



Town Hall
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Clerk: Karen Wakefield

The Minutes of the ordinary meeting of the Full Council held on Wednesday 2nd March 2022 at 7.00pm

PRESENT: Cllrs D Batey (Chair), P Beedle, A Malcolm, J Munroe, J Pearson, M Pringle, D Shelton, L Shilling, R Shilling, M Staley

Mrs K Wakefield – Clerk

Mrs J Fletcher – Deputy Clerk

APOLOGIES: Cllrs R Allwood, D Cumberlidge and B Wells for personal reasons

DECLARATIONS OF MEMBERS INTERESTS:

None.

DECLARATIONS OF ANY INTENTIONS TO RECORD THE MEETING:

None other than for minute taking purposes.

22/16 To approve the Minutes of the ordinary meeting of the Full Council held on Wednesday 26th January 2022

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

22/17 To receive any information from the Clerk following actions agreed at the last meeting (*not already covered on the agenda*)

1. The Clerk reported that Cllr Wells and herself had been into the Lloyds Bank in Ollerton and transferred the Boughton Markham's Charity monies to the Town Councils account. The bank are in the process of closing the account fully. The item will be placed on a future Finance and Audit agenda for a decision to be made on use of the funds for the benefit of the Boughton community.

22/18 To receive updated information from the Clerk regarding a Casual Vacancy

The Clerk reported that the closing date for the Casual Vacancy had now passed and Councillors had been emailed information from the only applicant. As the applicant was unable to attend due to a long standing engagement the Clerk informed members that they could either make a decision at this meeting defer the decision until the next meeting when the applicant would be given the opportunity to give a presentation to members.

Following discussion the Clerk was instructed to contact the applicant and invite them to the next Full Council meeting.

22/19 To suspend Standing Orders to allow for Questions or Statements from Members of the Public

Standing Orders were suspended. No comments or questions submitted.

22/20 To resume Standing Orders

Standing Orders were resumed.

19.09 – Cllr M Staley joined the meeting at this point

22/21 To formally receive any proposals discussed whilst Standing Orders were suspended

None received.

22/22 To receive any Questions to Council from Members

Cllr R Shilling, Chair of Special Projects, reminded members that if they have any items for consideration at the Special Projects meeting to let the Clerk know well in advance of the next meeting so it can be placed on the agenda.

Cllr Pringle enquired if members could receive copies of the draft minutes in advance of all meetings. The Clerk clarified that draft minutes are routinely circulated to all committee members with the agenda at least 3 clear working days prior to meetings and all Council members receive copies with their Full Council Agenda Pack. The Clerk informed members that if the current agreed procedure is to be changed it would need to be reviewed at the Annual Meeting.

22/23 To receive written reports from District and County Councillors

None received.

22/24 Finance & Audit

1. To receive and approve the schedule of accounts for payment

The Clerk tabled an amended schedule of accounts, which was duly approved and signed.

The Clerk reported on the Welcome Back Fund and updated members with the progress of the installation of benches and planters. A planting scheme in celebration of the Queens Jubilee had also been finalised.

2. To consider a Grant Funding request from Age Concern Friendship Group

Following discussion it was proposed and agreed that the grant funding application be accepted in the sum of £600.00.

Decision: Nem-con

3. To receive an update on Cemetery trees and consider any quotations for urgent works required

The Clerk tabled quotations recently received from 3 contractors, 2 more quotations are still awaited.

Following discussion, the Clerk was given instruction to proceed with the works following further discussion with the preferred contractor regarding the quotation and confirm costings.

Proposed: Cllr D Batey **Seconded:** Cllr L Shilling
Decision: Nem-con

4. To receive an update on Beacon Court premises

The Clerk informed members that she had made contact with the Council's legal team to check out the proposed new lease for Beacon Court units.

The Clerk had contacted the Valuation Office and sent photographs confirming that there were no office areas in 2 of the units. This should bring a slight reduction in the rateable value.

5. To consider a proposal from Worknest (Ellis Whittam) for continuation of service

Following discussion by members it was proposed and agreed that the Town Council continue with their services and accept the quotation received.

Proposed: Cllr R Shilling **Seconded:** Cllr M Pringle
Decision: Nem-con

6. To consider approval of the draft Memorial Bench policy

Following discussion it was proposed and agreed that the draft Memorial Bench Policy be adopted.

Proposed: Cllr J Munroe **Seconded:** Cllr J Pearson
Decision: Nem-con

22/25

Special Projects

To receive any updates and agree future actions regarding the following:

1. Town Centre Regeneration

The Clerk informed members that she had not received anything further from NSDC. The Clerk had contacted the Economic Development Officer and the ED Director was due to visit Ollerton and Boughton in April.

2. Welcome Back Scheme

Reported earlier in the meeting.

3. Play Areas

The Clerk reported that a meeting had been held with the supplier of the interactive play equipment. A meeting on site had been arranged with the supplier and a local electrician to address the issue with the Fono. The supplier was also revisiting the quotation regarding the essential works required, it was hoped that the cosmetic issues would be repaired at their expense as they were wishing to use Central Park to promote their products.

22/26

Events

1. To receive a verbal report from the Events Working Party regarding the Queen's Platinum Jubilee Events

The Clerk had spoken with the Chair of OVRA and given permission for them to use Mill Field for their celebration event on 5th June. The event would be taking place from 3pm to 6pm, there would be no stalls or food being sold at the event. The public would be invited to bring their own chairs and food and at 5pm there would be a service led by Rev Richard Hanford followed by a toast to the Queen. The event should be self funding.

OVRA wished to have a PA system in place for the event and had been advised to complete a Grant Funding application form. Insurance and risk assessments for the field would be required prior to the event.

2. To discuss a request from NSDC regarding the provision of a Beacon

The Clerk tabled an email from the District Council regarding provision of a beacon in the Ollerton and Boughton area. Item to be placed on a future agenda for further discussion.

22/27

To receive the draft minutes of the following committees and working parties and note the decisions made thereto:

The following minutes were noted:

1. Events Working Party – 24th January 2022
2. Planning Committee – 8th February 2022

22/128

Correspondence

1. Royal British Legion – thank you for Poppy Appeal contribution
2. NSDC – re Boundary Commission

22/29

To note the date and time of the next meeting

Wednesday 13th April at 7pm

The meeting closed at 8.40pm