



Town Hall
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Clerk: Karen Wakefield

The Minutes of the ordinary meeting of the Full Council held on Wednesday 21st July 2021 at 7.00pm

PRESENT: Cllrs D Batey (Chair), D Cumberlidge, P Hancock, R King, A Malcolm, J Munroe, J Pearson, M Pringle, D Shelton, L Shilling, R Shilling, B Wells

Mrs K Wakefield – Clerk Mrs J Fletcher – Deputy Clerk

APOLOGIES: Cllrs R Allwood for personal reasons and M Staley due to 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 Batey welcomed everyone to the meeting.

21/55 To approve the Minutes of the ordinary meeting of the Full Council held on Wednesday 28th April 2021

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

21/56 To approve the Minutes of the Annual Meeting of the Full Council held on Wednesday 5th May 2021

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

21/57 To receive information from the Clerk regarding a Casual Vacancy and note actions required

The Clerk confirmed that the correct procedure had been followed and she had been notified by the District Council that no members of the public had come forward to call an election.

The legal notice would be posted and application forms would be sent out to anyone who was interested in being co-opted to the Town Council. The Town Clerk updated on the procedure for co-option of a new member and would send out copies of the criteria to members.

21/58

To receive any information from the Clerk following actions agreed at the last meeting (*not already covered on the agenda*)

The Clerk confirmed that a representative from the Community Action Response Group would be invited to attend the September Full Council meeting.

The Clerk informed members that the closure of the Boughton Markhams Charity bank account was still ongoing. The monies, approximately £400, will be spent as appropriate as per the Charity regulations.

21/59

To receive a report from the Clerk regarding ongoing management of the following due to Covid-19:

1. Town Hall

The Clerk reported that the Town Hall had been open to members of the public since Monday 19th July on reduced opening hours.

The DWP wish to restart their service but by appointment only and had asked if the Town Council would do the same. The Clerk tabled the Town Council opening times as follows:

Monday, Tuesday and Friday	10.00am – 2.00pm
Wednesday and Thursday	By appointment only

Should members of the public wish to meet with staff of the Town Hall outside of these hours, this will be on a managed access basis.

The Clerk informed members that there would be some evening and weekend appointments available for Town Council business only eg ashes interments and burials.

Safety measures regarding providing a public service were discussed and it was agreed that this be placed on the agenda for the next Special Projects meeting.

The Age Concern Friendship Club had decided not to restart at this present time but would be reviewing the situation again in September. The craft group, Woolly Wonders, were returning to the Town Hall in August.

2. Cemetery

The Clerk informed Councillors that there was now no limit to the number of mourners attending an interment in the cemetery.

3. Public Toilets

The Clerk reported that there had been several issues prior to the reopening of the public toilets. Staffing arrangements for cleaning had been reviewed at short notice and there were some maintenance issues which had only just come to light which were now being addressed. They are in the process of being fully cleaned and decorated in order for them to be reopened as soon as possible.

4. Playparks

The Clerk reported that there were some issues with equipment. The contractor/supplier had visited site and agreed that there were various design issues that needed addressing.

The Amenity Team had been isolating some areas with Heras fencing but 20 panels have now been vandalised whilst leaving the park open, it has since been locked awaiting repairs. The Clerk confirmed that the contractor/supplier would be picking up the bill for all the works with the exception of the play area on Yew Tree Road as the equipment had been supplied by another company.

Birch Road play area would be reopening this week as it had been closed due to reports of anti-social behaviour around the perimeter of the park.

21/60 To review and appoint the following Committees / Working Parties:

1. Committees:

Members Appointed

Planning:

All councillors

Special Projects Group:

Cllrs R Allwood, D Batey, D Shelton, L Shilling, R Shilling, B Wells

Finance & Audit Committee:

Cllrs R Allwood, D Batey, D Cumberlidge, R King, L Shilling, B Wells

2. Working Parties:

Staffing Sub Committee

Cllrs A Malcolm, D Shelton, B Wells *plus Town Clerk if appropriate, (must be available for daytime meetings)*

Christmas Lights & Events

Cllrs R Allwood, D Cumberlidge, R King, J Pearson, L Shilling
(plus representatives of other groups)

Town Hall Management Committee

Cllrs D Batey, A Malcolm, L Shilling
(plus representatives of other groups)

Cemetery Working Party

Cllrs J Munroe, J Pearson, R Shilling

Colliery Memorial Group

Cllrs D Batey, J Munroe, M Pringle
(plus members of the public and representatives of other groups)

Friends & Users of Boughton Brake

Cllrs D Shelton, M Staley plus Town Clerk
(plus representatives of other groups)

Green Open Space Working Party

Cllrs D Cumberlidge, P Hancock, L Shilling
plus Town Clerk & Deputy Clerk

Policy Review Working Party

Cllrs D Cumberlidge, L Shilling, B Wells
plus Town Clerk & Deputy Clerk

NB: The Town Mayor and Deputy Mayor to be ex-officio members of all of the above committees & working parties (not staffing) where not a member in their own right.

3. To appoint a representative(s) to work with the Junior Town Council (must be available for daytime meetings)

Cllrs P Hancock, R Shilling
(Cllr M Pringle will be attending in his role as County Councillor)

21/61 Outside Bodies

1. To appoint representatives to the following outside bodies:

a) Two (or more) representatives to each of the following:

Organisation

Crematorium Liaison Committee	Cllrs R King, L Shilling, B Wells plus Town Clerk
Furniture Project	Cllrs D Batey, P Hancock
Ollerton & Boughton Safer Neighbourhood Group	Cllrs L Shilling, M Staley plus Town Clerk
Sherwood Forest Education Partnership	Cllrs D Cumberlidge, P Hancock plus Town Clerk

b) One representative to each of the following:

Organisation

Age Concern	Cllr R Shilling
Allotment Tenants Association	Cllr D Batey
Boughton & Ollerton Tenants & Residents Association	Cllr D Batey
Boughton Village Hall	Cllr J Munroe
Citizens Advice Bureau	Cllr B Wells
Community Alcohol Partnership	Cllr J Munroe
Lifespring Centre	Cllr M Pringle
Ollerton Jubilee Hall	Cllr J Pearson
Royal British Legion	Cllr J Munroe
Recycling Ollerton & Boughton	Cllr R Allwood
Roundabout	Town Clerk
St Georges Day Celebration Group	Cllr R King

21/62 To receive written reports from District and County Councillors

None received.

21/63 To suspend Standing Orders to allow for Questions or Statements from Members of the Public

No members of the public present.

21/64 To resume Standing Orders

Not applicable.

21/65 To formally receive any proposals discussed whilst Standing Orders were suspended

Not applicable.

21/66 To receive any Questions to Council from Members

Cllr D Shelton raised the following issues:

The area around Booles shop on Tuxford Road – parking is presenting a big issue.

The road from the Green Hut to the Ollerton roundabout on the A614 – speeding vehicles.

County Councillor Pringle noted these issues and would try to raise them at the next appropriate NCC meeting.

The Clerk reported that a request for volunteers for the Community Speedwatch had been posted on social media and that 8 volunteers had come forward. Unfortunately the project required 12 volunteers to make it viable. Funding has been granted from NSDC to purchase the speed gun. The Clerk will re-advertise for volunteers.

21/67 Finance & Audit

1. To receive the schedule of accounts for payment

The Schedule of Accounts, having been circulated previously, was duly approved and signed.

Invoices were available for inspection at the Town Hall Office by appointment or a scanned copy could be requested by email.

2. To ratify payments made under emergency delegated powers awarded to the Town Clerk

The Clerk tabled a list of payments made under emergency delegated powers which were ratified by members.

21/68 To receive an update from the Clerk regarding Town Centre Regeneration and the Welcome Back Scheme

The Clerk updated members on the Welcome Back Scheme which was to support the return to high street with funding towards floral displays, bins and benches. OBTC had been awarded £15,000 and the legal agreement was in the process of being finalised.

The Clerk informed members that a Senior Officer from the District Council would be available to talk to members with regard to the Town Centre Regeneration project. The Clerk had made it clear to the DC that the Town Council would not stand for a project taking place without our members being involved.

21/69 Floral Displays

The Clerk reported that a vehicle had been hired for the duration of the watering period and that all the hanging baskets and beds were now planted and insitu.

21/70 To receive a report from the Clerk regarding lamp post poppies

The Clerk reported that requests for 63 poppies had been made by members of the public who will be making a donation to cover these costs.

Following discussion it was agreed that the Town Council replicate last year's poppy display along with an additional 100 poppies.

21/71 To receive an update from the Clerk regarding the Junior Town Council

The Clerk reported that the Junior Town Councillors had been invited to a session at the new swimming pool when Rebecca Adlington had carried out the official opening.

21/72 Councillor Training

1. To receive a report from members regarding any recent training

Nothing to report.

21/73 Correspondence

None.

21/74 Future Meetings

1. To agree the draft schedule of meetings

The Clerk tabled the draft schedule of meetings which was agreed by all.

2. To note the date and time of the next meeting

Wednesday 15th September 2021 at 7.00pm

The Mayor thanked everyone for their attendance at the meeting.

Meeting closed at 21.00