



Town Hall
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New Ollerton
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NG22 9PP

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Clerk: Karen Wakefield

The Minutes of the ordinary meeting of the Full Council held on Wednesday 10th June 2026 at 6pm in the Function Room of the Town Hall, Sherwood Drive, New Ollerton.

PRESENT: Cllrs L Brazier (Chair), D Batey, P Beedle, A Brazier, R Fazil, D Gallop, G Lake, R Lilley, J Munroe, L Shilling, R Shilling, T Spratley, M Staley

Mrs K Wakefield – Clerk Mrs J Fletcher – Deputy Clerk

4 members of the public

APOLOGIES: Cllrs M Pringle for personal reasons and S Willis due to work

Resolved: that these apologies be noted

Declarations of members interests: None

Declaration of any intentions to record the meeting: None

The Chair welcomed Cllr R Lilley to the Council.

FC/26/70 To approve the Minutes of the Annual Council Meeting held on Wednesday 13th May 2026

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

FC/26/71 To approve the Minutes of the Full Council Meeting held on Wednesday 13th May 2026

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

FC/26/72 Clerks Report (items not already covered on the agenda)

The Clerk reported that a letter had been received from Pathfinders regarding a resident led garden project. The Mayor had provided funding on this occasion from his allowance but they had been advised to complete a grant funding application for any further requests.

Two bleed kits had been donated to the Council from the ATTFE.

FC/26/73 To suspend Standing Orders to allow for:

1. Questions or Statements from Members of the Public

Standing Orders were suspended.

A question was raised regarding Councillors being DBS checked. The meeting was informed that neither the Council staff nor Councillors are in contact on their own with young or vulnerable people, so DBS checks are not required. The Town Council have a Safeguarding Policy that covers in more detail.

Following the meeting with the Flood Prevention Officer from NSDC it was reported that OVRA have heard nothing further. The Clerk confirmed that she would chase this up on their behalf.

FC/26/74 To resume Standing Orders

Standing Orders were resumed.

FC/26/75 To formally instruct The Clerk to carry out any actions discussed while Standing Orders were suspended.

None.

FC/26/76 To receive any Questions to Council from Members

None.

FC/26/77 To receive any written reports from District and County Councillor

None.

FC/26/78 Finance & Audit

1. To review and approve adoption of the following policies:

POLICIES	
Code of Conduct	Risk Assessment
Council Policy	Risk Assessment Matrix
Civility & Respect Pledge	Investment of Funds
Memorial Bench Policy	Internal Controls
Recording of Meetings Policy	Committee Structure
Complaints Procedure	Publication Scheme
Habitual & Vexatious Complaints	Schedule of Delegation
Freedom of Information Policy	Schedule of Discharge of Delegated Functions
Safeguarding Policy	IT Policy
Retention & Disposal Policy	Social Media Policy
Whistleblowing Policy	Data Protection Policy

Members had received copies of all of the above listed policies following their review by the Policy Committee.

The Town Council staff were thanked for their hard work.

Following discussion it was proposed that the policies listed be adopted by the Town Council.

Proposed: Cllr L Brazier **Seconded:** Cllr A Brazier
Decision: Unanimous

2. To note completed actions to comply with Assertion 10 of the Annual Governance Statement

The Council had been made aware that some areas of the Town Council website did not meet with Assertion 10 of the Annual Governance Statement. A review had taken place, and a new accessibility statement was now on the website. The Clerk confirmed that further training for members on GDPR has also been completed.

3. To receive the schedule of accounts for payment

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

FC/26/79 Special Projects

1. To receive any relevant updates on Town Centre Regeneration

Planning consent for the project had now been granted subject to conditions and a further £500k capital monies had been agreed for essential works. Works are due to commence late summer/early autumn.

The Town Hall car park will not be used for cabins but for parking for site workers and it was confirmed that the Town Hall staff will be staying in the Town Hall until at least Christmas 2026.

The cinema provider had been agreed, ongoing issues regarding the lease have been resolved. Members would be invited to attend a meeting before the legal papers are signed off.

Three advertising boards are now insitu on the old Lloyds Bank façade with a further one showing the schedule of works hoping to be sited in the near future.

The working relationship with the District Council had been, and continued to be, very good and the Mayor wished to thank the District Council S151 Officer, Sanjiv Kohli, who was retiring at the end of June for all of his hard work and support.

It was recognised that without the foresight of Ollerton & Boughton Town Council in purchasing the former Courtauld's site the project would not have been able to take place.

Whilst the Town Council had had many conversations with the medical professional in the Town, in the hope that they would join with the project partnership, they had declined several times.

FC/26/80 Environment Committee

1. To receive any relevant updates.

Flower beds and hanging baskets were now insitu and the Amenity Team were getting on top of grass cutting following the recent inclement weather.

On Monday 8th June, an independent contractor moved a bench in line with agreement from the owner to provide space for another family to site a memorial bench after the relevant application and approval process had been completed via the proper channels.

Members were asked to Suspend Standing Orders for a Member of the Public to speak at this point.

Standing Orders were suspended.

The MoP raised a query regarding the removal of the small bench which had been sited in the Cemetery without being of the correct dimensions or style in keeping with the rest of the benches on site. The Clerk informed the MoP that the bench had been removed following instruction from the grave owner. Another family had agreed to move their bench to create space for the other party to apply for a suitable bench.

Standing Orders were resumed.

The costings incurred for vandalism to the various play equipment items that had previously been requested was not available at this meeting.

The Chair requested that the figures cover a 5 year period and Cllrs requested that these costings were made available to the public via social media.

It was agreed by all that it was important that the public were made aware of this issue and examples used such as the 2 new youth shelters vandalised days after their erection on site. It was also to be made public that the Town Council had invested a vast sum of money in the Towns play areas and that the monies required due to acts of vandalism could have been used to purchase other important items such additional Christmas lights or pay for the Remembrance parade over a period of time.

FC/26/81 Junior Town Council

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

The JTCllrs had been given a presentation by Wilmott Dixon on the regeneration project. Wilmott Dixon and the District Council have both agreed to involve the JTCllrs on the project going forward.

Members agreed that JTCllrs should be invited to attend the Full Council meeting in July as per previous years to be recognised for their hard work during the past year.

FC/26/82 Events

To receive information from the Clerk regarding events:

1. Outdoor Cinema – August 2026 (date TBC)

Date confirmed as 11th August 2026. Will be taking place at Ollerton Town Football Club ground, a ticketed but free event. Other activities will also be taking place at the ground. More information will be available soon.

2. Scarecrow Festival – Saturday 17th October 2026

Event will be publicised from July.

3. Christmas Lights – Friday 20th November 2026

Talks have taken place with District Council and Live & Local with regards to onsite entertainment. Contingency plans are being made as the Town Hall may not be available to use for the event.

An Events meeting will be arranged in the near future.

Other public events around the Town:

Ploughfest

Junior Park Run – now held on Ferndale Field

St Paulinus Church Family Fun Day – 4th July

FC/26/83

Outside Bodies

To agree the reports for the next meeting

Cllrs G Lake and P Beedle – Jubilee Hall

Cllrs R Shilling and A Brazier – Age Concern

FC/26/84

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

Planning Committee – Tuesday 26th May (*cancelled due to no consultations being received*)

FC/26/85

Correspondence – None

FC/26/86

To receive an update on recruitment and consider a recommendation from the Staffing Sub Committee

Item moved to closed session at the end of the meeting. (*see legal note below*)

During confidential discussion it was confirmed that a new Clerk had been appointed and that a review of the current Clerk's pay had been carried out following an independent job evaluation during the recruitment process.

Measures were put in place regarding continuity during the legal procedures for the Town Centre Regeneration.

FC/26/87

To note items for inclusion on future agendas

- Update on Dukeries new build
- DWP Bus (outside TH)
- Change Grow Live TH and mobile unit (outside TH)
- Progress report on Ollerton Hall
- NCC withdrawal of Faith school transport
- Assets and how we use them

FC/26/88

To note the date and time of the next meeting

Wednesday 22nd July 2026 at 6pm

That in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.