



Town Hall
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Clerk: Karen Wakefield

The Minutes of the ordinary meeting of the Full Council held on Wednesday 13th May 2026 at 6.41pm

PRESENT: Cllrs L Brazier (Town Mayor), D Batey, P Beedle, A Brazier, R Fazil, D Gallop, G Lake, J Munroe, L Shilling, R Shilling, T Spratley and S Willis

Mrs K Wakefield – Clerk

9 members of the public

APOLOGIES: Cllrs M Pringle, M Staley and for personal reasons

Resolved: that these apologies be noted.

Declarations of members interests: None

Declaration of any intentions to record the meeting: One member of the public

FC/26/52 To approve the Minutes of the Full Council meeting held on Wednesday 18th March 2026

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

FC/26/53 Casual Vacancy

To consider applications for co-option following the notice of a Casual Vacancy in Ollerton South Ward

Only one application had been received and had been previously circulated to all members.

The Clerk reported that the applicant was unable to attend but clarified that it was within the powers of the Town Council to co-opt a member in their absence.

Several members spoke in support of the application as the gentleman had shown an interest in becoming a Councillor for some time and regularly attended meetings as a resident.

Resolved: That Mr Robert Lilley be co-opted to represent the Ollerton South Ward

Proposed: Cllr R Shilling Seconded: Cllr S Willis

Vote: Unanimous

FC/26/54 Clerks Report (items not already covered on the agenda)

1. The Clerk reported that recent correspondence had been received confirming that an annual sum was expected to be paid to OBTC under the terms of the historical agreement with Sherwood Forest Crematorium
2. The Clerk gave details of an initiative to combat ASB called the “Dog Poo Fairy”. Members suggested that this be passed on to the Junior Town Council who would be meeting after SATS
3. The Clerk reported that Whitewater Park was currently closed due to ASB causing the safety surface to be ripped up. The cost of repair was £3745. Discussion took place regarding publicising this through Roundabout and social media highlighting the cost to Council Taxpayers.

Resolved that the Clerk instruct the contractors to carry out the work to allow for the reopening of the park asap.

Proposed: Cllr R Shilling Seconded: Cllr S Willis
Vote: Unanimous

FC/26/55 To suspend Standing Orders to allow for:

1. Questions or Statements from Members of the Public

Mrs E requested that this item be deferred until her complaint was discussed

FC/26/56 To resume Standing Orders N/A

FC/26/57 To formally instruct The Clerk to carry out any actions discussed while Standing Orders were suspended. N/A

FC/26/58 To receive any Questions to Council from Members

1. Cllr Munroe asked for an update on a suggested presentation to former Councillor Ben Wells.

The Clerk reported that this was being arranged with Mr Wells family

2. Cllr Lake asked for an update on a property on Forest Road

The Clerk reported that this was commercially sensitive information and would be addressed at a later date.

FC/26/59 To receive any written reports from District and County Councillor

None received.

FC/26/60 Finance & Audit

1. Financial Year ended 31st March 2026

a. To receive and consider the Internal Auditors written report
The Internal Auditors Report, having been previously circulated was acknowledged.

Resolved: that the Clerk as Responsible Finance Officer be congratulated on her excellent work in keeping the Council's finances in good order.

Proposed: Cllr D Batey Seconded: Cllr Steve Willis

Agreed unanimously

Cllr Lee Brazier also wished the Council's thanks to be passed on to the Internal Auditor who had stepped in during an emergency situation.

The Clerk requested that the Admin Assistant be thanked for his support during the Deputy Clerk's absence in preparing for the Audit and also the Civic and Financial year end procedures.

- b. Section 1 of the Annual Return (Annual Governance Statement) was read out point by point, discussed by members and with the exception of Assertion 10 agreed as correct.

Whilst the majority of actions had been carried out, the Clerk reported that work was still ongoing to ensure that the website was compliant. A quotation had been received from a local business to carry out the necessary work.

Resolved: That the Clerk arrange for the work to be carried out as soon as possible.

Proposed: Cllr R Shilling Seconded: Cllr D Batey

Vote: Unanimous

Some policies also needed some work which had been delayed due to illness and bereavement. It was therefore agreed that Assertion 10 be answered "No" with an explanation to be added.

The Return was duly completed and signed by the Chairman.

The Clerk confirmed that the dates of the period for the exercise of public rights would be in line with the External Auditors suggestion: 3rd June 2026 to 14th July 2026.

- c. To receive the Income and Expenditure account and Balance Sheet for the year ended 31st March 2026

Received and Noted.

- d. To approve and complete Section 2 of the Annual Return (the Accounting Statements) for the year ended 31st March 2026

Section 2 of the Annual Return (the Accounting Statements) was read out point by point, discussed by members and agreed as correct. Section 2 completed and duly signed by the Clerk and the Chairman where appropriate.

2. Finance & Audit - General

- a. To receive the schedule of accounts for payment

An amended Schedule of Accounts for Payment was tabled, duly approved and signed. The Clerk as RFO reminded members that all invoices were available on the table for inspection at this meeting.

- b. To review Earmarked Reserves (*enclosed*)

The list of Earmarked Reserves, having been previously circulated was noted,

- c. To consider a Grant Funding request from Robin Hood Dramatics

Following discussion it was agreed that a grant of £100 be approved from the donations budget with a further £100 from the Mayor's Allowance:

Proposed: Cllr L Brazier

Seconded: Cllr D Batey

Vote: Unanimous

- d. To consider a Grant Funding request from Allotment Tenants Association

It was noted that the amount requested was a large percentage of the available budget and that the group also required other items.

As other funding sources may be available the Clerk was instructed to work with the ATA on this.

- e. To receive any updates on a recent complaint.

Discussion took place with both Councillors and Mrs E stating their views:

Standing Orders Suspended

Mrs E

- Still failings in her opinion
- Council incompetent
- Non receipt of a satisfactory agreement before the deadline
- Failure to supply requested information
- Questioned Members behaviour at the last meeting
- Unfair treatment of her family and lack of respect for her father
- Shouldn't be expected to pay for a second bench

Standing Orders Resumed

Town Council

- All benches are of a similar size – the seat previously installed was not in keeping
- Family informed at a site meeting in April 2024 that details of design, dimensions & measurements to be submitted for prior approval.
- Health & safety issue with seat installed
- Several members acknowledged that there had been mistakes made and a written apology has been sent to Mrs E but not accepted
- Members unhappy with being labelled incompetent

- Mrs E's mother requested the removal of the seat and safe storage by Amenity Team during a telephone conversation with an Officer of the Town Council on another unrelated matter
- A second family have agreed to their memorial seat being moved by two feet to allow for a full size bench to be installed by Mrs E
- Mrs E must submit an application for approval of the replacement bench before purchase showing the proposed design and measurements.
- The new bench to be purchased by Mrs E and family
- Suggestion that the £150 fee be waived as a gesture of goodwill.

Following discussion it was:

Resolved: That the Clerk make arrangements for the second bench to be moved at the Town Council's expense in line with the agreement of the grave owner.

Mrs E's family would then be free to submit a full application for a suitable bench showing the dimensions and design prior to purchase.

Further discussion took place about the goodwill gesture to waive the application fee. Some members felt this would set a precedent. Others felt this would help with trying to bring the issue to a close.

Resolved: that the £150 fee be waived:

Proposed: Cllr R Shilling

Seconded: Cllr D Batey

Vote: Carried by a majority in favour

Mrs E was given permission to respond: *(SO suspended and resumed as appropriate)*

- Questioned the fact that OBTC have still not followed processes with regard to her request for information.
- Denied apology had been given
- Insisted that failings of OBTC are still to be addressed owing to staff absence

FC/26/61 Special Projects

1. To receive any relevant updates on Town Centre Regeneration

The Clerk reported that the planning application for the information boards to be fixed to the bare wooden panels on the former Lloyds Bank and Forest Centre had been successful and the boards were expected to be installed soon.

Solicitors were working through the lease and a meeting was planned for 4th June.

FC/26/62 Environment Committee

1. To receive an update on the NSDC Greening Project

Nothing further to report

FC/26/63 Junior Town Council

1. To receive any updates relating to the Junior Town Council

At the last meeting, representatives from NSDC and Wilmott Dixon, who are the agents working on the Town Centre Project, gave a presentation. This brought lots of interesting questions from the young Councillors.

FC/26/64 Events

To receive information from the Clerk regarding events:

1. St Georges Day – Sunday 26th April

Members who had attended reported it was an excellent, well attended event and the organising committee were to be congratulated for their hard work.

2. Outdoor Cinema – August 2026

The Clerk reported that would be held at Ollerton Town Football Club on 11th August. More information will be available following a meeting in early June.

3. Scarecrow Festival – Saturday 17th October 2026

Ongoing

4. Christmas Lights – Friday 20th November 2026

Ongoing

FC/26/65 Outside Bodies

1. To agree the reports for the next meeting

FC/26/66 The following minutes were noted:

1. Planning Committee – 31st March 2026 & 28th April 2026
2. Finance & Audit Committee – 25th March 2026
3. Junior Town Council – 21st April 2026

FC/26/67 Correspondence None

FC/26/68 To note items for inclusion on future agendas

FC/26/69 To note the date and time of the next meeting
Wednesday 10th June 2026 at 6pm

Meeting closed at 8pm