllrs D Cumberlidge (Chair), D Batey, A Malcolm, J Munroe, R Murray, J Pearson, M Pringle, L Shilling, R Shilling, M Staley

Mrs K Wakefield – Clerk                      Mrs J Fletcher – Deputy Clerk

One member of the public – MOP1

**APOLOGIES:** Cllrs R Allwood, P Hancock and B Wells for personal reasons and Cllr R King and was at work.

**Resolved:** that these apologies be accepted.

**DECLARATIONS OF MEMBERS INTERESTS:** None.

**DECLARATIONS OF ANY INTENTIONS TO RECORD THE MEETING:** None other than for minute taking purposes.

Cllr D Cumberlidge welcomed everyone and read out a statement regarding the procedures to be used during the virtual meeting.

The Clerk allowed access to a member of the public (MOP1).

**20/35                      To agree that, in light of recent events due to Covid-19 and Government Guidelines:**

1. There will be no Annual Meeting of the Town Council until May 2021

**Proposed: Cllr D Batey**  
**Decision: Nem-Con**

**Seconded: Cllr L Shilling**

2. Cllr Donna Cumberlidge will continue as Chairman of the Town Council until May 2010

**Proposed: Cllr J Munroe**  
**Decision: Nem-Con**

**Seconded: Cllr A Malcolm**

3. Cllr Derek Batey will continue as Vice Chairman of the Town Council until May 2021

**Proposed: Cllr M Pringle**  
**Decision: Nem-Con**

**Seconded: Cllr J Munroe**

**20/36 To agree that Town Council meetings will be held virtually until Government Guidelines approve meetings in person**

Following discussion it was resolved that all Town Council meetings should be held virtually.

**Proposed: Cllr L Shilling**  
**Decision: Nem-Con**

**Seconded: Cllr M Pringle**

**20/37 To approve the Draft Virtual Meetings Policy**

Following discussion it was resolved that the Town Council adopt the Virtual Meetings Policy with immediate effect.

**Proposed: Cllr L Shilling**  
**Decision: Nem-Con**

**Seconded: Cllr M Pringle**

The Clerk informed members that the policy would be uploaded to the Council website as soon as possible.

**20/38 To approve the Minutes of the ordinary meeting of the Full Council held on Wednesday 19<sup>th</sup> February 2020**

The Minutes, having previously been circulated, were signed as a true and correct record.

**20/39 To suspend Standing Orders to allow for any questions submitted prior to the meeting from Members of the Public**

The Clerk welcomed MOP1 to the meeting and members discussed the possibility of siting a new dog waste bin in the Rufford Oaks area, this would incur ongoing costs.

**20/40 To receive written reports from District and County Councillors**

No written reports had been received. Cllr M Pringle (NCC) gave a brief verbal report informing members that the County Council had serious issues regarding funding and were currently operating with a large deficit in funds.

Cllr Pringle praised members of the Council, Lifespring and other volunteers for their help with the CAR group project. Appreciation was given to the Town Clerk, Deputy Clerk and the Amenity Foreman and team for their involvement. The project was now also being used for Mental Health provision for children and adults.

20/41

## To resume Standing Orders

Standing orders were resumed.

Following the earlier discussion, the Clerk was instructed to look into the siting of a new dog waste bin and to obtain confirmation of land ownership in the Rufford Oaks area.

20/42

## Finance & Audit

### 1. Financial Year ended 31<sup>st</sup> March 2020

#### a. To receive and consider the Internal Auditors report

The Chair commented that the report was very positive and that it had been carried out on all Council processes. Thanks were given to the Clerk and Deputy Clerk.

It was proposed that the report be accepted.

**Proposed: Cllr D Batey**  
**Decision: Nem-Con**

**Seconded: Cllr L Shilling**

#### b. To approve and complete Section 1 of the Annual Return (Annual Governance Statement)

Section 1 of the Annual Return (Annual Governance Statement) was read out point by point and discussed by members. The Return was duly completed and signed by the Chairman.

#### c. To receive the Income and Expenditure account and Balance Sheet for the year ended 31<sup>st</sup> March 2020

Noted.

**Proposed: Cllr D Batey**  
**Decision: Nem-Con**

**Seconded: Cllr L Shilling**

#### d. To approve and complete Section 2 of the Annual Return (the Accounting Statements) for the year ended 31<sup>st</sup> March 2020

Section 2 of the Annual Return (the Accounting Statements) was read out point by point and discussed by members. Section 2 completed and duly signed by the Clerk and countersigned by the Chairman.

**Proposed: Cllr D Batey**  
**Decision: Nem-Con**

**Seconded: Cllr L Shilling**

### 2. To receive the schedule of accounts for payment

The Clerk tabled a revised schedule of accounts which was duly approved and signed.

Invoices were available for inspection at the Town Hall Office by appointment.

**To receive an update from the Clerk and agree any urgent actions****1. Playparks**

The Clerk informed members that the Government Guidelines regarding play areas was that they may open on the 4<sup>th</sup> July and not that they have to open on this date.

The Clerk had taken advice from the Council's insurers along with NALC, SLCC and other Councils. The Clerk and Deputy Clerk had carried out a lot of work in this area and had also made contact with the Council's Health and Safety Advisors.

A safety inspection had been carried out on all the play areas and equipment by a RoSPA trained inspector from the District Council.

Following discussion it was

**Resolved:** that the play areas remain closed until the end of July and the Clerk was instructed to ensure that the works required to the skatepark be carried out as soon as possible.

**Proposed: Cllr M Pringle**  
**Decision: 9 for and 1 against**

**Seconded: Cllr D Batey**

**2. Town Hall**

The Clerk reported that the Town Hall was still closed to the public. The Clerk and Deputy Clerk, whilst they should have been working from home, had worked throughout the lockdown period from the Town Hall due to IT issues. A member of the Town Hall team would be returning to work on a phased return basis from next week. A service was still being provided to the public and Government Guidelines currently state that the building must remain closed.

The Clerk informed members that the reason for no hanging baskets this year had been that the Council supplier had ceased trading due to the localised floods earlier in the year. No other suppliers had been able to service our requirements and social distancing would have been difficult to implement whilst carrying out the duties around the installation and watering of the hanging baskets etc.

**3. Public Toilets**

The Clerk reported that the toilets had been closed since lockdown began as the Council are unable to provide a permanent attendant to ensure that they are serviced regularly.

Following discussion it was proposed that the Amenity Team carry out their duties fulfilling their full time hours of work.

**Proposed: Cllr D Batey**  
**Decision: Nem-Con**

**Seconded: Cllr R Shilling**

#### 4. Town Centre Projects

The Clerk reported that she had received some feedback from the Agent regarding the Courtaulds site. Some interest had been made in the site but it was still being marketed. There was nothing further to report.

20/44

#### Ownership and management of land

1. To receive an update from the Clerk and discuss urgent actions regarding Cedar Lane Green Open Space

A member of the public had made a request to the Council regarding a portion of this land. Following discussion it was

**Resolved:** that this item be placed on the Special Projects agenda for further discussion.

**Proposed:** Cllr R Shilling  
**Decision:** Nem-Con

**Seconded:** Cllr D Batey

2. To receive correspondence from Jones & Co regarding the transfer of land at Whinney Lane and agree any urgent actions.

The Clerk reported that originally this area of green open space was, under a previous agreement, due to be managed by the Town Council. It now appears that the land is to be gifted to the Town Council. The Clerk informed members that she would look into the agreement in more details as there are a few anomalies within it.

20/45

#### Outside Bodies

1. To agree that in light of recent events due to Covid-19, representatives on Outside Bodies will not be reviewed until May 2021 unless a specific request is received from a Councillor of Community Group.

**Proposed:** Cllr R Shilling  
**Decision:** Nem-Con

**Seconded:** Cllr M Pringle

20/46

#### Events

1. To discuss any proposals for a Scarecrow Festival

The Clerk informed members that it would still be possible for the public to take part in the event by making scarecrows but the afternoon tea would not take place.

2. To receive an update regarding lamp post poppies

The Clerk reported that the poppies had been delivered and that she would look at the possibility of the public purchasing more.

3. To receive any relevant updates regarding future events

The Clerk informed members that the Christmas lighting would still be going ahead but that there would be no switch on/market event.

20/47

## Colliery Memorial

1. To receive a request from a member of the public

Councillors had looked at the proposal that the family had put forward to the Council. All proposals of this nature had been discussed at the previous Colliery Memorial Committee meetings and there is no reason for any of the decisions to be changed. The memorial is representative of the Colliery as a whole and not individuals.

Following further discussion it was

**Resolved:** that due to the sensitive nature of this request, the Clerk, the Chair of the Colliery Memorial Committee, Cllr Pringle, and the Chair of Finance and Audit, Cllr Batey, are to work together to reply to the family.

20/48

## Date and time of next meeting

Wednesday 16<sup>th</sup> September 2020, 7.30pm

Meeting closed at 21.05pm