



Newark TOWN COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE

WEDNESDAY 22ND NOVEMBER 2023

Thursday 16th November 2023

Dear Councillor

You are summonsed to attend a meeting of the Finance & General Purposes Committee at **7.00pm** on Wednesday 22nd November 2023. This meeting will be held in the Council Chamber at the Town Hall.

Yours sincerely

Matthew Gleadell
Town Clerk

Pre-Group Meetings

(if required)

1	6.00	Independents for Newark	Committee Room
2	6.00	Labour Group	Pickin Room
3	6.00	Conservative Group	Old Robing Room

Committee Membership

Cllr P Ball
Cllr I Brown
Cllr D Campbell
Cllr T Collier
Cllr B Corrigan (Chairman)
Cllr E Cropper
Cllr S Crosby
Cllr S Dickinson
Cllr L Geary
Cllr J Kellas
Cllr D Ledger
Cllr D Moore (Vice-Chairman)
Cllr G Rix
Cllr N Ross
Cllr L Roulstone
Cllr M Skinner
Cllr M Spoors
Cllr P Taylor

FINANCE & GENERAL PURPOSES COMMITTEE

A G E N D A

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4	Receive and Note the Minutes of the Events Arts Culture and Twinning Working Group held on Wednesday 18th October 2023	Minutes Attached	Page 11
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Newark TOWN COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

Minutes of the Meeting of the Finance & General Purposes Committee held on Wednesday 18th October 2023 in the Council Chamber, at the Town Hall.

Membership Present:	Councillor	B Corrigan (Chairman)
	Councillors	P Ball I Brown D Campbell T Collier E Cropper S Crosby S Dickinson L Geary J Kellas D Ledger D Moore (Vice-Chairman) G Rix N Ross L Roulstone M Skinner M Spoors P Taylor (Ap)
Apologies for Absence:	Councillors	P Taylor
Officers Present:	Town Clerk	Matthew Gleadell
In Attendance:	N&SDC Officer	Sarah Clarke (SC)
Taking Notes:	Executive Assistant	Helen Crossland
	There was one member of the public and one member of the press present.	
Venue:	Council Chamber, Newark Town Hall	

FGP40/23/24

Minutes of the last meeting of the Finance & General Purposes Committee held on Wednesday 6th September 2023

The Amended Minutes of the meeting held on Wednesday 26th July 2023 were brought back to the meeting tonight and signed by the Chairman.

The Minutes of the last meeting of the Finance & General Purposes Committee held on Wednesday 6th September were then discussed.

The following amendments in **RED** were **NOTED**:

FGP 30/23/24 - Arts, Culture, Events and Twinning Working Group

Appendix 1 – Remit of Arts, Culture, **Events and Twinning Working Group**

FGP 32/23/24 - Christmas Lights Switch-On-Event

Cllr I Brown then spoke; she said **she** had brought this up last year – the middle of the market is not safe. No-one could move at certain times of the night. The Town Council need to ask how many fairground rides were going to be allowed in.

Cllr B Corrigan said that this could be given to the Arts, Culture, Events and Twinning **Association** Working Group next year.

FGP 33/23/24 Chairman's Update – Climate Change Working Group

Cllr M Skinner also informed Members that the ~~group had spent some money~~ **had committed some expenditure.**

FGP 34/23/24 - Allotment Fees and Charges

The Chairman opened the debate on this item. She said she had done some rough calculations and to get anywhere near to breaking even on the figures provided, the cost would have to be 42.95 pence per **square** metre – an increase of 71.8%.

Cllr P Taylor thought the cost could be raised to 50p per **square** metre, and bring in a discount scheme for people who are on benefits and proposed this.

Cllr B Corrigan said that had already been a proposal, to raise the cost by 50% (to 50p per **square** metre) with a 50% discount for those who are eligible.

Cllr B Corrigan then proposed a 10% increase, based on inflation. Cllr N Ross seconded the proposal; a vote was held and this was **AGREED**.

It was also AGREED that the amount charged should be 'rounded up' for administration purposes.

FGP 35/23/24 - Councillor Email Addresses

Cllr M Skinner proposed that Councillor Email Addresses should be issued to all Members. ~~He~~ **It was** suggested that if Members did not wish to use this email address, they could forward it to their personal/**District Council** email (autoforward).

The amended Minutes (as above) will be brought back to the next meeting of this Committee on 22nd November 2023.

FGP41/23/24

Declarations of Interest

It was **AGREED** to accept any Declarations of Interest as and when they arose during the meeting.

As there was an Officer from N&SDC present to talk to Members about an Exempt Item on the Agenda (Item 14) it was brought forward at this point in the meeting.

FGP42/23/24 Exclusion of the Press and Public

Cllr B Corrigan proposed, Cllr D Ledger seconded, that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by Section 100 of the Local Government Act 1972) the press and public be excluded from the next Agenda Item debate on the grounds that the Committee's remaining business involves the likely disclosure of exempt information as defined in the Local Government (Access to Information) (Variation) Order 2006, and the public interest in disclosing the information.

The member of the public and member of the press left the meeting.

FGP43/23/24 Newark Castle Gatehouse Project – EXEMPT ITEM

Exempt Minute at end of Agenda.

The member of the public and member of the press were invited back to the meeting following the debate on the previous item (8.15pm).

FGP44/23/24 Monthly Payment Schedule 05/24

Cllr D Ledger asked a question about Vouchers 508/509/526 and 527 – all were to do with the Music Festival and Brass Explosion.

The Town Clerk responded that he would give a detailed explanation to Members that required it after the meeting.

Cllr E Cropper asked if the Arts, Culture, Events and Twinning Working Group (ACETWG) could deal with this.

Cllr N Ross pointed out that the Town Council was under pressure already to get funding in place for the next year.

Cllr G Rix thought there should be a Cost Benefit Analysis.

The Town Clerk confirmed that the ACETWG would be doing this.

Cllr B Corrigan then proposed and Cllr J Kellas seconded the Monthly Payment Schedule 05/24.

Members **AGREED** that payment in accordance with Payment Schedule 05/24 in the sum of £258,394.39 (two hundred and fifty eight thousand, three hundred and ninety four pounds and 39p) be **APPROVED**.

FGP45/23/24 Voluntary Body/Community Events Grants Application

The following Voluntary Body/Community Events Grants Application had been received:

- a. Children's Bereavement Centre on ~Saturday 2nd December 2023.

Cllr M Skinner declared an interest in this (he was part of the organisation of the Duck Race for the CBC which was being held soon).

- b. Newark Palace Singers on Tuesday 12th December 2023.

The Town Clerk pointed out that both groups had been given grants last year. Discussion followed with regard to this point and the fact that in the guidelines for such applications it states '*An individual organisation will only be eligible to apply for one event in any two year period.*'

Cllr M Skinner said that a precedent would be set if these groups were given another grant this year. He also thought that the question should be asked, on the forms for next year, if they had applied in the previous year.

Cllr I Brown noted that the budget has been set for this financial year; if these grants were given, the budget would be gone. Another proposal would have to be made if any more applications came in before the end of the year, and more budget allocated.

There was a discrepancy on the figures in one of the applications; the Town Clerk could not give a reason at the meeting because the Officer who deals with them was not present. He would inform the Chairman following the meeting.

Cllr L Geary proposed, Cllr G Rix seconded, the two applications as above. A vote was held and it was **AGREED** that both organisations be given the grants as requested.

FGP46/23/24 Cemetery Development Working Group

This item was deferred from the last meeting of this Committee.

Cllr N Ross proposed, Cllr E Cropper seconded that a Cemetery Development Working Group in accordance with the remit attached to the report be created. A vote was held and this was **AGREED**.

It was proposed by Cllr B Corrigan, seconded by Cllr G Rix that the following Members be appointed to the Group:

Cllr D Ledger

Cllr B Corrigan

Cllr M Skinner

Cllr L Geary

Cllr D Moore

A vote was held and this was **AGREED**.

Cllr D Moore then proposed, Cllr B Corrigan seconded, that Cllr D Ledger be appointed as the Chair of this Group.

A vote was held and this was **AGREED**.

Cllr B Corrigan proposed, Cllr G Rix seconded, that Cllr L Geary be appointed as the Vice-Chair.

A vote was held and this was **AGREED**.

Following a proposal from Cllr D Ledger, seconded by Cllr L Geary, Members **RESOLVED** to host a meeting and invite local stakeholders to discuss the provision of future burial space in and around Newark.

Based on the input from that meeting the Working Group will then meet and begin the work identified under the remit.

FGP47/23/24 Credit Card Policy

Cllr D Ledger proposed, Cllr B Corrigan seconded that the Credit Card Policy as in the Appendix to the Report contained within the Agenda be adopted.

A vote was held and this was **AGREED**.

FGP48/23/24 Quarterly Budget Analysis Report

Cllr G Rix proposed, Cllr L Geary seconded that Members **NOTE** the Quarterly Budget Analysis Report as compiled by the Town Clerk.

FGP49/23/24 Newark Royal Market Review

Cllr N Ross began the discussion on this item. He said that the Markets Manager had put together a very good report. He thought that the Council should make a supportive statement that 'we support Newark Royal Markets and will continue to support it'.

Cllr M Spoors said he was 'not comfortable' with page 92, headed '**THE VISION FOR OUR MARKETS 2023-2030**'.

Cllr D Moore pointed out that the 'Masterplan' was still ongoing.

Cllr B Corrigan proposed that no action should be taken, and no changes should be made until the Towns Fund and the Masterplan were in place/finalised.

Members then **NOTED** the report.

FGP50/23/24 Replacement Representative Appointment on Lilley & Stone School Charity

Cllr N Ross informed Members that he was currently a Town Council representative on this; for various personal reasons he was withdrawing from this position.

Cllr N Ross proposed that Cllr G Rix be appointed, this was seconded by Cllr D Moore. A vote was held and this was **AGREED**.

A short break was requested before the continuation of the meeting following the next Agenda Item.

FGP51/23/24 Exclusion of the Press and Public

Cllr B Corrigan proposed, Cllr D Ledger seconded, that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by Section 100 of the Local Government Act 1972) the press and public be excluded from the next Agenda Item debate on the grounds that the Committee's remaining business involves the likely disclosure of exempt information as defined in the Local Government (Access to Information) (Variation) Order 2006, and the public interest in disclosing the information.

The members of the public left the meeting.

The meeting was then paused at 8.50pm and restarted at 8.55pm.

The following Minutes are Exempt and at the end of this Agenda:

FGP52/23/24, FGP53/23/24 and FGP54/23/24.

Meeting Closed:	9.40pm	Next Meeting:	Wednesday 22nd November 2023
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Newark TOWN COUNCIL

EVENTS, ARTS, CULTURE AND TWINNING WORKING GROUP MINUTES

Minutes of the Meeting of the Finance & General Purposes Committee held on Wednesday 18th October 2023 in the Council Chamber, at the Town Hall.

Membership Present:	Councillor	T Collier (Chairman)
	Councillors	D Campbell S Dickinson (Vice-Chairman) J Kellas L Roulstone
Apologies for Absence:		S Dickinson
In Attendance:	Town Clerk Markets Manager Executive Assistant	Matthew Gleadell Ian Harrison Helen Crossland
	There was one member of the public present (PT).	
Venue:	Pickin Room, Town Hall	

The Chairman opened the meeting and asked all present if they were agreeable to a limit for the meeting; he proposed that it should be finished by 8.00pm.

All present agreed with this.

The Chairman then suggested that everyone should introduce themselves, which they did.

The Chairman then proposed that Agenda Item 7 be discussed first as his guest (member of the public PT) had some ideas about the Christmas Lights and improving the night-time economy of Newark.

This was agreed.

ACETWG/01/23/24

Apologies for Absence

As noted above – Cllr S Dickinson.

ACETWG/02/23/24

Declarations of Interest

Cllr L Roulstone declared an interest as a Newark Book Festival volunteer.

It was **RESOLVED** to accept any other Declarations of Interest if any arose during the meeting.

ACETWG/03/23/24

Christmas Events

PT began discussion of this item; he informed the group that 8 years ago he had a bookshop in Tuxford. He was asked to help with the Book Festival which was then held in the Castle Grounds.

PT went through his background and what he had achieved with the Book Festival and other events.

He said that as Lincoln Market had gone, this gave Newark a great opportunity – the Castle and the Market could be used. For Christmas 'snow machines' would work wonders.

PT thought that the 'beach' was one of the best things that had been done in Newark, and if that was changed to 'snow' it would be brilliant.

He also suggested that an 'Oktoberfest' could be held.

Cllr L Roulstone thought that it would be a good idea to have tables and chairs outside in the marketplace in conjunction with the Book Festival so that people could sit outside and have a drink.

PT then mentioned having a Night Market (he talked about one he had been to called 'Neon'. He thought that local restaurants could take market stalls and give out 'tasters' for example.

The Chairman asked if it would be useful for the group to work out 2 or 3 events for consideration for next year.

The Town Clerk pointed out that Christmas events are mostly already in place for this year.

The Markets Manager suggested that he give a brief summary of what happens already – he then talked through a document he had prepared and circulated to those present.

He then informed the group that N&SDC had suggested that they would give free weekend car parking in their car parks from the Switch On (26th November) until Christmas.

The Town Clerk then spoke; he said that there was a probable spend of £3-400k each year on the things that are within the remit of this group.

He thought that the group should get a feel for what they could be doing; they have influence, not control – they have to recommend ideas to the Finance and General Purposes Committee.

Other people could be brought into future meetings – N&SDC, Childrens Bereavement Centre etc to build up a window of what is going on within the events arena.

Cllr L Roulstone asked if there had been any difference since Lincoln Market had changed; the Markets Manager responded that they had 'picked up' some traders.

Cllr D Campbell then asked at what stage, and how quickly did they need to work out what they may want to do for next year.

The Town Clerk responded that work on budgets would probably start in November – there is a need to know how much you want to spend on certain things.

When this is in place, the group can work out what is realistically possible and also to be mindful of other financial pressures.

The Town Council start planning Christmas following the summer programme. If it is to change, we need to know in February/March.

The Chairman noted that the group may need to meet more frequently if it is getting involved with things like budgeting for Christmas.

Cllr J Kellas asked if there was a point, at the Switch On, when you have to 'stop things' and get people out of the market place.

The Markets Manager explained that they work with a SAG (Safety Advisory Group) and that mitigation is in place. Terrorism is moving up the schedule this year. If anything happened the stage operation would cease, and people would be asked to disperse.

Cllr J Kellas then asked if there was any update on the fireworks; the Markets Manager said that he did not want it to be 'out there' in the public domain.

Mention was made of the Castle Gate House project.

The Markets Manager thought that it was a good time for this group to be formed, to go alongside the new Events Officer at N&SDC for example.

ACETWG/04/23/24

Working Group Terms of Reference

The Chairman went through the Terms of Reference.

Cllr J Kellas pointed out that a couple of words were changed within those terms and it was agreed with the Finance and General Purpose Committee.

The Town Clerk agreed and pointed out that this group was 'high level' and was not expected to micro-manage anything.

ACETWG/05/23/24

Newark Festival

The Town Clerk informed the group that there was time pressure on this Agenda item.

The August Bank Holiday will not be available in 2024 because of the Gate House Project.

He talked about funding – to a degree, this group has a blank canvas for this event next year.

The Markets Manager gave a brief overview of how the Town Council had got into the position of holding the Festival – prior events for instance. These included things like Newark Day and Newark Carnival.

This year a company called 'Hockney Hustle' had been used for the evening music trail around the town centre pubs.

The Town Clerk informed the group that funding had come from the Arts Council (£30k), Cultural Heart of Newark (£45k) and Newark Town Council (£50k + £10k for the Brass Explosion).

This was quite a lot of money for 4 days of events. The questions were: do you want to keep the current form – bearing in mind there could be a loss of funding.

Do you want to continue with the music concert – you could have less well-known acts, to save money – get a local band for instance.

You have control of that £60k (from Newark Town Council) – what are you going to do with it and where are you going to do it?

27th and 28th July were suggested as dates, rather than 4 days.

The Chairman then posed the following questions: should it go ahead? Should this group get the budget? Should it be high level acts, or low level?

Cllr L Roulstone asked if there was any information about where the concert attendees came from; the Markets Manager replied that they were mostly local, however, when Simple Minds were booked, people came from nationwide.

Cllr L Roulstone then asked where else it could be held – would Sconce Park be suitable?

The Town Clerk said that would cost between £20 and £30k for security alone.

Cllr L Roulstone said that her first thought in that case was not to hold the concert but keep the Brass Explosion and the Hustle Trail.

More discussion then followed with regard to the marketplace access and egress.

The Markets Manager did not think there was anywhere else big enough.

Cllr D Campbell asked if there was any possibility of 'separating' the events; have something in July, then other things on separate dates.

The Chairman pointed out that the August Bank Holiday clashes with Heritage Open Days already planned at that time of year.

The Town Clerk said that the budget is currently funded by the Cultural Heart of Newark but would not be next year. If you want this to continue, you have to find £25-30k for it.

The Markets Manager thought there was a reasonable chance of getting some funding for this but we need to be working on it.

PT then asked why the sand was only on the 'beach' for one week. The Markets Manager responded that it was actually there for 10 days – after about a week the sand becomes tired and contaminated.

The Chairman then asked the group members if they wanted to continue to have the 'beach'; there was a show of hands and everyone this was **RESOLVED**.

The Town Clerk then asked if members would prefer to have the beach, for the Festival Concert.

Cllr L Roulstone asked if the beach could be 'carried on' into the evening.

The Markets Manager informed the group that the police were not supportive of an evening event.

It was **RESOLVED** to recommend to the Finance & General Purposes Committee:

That the Festival should go ahead in whatever form Newark Town Council could afford.

Cllr D Campbell said that 'splitting' it might be an idea – she had no particular opinion either way.

Cllr L Roulstone asked about staffing costs; the Markets Manger said that the big saving would be on the stage cost.

Cllr D Campbell then suggested there should be a Concert and Festival over a couple of days, then a couple of days of the Hustle trail.

The Markets Manager said there was a need to track down the costs of the Hustle to see what the cost was of the daytime.

The Town Clerk reported that the bands (for the Hustle) had cost circa £80k.

Cllr J Kellas had no strong feelings on this.

PT then spoke; he thought that was a lot of money, and asked if it was a success.

The Markets Manager said that the evaluation said it was a success, however, he thought that his team could do a better job on the Friday and Saturday Market Place event and stage, along with N&SDC.

The Town Clerk then asked if the group were precious about having celebrity acts; Cllr D Campbell said yes, for the Concert. She thought it would be watered down a bit if you were not having well known acts coming to Newark Festival.

The Chairman said no, he was not precious about it. It could be held on 27th July but on a limited budget.

PT suggested that only one 'headline' act could be on, not two or more.

The Town Clerk then informed the group that acts such as Jamie Cullen, Sophie Ellis-Bexter, or Alfie Boe for example, would cost in the region of £50k.

If you had £25k for a budget, obviously you won't get these kinds of acts. It would be a very difficult tender going out and the Town Council need a very clear steer on this. He said it was required by November – it needs to be taken to the Finance and General Purposes Committee in November with this as a recommendation.

ACETWG/06/23/24

Non-Civic Twinning Visit

The Town Clerk reminded the group what this was about a group of firemen from Emmendingen were planning to come to Newark on 14th October. The proposal was to welcome and greet them if the group was happy to support this non-civic delegation.

Cllr J Kellas said there was no real 'cost' – all of the organising had already been done.

All present **AGREED** that they were happy to welcome and greet the delegation of firemen from Emmendingen.

ACETWG/07/23/24

Newark Book Festival

The Town Clerk began the discussion on this item and summarised the situation; he said that the Town Council already support this with free use of the Town Hall.

The Book Festival also gets Art Council Grants but demand has grown over the last few years from schools.

What has happened is that the organiser is doing more and more work for less and less money.

The question is whether Newark Town Council is willing and able to put some money into this venture; it might be worth taking this away and looking thoroughly at the evaluation.

PT then spoke; he had also been talking to the organiser and she did not earn any money this year.

Cllr L Roulstone felt that this year it looked like it was moving towards being a children's book festival.

Perhaps everyone involved should be sitting down and working out whether they want this to come next.

The Chairman said the group needed to review this some more and think about it.

The Town Clerk suggested that the group meet again in early November – could they think about what they want to do with this. bearing in mind, if they do it once, they will probably have to continue doing it.

Cllr J Kellas asked if Newark Town Council do not do this, was there anyone else to do it – could they 'fill the gap'?

ACETWG/08/23/24

Newark Cultural Heart Project

The Town Clerk suggested that Officers from N&SDC be invited to the next meeting to go through this Agenda Item.

This was **AGREED**.

ACETWG/09/23/24

Date and Time of Next Meeting

The next meeting of this Working Group will be held on Wednesday 8th November 2023 at 6.30pm.

Meeting Closed:	8.10pm	Next Meeting:	Wednesday 8 th November 2023
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FINANCE & GENERAL PURPOSES COMMITTEE

SUBJECT:	MONTHLY PAYMENT SCHEDULES
REPORT BY:	MATTHEW GLEADELL (TOWN CLERK)

1. Recommendations

- 1.1 Members note the payment schedules 6/24 and 7/24 attached.

2. Background

- 2.1 Payment schedule 6/24 and 7/24 appended to this report.

3. Financial, Legal, Equality, Environmental & Risk Issues

None.

Background Papers:	Working papers
Lead Officer:	Matthew Gleadell Tel: 01636 684801 Email: matthew.gleadell@newark.gov.uk

AUTOPAY
ACCOUNTS FOR PAYMENT SCHEDULE 6/24

30.09.23

Voucher No	Payee	Budget	Amount
617	A O Cumbernauld	Payroll	11523.06
618	Abevco Ltd	TH Bar	254.54
619	ADT Ltd	TH M&E	3789.25
620	Ann et Vin	TH Bar	26.50
621	Aquaid Water	Refreshments	24.30
622 - 625	Arco Ltd	Uniform	198.79
626	Ball P	Mayors Allowance	80.00
627	Biltons Blooms	Sikorski Event	100.00
628	Bodkin L	Market Promotions	100.00
629	Brett J	Market Promotions	150.00
630	BT	ENV Telephones	61.24
631	Canon UK	Printing & Stationery	594.52
632	Cartridge Save Ltd	Printing & Stationery	36.78
633 - 634	CEF Ltd	TH M&E	144.78
635	Clark AS	Newark on Sea	65.00
636	Cleaning Supplies Ltd	TH M&E	161.95
637	Click Waste Ltd	Cemetery Upkeep	802.78
638	Cope Occupational Health	Occupational Health	18.00
639	Crossland H	Civic Car	382.68
640	Crossland H	Economic Development	25.98
641 - 644	Derry Building Services	Cemetery Upkeep	2268.00
645	Derry Building Services	TH M&E	434.30
646	Derry Building Services	PC Repairs & Maintenance	4560.00
647	EE	Telephones	129.14
648 - 650	Enva Ltd	Market Refuse	4032.02
651	Eskdale Restoration	TH M&E	600.00
652 - 653	Everflow	Water	2670.61
654	Farmstar Ltd	Mowers	204.00
655 - 656	Fibrous Ltd	Cemetery Fees	415.86
657	Frontier Fireworks Ltd	Market Promotions	260.00
658	Gleadell M	Travel	58.11
659	Hannah L	TH Bookings	150.00
660	Haynes RJ	Market Promotions	175.00
661	Highway Junkies	Newark on Sea	400.00
662	Hector S	Damage Waiver	200.00
663	Jackson D	PC R&M	17.21
663	Jackson D	Market Equipment	7.55
664	Jackson D	TH M&E	2.97
664	Jackson D	Market Equipment	21.70
665 - 666	Laffey's Ltd	Cemetery Upkeep	432.00
667	Landscape Supply Co	ENV Tools & Equipment	588.60
668	Lincolnshire Hospitals Band	Brass Explosion	200.00
669	LITE Ltd	Christmas Lights	930.00
670	Loo 4 a Do	Airbridge	323.40

671	Loo 4 a Do	All Souls	323.40
672 - 674	Marshall & Sons	P & O/S R&M	4430.40
672	Marshall & Sons	Market Repairs & Maintenance	840.00
674	Marshall & Sons	Cemetery Upkeep	150.00
675	Martin B	Newark on Sea	225.00
676	Mec Recycling	Cemetery Upkeep	75.00
677	Melton Band	Sunday Band Concerts	300.00
678 - 679	Metro Pages Ltd	Market Promotions	960.00
680	Middlepeak Engineering Ltd	Civics	10.74
681	Newark Security Services	P & O/S Security	873.60
682	Newark & Sherwood Concert Band	Brass Explosion	285.00
683	Newark & Sherwood Concert Band	Sunday Band Concerts	285.00
684	NSDC	Market R&M	113.96
685	NSDC	Licences	295.00
686	N & S Locksmiths	Cemetery Upkeep	55.14
687	N & S Locksmiths	TH M&E	9.60
688	Newark Team PCC	Mayor Making/Sunday	150.00
689	Newark Town Band	Sunday Band Concerts	600.00
690	Newark Town Band	Battle of Britain	75.00
691	Newark Traditions Festival	Market Promotions	1270.00
692	Notts CC	Payroll	13058.44
693 - 694	Notts in Focus	Market Promotions	636.00
695	NTC Pay Account	Payroll	41228.08
696	PAS Ltd	Consultancy Fees	240.00
697	Petes Flowers	Battle of Britain	132.50
698	PHS Group	TH M&E	487.27
699 - 700	PPL PRS Ltd	Sunday Band Concerts	877.50
701	Reflect Recruitment	Payroll	161.02
702	Screwfix Ltd	TH M&E	70.99
703 - 705	SCS Ltd	Computers	482.86
706	Second Element	Maintenance & Equipment	420.00
707	Security 2	Newark on Sea	1581.00
708	Security 2	Music Festival	910.80
709	Seismik Ltd	Music Festival	180.00
710	Shredall Group	TH M&E	123.60
711 - 712	TC Harrison Ltd	Vehicle Running Costs	120.00
713	TMS Users	Postage	600.00
714	Tomlinson P	Civic Car	34.11
715	TSG Ltd	Computers	432.00
716 - 720	Virgin Media	Telephones	417.97
721	Walters Cleaning Services	TH M&E	162.00
722 - 723	Watch it Security	Cemetery Upkeep	1822.84
724	Wordprint Ltd	Airbridge	72.00
725	Wyles S	Battle of Britain	25.19
725	Wyles S	TH M&E	18.50
725	Wyles S	Refreshments	14.84
726	Zephyr 4	Newark on Sea	300.00
		Total	113556.97

DIRECT DEBITS

ACCOUNTS FOR PAYMENT SCHEDULE 6/24

30.09.23

Voucher Number	Payee	Budget	Amount
727	ASD Wholesale	TH Bar	303.92
728	British Gas	Buttermarket Electricity	7.89
729 - 731	BT	Telephones	465.55
732 - 736	BT	ENV Telephones	691.53
737	BT	PC Telephones	146.81
738	Gas Direct	TH Bar	0.90
739	ICO	Computers	40.00
740	Natwest Cards	Mayors Sunday	195.96
741	Natwest Cards	TH M&E	56.35
742	NSDC	Rates	6180.00
743 - 744	Total Energies	TH Electricity	1010.12
744	Total Energies	Market Electricity	215.73
745 - 747	Total Energies	ENV Electricity	79.77
748 - 752	Total Energies	Market Electricity	217.69
753	Total Energies	Buttermarket Electricity	15.20
754 - 756	Total Energies	PC Electricity	467.16
757	Total Energies	P & O/S Electricity	164.04
758	Total Energies	TH Gas	1081.48
759 - 760	UK Fuels	Civic Car Fuel	81.38
761 - 762	UK Fuels	Vehicle Running Costs	125.68
763	Worldpay	Bank Charges	195.80
Total			11742.96
Grand Total			125299.93

CHEQUES

ACCOUNTS FOR PAYMENT SCHEDULE 7/24

31.10.23

Voucher Number	Payee	Cheque No	Budget	Amount
764	Petty Cash	19183	Refreshments	174.76
			ENV Tools & Equipment	12.49
			Market Equipment	37.04
			PC R & M	11.00
			TH Bar	41.80
			Civic Car	109.14
			Postage	10.88
			TH M&E	22.10
			Newark in Bloom	9.78
			Travel	3.00
			Allotment Bond	20.00
			Allotment Rents	24.00
			Vehicle Running Costs	1.99
			Total	477.98

AUTOPAY
ACCOUNTS FOR PAYMENT SCHEDULE 7/24

31.10.23

Voucher Number	Payee	Budget	Amount
764a	2B Fire	TH M&E	306.00
765	2B Fire	P & O/S Maintenance	242.40
766	Abevco Ltd	Th Bar	331.31
767	ADT Ltd	TH M&E	80.78
768	Alcock S	Travel	42.25
769	Ann et Vin	TH Bar	200.32
770	AO Cumbernauld	Payroll	11654.81
771	Aquaid Ltd	Refreshments	24.30
772 - 773	Arco Ltd	Market Equipment	123.66
774	Artful Logistics	Sikorski Event	3108.00
775	B & H Plastics Ltd	ENV Tools & Equipment	655.78
776	Ball P	Economic Development	44.50
777	Ball P	Mayors Allowance	112.85
778	Beanblock CIC	Market Promotions	20.00
779	Brett J	Market Promotions	150.00
780	Canon Ltd	Market Printing & Stationery	112.66
781	CEF Ltd	Market Equipment	486.00
782	Chevron Traffic Management	Battle of Britain	1260.00
783 - 784	Cleaning Supplies	Pc Materials	1352.89
785 - 786	Click Waste UK	Cemetery Upkeep	1605.58
787	Cope Occupational Helath	Occupational Health	18.00
788	Crossland H	Economic Development	35.79
789	CRS Business Systems	TH M&E	288.00
790	DCK Accounting	Consultancy Fees	701.04
791	Definition Audio Visual Ltd	TH M&E	2747.16
792	Derry Building Services Ltd	TH M&E	723.55
793 - 794	Derry Plumbing & Heating	TH M&E	1302.00
795 - 796	EDF Ltd	Market Electricity	20.44
797 - 798	EE	Telephones	258.42
799	ENVA Ltd	Market Refuse	1837.98
800	Everflow	Water	1239.54
801	Farmstar Ltd	Fuel - Mowers	16.70
802	Gleadell M	Civic Car	17.50
803	Gleadell M	Travel	65.00
803	Gleadell M	Conferences	165.10
804	Gleadell M	Computers	26.99
804	Gleadell M	Civic Car Fuel	72.51
805	Grove Auto Electrical	Vehicle Running Costs	309.50
806	Iliffe Media	Advertising	114.12
807	JCP Ltd	Market R&R Fund	2622.00
808 - 810	Lexic Ltd	Occupational Health	1440.00
811 - 813	Lidsters of Worksop	Cemetery Tablets	1333.46
814	LITE Ltd	Christmas Lights	2400.00
815	Mansfield District Corps of Drums	Battle of Britain	150.00

816	Marshall & Sons	Recharges	3060.00
817 - 818	Marshall & Sons	P & O/S Maintenance	1806.00
819	MEC Recycling	Cemetery Upkeep	100.00
820	Metro Pages Ltd	Market Promotions	480.00
821	Muskham Ferry	Market Equipment	200.00
822	National Allotment Society	Newark in Bloom	67.00
823	Newark Northern Bowls Club	NNBC	4659.29
824	Newark Security Services	P & O/S Security	851.76
826	NSDC	SLA Parks	137183.17
827	NSDC	Cemetery Upkeep	3780.00
828	NSDC	Devolution Reserve	12000.00
829	NSDC	Kings Coronation	200.00
830	Newark Town Band	Airbridge	250.00
831	Notts CC	Pensions	1098.93
832	Notts CC	Payroll	12983.55
833	NTC Pay Account	Payroll	40463.41
834	Notts in Focus	Market Promotions	228.00
835	PAS Ltd	Consultancy Fees	240.00
836	Petes Flowers	Airbridge	50.00
837	Quadient Ltd	Postage	202.96
838	Quercast Sawmilling Ltd	P & O/S Maintenance	210.00
839	Rudd C	Market Promotions	100.00
840	SA Plumbing	PC R&M	401.43
841 - 843	Saunders J	Consultancy Fees	1267.75
844	Screwfix Ltd	Market Equipment	30.97
845	Screwfix Ltd	Uniform	58.39
846	Screwfix Ltd	Market Equipment	24.49
847 - 848	SCS Ltd	Computers	493.12
849	Second Element	Maintenance & Equipment	420.00
850	Security 2	TH Bookings	390.60
851 - 853	SLCC	Conferences	380.00
854	Smedley P	TH Bookings	125.00
855 - 856	STM Co Ltd	Mowers	148.46
857	TC Harrison Ltd	Vehicle Running Costs	60.00
858 - 859	Tomlinson P	Civic Car	42.75
860	Travis Perkins Ltd	Cemetery Upkeep	162.00
861	Unison	Unison	166.30
862 - 863	Viking Ltd	Printing & Stationery	289.59
864	Viking Ltd	Office Equipment	120.00
865 - 868	Virgin Media	Telephones	370.31
869	Wakefield K & J	Cemetery Fees	430.00
870	Walters Cleaning Services	TH M&E	162.00
871	Watch it Security	Cemetery Upkeep	911.42
872	Wordprint Ltd	Remembrance Sunday	58.80
873	Wordprint Ltd	Printing & Stationery	230.40
874 - 875	Wyles S	Refreshments	152.77

875	Wyles S	Airbridge	9.25
875	Wyles S	TH M&E	61.88
		Total	267000.64

DIRECT DEBITS

ACCOUNTS FOR PAYMENT SCHEDULE 7/24

31.10.23

Voucher Number	Payee	Budget	Amount
876	ASD Wholesale	TH Bar	550.20
877	Gas Direct Ltd	TH Bar	0.90
878	Hyundai Finance	Civic Car	15.00
879	Natwest Cards	PC Materials	20.00
879		TH M&E	106.57
880	Natwest Cards	Battle of Britain	32.70
881	NSDC	Rates	6180.00
882	PWLB	PWLB	20719.77
883 - 884	SSE	Market Electricity	340.62
885	Total Energies	TH Electricity	578.23
886 - 890	Total Energies	ENV Electricity	133.83
891, 899-901	Total Energies	PC Electricity	444.41
892 - 898	Total Energies	Market Electricity	432.87
902 - 905	Total Energies	Buttermarket Electricity	256.27
906 - 907	Total Energies	TH Gas	1137.50
908 - 909	Uk Fuels	Vehicle Running Costs	253.02
910	Uk Fuels	Fuel - Mowers	166.19
911	Worldpay	Bank Charges	256.63
		Total	31624.71
		Grand Total	299103.33

FINANCE & GENERAL PURPOSES COMMITTEE

SUBJECT:	Annual Grants
REPORT BY:	Matthew Gleadell

1. Recommendations

- 1.1 That members determine if they wish to pay the budgeted grants to the Citizens Advice Bureau ('CAB'), St Mary Magdalene Church and Twinning Association

2. Background

- 2.1 In recent years the Council has annually made budget provision to provide annual grants to the CAB.

The budgets for the current 23/24 financial year are:

1. CAB - £5,000
2. St Mary Magdalene Church - £1850
3. Twinning Association - £550

- 2.2 Historically these grants have been automatically paid to the respective organisations each year.

- 2.4 Members are asked to confirm if they wish to continue with these grant arrangements in the current financial year.

- 2.5 The Clerk is planning to develop a new grant system for adoption by the Council for delivery from the start of the 24/25 financial year. This has been mooted and discussed at several Council meetings. The Clerk is awaiting determination of budgets for the 24/25 financial year before developing a new grant system. The level of budget available will influence the format of any future grant application process. This also assumes that continuing financial pressures allow for any sums to be made available for public grants.

3. Financial, Legal, Equality, Environmental & Risk Issues

- 3.1 **Financial** – The sums involved with the grants are set out in the report.

Legal – There is no legal obligation on the Council to make the grant payments in the current financial year. The Council has the legal ability to provide community grants.

Risk – The organisations concerned who to varying extents may have to come to rely on these automatic annual grants may be compromised if the grants are not paid in the current financial year. A level of discontent may be directed towards the membership elected this year if previous arrangements are not upheld.

Background Papers:	Working papers
Lead Officer:	Matthew Gleadell Tel: 01636 684801 Email: matthew.gleadell@newark.gov.uk

FINANCE & GENERAL PURPOSES COMMITTEE

SUBJECT:	Syerston Way
REPORT BY:	Matthew Gleadell

1. Recommendations

- 1.1 That members note the need for safety surfacing repairs at Syerston Way Play Area and also determine the budgetary source of the funds required.

2. Background

- 2.1 Syerston Way is a road in the Beacon ward on which there is an estate play area that is owned by the Town Council. This is a devolution site that the Town Council took over in 2015. An aerial image of the play area is shown below.



- 2.2 The safety surfacing around the play equipment is in need of replacement. Estimated costs are up to £20,000.

- 2.3 Different specifications and associated cost for replacement safety surfacing are currently being explored.

3.0 Financial, Legal, Equality, Environmental & Risk Issues

- 3.1 **Financial** – The site benefits from a s.106 fund that the Council holds. That fund is there to support with maintenance, repair, upkeep or enhancement of the site and are funds that came from the estate developer as part of s.106 planning obligations. The value of that fund is £20,000.

If the s.106 fund is not to be utilised, General or Devolution Reserves will be required to meet the cost of the works.

Further, if the s.106 funds are not used for repairs and maintenance members will need to consider at some point what enhancement works may be desired.

Risk – The risk is in the poor condition of the safety surfacing which is an important safety feature of the play equipment. In particular, edges of the safety surface have shrunk/cracked presenting a trip hazard.

Background Papers:	Working papers
Lead Officer:	Matthew Gleadell Tel: 01636 684801 Email: matthew.gleadell@newark.gov.uk

FINANCE & GENERAL PURPOSES COMMITTEE

SUBJECT:	Kiddey Stones
REPORT BY:	Matthew Gleadell

1. Recommendations

- 1.1 That members consider the report and determine the outcome to the request from NSDC to take custody of the Kiddey Stones and to display them outside Castle House.

2. Background

- 2.1 Newark Town Council is in custody of a number of Robert Kiddey stone sculptures which previously formed part of the structure of Wilford Power Station.

The stones were offered to Newark in the 1980's prior to demolition of the power station.

NSDC have approached the Town Council. The following wording is extracted from an e-mail from a representative of NSDC.

I'm writing as Portfolio Holder for Heritage Culture and the Arts with regard to the Kiddey stones. This new administration has aspirations to promote and display public art.

We would be delighted to relocate the Kiddey stones in front of Castle House to the right of the main entrance. The proposal would be to pin the four separate tablets and erect them as free-standing monolithic art installations. They would potentially have uplighters and improvements would be made to the surrounding public realm to create a pleasant piazza. Kiddey is such an important local artist, that this would seem an entirely appropriate site, there are Kiddey stones on the Council House in Nottingham and he has work similarly sited in other prestigious local buildings. It would also be a flagship opening project to create an art and artifacts trail around Newark. This would be likely to achieve good footfall from visitors to Castle House and from the adjacent station. They would be seen and appreciated by a lot of people.

We understand that there was some thought about moving the stones to Middlebeck, perhaps it would be possible to look at installing something else in that area after discussions with residents?

Thank you for considering this proposal and taking it to the relevant people for their approval.

- 2.2 The stones have previously been earmarked for inclusion in the Middlebeck development as a piece of public art however this is not planned until a later phase of the Middlebeck development.
- 2.4 Robert Kiddey was a former teacher in Newark. The Town Hall Museum and Art Gallery houses many of Robert Kiddey's art works.
- 2.5 Some previous news articles form part of this report by way of further history and background.

Artist overdue for recognition

N.A.S. 6.92.1.8



by TIM WARNER

A COUPLE of weeks ago the Advertiser reported on the formation of a Town Council working party to discuss the fate of four carved stone panels by Robert Kidney.

The hope is that the bas-relief panels, originally set into the walls of Wilford Power Station, will be re-erected in a prominent position in Newark as a memorial to one of the town's most underrated artists.

Three weeks ago I was present when the panels — each comprising three sections of carved sandstone and measuring about 7ft by 4ft — were taken out of storage and re-assembled for the first time since Wilford was demolished in the early Eighties.

Revival

As you can see from this week's photograph, a forklift truck was needed to position the massive blocks together.

This welcome revival of interest in Robert Kidney comes in the wake of two major projects currently underway at Newark Library.

The first is to create a photographic archive of as many of Kidney's surviving paintings, sculptures and relief carvings as possible; the second is to produce a tape and slide presentation on his life and work which will place in context his significant contribution to the world of sculpture and to Newark itself.

As a foretaste, a small exhibition of photographs of some of Kidney's work can be seen at Newark Library.

Early age

A number of Kidney's works may already be seen around Newark: four panels on the walls of Newark and Sherwood

College, another on the boathouse of Newark Rowing Club, and the war memorial in the south transept of the parish church. Yet he remains surprisingly uncommemorated in the town he adopted and sojourned in for 13 years.

Beaux Arts

Robert Kidney was born in Nottingham in 1889 and died in Newark in 1964. His gift for drawing made itself apparent at an early age, and at 14 he enrolled at the Nottingham School of Art.

Unfortunately, his studies were almost immediately interrupted by the first world war, and he joined up as a private in the Nottinghamshire and Derbyshire Regiment of Foot.

After the war he returned to Nottingham to resume his studies in portrait painting and sculpture.

His first major success

came in 1925 when one of his works was accepted for the Royal Academy. His style and technique were highly praised, and three years later the same piece gained him access to the European art world when it was displayed at the Salon des Beaux Arts in Paris.

Things looked set for a successful future, and in 1931 he moved to Newark to take up a secure teaching post at the newly opened Newark Technical College. He was to remain on the staff of the art department for nearly 35 years.

Influence

He continued to sculpt in his spare time and, to broaden his artistic horizons, travelled widely. In college vacations he visited France, Germany, Italy and the newly communist USSR.

In Yugoslavia he was introduced to the famous sculptor Mestrovic, and

many of his subsequent works show his influence.

The immediate post-war period was a time of great progress for Kidney as his reputation began to spread.

His works were exhibited widely, being displayed in London alongside pieces by Augustus John, Eric Gill and Picasso. With the outbreak of war in 1939, however, the possibility of further exposure abroad was blocked.

Innovative

The war destroyed the momentum of Kidney's career, and he was never to regain the international recognition he had begun to command in the Thirties.

Nevertheless, alone in his studio at 5a King Street, Newark (a former infants' school) he went on to produce some of his most imaginative and innovative pieces.

Sculpture was now his principal medium, and he began to explore diverse themes from religion to sport, often showing a strong influence of Egyptian art combined with an intense interest in texture and pattern.

He also experimented with abstract pieces — a style with which he became most pre-occupied towards the end of his life.

Documented

It is timely that the town should now wish to commemorate the work of this creative and unusually important artist.

Although a significant number of his works remain in the area and are thoroughly documented, Newark Library would be very interested to hear from private individuals who own pieces of his work to enable a comprehensive list as possible to be compiled.

(1) TIM WARNER is local studies librarian at Newark Library.



Question raised at panel siting



STONE panels created by the Newark artist Robert Kiddey should be housed in an industrial setting and not at a school, according to a councillor Miss Jean Moore, a Labour town councillor, questioned why approval had been given to site the works at the Magnus Church of England School, Newark.

Miss Moore told a council meeting: "I would have liked to have seen them sited not in the Magnus School but in a more industrial environment because that is what they were originally intended for."

Kiddey, an artist and a lecturer at Newark Technical College, was commissioned to produce the four sandstone panels to decorate Willford Power Station.

The panels, which measure 8ft by 4ft and together weigh 2½ tonnes, depict industrial activities of the Midlands.

They have been kept in storage since being present-

ed to Newark Town Council when the power station was demolished in 1986.

The council's environment and leisure committee agreed to site the panels at the Magnus.

Mr Dennis Jones, a member of the committee, said he felt the school was an appropriate home.

Appropriate

He said: "They are works of art by one of our most prominent artists and lecturers and this is an appropriate place."

"The school is getting a reputation for the performing arts."

Mr Jones said the council discussed in the past trying to find a suitable industrial site but there had been difficulty in getting architects to incorporate them in building designs.

● **LEFT:** One of the four stone panels by Newark artist Robert Kiddey that depict the industry of the Midlands.

3. Financial, Legal, Equality, Environmental & Risk Issues

3.1 Financial

Passing the project to publicly display these stones to NSDC will save the Town Council a degree of officer time and some expense in developing the project.

Risk Management

If NTC does pass custody of the stones to NSDC then Members may wish to insist that any publicity should recognise the contribution from the Town Council.

Members may wish to consider the suitability of Castle House as a location for this artwork. Members may ask if there are there more publicly accessible places where more people could enjoy these Robert Kiddey stones?

Background Papers:	Working papers
Lead Officer:	Matthew Gleadell Tel: 01636 684801 Email: matthew.gleadell@newark.gov.uk

FINANCE & GENERAL PURPOSES COMMITTEE

SUBJECT:	Town Hall Flags
REPORT BY:	Matthew Gleadell

1. Recommendations**1.1** That members resolve as follows:

- a) In line with NSDC an Israel flag is not flown from the Town Hall.
- b) All future decisions to fly flags of other nations or light the Town Hall in particular colours as an expression of solidarity are taken on a case-by-case basis having regard to relevant advice from HM Government and security professionals at the time.
- c) Established flag changes as detailed in this report continue.
- d) That the Union Jack be flown at all times as the principal flag and in cases of agreed expressions of solidarity additional flag poles and town hall uplighting on the balcony be utilised and not the principal flag pole.

2. Background**2.1** The Council has recently received an enquiry from a member of the public via the MP's office. The enquiry is:

'Why is the flag of Israel not flying over the town hall in Newark Market Square? Seeing as the Ukrainian flag was flown there for many weeks (after the removal of the Union Jack) to show the councils solidarity with Ukraine, it can only be right to show the same support for Israel. Let's see it fly, only this time do not disrespect the people of Newark by removing OUR Union Jack.'

2.2 The Leader of the Council has offered an initial response which has been shared with all Members.**2.3** The enquiry has identified a need for the Council to consider its position around flying the flags of other nations in certain circumstances.**2.4** The default position for the Town Hall flag pole is the Union Jack however there are circumstances when the Council does change the flag; these include during twinning events when we may fly the national flag of the twin town or the town flag of the twin town itself.

The Town Hall has a flag pole on the roof and 3 horizontal flag poles that can attached to the balcony of the Town Hall when required.

Significant Polish events will sometimes see the Polish flag flown.

During the Poppy Appeal the Royal British Legion flag is flown.

This particular issue is asking for the Council to declare its position on where it's support lies in international conflicts. The Council has as identified by the enquiry previously shown

its support for the Ukraine however that action pre dates the election of the current administration and the current Town Clerk.

2.5 Cllr. Neil Ross has prepared the attached notes at Appendix 1 in support of this matter.

3.0 **Financial, Legal, Equality, Environmental & Risk Issues**

3.1 **Risk** – International affairs are sensitive and complex. The current Israel/Gaza conflict has seen large protests in central London. As a Council we are having to become more and more prepared for the threat from protest groups and terrorist activity especially around public events.

Acts of solidarity in cases where support for a particular side in any conflict is divided may make the Council more of a target for unwanted attention from protest groups or worse. There may be cases where external advice from security professionals is needed before any particular act of solidarity is pursued and this would need to be considered on a case by case basis.

Background Papers:	Working papers
Lead Officer:	Matthew Gleadell Tel: 01636 684801 Email: matthew.gleadell@newark.gov.uk

Flags on the Town Hall

We have received a request through the Parliamentary Office of Robert Jenrick, to fly an Israel flag above the Town Hall.

This request was received on 9 November 2023.

The request cites a precedent of the Ukraine flag being flown in 2022.

On 8 October 2023, Government made a request that the Israel flag should be flown from Government buildings from 8 to 10 October. The request was made to Boroughs and Districts. It said that Government buildings would fly the Israel flag, and others “may wish to follow suit” This was by no means a directive, nor even a recommendation.

Dear colleagues,

Following the horrific attacks on Israel, the Government is asking that those UK Government Buildings able to fly the Israel flag and light up buildings / monuments should please do so from as soon as possible until 20:00 on 10 October. Other organisations, including councils, may wish to follow suit.

If your building has one flagpole, the Union Flag should be flown above the Israel Flag.

If you have any other flag flying queries, please email: simon.richardson@dcms.gov.uk

Kind regards
Rob



**Department for Levelling Up,
Housing & Communities**

Rob Leach
Head of Local Government Relationships
Local Government Engagement
Department for Levelling Up, Housing and
Communities
| gov.uk/dluhc | @luhc

NSDC did not fly an Israel flag. Sheffield did, but it was removed by a protestor who scaled the building. There was some additional correspondence involving PREVENT. None of this involved Town Council.

You will notice that the recommendation to dual flag if necessary has been made, or to use coloured lighting to display a flag motif.

UK Government directives issued in 2021 do say that a Union Flag should always be flown on public buildings.

In 2022-23 there was some public controversy over flying only the Ukrainian flag on Government buildings in London, including HM Treasury.

Replacing the Union Flag on the Town Hall with the flag of another nation should not be acceptable.

Members are asked to decide on the following.

1. Should the Council obtain and fly an Israel flag under the Union Flag?
2. Should the Council invest in other means of showing solidarity using flags and/or lights?
3. If the answer to 2 is yes, then the Civic/Culture WG should be tasked to develop feasibility and costings. The Town Hall does however already have uplighting on the balcony which can change colour and be used to show support in certain situations.

Cllr. Neil Ross
Leader of Newark Town Council

FINANCE & GENERAL PURPOSES COMMITTEE

SUBJECT:	Meet Your Councillor Event
REPORT BY:	Matthew Gleadell

1. Recommendations

- 1.1 That members determine if they wish to deliver a 'Meet Your Councillor' event as more particularly detailed below.

2. Background

- 2.1 There has been discussion amongst some members as to the merits of holding a 'Meet Your Councillor' event at the Town Hall. As Clerk I am happy to support and attend such an event if it goes ahead.
- 2.2 Any such event has been suggested for a Saturday morning. That being the case I would suggest if members do wish to hold such an event that a Saturday in the spring (March/April) may be the best option at this time. A pre-Christmas event is certainly not possible having regard to the various bookings and events already taking place in the Town Hall. Improved weather in the spring may also help to bring more people to such an event.
- 2.3 If members do wish to pursue an event the following questions should be considered:
- Is the event dependant on all members being present or at least representatives from all groups and parties?
 - If there are no members available on a chosen date from a particular group/party is it fair for the event to go ahead? *(If Town Council staff and resource is involved any event has to be fair for all groups and parties concerned)*.
 - The absence of some or all Councillors may give an event the feel of a political party promotional event rather than a Town Council event.
- 2.4 Individual Councillors / Groups / Parties are at liberty to organise their own events to meet constituents and in essence hold Councillor surgeries however these would not involve staff, officers and council resource.
- 2.5 If an event is to go ahead consideration will need to be given to the format and timings of the event. The following questions may help:
1. Is the event a simple drop-in session between certain times for constituents to speak with their elected members?
 2. Is the event a pre-booked event or a simple turn up and attend event?
 3. Is the event between set times perhaps involving presentations from certain officers followed by a Q&A / chance to meet individual members?
 4. Could the event be a combination of the above that involves presentations on key topics/local issues for those that can attend followed by a drop-in session for constituents.

Members who are keen to explore this event may have a vision for format and content which can be further discussed at the FGP meeting.

3. Financial, Legal, Equality, Environmental & Risk Issues

3.1 Financial – Costs will be limited to refreshment costs and costs for caretaking/hospitality staff attending at a weekend.

Risk – If there is a good attendance there may be a good number of enquiries/questions/requests/reports of defects in public assets (not all maybe the Town Councils responsibility) received. This is welcome and provides a helpful opportunity for members of the public to engage with the Town Council however it is important that there is suitable capacity to respond to the various public input following the event.

Background Papers:	E-mails from members.
Lead Officer:	Matthew Gleadell Tel: 01636 684801 Email: matthew.gleadell@newark.gov.uk