



# Newark TOWN COUNCIL

## **TOWN COUNCIL MEETING**

**WEDNESDAY 13<sup>TH</sup> DECEMBER 2023**

Thursday 7<sup>th</sup> December 2023

Dear Councillors

You are summonsed to attend a meeting of the Town Council at 7.00pm on Wednesday 13<sup>th</sup> December 2023 to be held in the Council Chamber at the Town Hall.

Yours sincerely

**Matthew Gleadell**  
**Town Clerk**





## TOWN COUNCIL MEETING – WEDNESDAY 13<sup>TH</sup> DECEMBER 2023

1	<b>Apologies for Absence</b>		
2	<b>To approve the Minutes of the Meeting of the Town Council held on Wednesday 13<sup>th</sup> September 2023</b>	<b>Minutes Attached</b>	<b>Page 5</b>
3	<b>To approve the Minutes of the Annual Meeting of the Town Council held on Sunday 14<sup>th</sup> May 2023</b>	<b>Minutes Attached</b>	<b>Page 13</b>
3	<b>To receive Declarations of Interest from Members and Officers</b> <i>Relevant Legislation: Localism Act 2011 s31</i>	<b>Verbal</b>	
4	<b>To receive all Adopted Minutes of the Committees held since the last Full Town Council Meeting:</b>		
4a	<b>Planning Committee held on Wednesday 30<sup>th</sup> August 2023</b>	<b>Minutes Attached</b>	<b>Page 17</b>
4b	<b>Finance &amp; General Purposes Committee held on Wednesday 6<sup>th</sup> September 2023</b>	<b>Minutes Attached</b>	<b>Page 23</b>
4c	<b>Planning Committee held on Wednesday 27<sup>th</sup> September 2023</b>	<b>Minutes Attached</b>	<b>Page 33</b>
4d	<b>Finance &amp; General Purposes Committee held on Wednesday 18<sup>th</sup> October 2023</b>	<b>Minutes Attached</b>	<b>Page 37</b>
4e	<b>Planning Committee held on Wednesday 1<sup>st</sup> November 2023</b>	<b>Minutes Attached</b>	<b>Page 43</b>
5	<b>Town Mayor's Announcements</b>	<b>Verbal Report</b>	
6	<b>Town Clerk's Announcements</b>	<b>Verbal Report</b>	
7	<b>Leader of the Council's Announcements</b>	<b>Verbal Report</b>	
8	<b>Questions from Town Councillors (if any)</b>		
9	<b>Notice of Motion (if any received)</b>	<b>Report Attached</b>	<b>Page 49</b>
10	<b>Questions from Members of the Public (if any)</b>	<b>Report Attached</b>	<b>Page 51</b>
11	<b>Appointment to Planning Committee</b>	<b>Report Attached</b>	<b>Page 53</b>
12	<b>Change of date for February Full Town Council Meeting</b>	<b>Report Attached</b>	<b>Page 55</b>
13	<b>Exclusion of the Press and Public</b> <i>Public Bodies (Admissions to Meetings) Act 1960 s1 (2)</i>	<b>Report Attached</b>	<b>Page 57</b>
14	<b>Exempt Minutes from the meeting held on 18<sup>th</sup> October 2023</b>	<b>Minutes Attached</b>	<b>Page 59</b>



**Agenda Item No: 2**

**Committee Date: Wednesday 13<sup>th</sup> December 2023**

**Minutes of the Town Council meeting held on Wednesday 13<sup>th</sup> September 2023 at 7.30pm in the Council Chamber at the Town Hall.**

<b>Membership Present:</b>	<b>Town Mayor</b>	<b>Cllr P Ball (in the Chair) (Ap)</b>
	<b>Councillors</b>	I Brown D Campbell T Collier B Corrigan E Cropper S Crosby S Dickinson L Geary J Kellas D Ledger (Deputy Mayor – Chair) D Moore G Rix N Ross L Roulstone M Skinner M Spoors P Taylor
<b>Apologies received from:</b>	<b>Councillors</b>	P Ball
<b>Town Council Staff:</b>	<b>Town Clerk</b> <b>Executive Assistant</b> <b>Mayor's Officer</b>	Matthew Gleadell Helen Crossland Pete Tomlinson
<b>Public:</b>	There were 2 members of the public and 1 member of the press present.	
<b>Venue:</b>	Council Chamber	Town Hall

Prior to the meeting Rev Chris Lion said prayers.

The meeting was then opened by the Deputy Town Mayor, Cllr D Ledger.

**TC14/23/24 Minutes of the Meeting of the Town Council held on Wednesday 21<sup>st</sup> June 2023**

**TC09/23/24 – Notice of Motion**

It was **NOTED** that there was an amendment required to the last line of the first paragraph as follows:

*‘..... He than gave some more examples of ASB and said that the situation on Yorke Drive was ~~not~~ now getting close to the situation in the Town Centre’*

With the above amendment the Minutes of the Town Council meeting held on Wednesday 21<sup>st</sup> June 2023 were proposed by Cllr N Ross, seconded by Cllr G Rix, and **AGREED** as a true and accurate record.

Cllr P Taylor also gave an update on this; he said that there had been real progress on this issue – the partnership is working.

The amended Minutes will be signed by the Mayor in due course.

**TC15/23/24 Declarations of Interest from Members and Officers**

It was **AGREED** to accept any Members Declarations, if any arose, during the meeting.

Before the next Agenda Item, the Town Clerk informed Members of a slight change to the proceedings. In future, only adopted Minutes of previous meetings would be put on this Agenda (after they had been ratified by the relevant Committee).

**TC16/23/24 Minutes of the Planning Committee held on Wednesday 28<sup>th</sup> June 2023**

The Vice-Chairman, Cllr E Cropper, presented the Minutes of the Planning Committee held on Wednesday 28<sup>th</sup> June 2023.

**TC17/23/24 Minutes of the Finance & General Purposes Committee held on Wednesday 26<sup>th</sup> July 2023**

The Chairman, Cllr B Corrigan, presented the Minutes of the Finance & General Purposes Committee held on Wednesday 26<sup>th</sup> July 2023. These had been circulated prior to the meeting as the Minutes in the Agenda had been amended.

**TC18/23/24 Minutes of the Planning Committee held on Wednesday 2<sup>nd</sup> August 2023**

The Chairman, Cllr L Geary, presented the Minutes of the Planning Committee held on Wednesday 2<sup>nd</sup> August 2023.

**TC19/23/24 Town Mayor’s Announcements**

The Town Mayor had given her Apologies as she was in Sicily on a long distance trek.

The Deputy Town Mayor gave Members an update of what had been going on since the last meeting of the Full Town Council. She said there were too many engagements to list individually but informed Members of the following:

‘Visits to RAF Cranwell and Waddington, along with attendance at the Mercian Regimental Pilgrimage in Crich.

The Mayor had given medals to the children at the ½ Marathon, hosted a Women’s

History Walk and attended the unveiling of the Sikorski Statue.

Numerous local establishments had requested the Mayor's presence, including the Troc care home (to open their Fete) and the Mount School for the John Carr competition which I (the Deputy) will be giving out the prizes on Saturday of this week.

The Mayor opened Newark on Sea Beach and Newark Book Festival; Newark Festival and the Brass Explosion were also part of the Mayor's duties.

During August I accompanied the Mayor to Mencap's Summer Performance which was an uplifting experience, and I am thankful I was able to go.

Those of us who joined the Mayor on the Newark Crusader will agree that we had a wonderful time.

Now, on to me! I welcomed the Newark Traditions Festival, attended Merchant Navy Day in Kirkby-in-Ashfield, which was an educational experience, so I am grateful that I attended.

I laid a wreath at the Polish RAF Remembrance Service and was treated to a lovely 3 course meal in the Officers Mess at RAF Northolt, before enjoying traditional Polish dancing from Polish dancers.

The Battle of Britain service was on Sunday where I laid a wreath, read a speech and melted in the heat!

Coming up, I will be attending the Newark Golf Club on 19<sup>th</sup> September, the Annual Airbridge Service on 24<sup>th</sup> September and 'closing' the umbrella display on 27<sup>th</sup> September.

I am thoroughly enjoying carrying out civic duties and representing Newark at events, so thank you for allowing me the opportunity to do so.

Finally, the Mayor has just completed a visit to Sandomierz for their Twinning Anniversary and is currently in Sicily trekking the ancient pilgrimage route Magna via Francigena to raise funds for her 3 charities, Beaumont House, Mencap and Nottinghamshire Wildlife Trust.'

At this point, Cllr L Geary (who had also attended the Twinning Event in Sandomierz) showed Members an award that had been won by the Newark contingent in attendance at the 3km Fun Run which was on the Sunday.

## **TC20/23/24 Town Clerk's Announcements**

The Town Clerk then gave Members his update:

1. Newark Festival – the new working group covering events will be meeting soon to think carefully about Newark Festival for 2024. If any members have feedback from this year or any thoughts they want to share, please email Cllr Collier ahead of the forthcoming meeting.
2. Climate Change Updates.
3. Recruitment.
4. Air Bridge Service – 24<sup>th</sup> September – the Polish Commemoration Ceremony for the Warsaw Uprising. All Members will receive formal invitations – 1.45pm arrival at Newark Cemetery.
5. All Souls – 29<sup>th</sup> November – Polish Commemoration Ceremony. All Members will receive formal invitations – 2.15pm arrival at the Cemetery.
6. Lilley and Stone meeting.

7. Members Briefing – Wednesday 4<sup>th</sup> October, 7pm at the Town Hall. Further details to follow.
8. Emails – all Councillor emails are now set up. Hoping to move to internal correspondence with Members from Monday 25<sup>th</sup> September. If anyone needs help please get in touch. NSDC have been requested to come and deliver GDPR training – MG is awaiting their response.
9. Umbrellas – 27<sup>th</sup> September there will be a short artistic goodbye at 12noon – all Members are welcome to attend.
10. Castle Lighting – ongoing.
11. Sherwood Avenue – ongoing.
12. Dragon Boat Race – a reminder for Sunday 17<sup>th</sup> September.

#### **TC21/23/24 Leader of the Council's Announcements**

The Leader thanked all Members who had attended the Battle of Britain Civic Event and thanked the Deputy Mayor for giving her speech which was much appreciated.

Polish Commemorations – the Sikorski event; the following day there was a visit from a high level delegation. It was a successful visit with incredible Polish food and it was great to get the Polish community here in those numbers.

Book Festival – well done to everyone who made this possible.

Brass Bands – showcase for young people who are learning musical instruments. This was another free event.

Newark Festival – police and ASB; they now have an office in the Town Hall. That was agreed by the previous council and the new Members have pushed it forward. The Leader then said it was nice to see earlier that the police were talking to young people outside.

He reported that there was a new Youth Officer at Hawtonville Youth Centre.

On the 27<sup>th</sup> September there was to be an NHS Engagement Team – this would be a consultation about the hours and was specific to the UCC.

We have formed new Working Groups and are moving at pace with the Climate Change Working Group.

Festival/Events Working Group – the Leader said he was pleased to have these Working Groups – more Members would get to have a say.

Civic Events – we are honouring our past and also looking forward to the future.

Cllr D Ledger asked if there was a time stated for the NHS event mentioned earlier; the time was given as 5pm.

#### **TC22/23/24 Questions from Town Councillors**

There were no Questions from Town Councillors.

#### **TC23/23/24 Notice of Motion**

The proposer of the Motion, Cllr P Taylor said he had been asked to withdraw the motion and was prepared to do so.

Cllr N Ross said he was not asked to withdraw it, but there had been a discussion prior to this meeting with regard to the subject matter of the motion and that it would be discussed in far more detail at the next meeting of the Finance & General



Purposes meeting.

Cllr P Taylor accepted this and withdrew the motion.

#### **TC24/23/24 Questions from Members of the Public**

Mr Laurence Goff had sent in a question to the Town Council and he said he was the first person to ever do this.

The question was:

##### **"On Freedom's Wings"**

**I would like to ask this question would you consider your support by giving a donation to The Lancaster Bomber to Be Constructed on the A 46 At Norton Disney Near Newark "On Freedom's Wings" Let's Make This A Reality. The Lancaster Bomber Sculpture, This Will Be Much Bigger Than The Angel Of The North. It Will Be Seen By More Than 34.000 Drivers Every Day On The A46 - Still Badly Needs Fundraising To Make This Dream Come True.**

**This will mark the historic link between Nottinghamshire and Lincolnshire shared with RAF Bomber Command during the second world war. Over the last few years with materials, particularly steel, soaring in price has very much, efforted this major and fantastic project ever gets finished.**

**I need to convince you that this landmark on the border of Nottinghamshire and Lincolnshire is very important, let's make it a reality.**

Mr Goff informed the Town Council that this fundraising had been going on for 4 years but they were still £90,000 short.

Cllr D Ledger thanked Mr Goff for that information.

Cllr N Ross also thanked Mr Goff and said he was aware that he attends lots of meeting and events. He said that we are in 'Bomber County' and that he emotionally supported what Mr Goff was doing and would go onto his Just Giving page to make a donation. It was, however, more difficult to give donations from taxpayers money. Mention was made of the A46 Community Funding – that might be a possibility.

All Members were encouraged to go to the Just Giving page.

Cllr D Ledger suggested Mr Goff could submit a grant application – this would then go to the Finance & General Purposes Committee,

The Town Clerk pointed out that currently the Town Council grant structure is that only free use of rooms would be granted, for fundraising events etc. It has been made clear that we want to review our grant structure arrangements and they need to be formalised.

Cllr M Skinner commended Mr Goff for supporting this worthy cause.

Mr Goff had mentioned a parachute jump and Cllr M Skinner said he would be delighted to attend when he did this.

#### **TC25/23/24 Internal Audit Review**

Members **NOTED** the Internal Audit Review.

#### **TC26/23/24 Standing Order Amendments**

Cllr D Ledger began the debate on this Agenda Item.

The last two Finance and General Purposes meeting had gone on until past 10pm. She said she understood that everyone wants to have their say, but some people and children and families to get back to.

Cllr D Ledger proposed that the start times of meeting be changed to 7pm; then they would be finished by 9.30pm if the proposed Standing Order amendments were agreed.

The proposal was seconded by Cllr B Corrigan.

Cllr L Geary was against the proposal, she would prefer the 7.30pm start.

Cllr P Taylor pointed out that the original recommendations had not been proposed yet. This was done and following a vote they were **AGREED**.

Cllr M Spoors said he had concerns that the meetings were infrequent, and some urgent items may be deferred. He also asked if the pink papers (exempt) be put to the beginning of the meeting. The Town Clerk said there was no reason they could not be at the beginning.

Cllr N Ross pointed out that everything is important. Perhaps Members could get more of a consensus before the meetings? He gave the example of the Notice of Motion that had happened earlier. He said he would be happy to go to 2 hours, up to 2 ½ if necessary (as proposed) and would work harder to get some agreement.

Cllr E Cropper then thanked the Town Clerk for putting on extra meetings; these were new, and everyone appreciated it.

Cllr B Corrigan said she appreciated Cllr M Spoors point about items maybe not being discussed – she saw merit in both cases. If time is running out, extra meetings might have to be arranged.

The Town Clerk said he had been talking to Cllr N Ross and Cllr P Taylor about the Scheme of Delegation; almost all of the Town Council business is aimed at Finance & General Purposes, this meeting is ceremonial. Members could change the rules and enable this committee to do some other things.

Cllr T Collier then spoke; he suggested a 5-10 minutes break half way through might help. This would also give Members the 'heads up' as to where they with the meeting (should be half way through the Agenda).

Cllr J Kellas said that in his experience of time limits, he had only seen it once. He asked the Town Clerk to confirm that the 30 minutes extension could be done more than once.

The Town Clerk responded that Standing Orders could be suspended to do this anyway.

Cllr P Taylor was not sure that this should be done in haste, and piecemeal. He didn't was to see democracy reduced just because things were rushed.

Cllr M Spoors asked if paragraph 2.4 in the report needed to be done; Cllr D Ledger agreed that it did.

Cllr D Ledger then proposed suspension of Standing Order 39; this was seconded by Cllr G Rix.

Cllr P Taylor repeated his previous questions; Cllr T Collier said he would propose this.

Cllr N Ross said Members need to look at the structure of the Full Town Council and see what could be delegated to this Committee. They would be keen to ask about who would be chairing the meeting. He would be happy to leave this until the next

meeting. He asked if everyone could come to an agreement beforehand as to what they want.

The Town Clerk said that personally he would prefer Members to do this, at this stage.

Cllr E Cropper seconded the proposal.

Cllr L Geary said she would welcome the opportunity for some reflection on this today. If we make these changes today, do not change them on paper, put it online.

Cllr G Rix pointed out that it had been proposed and seconded, and a vote should be held.

A vote was held and the proposal was **AGREED**.

<b>Meeting Closed:</b>	<b>8.50pm</b>	<b>Next Meeting:</b>	<b>Wednesday 13<sup>th</sup> December 2023</b>
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# NEWARK TOWN COUNCIL

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**Agenda Item No: 3**

**Committee Date: Wednesday 13<sup>th</sup> December 2023**

**Minutes of the Annual Meeting of the Town Council held on Sunday 14<sup>th</sup> May 2023 in the Ballroom at the Town Hall.**

<b>Membership Present:</b>	<b>Town Mayor</b>	<b>L Goff (in the Chair)</b>
	Councillors	P Ball I Brown D Campbell T Collier B Corrigan E Cropper S Crosby S Dickinson Lisa Geary J Kellas D Ledger D Moore G Rix N Ross L Roulstone M Skinner M Spoors P Taylor
<b>Apologies Received From</b>	Councillors	No Apologies
<b>Town Council Staff:</b>	Town Clerk PA to the Town Clerk Mayor's Officer	Matthew Gleadell Helen Crossland Pete Tomlinson
<b>Venue:</b>	Ballroom	Town Hall

#### **01/23/24 ELECTION OF TOWN MAYOR**

It was proposed by Councillor N Ross, seconded by Councillor D Moore that Councillor P Ball be elected Town Mayor for the Civic Year 2023/24.

There were no other nominations so a vote was held and it was **RESOLVED** that:

Councillor P Ball be elected Town Mayor for the Civic Year 2023/24.

The Town Mayor then read and signed the Declaration of Acceptance of the Office.

#### **02/23/24 RETIRING TOWN MAYOR**

The Town Mayor, Councillor P Ball, called on Councillor D Moore to propose a vote of thanks to the Retiring Town Mayor, Councillor L Goff, for the Civic Year 2022/2023, which was seconded by Councillor L Geary.

Former Councillor J Olson then also thanked the Retiring Town Mayor for his hard work over the last Civic Year.

The Town Mayor then presented Mr L Goff and Mrs J Goff with their Past Mayor and Mayoress' Badges. Mrs J Goff was also presented with a bouquet.

#### **03/23/24 ELECTION OF DEPUTY TOWN MAYOR**

The Town Mayor invited nominations for the position of Deputy Town Mayor for the Civic Year 2023/24.

Councillor E Cropper proposed, seconded by Councillor N Ross, that Councillor D Ledger be the Deputy Town Mayor.

There were no other nominations so a vote was held and it was **RESOLVED** that:

Councillor D Ledger be elected Deputy Town Mayor for the Civic Year 2023/24.

The Deputy Town Mayor then read and signed the Declaration of Acceptance of the Office.

#### **04/23/24 APPOINTMENT OF LEADER OF COUNCIL AND GROUP LEADERS**

The Leader of the Council was announced to be the Independents for Newark Councillor N Ross.

Councillor L Geary was announced as the Leader of the Labour Group

Councillor M Skinner was announced as the Leader of the Conservative Group.

#### **05/23/24 COMPOSITION OF COMMITTEES AND MEMBERSHIP**

Councillor N Ross proposed, seconded by Councillor L Geary, that the composition of the committees for the 2023/24 civic year remain the same.

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

##### **Finance & General Purposes Committee**

All Town Councillors

##### **Planning Committee**

9 Members:                      Independents for Newark – 5 positions  
   Labour Group – 2 positions  
   Conservative Group – 1 position

Un-Aligned Independents – 1 position

Following a show of hands the proposed composition of Committees was **AGREED**.

It was then **RESOLVED** that the membership of the Committees was as follows:

### **Finance & General Purpose Committee**

All Town Councillors

### **Planning Committee**

Independents for Newark

Cllr D Campbell

Cllr T Collier

Cllr E Cropper

Cllr G Rix

Cllr D Moore

Labour Group

Cllr L Geary

Cllr L Roulstone

Conservative Group

Cllr M Skinner

Un-Aligned Independent

These Councillors did not wish to take up the position allocated to them

In light of the above Cllr Neil Ross was nominated for a position.

There were no other nominations and following a show of hands, this was **AGREED**.

## **06/23/24 APPOINTMENT OF CHAIRMEN/VICE CHAIRMEN**

The Town Mayor then called for nominations for Chairmen and Vice-Chairmen of each Committee.

### **Finance & General Purposes Committee**

Councillor T Collier proposed, and Councillor D Campbell seconded the nomination of Councillor B Corrigan as Chairman of the Finance & General Purposes Committee.

There were no other nominations and following a show of hands, this nomination was **AGREED**.

Councillor G Rix proposed, and Councillor P Taylor seconded the nomination of Councillor D Moore as the Vice-Chairman of the Finance & General Purposes Committee.

There were no other nominations and following a show of hands, this nomination was **AGREED.**

### **Planning Committee**

Councillor N Ross proposed, and Councillor M Skinner seconded the nomination of Councillor L Geary as the Chairman of the Planning Committee.

There were no other nominations and following a show of hands, this nomination was **AGREED.**

Councillor L Geary proposed, and Councillor D Campell seconded the nomination of Councillor E Cropper as the Vice-Chairman of the Planning Committee.

There were no other nominations and following a show of hands, this nomination was **AGREED.**

## **07/23/24 APPOINTMENT OF COMMITTEE SPOKESPERSON**

Appointments to the following positions were **NOTED** as follows:

Independents for Newark

Finance & General Purposes Committee – Councillor B Corrigan

Planning Committee – Councillor E Cropper

Labour Group

Finance & General Purposes Committee – Cllr L Geary

Planning Committee – Cllr

Conservative Group

Finance & General Purposes Committee – Cllr M Skinner

Planning Committee – Cllr M Skinner

## **08/23/24 CLOSURE**

The Town Mayor thanked Town Councillors and all those present for attending before declaring the meeting closed.

**The date of the next Annual Meeting of the Town Council was scheduled for Sunday 12<sup>th</sup> May 2024.**





Agenda Item No: 4a

Committee Date: Wednesday 13<sup>th</sup> December 2023

## PLANNING MINUTES

Minutes of the Planning Committee meeting held on Wednesday 30<sup>th</sup> August 2023 in the Council Chamber, Town Hall.

<b>Membership Present:</b>	<b>Councillor</b>	<b>L Geary (Chair)</b>
	Councillor	E Cropper (Vice-Chair) D Campbell T Collier B Corrigan G Rix N Ross L Roulstone M Skinner (Ap)
<b>In Attendance</b>	Town Clerk Councillors	Matthew Gleadell I Brown, D Ledger
<b>Apologies</b>	Councillor M Skinner	
<b>Taking Minutes:</b>		Matthew Gleadell
<b>Public:</b>	There were 0 members of the public present. There were 0 members of the press present.	
<b>Venue:</b>	Council Chamber, Town Hall.	

### **PR22/23/24**    **Minutes**

The Minutes of the last meeting held on Wednesday 2<sup>nd</sup> August 2023 were **AGREED** and signed as a true and correct record. It was noted by Cllr Corrigan that at the previous meeting there had been an observation on application no. 23/00161/RMAM, that many had supposed were street trees, were actually garden landscaping trees.

**PR23/23/24     Matters Arising**

There were no Matters Arising.

**PR24/23/24     Declarations of Interest**

It was **AGREED** to accept any other declarations of interest as and when they arose during the meeting.

**PR25/23/24     Outstanding Planning Applications**

**22/01529/RMAM     Lincoln Road Playing Field, Newark**

Application for reserved matters approval comprising erection of new pavilion, sports pitches, landscaping and car parking attached to planning permission 22/00426/S73M; (redevelopment of parts of the Yorke Drive estate).

Cllr Ross declared a non-pecuniary interest in this application as a member of Newark & Sherwood District Council.

**Newark Town Council has the following observations:**

1. We re-affirm concerns over the loss of mature trees and existing nature habitat.
2. We would suggest that the development of the existing 'thicket' area is scheduled for late in the development and planting of new trees and natural habitat is delivered early in the development to allow for nature areas to establish as places for displaced wildlife to migrate to when the thicket is destroyed.
3. We suggest re considering the location of the pavilion. Currently the car park is between the main playing pitches and the pavilion. We are concerned that players exiting the pavilion will walk across the car park as the direct line of access rather than go around the car park.
4. We suggest the pavilion includes an external canopy to provide a place for parents and spectators to take shelter when watching sports fixtures in bad weather.
5. We would welcome car charging points being included in the car park.
6. We would ask that trees being imported into the site as part of the landscaping are UK native trees, locally sourced and efforts made to ensure they are free from disease.
7. We would welcome seeds being collected from the mature trees that will be lost and grown for future inclusion on the development.

**23/00993/LBC**

**The Buttermarket, Middle Gate, Newark**

Installation of a lockable steel gate and 2 no. side panels to the top of the stairs leading up to the mezzanine floor.

Cllr Ross declared a non-pecuniary interest in this application as a member of Newark & Sherwood District Council.

**No Objection was raised to this application.**

**23/01246/CPRIOR**

**The Appleton Day Nursery, 73A Appleton Gate, Newark**

Application to determine if prior approval is required for the proposed change of use from Children's Day Nursery (Use Class E) to a total of 5, one-bedroom dwelling houses (Use Class C3).

The proposed change of use has been designed to utilise the current built form of the existing building, therefore, proposed internal redevelopment only (day nursery signage will be removed from the front elevation of the building). Parking provision for 4 vehicles will be provided to the front of the building accessed from existing dropped kerb on Appleton Gate. Each residential unit satisfies the Nationally Described Minimum Space Standards (2015) and provides a studio accommodation arrangement that includes a kitchenette, living space, bedroom and bathroom. The building has provision of outdoor amenity space for residents to occupy as communal space.

**NTC recognises the nature of the application as being a change of use permitted development enquiry and are aware that NSDC will determine if the alleged change of use from Use Class E to Use Class C3 is Permitted Development.**

**NTC notes the following concerns:**

- The proposed development is considered to be an over development of the footprint of the site in terms of the number of units.
- There are concerns as to the impact of additional vehicles parking on an already busy street.
- The amenity space available for the development is very limited, having regard to the number of proposed units.
- The proposed refuse area may compromise the availability of at least 1 of the proposed parking spaces.

**If a full planning application is required for Change of Use the Town Council will wish to raise a number of concerns/observations in relation to that application if it is to be presented in its current form.**

- 23/01346/HOUSE      25 Blackbrook Road, Newark**  
Remove existing conservatory, replace with single storey extension. Internal alterations.  
**NTC objects to this application as being contrary to NSDC Householder Development SPD Policy DM6 due to it being an over intensive development of the available amenity space at the property. The size and scale of the development is too big for the site.**
- 23/01350/HOUSE      19 Victoria Street, Newark**  
Erection of outbuilding.  
**No Objection was raised to this application.**
- 23/01405/HOUSE      6 Cardington Way, Middlebeck, Newark**  
Erection of an attached garage to side of existing property.  
**No Objection was raised to this application.**
- 23/01082/FULM      Vodafone Ltd, Brunel Drive, Newark**  
Change of Use from B1 (Business & Offices) to a flexible employment use within E(g)(iii) (Industrial Processes), B8 (Storage & Distribution) incorporating alterations to existing elevations and car parking.  
**No Objection was raised to this application.**
- 23/01430/FUL      Parish Church of St Mary Magdalene, Church Street, Newark**  
Repairs to roof and installation of PV panels.  
**NTC supports and welcomes this application, both in terms of preserving an important historical asset but also incorporating climate friendly renewable energy technology. NTC does not consider that the PV panels will cause any harm to the historic significance of the building.**
- 23/01467/HOUSE      8 Tannery Wharf, Newark**  
Installation of replacement windows and door.  
**Pursuant to the view of the Conservation Officer, NTC has No Objection.**
- 23/01496/HOUSE      2 Fleming Drive, Newark**  
Removal of hedges, replacement fence max 2 metres high and new front gates to existing drive.  
**NTC prefers natural hedges as boundary features but if fencing is permitted, NTC asks that hedgehog holes are incorporated into the fence design.**

**PR26/23/24      Notice of NSDC Planning Decisions**

The Committee **NOTED** the District Council Planning Decisions received since the

last meeting.

**PR27/23/24 Urgent Decisions Taken Under the Scheme Of Delegation**

Members **NOTED** the decision to **SUPPORT** item (i) as follows:

**Variation Application for the Rutland Arms, Barnby Gate, Newark**

**No Objection** was raised to the variation to the current licence, to sell alcohol from 8am in future rather than from 10am.

and to **OBJECT** to item (ii) as follows:

**23/01315/S73 – Land at Hutchinson Road, Newark**

Newark Town Council **Objects** to this application on the following grounds:

1. The proposed loss of trees is not warranted by the proposed development and would represent an unconscionable loss of these important ecological features.
2. There is insufficient effort to incorporate into the development, measures to improve the energy efficiency of the dwelling.
3. The proposed use of concrete roof tiles cannot be supported both due to their aesthetical inferiority but more importantly, more harmful environmental impact.

**PR28/23/24 Miscellaneous Applications**

**a. Nottinghamshire County Council Applications**

No applications had been received.

**b. Street Naming**

No applications had been received.

**c. Notification of Appeals**

**23/00195/ADV – B & Q, Unit A, Maltings Retail Park, North Gate, Newark**

Members **NOTED** that an Appeal has been made to the Secretary of State for the above application.

**d. Licensing Applications**

No notifications had been received.

**e. Payphone Removal Proposals**

Corner of Winthorpe Road & Meering Avenue

Junction of Barnby Road & Cromwell Road

**No Objection** was raised to these applications.

Meeting Closed:	8.45pm	Next Meeting:	Wednesday 27 <sup>th</sup> September 2023
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Agenda Item No: 4b

Committee Date: Wednesday 13<sup>th</sup> December 2023

## **FINANCE & GENERAL PURPOSES COMMITTEE MINUTES**

Minutes of the Meeting of the Finance & General Purposes Committee held on Wednesday 6<sup>th</sup> September 2023 in the Council Chamber, at the Town Hall.

<b>Membership Present:</b>	<b>Councillor</b>	B Corrigan (Chairman)
	Councillors	P Ball (Ap) 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 (Ap) P Taylor
<b>Apologies for Absence:</b>	<b>Councillors</b>	P Ball, M Spoors
<b>Officers Present:</b>	<b>Town Clerk</b>	Matthew Gleadell
<b>Taking Notes:</b>	<b>Executive Assistant</b>	Helen Crossland
	There were 2 members of the public present.	
<b>Venue:</b>	Council Chamber, Newark Town Hall	

Prior to the meeting the Chairman proposed a one minute silence in memory of Sgt Graham Saville, a local policeman who had sadly lost his life, whilst trying to help someone else a couple of weeks ago.

Cllr Mrs I Brown then asked the Chairman to remind all present to speak up please.

#### **FGP27/23/24 Minutes of the last meeting of the Finance & General Purposes Committee held on Wednesday 26<sup>th</sup> July 2023**

##### **Pages 8/9 – CCWG Recommendations**

The Town Clerk identified that there had been some confusion about the allocation of funds in the Minutes of the last meeting.

A reworded copy of those Minutes had been circulated prior to this meeting and Members were being asked to accept them.

The Chairman then proposed that Members accept the Minutes as noted above.

##### **Page 10 – Cemetery Development Plans**

*‘The Town Clerk thought that the space would probably give around 200 years – that then gave rise to questions that if the main cemetery became full, would older people still want to be buried there’*

The Chairman proposed an amendment to the above paragraph as follows:

**‘The Town Clerk thought that the space would probably give around 200 years – that then gave rise to the question would families still want to bury their children there if this was the case’.**

Page 11 – The Chairman proposed that the word *‘possible’* be inserted as follows:

**‘Members then AGREED to abandon the previously resolved Cemetery development plans and RESOLVED to focus effort and resource into investigation and developing plans for the delivery of a possible new burial site in, or close to Newark so as to ensure that Newark continues to have available burial space when the existing Cemetery becomes full.’**

The above amendments had all been proposed by the Chairman. A vote was held and they were **AGREED**.

The Minutes of the last meeting held on Wednesday 26<sup>th</sup> July 2023 will be amended as indicated and brought back to the next meeting of the Committee on Wednesday 11<sup>th</sup> October 2023.

#### **FGP28/23/24 Declarations of Interest**

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

#### **FGP29/23/24 Monthly Payment Schedule 04/24**

Cllr D Ledger asked what Voucher Number 346 referred to and was informed that it was HMRC.

Cllr B Corrigan proposed and Cllr D Ledger seconded the Monthly Payment Schedules as follows:

Members **AGREED** that payment in accordance with Payment Schedule 04/24 in the sum of £175,614.97 (one hundred and seventy five thousand, six hundred and fourteen pounds and 97p) be **APPROVED**.



This item began with a discussion about the Remit.

It was **AGREED** to amend some of the wording; this is indicated in **RED** below:

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

*The group shall consist of 5 Town Council members.*

*Meetings of the group shall be quorate with at least 3 members present.*

*The existence and remit of the group shall be reviewed annually at the first FGP meeting of each Civic year and as necessary the Chairman and Vice Chairman shall be appointed at the same meeting.*

*The group shall meet as often as it deems necessary for the effective discharge of the business of the group.*

*The group shall report to the FGP committee on at least a quarterly basis albeit more frequent reports may at times be submitted.*

*The group may from time to time invite third party stakeholders to meetings to support the working group. Representatives from third party stakeholders however shall hold no voting rights.*

*The group shall be responsible for oversight of the following Town Council undertakings:*

- 1. Civic Events, Relationships and Activity.*
- 2. Town Council and Partner Events*
- 3. Town Hall Museum and Art Gallery*

*The purpose of the group will be to take an **influential** ~~active~~ **role** in the planning, organisation, delivery and evaluation of local events in which the Town Council plays an active role either as the principal delivery body or as a partner organisation. This includes all Mayoral Civic events as well as wider public events.*

*The group will oversee the operation and delivery of the Town Council Museum and Art Gallery.*

*The group will oversee the Town Councils Twinning activities ~~working~~ **engaging** where considered appropriate ~~alongside~~ **with** the Newark Twinning Association **and any other individuals, groups or organisations interested in Twinning activities.***

*The group will be a consultative group for officers who are involved in the delivery of the various event, museum and civic activity and it is not intended for the group to micro manage every aspect of the undertakings identified above.*

*The group will consider community and partner proposals for arts and cultural activity where Town Council involvement financially or otherwise is being sought.*

*The group will report to the FGP committee at least on a quarterly basis with*

*relevant details of any matters being dealt with by the group although more frequent updates can be provided as necessary.*

*Budgets for events and other activity falling under the remit of this group will be allocated annually by the Council.*

*Where necessary the group will make proposals to the FGP committee in relation to specific decisions that relate to the activity of the group but which can only be made by the FGP committee in accordance with Standing Orders and Financial Regulations.*

*In all areas of the groups work and remit, the group will seek to ensure appropriate governance and financial management is applied for any financial commitment towards the undertaking of the Group and will seek to ensure that in all areas of undertakings the Council is obtaining best value for public funds and resources.*

Cllr I Brown said that she was only asked tonight if she wanted to be on this Committee. It was very short notice to decide.

Cllr P Taylor said he would like to support his paper. The fact that this council was insulted and told that they could not have membership of the group (Twinning Association), they did not want the Town Council to look at their governance. He would like to request that this group gives no money to the Twinning Association, in any form, until there is reassurance that their governance is in order.

Cllr D Ledger asked if this group would work with Newark Creates and N&SDC who already do events; the Chairman referred to paragraph 6 in the remit (above).

Cllr D Ledger then noted that the reasons for the Twinning Association not wanting to have a Town Council representative on their committee are not known and voiced her concern that the previous comments could be construed as slanderous and could be taken out of context.

Cllr I Brown said that quite a few people in the group had said not to give the Twinning Association any money, but then Cllr N Ross seems to have changed his mind.

Cllr N Ross said this was correct; we do not know the reasons for their decision. There was consultation following the elections. The Governance around the group is their responsibility.

We should expect the same from the Twinning Association. If we do not give them the money, we have no right to ask them anything.

This proposal appears to deal with working with Newark Twinning Association. The amount given to them is a very small proportion of what we spend on events over the year.

Cllr B Corrigan said it was really about the Civic relationship with the Twinning Association.

Cllr L Geary left the meeting at this point.

Cllr S Crosby thought that the Twinning Association had made it quite clear they do not want to work with Newark Town Council.

Cllr J Kellas then spoke; he was concerned about the purpose of the group, Officers in particular. Could be much more involved – they could meet on ‘Teams’ for instance.

Cllr N Ross said he did not want the group doing the work of the LHG.

Cllr I Brown asked the Town Clerk what spare time any Officer(s) would have to do this (taking notes at the meetings for instance). He responded that it would depend on how active the group became.

Cllr B Corrigan said the reason we are keen on this group being set up is so that Newark Town Council will have a better idea of how much is involved.

Cllr G Rix asked if it was absolutely necessary to have staff at these meetings.

Cllr N Ross responded that the Town Council is already heavily involved in all of the events, it might be good to have some Councillors who are involved in this too.

Cllr P Taylor said this was supportive of this authority.

Cllr D Moore named some of the groups in Newark and asked if the Town Council had asked any of them if they wanted Newark Town Council to be involved; he also talked about Arts & Culture.

Cllr B Corrigan then proposed the amendments (as indicated above) to the remit.

This was seconded by Cllr G Rix; a vote was held and this was **AGREED**.

Cllr B Corrigan proposed the establishment of this Working Group.

This was seconded by Cllr G Rix; a vote was held and this was **AGREED**.

The following Members were appointed in line with the remit already discussed:

- Cllr L Roulstone (Labour)
- Cllr J Kellas (Conservative)
- Cllr S Dickinson (IfN)
- Cllr T Collier (IfN)
- Cllr D Campbell (IfN)

Cllr I Brown again said that she had not had time to think about being on the Committee, and that other Councillors seemed to have agreed this beforehand.

Cllr B Corrigan informed Cllr I Brown that she had not been any discussions with regard to this before this meeting.

Cllr G Rix thought that if Cllr I Brown was interested in being on this group, this item should be deferred to the next meeting.

This was not agreed; Cllr G Rix said that it would be noted that not enough notice was given to some people about this item.

Cllr M Skinner proposed, Cllr D Moore seconded, that Cllr T Collier be appointed as the Chairman and Cllr S Dickinson as the Vice-chairman.

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

The remit of the group was **AGREED** as above.

## **FGP31/23/24 Town Centre Lighting/Festive Lighting and Newark Castle Lighting**

The questions put before Members were discussed at length.

1. Do we wish to hear NSDC's proposals for the Castle Lighting and use of Doris Bainbridge funds to support his? Use of the remaining Doris Bainbridge funds will result in investment income being lost and the Council

then needing to pick up the cost of the Brass Band concerts should they continue. Other reserve funds could be potentially utilised in order to leave the Doris Bainbridge trust funds in place.

2. Does the Council support additional lighting throughout the year having regard to the climate implications of heightened energy use? With green/climate change issues a focus of the Councils undertakings and a desire to be 'net zero' enhanced energy use may be a concern.
3. Does the council wish to invest in the existing Festive display this year? Allowing for wider strategies to be developed and considered makes sense before any significant investment is made.
4. Does the Council wish to support generally wider Town Centre lighting schemes through its festive lighting provision? There are potential install and removal cost where lighting can be left in situ all year round.

Cllrs D Ledger and B Corrigan thought Question 1 was a good idea. Cllr B Corrigan thought that Question 2 was premature – more information was needed from NSDC.

Cllr D Moore thought that questions 1 and 2 should be deferred.

Cllr G Rix agreed with that and objected to using the Doris Bainbridge money. She also said that if we wait for NSDC to come forward, we may end up with no lights this year.

Cllr D Moore also did not want to use the Doris Bainbridge fund and pointed out that the Gatehouse Project had already been budgeted for. He thought the Brass Bands and Brass Explosion funding was more appealing.

Cllr P Taylor was not sure that the Town Council should 'give' money to NSDC and thought that this was going to get very complex. He supported not spending any money now. He also said that there was a significant issue in that area about the lighting disturbing the wildlife – this should be looked at; Cllr E Cropper agreed and said that there are solutions to this – timed switches for instance.

Cllr D Ledger noted that the Doris Bainbridge funds were specifically for using in the Castle Ground and thought that the Town Council needed to see what NSDC were planning. She asked if the Town Council could sustain the Brass Bands if this money were to be used.

Cllr I Brown did not understand why NSDC were being involved.

Cllr J Kellas talked about intrusive lighting and planning. He asked if there was a runout point for this year. By next year there may be a strategy in place.

Cllr B Corrigan asked if we had 'missed the boat' this year to hire Christmas lights.

The Town Clerk responded that it was not too late - he would plan to use the company that has previously worked for the Town Council if this was the case.

The Town Clerk then said he would get clarity on the Doris Bainbridge funds.

Cllr P Taylor then said that NSDC were not trying to 'take' the Town Councils money – they were looking at a partnership.

At this point Cllr G Rix asked for the vote to be taken.

Cllr B Corrigan then proposed that the Town Council wanted to be 'at the table' and may be prepared to give some of the Doris Bainbridge funds at a later stage.

Cllr E Cropper seconded the proposal; a vote was held, and this was **AGREED**.

Cllr B Corrigan then proposed that the existing festive lighting scheme be used for

this year and some money spent on repairs for it for this year.

Cllr T Collier seconded the proposal; a vote was held, and this was **AGREED**.

#### **FGP32/23/24 Christmas Lights Switch-On-Event**

Cllr D Ledger began the discussion on this item. She supported having the Switch On event this year. She understood fireworks were an issue (with what happened at the Festival). The NCP let us down last year also. She said she would still like to have fireworks included and the people of Newark need to know if it is going to happen.

The Town Clerk informed Members he had been looking at other locations; there might be an occasion to 'test' it on 5<sup>th</sup> November.

The Town Clerk then talked about Lincoln Market (as outlined in the report).

Cllr G Rix opposed the use of fireworks on environmental grounds.

Cllr P Taylor said he would like to see fireworks if possible but could not condone the use of them at the Riverside Park.

Cllr M Skinner said that if there were to be fireworks the location should be on a 'need to know' basis – perhaps on pink papers. He pointed out that fireworks are very important to children and that this event was very important for charities who raise large amounts of income on this day. It was crucial to maintain this.

Cllr L Roulstone supported Cllr Rix; she thought that the money could be spent on other things to make the event better.

Cllr T Collier supported having fireworks. He did not think the Town Council should be prescriptive about where.

Cllr D Moore noted that the market fills to capacity in the time before the fireworks. It is for the town and is relatively inexpensive for what it does for the town.

Cllr N Ross agreed with Cllr M Skinner. The risk assessment is all important and the location should be on a 'need to know' basis; everything possible should be done to keep the location safe.

Cllr P Taylor suggested this could be advertised as the 'alternative Lincoln Market.

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.

Cllr B Corrigan then proposed that there would be fireworks at the Christmas Light Switch on subject to safety considerations (if a safe place can be found).

Cllr P Taylor seconded the proposal; a vote was held and this was **AGREED**.

#### **FGP33/23/24 Chairman's Update – Climate Change Working Group**

Cllr D Campbell gave Members an update from the last meeting of this group and the progress that had been made.

The topics covered had been:

Inspire training, Cycle training and Town Hall Energy Survey Proposals.

Cllr D Moore reported that NSDC are just beginning an assessment of their

buildings, perhaps the Town Council could 'piggy back' on this.

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

Cllr E Cropper said that the next meeting would be very soon, to keep the momentum going.

Cllr P Taylor thought the group had a unique opportunity in that they had some cash to spend. He urged the assessment to go ahead – could they put solar panels on this building?

Cllr G Rix pointed out that the church is going to have some solar panels and asked if this was a precedent.

Further details will be contained in a future report to the Finance & General Purposes Committee.

#### **FGP34/23/24 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 G Rix opposed subsidising the allotments. She said the Town Council should write to Robert Jenrick and bring it to the attention of the Secretary of State. Perhaps they might remove the statutory duty.

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 G Rix said there should be an increase to a reasonable rate.

Cllr D Ledger informed Members that last year, she had done this; it was not very well received by the allotment holders. She did not think it should be doubled this year.

Cllr Cropper pointed out that you cannot assume how much people can afford.

Cllr J Kellas asked what the reaction had been to the increase last year.

The Town Clerk reported that when the letter was sent out, there had been no response. At that stage, it was not an invoice.

Cllr D Ledger proposed an increase of 4%.

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.

The proposal was seconded by Cllr L Roulstone; a vote was held and this was **NOT AGREED.**

Cllr D Ledger then proposed an increase of 4% which was seconded by Cllr E Cropper. Another vote was held and this was **NOT AGREED.**

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.**

Cllr E Cropper asked the Town Clerk if the rationale behind the rise could be explained when the letter is sent out to the tenants. The Town Clerk agreed that this would be done. Cllr G Rix thought that the tenants should also be informed of the

size of the subsidy.

#### **FGP35/23/24 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).

Cllr N Ross seconded the proposal; a vote was held and this was **AGREED**.

#### **FGP36/23/24 Cemetery Development Working Group**

This Agenda Item was deferred to the next meeting of this Committee.

Prior to the next Agenda Item, Cllr P Taylor spoke. He said he was concerned that the Mayor's Car was being discussed in private; he thought the Press should be able to stay.

The Chairman reminded Cllr P Taylor that there were commercial reasons for that report to be an exempt item.

#### **FGP36/23/24 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.

#### **FGP37/23/24 Council/Mayoral Car**

Cllr E Cropper asked if there was an option to renew the current lease. The Town Clerk responded that there was not; the lease had already been extended by one year.

Cllr D Ledger did not agree that a small van would be suitable; the Kona would probably be too small – the middle option looked to be the best choice.

The Town Clerk explained the rationale behind the report. The paper and contents were borne out of concern that the Mayoral Car could be seen as 'frivolous'. If the Town Council is 'image conscious' then a small van would not be acceptable.

Cllr E Cropper proposed the same as we have now and the option to be used by other members of staff.

Cllr P Taylor seconded the proposal.

Cllr M Skinner then proposed to delegate this item to the Chairman of the Committee and the Leader, and to put a figure of up to £350 per month. This was seconded by Cllr B Corrigan.

Cllr E Cropper withdrew her proposal.

A vote was held on the proposal from Cllr M Skinner and this was **AGREED**.

Cllr G Rix left the meeting at this point.

**FGP38/23/24    Hearing Loop**

Cllr M Skinner proposed that the quote from Definition Audio be approved. This was seconded by Cllr P Taylor and was **AGREED**.

Cllrs L Roulstone and I Brown to be asked to come in when it is fitted to test it.

**FGP39/23/24    London Road Toilets and former Snax Unit**

Cllr B Corrigan went through the report.

Cllr D Ledger pointed out that 50 trees had been removed on Yorke Drive and wondered why NSDC were so concerned about 2 cherry trees.

Cllr I Brown said the Town Council should be challenging NSDC about this.

Cllr D Moore informed Members that there was an even split at NSDC on refusal and acceptances of applications.

Cllr T Collier left the meeting at this point.

It was proposed that the recommendation in the report be accepted.

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

<b>Meeting Closed:</b>	<b>10.15pm</b>	<b>Next Meeting:</b>	<b>Wednesday 11<sup>th</sup> October 2023</b>
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Agenda Item No: 4c

Committee Date: Wednesday 13<sup>th</sup> December 2023

**PLANNING COMMITTEE MINUTES**

Minutes of the Planning Committee meeting held on Wednesday 27<sup>th</sup> September 2023 in the Council Chamber, Town Hall.

<b>Membership Present:</b>	<b>Councillor</b>	<b>L Geary (Chair)</b>
	Councillor	E Cropper (Vice-Chair) (Ap) D Campbell T Collier B Corrigan G Rix (Ap) N Ross L Roulstone M Skinner
<b>In Attendance</b>	Town Clerk	Matthew Gleadell
<b>Apologies</b>	Councillors E Cropper & G Rix	
<b>Taking Minutes:</b>		Matthew Gleadell
<b>Public:</b>	There was 1 member of the public present and 0 members of the press.	
<b>Venue:</b>	Council Chamber, Town Hall.	

**PR29/23/24    Minutes**

The Minutes of the last meeting held on Wednesday 30<sup>th</sup> August were **AGREED** and signed as a true and correct record.

**PR30/23/24    Matters Arising**

There were no Matters Arising.

**PR31/23/24     Declarations of Interest**

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

**PR32/23/24     Outstanding Planning Applications**

**23/00621/RMA     Flowserve Pump Division, Hawton Lane, Balderton, Newark**  
**Amended**

Submission of reserved matters (layout and appearance) for Phase 1 of 19/00854/OUTM comprising a new spine road and enabling works.

**NTC would ask that appropriate traffic calming measures are incorporated into the estate roads. NTC notes in particular, a long straight at the entrance to the Development where it is likely that drivers will reach excessive and unacceptable speeds.**

**23/01161/RMAM     Land South of Newark, Bowbridge Lane, Balderton, Newark**  
**Amended**

Approval of reserved matters, pursuant to outline consent 14/01978/OUTM, for the erection of 281 dwellings and associated infrastructure at Parcel 5, Phase 3.

**NTC would ask the Developer to ensure that all appropriate archaeological assessments of the area are undertaken prior to development. NTC also welcomes new properties incorporating climate friendly energy measures such as ground source heat pumps and solar panels.**

**23/01256/LBC     5 Carter Gate, Newark**

Erection of sign.

**No Objection was raised to this application.**

**23/01315/S73     Land at Hutchinson Road, Newark**  
**Amended**

Application to vary condition 11 of planning permission 22/01878/RMA to allow amended house type and design/material alterations – reserved matters application pursuant to application 20/00459/OUT; Outline application for 4 no. town houses with associated garages and new access from Hutchinson Road.

**No debate took place as this application has already been determined.**

**23/01436/FUL     Falcon Motors, 2 Northern Road, Newark**

Alterations and first floor extension to form offices including changes to façade and roof. Change of use from car hire workshops and offices to all within Class E use.

**No Objection was raised to this application.**

**23/01514/OUTM**

**Former Allotments, Barnby Road, Newark**

Proposed residential development (10 units).

**NTC strongly objects to this proposed development on the following grounds:**

1. The development site is not allocated for Housing in the Local Development Plan.
2. The loss of green ecologically valuable land is not justified by this proposed development, especially having regard to the high toad population on this site.
3. The impact on the highway from additional traffic entering and leaving the site, will generate highway safety issues on a road that is already under strain from the cumulative impact of development in the area. NTC supports the comments of Highways.
4. The land to the north of this site is earmarked in the Local Development for future housing growth. If that should happen, this site remaining as green space becomes even more valuable as a wildlife corridor.
5. The development is considered too close to the railway line and as such, the noise and air quality impact from the railway will be unacceptable for the proposed properties.

**23/01551/LBC**

**Palace Theatre, 16-18 Appleton Gate, Newark**

Attachment of steel truss to existing roof truss and drill holes to plasterwork ceiling for cable for lighting rig.

Cllr Ross declared a non-pecuniary interest in this application.

**No Objection was raised to this application.**

**23/01573/FUL**

**55 Whitfield Street, Newark**

Conversion of existing dwelling to 8 bed/8 person HMO (retrospective).

**No Objection was raised to this application subject to all relevant licensing and safety measures for a HMO being in place.**

**23/01604/FUL**

**Lorry & Coach Park, Great North Road, Newark**

Glass recycling compound.

Cllr Ross declared a non-pecuniary interest in this application.

**No Objection was raised to this application.**

**PR33/23/24 Notice of NSDC Planning Decisions**

The Committee **NOTED** the District Council Planning Decisions received since the last meeting.

**PR34/23/24 Miscellaneous Applications**

**f. Nottinghamshire County Council Applications**

No applications had been received.

**g. Street Naming**

**New Development on Land at Barnby Road, Newark**

**Erection of 7 no. dwellings**

Members considered the two names put forward by Webster Homes, the Developers at the above site, **Fox Close** and **Rose Close** and the following comments were made:

**NTC does not support Rose Close. NTC welcomes a name that reflects the nature features of the area especially the high toad population. Alternatively, a name that celebrates Emily Blagg, as a significant developer of Newark in the early 1900's is suggested.**

**h. Notification of Appeals**

No applications had been received.

**i. Licensing Applications**

No notifications had been received.

**j. WHP Telecoms Ltd**

**Barnby Gate, Newark – forthcoming formal planning application to be submitted by WHP on behalf of Cellnex for an upgrade to existing equipment.**

Proposed upgrade to the existing telecommunications apparatus. It is proposed to install 3 no. antennas, 1 no. GPS node, 1 no. cabinet. It is proposed to relocate 3 no. antennas and remove 2 no. GPS devices and 1 no. cabinet and associated ancillary works.

Cllr Skinner declared a pecuniary interest in this application.

**No comment was made at this time but it will be considered when it becomes a full planning application.**

<b>Meeting Closed:</b>	<b>8.10pm</b>	<b>Next Meeting:</b>	<b>Wednesday 1<sup>st</sup> November 2023</b>
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Agenda Item No: 4d

Committee Date: Wednesday 13<sup>th</sup> December 2023

## **FINANCE & GENERAL PURPOSES COMMITTEE MINUTES**

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

<b>Membership Present:</b>	<b>Councillor</b>	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)
<b>Apologies for Absence:</b>	<b>Councillors</b>	P Taylor
<b>Officers Present:</b>	<b>Town Clerk</b>	Matthew Gleadell
<b>In Attendance:</b>	<b>N&amp;SDC Officer</b>	Sarah Clarke (SC)
<b>Taking Notes:</b>	<b>Executive Assistant</b>	Helen Crossland
	There was one member of the public and one member of the press present.	
<b>Venue:</b>	Council Chamber, Newark Town Hall	

**FGP40/23/24 Minutes of the last meeting of the Finance & General Purposes Committee held on Wednesday 6<sup>th</sup> September 2023**

The Amended Minutes of the meeting held on Wednesday 26<sup>th</sup> 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 6<sup>th</sup> 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 22<sup>nd</sup> 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 2<sup>nd</sup> 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 12<sup>th</sup> 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.

Meeting Closed:	9.40pm	Next Meeting:	Wednesday 22 <sup>nd</sup> November 2023
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Agenda Item No: 4e

Committee Date: Wednesday 13<sup>th</sup> December 2023

## **PLANNING COMMITTEE MINUTES**

Minutes of the Planning Committee meeting held on Wednesday 1<sup>st</sup> November 2023 in the Council Chamber, Town Hall.

<b>Membership Present:</b>	<b>Councillor</b>	<b>L Geary (Chair)</b>
	Councillor	E Cropper (Vice-Chair) D Campbell T Collier B Corrigan G Rix (Ap) N Ross L Roulstone M Skinner
<b>In Attendance</b>	Town Clerk	Matthew Gleadell
<b>Apologies</b>	Cllr G Rix	
<b>Taking Minutes:</b>		Matthew Gleadell
<b>Public:</b>	There were 0 members of the public present. There were 0 members of the press present.	
<b>Venue:</b>	Council Chamber, Town Hall.	

### **PR35/23/24    Minutes**

The Minutes of the last meeting held on Wednesday 27<sup>th</sup> September 2023 were **AGREED** and signed as a true and correct record.

**PR36/23/24     Matters Arising**

There were no Matters Arising.

**PR37/23/24     Declarations of Interest**

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

**PR38/23/24     Outstanding Planning Applications**

**23/01479/CPRIOR     10 Albert Street, Newark**

Application to determine if prior approval is required as to impacts of the development 'Conversion of existing office/shop/store to 2 x one-bedroom residential flats', risks in relation to the building and/or impacts on intended occupiers of the development (Schedule 2, part 3, class MA).

**No Objection was raised to this application.**

**23/01646/ADV     SpaMedica Newark, Loxley House, Balderton Gate, Newark**

Cllr D Campbell declared a non-pecuniary interest in this application.

Erection of 3 non-illuminated fascia signs and 1 freestanding sign.

**No Objection was raised to this application.**

**23/01668/LBC     31 Mill Gate, Newark**

Install a membrane internally in the living room at FFL to eliminate rising damp entering the building.

**No Objection was raised to this application.**

**23/01680/HOUSE     19 Loom Gardens, Middlebeck, Newark**

Single storey rear extension.

**No Objection was raised to this application.**

**23/01689/S73     121 Farndon Road, Newark**

Application for variation of Condition 02 to substitute approved plans with revised drawings including raising height and altering roof of extension, alteration of cladding material attached to planning permission 22/01719/HOUSE; Demolition of existing conservatory and lean to and the erection of a single storey extension. Additional window to first floor.

**No Objection was raised to this application.**

<b>23/01737/ADV</b>	<p><b>Former Marks &amp; Spencer, 32 Stodman Street, Newark</b></p> <p>Advertising hoarding for 32 Stodman Street.</p> <p>Cllr N Ross declared a non-pecuniary interest in this application.</p> <p><b>No Objection was raised to this application.</b></p>
<b>23/01755/RMAM</b>	<p><b>Flowserve Pump Division, Hawton Lane, Balderton, Newark</b></p> <p>Submission of Reserved Matters (layout, scale, appearance, landscaping) for Phase 2 of 19/00854/OUTM for 309 dwellings, including details to discharge Conditions 5, 12, 14 (in part), 16, 17 (in part) and 22.</p> <p><b>Newark Town Council notes and supports the concerns of other Consultees as to the lack of parking for the sports club, certain S106 conditions not being met, concerns from the Tree Officer and concerns as to Rights of Way and Bridleway. Newark Town Council asks that the Developer acts to address these concerns accordingly.</b></p>
<b>23/01756/HOUSE</b>	<p><b>Otter Cottage, Navigation Yard, Mill Gate, Newark</b></p> <p>Replacement windows.</p> <p><b>Newark Town Council has No Objections provided the replacement windows are supported by the Conservation Officer and retain the character of the existing windows.</b></p>
<b>23/01768/S73</b>	<p><b>Former Newcastle Arms Public House, George Street, Newark</b></p> <p>Application for Variation of Conditions 03 (Materials) and 04 (Details of Features) to allow replacement window frames and clarify extract vents to be used attached to planning permission 21/01276/FUL; Conversion of public house into seven one-bedroom residential units (subsequently amended to five units).</p> <p><b>No Objection was raised to this application.</b></p>
<b>23/01776/ADV</b>	<p><b>11 &amp; 11C Stodman Street, Newark</b></p> <p>Two fascia signs and illuminated hanging sign.</p> <p>Cllr E Cropper declared a non-pecuniary interest in this application.</p> <p><b>Subject to approval from Environmental Health and meeting the requirements of NSDC's SPD for Shop Fronts, Newark Town Council has No Objection.</b></p>
<b>23/01805/PIP</b>	<p><b>The Courtyard, Long Row, Barnby Gate, Newark</b></p> <p>Application for Permission in Principle for residential development of three to five dwellings in the form of either conversion of existing buildings or the demolition of existing</p>

buildings and construction of new dwellings.

**Newark Town Council in principle, supports the use of the site as residential but would encourage retention and conversion of existing structures and the number of units on the site being limited to 3.**

**23/01819/HOUSE**

**9 Fairway, Newark**

Single storey rear extension.

**No Objection was raised to this application.**

**22/01528/RMAM**

**Lincoln Road Playing Field, Newark**

**&**

Application for Reserved Matters Approval comprising the erection of 159 dwellings including relevant demolition, landscaping and car parking pursuant to outline planning permission 22/00426/S73M; Redevelopment of parts of the Yorke Drive estate).

**22/01529/RMAM**

**Amended**

**Addendum**

**Newark Town Council sustains all previous comments in relation to this development.**

**23/01799/HOUSE**

**1 Hutchinson Road, Newark**

**Addendum**

Conversion of double garage to form annexe living accommodation for extended family.

**Newark Town Council opposes this development. The building is inappropriate for use as residential accommodation. It will have a detrimental impact on the street scene and adversely impact the character of the estate. It will also adversely impact the adjoining highway due to the potential for increased traffic accessing and egressing the site. The proposal does not meet the requirements of the Householder Development Supplementary Planning document and as such, be treated as an application for a new dwelling. In being treated as such, it is inconsistent with the Local Development Plan. The scale and mass of the new dwelling would not sit appropriately in relation to adjoining properties.**

**23/01855/FUL**

**Goodlife Foods, Brunel Drive, Newark**

**Addendum**

Proposed vehicular access and footpath crossing on Whittle Close.

**No Objection was raised to this application.**

**PR39/23/24 Notice of NSDC Planning Decisions**

The Committee **NOTED** the District Council Planning Decisions received since the last meeting.

**PR40/23/24 Miscellaneous Applications**

**a. Nottinghamshire County Council Applications**

No applications had been received.

**b. Street Naming**

**New Development on land at Barnby Road, Newark**

Members **NOTED** the name ‘Knot Gardens’ chosen by the Developer for the above site.

**c. Notification of Appeals**

No applications had been received.

**d. Licensing Applications**

No notifications had been received.

**e. Local Development Framework Plan Review, Second Publication Allocations & Development Management Development Plan Document**

Newark Town Council is unable to support a Local Development Plan that includes the land east of Newark. Future development of the land east of Newark will represent an unconscionable loss of one of Newark’s largest areas of open green space and amenity land. Newark Town Council does however, recognise the need for and the importance, of having an up-to-date Local Development Plan. Newark Town Council understands the long term need to identify sites for future housing growth and is willing to work with Newark and Sherwood District Council to better understand the long-term housing needs of Newark and consider carefully, how those needs can be met.

**f. Newark High School, London Road, Newark**

**Tree Preservation Order**

Cllrs D Campbell & B Corrigan declared a non-pecuniary interest in this application.

**Newark Town Council fully supports a full Tree Preservation Order being applied to the grounds of Newark High School.**

**g. 23/00060/FUL – Appleby Lodge, Barnby Road, Newark (Addendum)**

Change of use of paddock to provide 8 no. pitches for permanent residential occupation and 2 no. amenity buildings.

**Newark Town Council notes the omissions of Newark & Sherwood District Council as to the service of notices on all of the owners of land within the Application Site Boundary, as part of the original Planning Application submission.**

<b>Meeting Closed:</b>	<b>8.25pm</b>	<b>Next Meeting:</b>	<b>Wednesday 29<sup>th</sup> November 2023</b>
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**TOWN COUNCIL MEETING**

<b>SUBJECT:</b>	<b>NOTICE OF MOTION</b>
<b>REPORT BY:</b>	<b>TOWN CLERK</b>

**1. Recommendations**

- 1.1 That Members consider the motion below that the Town Clerk has received in accordance with Standing Order 6 (1):

**2. Background**

2.1

**Financial, Legal, Equality, Risk and Environmental Issues**

- 3.1 None.

<b>Background Papers:</b>	<b>None</b>
<b>Lead Officer:</b>	<b>Matthew Gleadell</b> <b>Tel: 01636 684 801</b> <b>Email: <a href="mailto:matthew.gleadell@newark.gov.uk">matthew.gleadell@newark.gov.uk</a></b>





# Newark TOWN COUNCIL

**Agenda Item No: 10**

**Committee Date: Wednesday 13th December 2023**

<b>SUBJECT:</b>	<b>QUESTIONS FROM MEMBERS OF THE PUBLIC</b>
<b>REPORT BY:</b>	<b>TOWN CLERK</b>



**TOWN COUNCIL MEETING**

<b>SUBJECT:</b>	<b>APPOINTMENT TO PLANNING COMMITTEE</b>
<b>REPORT BY:</b>	<b>TOWN CLERK</b>

**1 Recommendation**

- 1.1 Members are asked to appoint a Councillor to sit on the Planning Committee to replace a Councillor who has resigned from the Committee.

**2. Background**

- 2.1 At the Annual Meeting of the Town Council on Sunday 14<sup>th</sup> May 2023, a new Planning Committee was formed for the forthcoming Civic Year.

Cllr G Rix was one of those Councillors elected to the Planning Committee.

- 2.2 Cllr G Rix has now resigned her place on that Committee.

There is, therefore, one vacancy to be filled under the current remit and structure of the Committee.

<b>Lead Officer:</b> Matthew Gleadell Tel: 01636 684801 Email: <a href="mailto:matthew.gleadell@newark.gov.uk">matthew.gleadell@newark.gov.uk</a>
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**TOWN COUNCIL MEETING**

<b>SUBJECT:</b>	<b>CHANGE OF DATE FOR FEBRUARY 2024 FTC MEETING</b>
<b>REPORT BY:</b>	<b>TOWN CLERK</b>

**1 Recommendation**

- 1.1 Members are asked to approve a change of date for the Full Town Council Meeting scheduled to be held on Wednesday 21<sup>st</sup> February 2024.

**2. Background**

- 2.1 The Town Clerk is requesting that the meeting of the Full Town Council as detailed above be moved to Wednesday 24<sup>th</sup> January 2024.
- 2.2 This will enable Town Council Members to approve the Budget and Precept for 2024/2025 before the deadline for confirming the Precept as set by Newark & Sherwood District Council, which is 1<sup>st</sup> February 2024.

<p><b>Lead Officer:</b> Matthew Gleadell</p> <p><b>Tel:</b> 01636 684801</p> <p><b>Email:</b> <a href="mailto:matthew.gleadell@newark.gov.uk">matthew.gleadell@newark.gov.uk</a></p>
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