



Newark TOWN COUNCIL

TOWN COUNCIL MEETING

WEDNESDAY 24TH JANUARY 2024

Friday 19th January 2024

Dear Councillors

You are summonsed to attend a meeting of the Town Council at 7.00pm on Wednesday 24th January 2024 to be held in the Council Chamber at the Town Hall.

Yours sincerely

Matthew Gleadell
Town Clerk



Newark TOWN COUNCIL

TOWN COUNCIL MEETING – WEDNESDAY 24TH JANUARY 2024

1	Apologies for Absence		
2	To approve the Minutes of the Meeting of the Town Council held on Wednesday 13 th December 2023	Minutes Attached	Page 5
3	To receive Declarations of Interest from Members and Officers <i>Relevant Legislation: Localism Act 2011 s31</i>	Verbal	
4	To receive all Adopted Minutes of the Committees held since the last Full Town Council Meeting:		
	4a Finance & General Purposes Committee held on Wednesday 22 nd November 2023	Minutes Attached	Page 9
	4b Planning Committee held on Wednesday 29 th November 2023	Minutes Attached	Page 21
5	2024/2025 Revenue Budget and Precept	Report Attached	Page 27
6	Town Mayor's Announcements	Verbal Report	
7	Town Clerk's Announcements	Verbal Report	
8	Leader of the Council's Announcements	Verbal Report	
9	Questions from Town Councillors (if any)		
10	Notice of Motion (if any received)	None Received	
11	Questions from Members of the Public (if any)	None Received	



Newark TOWN COUNCIL

Minutes of the Town Council meeting held on Wednesday 13th December 2023 at 7.30pm in the Council Chamber at the Town Hall.

Membership Present:	Town Mayor	Cllr P Ball (in the Chair) (Ap)
	Councillors	I Brown D Campbell (Ap) 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 (Ap) L Roulstone M Skinner M Spoors (Ap) P Taylor
Apologies received from:	Councillors	D Campbell, N Ross, M Spoors
Town Council Staff:	Town Clerk Executive Assistant Mayor's Officer	Matthew Gleadell Helen Crossland Pete Tomlinson
Public:	There was 1 member of the public and one member of the press present.	
Venue:	Council Chamber	Town Hall

Prior to the meeting, the Council was informed that Cllr D Moore would be late.

TC27/23/24 Minutes of the Meeting of the Town Council held on Wednesday 13th September 2023

The Minutes of the Town Council meeting held on Wednesday 13th September 2023 were proposed by Cllr G Rix, seconded by Cllr B Corrigan, and **AGREED** as a true and accurate record.

The Mayor signed the Minutes.

TC28/23/24 Minutes of the Annual Meeting of the Town Council held on Sunday 14th May 2023

The Town Clerk explained that these Minutes had been omitted from the Agenda of an earlier Town Council Meeting and that was why they were on the Agenda this evening.

There were two amendments – **07/23/24 APPOINTMENT OF COMMITTEE SPOKESPERSON**

Labour Group – to insert 'Geary' for Planning Committee.

08/23/24 – CLOSURE

The date of the next Annual Meeting of the Town Council was scheduled for Sunday 12th May 2024.

With the above amendments, Cllr T Collier proposed, Cllr B Corrigan seconded the Minutes. A vote was held and this was **AGREED**.

The Mayor will sign the amended Minutes at the next meeting.

TC29/23/24 Declarations of Interest from Members and Officers

There were no Declarations of Interest.

TC30/23/24 Adopted Minutes of the Committees held since the last Full Town Council Meeting

a. Planning Committee held on Wednesday 30th August 2023

Cllr L Geary presented the Minutes of this Meeting.

b. Finance & General Purposes Committee held on Wednesday 6th September 2023

Cllr B Corrigan presented the Minutes of this Meeting.

c. Planning Committee held on Wednesday 27th September 2023

Cllr L Geary presented the Minutes of this Meeting.

d. Finance & General Purposes Committee held on Wednesday 18th October 2023

Cllr B Corrigan presented the Minutes of this Meeting.

e. Planning Committee held on Wednesday 1st November 2023

Cllr L Geary presented the Minutes of this Meeting.

All the above Minutes were **RECEIVED**.

TC31/23/24 Town Mayor's Announcements

The Town Mayor reported to members that her trek in Sicily had been very successful and raised over £1,000 for her charities.

Another very successful event had been held in October - a Wine Tasting Evening.

The Town Mayor reminded Members that the next charity event would be this Friday, 15th December – an Italian Tenor was coming to perform in the Ballroom.

TC32/23/24 Town Clerk's Announcements

The Town Clerk then gave Members his update and outlined what had been happening since the last meeting of the Full Town Council:

- Air Bridge Memorial Service
- All Souls Commemoration
- Childrens Remembrance Sunday and Principal Remembrance Sunday
- Christmas Lights Switch on and Christmas/Steampunk Markets

Some forthcoming dates for the diaries:

- Planning Committee – 10th January 2024
- Budget Workshop – 11th January 2024
- Plough Sunday – 14th January 2024

Staffing:

- A new administrative officer joins the Town Council on 2nd January 2024
- Museum Curator options with N&SDC have now progressed

Other:

- Sherwood Avenue Project is progressing well with recent social media and press coverage
- He had attended and briefly spoke at a recent meeting hosted by the MP regarding Crime and ASB
- He took part in the Newark Santa Dash (a rogue Snowman!)
- He informed Members that at the Dragon Boat Race event earlier in the year, the team that had a number of Town Council staff on it comprehensively beat the team from the District Council!

Finally, he informed Members that from next week he would be on Annual Leave; he would monitor emails, and if there were any problems, Members should contact him.

TC33/23/24 Leader of the Council's Announcements

The Leader had given his Apologies so there were no Announcements.

TC34/23/24 Questions from Town Councillors

There were no Questions submitted from Town Councillors.

TC35/23/24 Notice of Motion

No Notices of Motion had been received.

TC36/23/24 Questions from Members of the Public

There were no Questions submitted from Members of the Public.

TC37/23/24 Appointment to Planning Committee

Cllr B Corrigan proposed, Cllr G Rix seconded, the appointment of Cllr S Crosby on the Planning Committee.

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

TC38/23/24 Change of date for February 2024 Full Town Council Meeting

The Town Clerk explained the background to this item, and why it was necessary to change the date.

Cllr D Ledger proposed, Cllr B Corrigan seconded, the change of date as laid out in the Agenda Report.

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

TC39/23/24 Exclusion of the Press and Public

Cllr P Ball 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 Press and Public left the meeting.

TC40/23/24 Exempt Minutes from the meeting held on 18th October 2023

It was noted that the minutes in the Agenda were not the amended copy that had been agreed at a previous meeting.

With that in mind, the Minutes of this meeting were **RECEIVED** by Members, with those amendments contained therein.

Meeting Closed:	7.45pm	Next Meeting:	Wednesday 24th January 2024 (Change of Date as above)
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Newark TOWN COUNCIL

Agenda Item No: 4a

Committee Date: Wednesday 24th January 2024

FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the Finance & General Purposes Committee meeting held on Wednesday 22nd November 2023 in the Council Chamber, 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 Spoor P Taylor
Apologies for Absence:	Councillors	No Apologies
Officers Present:	Town Clerk	Matthew Gleadell
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	

FGP55/23/24 Minutes of the last meeting of the Finance & General Purposes Committee held on Wednesday 18th October 2023

The Amended Minutes of the meeting held on Wednesday 6th September 2023 were brought back to the meeting and signed by the Chairman.

The Minutes of the last meeting of the Finance & General Purposes Committee held on Wednesday 18th October were proposed by Cllr B Corrigan, seconded by Cllr N Ross. A vote was held and they were **AGREED**.

FGP56/23/24 Declarations of Interest

Cllr N Ross declared a prejudicial interest in Agenda Item 9 and would not take part in any discussion on that item (he would leave the meeting).

Cllrs D Moore, S Crosby, P Taylor and J Kellas declared a non-pecuniary interest in Agenda Item 9.

Cllr T Collier declared a pecuniary interest in Agenda Item 7.

Cllr D Ledger declared a non pecuniary interest in Agenda Item 14.

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

FGP57/23/24 Receive and Note the Minutes of the Events, Arts, Culture and Twinning Working Group held on Thursday 5th October 2023

The Minutes of the Events, Arts, Culture and Twinning Working Group held on Thursday 5th October 2023 were proposed by Cllr B Corrigan, seconded by Cllr P Taylor, then **RECEIVED** and **NOTED**.

FGP58/23/24 Verbal Report from Chairman of the Events, Arts, Culture and Twinning Working Group

Cllr Tom Collier verbally updated Members with regard to the last meeting of the Events, Arts, Culture and Twinning Working Group which was held on Wednesday 8th November 2023.

He reported that at this second meeting of the group, the main item for discussion was Newark Festival; he went through some figures (in the previous minutes noted above).

The outcome of their discussion was to support the 'Hockney Hustle' company and continue with the Brass Explosion on the Bank Holiday.

If the Castle was not available, they would support a free event in the Market Place.

Cllr Collier said he had now been told that the Castle might be available, but his opinion was that the group should stick with their decision. If having a smaller event, bearing in mind the cost of living crisis, did not prove popular, they could go back to having a Festival the following year.

Christmas next year – some thought needs to be given about how to promote this.

Book Festival – they are looking for more support from the Town Council. The group might include other areas of the Town Hall, including some stalls but they do not want to make them dependant on Newark Town Council. The group were looking to refer the Book Festival to the new funding forms that are being talked about now.

FGP59/23/24 Monthly Payment Schedule 06/24 & 7/24

Cllr B Corrigan proposed, and Cllr P Taylor seconded the Monthly Payment Schedules 06/24 and 07/24

Members **AGREED** that payment in accordance with Payment Schedule 06/24 in the sum of £125,299.93 (one hundred and twenty five thousand, two hundred and ninety nine pounds and 93p) and Payment Schedule 07/24 in the sum of £299,103.33 (two hundred and ninety nine thousand, one hundred and three pounds and 33p) be **APPROVED**.

FGP60/23/24 Annual Grants

Prior to discussion of this item, Cllr I Brown requested a Named Vote.

Cllr L Geary declared an interest as she was a member of the Twinning Association (item 3).

Cllr T Collier declared an interest in CAB

The Chairman then went through the sums of money being given as Annual Grants.

1. CAB - £5,000

Cllr P Taylor proposed, Cllr M Spoors seconded, that this grant be paid.

A Named Vote was held, as follows:

Cllr	FOR	AGAINST	ABSTAIN	ABSENT
P Ball	√			
I Brown	√			
D Campbell	√			
T Collier			√	
B Corrigan	√			
E Cropper	√			
S Crosby	√			
S Dickinson	√			
L Geary	√			
J Kellas	√			

D Ledger	√			
D Moore	√			
G Rix	√			
N Ross	√			
L Roulstone	√			
M Skinner	√			
M Spoors	√			
P Taylor	√			
TOTAL	17		1	

Members **AGREED** to pay this Annual Grant.

2. **St Mary Magdalene Church - £1,850**

Cllr P Taylor began discussion on this item; he asked what this payment was for – there are a lot of churches in Newark, why do we support one and not another?

Cllr D Ledger said she had been led to believe that this grant was something to do with the Civic Events that are held there on behalf of the Town Council. Cllr I Brown agreed with this.

Cllr B Corrigan asked if the Town Council paid for any events at the church. She thought it would be preferable for the church to invoice Newark Town Council for events.

The Town Clerk responded that he had spoken to a previous Councillor who said that that the church used to apply every year for a grant and received it. This led to the decision that it was agreed to put it into the 'annual grants' budget so that they received it automatically.

Cllr M Spoors thought it should be a budget payment, not from the grant scheme.

Cllr N Ross pointed out that it was the church used by Newark Town Council and they put on a lot of events for us. Perhaps it should be called something else, not a grant.

Cllr G Rix said it would be unfair to not pay this but supported Cllr M Spoors in that we should be funding it from a separate budget.

Cllr L Geary supported the request.

Cllr I Brown said that it was our church, and they put quite a lot of events on for the people of Newark. It was not a lot of money for the amount of civic events that we have.

Cllr B Corrigan proposed that *'the Town Council look to liaise with the church to see what money is changing hands and for what purpose'*.

A heated exchange followed between Cllr I Brown and Cllr B

Corrigan with regard to various committee/working group memberships and the lack of notice Cllr I Brown felt she was given to make a decision on whether she wanted to be on any of them.

A Named Vote was held as follows:

Cllr	FOR	AGAINST	ABSTAIN	ABSENT
P Ball	√			
I Brown	√			
D Campbell	√			
T Collier	√			
B Corrigan	√			
E Cropper	√			
S Crosby	√			
S Dickinson	√			
L Geary	√			
J Kellas	√			
D Ledger	√			
D Moore	√			
G Rix	√			
N Ross	√			
L Roulstone	√			
M Skinner	√			
M Spoors	√			
P Taylor	√			
TOTAL	18			

Members **AGREED** to pay this Annual Grant.

3. **Twinning Association - £550**

The Chairman said she was unsure if it was right to be giving this money now that there is a sub-committee (Arts, Culture, Events and Twinning Working Group).

Cllr J Kellas pointed out that when this Committee had decided the Terms of Reference for that group, it was not a replacement for the Twinning Association.

Cllr N Ross said he would support the payment of this grant this year, but there should be some more governance around this; this should be the caveat around giving this grant in future years.

Cllr P Ball thought it had been made clear that the Twinning Association do not want Newark Town Council involvement.

Cllr G Rix agreed with Cllr P Ball.

Cllr P Taylor pointed out that discussions have already been had about the way this council had been treated.

Cllr D Ledger said that as it had already been budgeted for, the Town Council should honour these payments, then look at how these are budgeted for in the years going forward. She did not think that the Twinning Association should be 'singled out' this year.

Cllr J Kellas then spoke. He informed Members that the Twinning Members had not said they did not want Newark Town Council involvement, they just did not want 'representation' on their Board.

Cllr S Crosby did not think it should be paid.

Cllr M Spoors pointed out that there are new financial pressures on Newark Town Council since this was agreed.

Cllr I Brown then spoke; she said that the Twinning Association was there whether Newark Town Council liked it or not. She thought that Past Mayors should be asked what the Twinning Association brings back to Newark, and how much it costs the Town Council to send delegations of people on Twinning Visits.

A Named Vote was held as follows:

Cllr	FOR	AGAINST	ABSTAIN	ABSENT
P Ball	√			
I Brown	√			
D Campbell			√	
T Collier			√	
B Corrigan		√		
E Cropper	√			
S Crosby		√		
S Dickinson	√			
L Geary			√	
J Kellas	√			
D Ledger	√			
D Moore			√	

G Rix		√		
N Ross	√			
L Roulstone		√		
M Skinner	√			
M Spoors		√		
P Taylor		√		
TOTAL	8	6	4	

Members **AGREED** to pay this Annual Grant.

FGP61/23/24 Syerston Way

This item was discussed briefly; then owing to the sensitive nature of some of the information the Town Clerk said he would prefer to talk about this in 'closed session'.

A vote was held and it was **AGREED** to move the discussion to the end of the meeting following the Exclusion of the Press and Public.

FGP62/23/24 Kiddey Stones

Cllr N Ross left the meeting have declared an interest earlier.

All other Newark & Sherwood District Councillor declared a non-pecuniary interest in this item.

Cllr D Ledger began the debate on this item; she did not think the Kiddey Stones should go to Castle House.

Cllr D Moore said the stones would need to be built into the brickwork or put on top of a wall. The question was, where could they safely be put.

Cllr P Taylor informed the Committee that the idea of Newark & Sherwood District Council doing this was that they were committed to public art. Passing visitors who see them might then also come to the museum here to see work by the same artist.

Cllr M Skinner thought that Castle House might not be the best place, but at least they would be seen.

Cllr I Brown did not think they should go to Castle House. She said the Town Council had not been informed where they would be placed or asked to go and have a look at the site. She said that sometimes she thought the Newark Town Council gave too many things to Newark & Sherwood District Council. Who would be paying for it, where will they go and was it safe?

Cllr L Geary was in favour of putting them there.

Cllr B Corrigan said the first thing she had thought of was there should be CCTV on the site. Also, that the Town Council should 'loan' the stones, not give them. She did not want them to be just 'plonked' somewhere.

Cllr G Rix then spoke; she said there were other sites – the College for instance. Kiddey worked there for 40 years.

Cllr P Ball thought that giving them to Newark & Sherwood District Council seemed to be the best idea.

Cllr J Kellas did not think there was enough information being presented to the Committee to enable a decision to be made. He agreed with Cllr I Brown.

It could be a 'joint' idea where we could work together. The Civil War Museum and Twinning Association have talked about a joint venture (grouping visits within the town together for tourists).

Cllr M Spoors pointed out that Newark Town Council had allowed these stones to be stored under tarpaulins until they decided where they would like them to be. Newark & Sherwood motivation was the same as Newark Town Council.

Cllr B Corrigan then proposed *'Newark Town Council is willing to consider this in principle but would want more details about where they would be sited and what security measures would be in place, before they make the decision.'*

Cllr G Rix said there was no mention of the word 'loan' from Newark & Sherwood District Council.

Cllr M Skinner proposed that an initial agreement could be looked at – ten to fifteen years for instance.

Cllr P Taylor agreed with Cllr Skinner and seconded the proposal.

The Town Clerk asked if Members would want a veto at a later stage.

Cllr L Geary said this needed to be decided and agreed with the Town Clerk. Newark Town Council should say yes in principle but need to be included in the process.

Cllr D Moore said more details were required about costings and he would like to see some 'mock up' drawings on this. We like the idea but need the details from the District Officer please.

Cllr I Brown asked if there would be a time limit for the District to have them; if they needed to be moved again it should be up to them to do it.

FGP63/23/24 Town Hall Flags

Cllr N Ross began discussion on this item and went through the report in the Agenda.

Cllr D Moore felt that it should be 'all or nothing'.

Cllr N Ross said he would be happy to just have the Union flag; he was not a fan of 'dual flagging'.

Cllr P Taylor said that although people said yes to this on the first day, there were still atrocities going on every single day.

Cllr G Rix thought there should not be any political stance.

Cllr M Skinner said it should be Cllr N Ross who makes the decision, as the Leader of the Council.

Cllr M Spoors also thought it should only be the Union flag that should be flown from the Town Hall.

Cllr I Brown suggested that a committee should be called together to make these decisions.

Cllr L Geary said that the Town Council should not be prevented from flying the flags of our twin towns when necessary.

Cllr E Cropper proposed the recommendations contained in the Agenda report; this was seconded by Cllr B Corrigan.

The Town Clerk then spoke; he talked to Members about his reasons for not flying the Israeli flag (security of staff/public/building). He also suggested that 'the Leader to consult with other groups' be included in the recommendations.

1. Members **AGREED** that, in line with N&SDC, an Israeli flag should **NOT** be flown from the Town Hall.
2. Members **AGREED** that all future decisions to fly flags or light the Town Hall in particular colours would be taken on a case-by-case basis having regard to relevant advice from HM Government and security professionals at the time.

The Leader of the Council will also consult with other groups.

3. Members **AGREED** that established flag changes as detailed in the report continue.
5. Members **AGREED** that the Union Jack be flown at all times as the principal flag.

In cases of agreed solidarity, additional flag pole and uplighting on the balcony should be utilised and not the principal flag pole.

FGP64/23/24 Meet Your Councillor Event

Cllr M Skinner asked at what point would this 'cross over' with political campaigning – he had concerns about this.

Cllr B Corrigan said she understood those concerns.

Cllr E Cropper thought that more information was required about the nature of the event.

Cllr M Spoors agreed with Cllr M Skinner – any event could be problematic and could become political.

Newark & Sherwood Community Team would like to link up and support anything arranged, particularly in relation to the gypsy/traveller community.

Cllr P Taylor said it was Councillors responsibility to meet the people; he did not support the use of any funds to do this.

Cllr G Rix suggested that the 'label' of this be changed – perhaps call it 'an information sharing event'?

Cllr D Moore said this could open a can of worms.

Cllr L Geary suggested that the AGM which is held in the Spring each year could be utilised and encourage members of the public to attend. Councillors could have a stall on the market in the meantime to advertise this day.

The Chairman then suspended Standing Order 4 (4) and extended the meeting for 30 mins. This was seconded by Cllr N Ross; a vote was held, and it was **AGREED**.

Cllr B Corrigan then said that she thought perhaps she had been naïve in thinking that this would be a good idea and accepted what had been said.

Cllr N Ross asked if the risks would outweigh the benefits of such an event.

Cllr B Corrigan then proposed, Cllr L Geary seconded, that an event should not take place. A vote was held this was **AGREED**.

FGP65/23/24 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.

FGP66/23/24 Exempt Minutes from Meeting held on 18th October 23

FGP53/23/24 – Riverside Boardwalk

Para. 5 – sentence to be amended to be factually correct.

This page will be returned to the next meeting of this Committee for signing on Wednesday 6th December 2023.

FGP67/23/24 Town Hall Replacement Boilers

Cllrs J Kellas, M Skinner, D Ledger and L Geary declared a personal interest in this item.

The Town Clerk informed Members that HC also had a personal interest in this item.

Cllr E Cropper asked if the Town Clerk had looked at using electric boilers; the Town Clerk said he had not.

Cllr B Corrigan proposed, Cllr P Taylor seconded that Paul Derry Plumbing and Heating Engineers be appointed to install new central heating boilers in Newark Town Hall and the Clerk be authorised to agree and implement the final terms and conditions of the contract of employment.

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

FGP68/23/24 Town Hall Internal Decorating Quotations

There was a general discussion about this item and some concern with regard to the difference in price.

Cllr M Skinner proposed that this decision be delegated to Cllr B Corrigan and Cllr N Ross. This was seconded by Cllr Ledger. A vote

was held and this was **AGREED**.

FGP69/23/24 Sherwood Avenue Development

The Chairman began the discussion of this item and asked for comments from Members.

Cllr P Taylor pointed out that not a penny had been charged until now; he thought this was a very good deal.

Cllr B Corrigan said that communication was poor.

Cllr L Geary proposed and Cllr D Moore seconded that N&SDC be appointed to finalise the delivery of the Sherwood Avenue development project as details in the Agenda Report and that funding should come from General Reserves.

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

FGP61/23/24 Syerston Way

This agenda item was deferred from earlier in the meeting.

Cllr J Kellas proposed, Cllr D Ledger seconded, that Standing Order 4 (4) be suspended to allow the meeting to continue for another 5 minutes. A vote was held and this was **AGREED**.

The Town Clerk had earlier talked about the play area site visit due to take place on 7th December.

Discussion followed with regard to the funding; Cllr L Geary thought that s. 106 monies should be used because this was time limited.

Cllr B Corrigan asked if a wider piece of work should be considered.

Cllr J Kellas informed Members that he thought this item should have been on pink papers in the first place.

Cllr M Skinner did not want to use all s. 106 monies and there were other things required in the ward (where Syerston Way was located). He went through some of the things that were wrong in the area. A lot of things needed to be redesigned. He also pointed out there were no outlines of warranty with the quotes.

Meeting Closed:	9.45pm	Next Meeting:	Wednesday 6th December 2023
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Newark TOWN COUNCIL

Agenda Item No: 4b

Committee Date: Wednesday 24th January 2024

PLANNING COMMITTEE

Minutes of the Meeting of the Planning Committee held on Wednesday 29th November 2023 in the Council Chamber, at the Town Hall.

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

PR41/23/24 Minutes

The Minutes of the last meeting held on Wednesday 1st November 2023 were **AGREED** and signed as a true and correct record.

PR42/23/24 Declarations of Interest

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

PR43/23/24 Outstanding Planning Applications

23/01831/HOUSE	12 Pelham Close, Newark Proposed conversion of garage to form bedroom with new window to side elevation. No Objection was raised to this application.
23/01895/FUL	Units 1 and 2 Farrar Close, Newark Regularise change of use of Unit 1 for mechanical repair of motor vehicles and fitting of tyres. Change of use of Unit 2 to (DVSA) Class 4 MOT Testing Station. No Objection was raised to this application.
23/01900/ADV	Turnbull Builders Merchant, Northern Road, Newark 2 totem signs and 2 fascia signs. No Objection was raised to this application.
23/01936/S73	Land at Hutchinson Road, Newark Application to vary Condition 10 of planning permission 23/01315/S73 to raise finished floor levels. No Objection was raised to this application pursuant to any comments from the N&SDC Tree Officer.
23/01948/HOUSE	25 Blackbrook Road, Newark Proposed single storey rear extension and removal of existing conservatory (re-submission) No Objection was raised to this application.
23/01963/FUL	82 Mill Gate, Newark Erection of 1 dwelling. Cllr L Geary & Cllr L Roulstone declared a non-pecuniary interest in this application. Newark Town Council vehemently objects to this application on the following grounds: <ul style="list-style-type: none">• The building design is not in keeping with the Conservation area and out of character for the area.• The access on to Mill Gate will cause undue traffic safety issues.• The proposal represents over intensive development of the footprint of the site.
23/01968/LBC	Shalem House, The Friary, Appleton Gate, Newark Re-open the existing arched opening between snug and lower reception. No Objection was raised to this application.

23/01974/FUL	<p>174 Hawton Road, Newark</p> <p>Change of Use of residential dwelling (Use Class C3) to a Care Home for 2 no. children (Use Class C2).</p> <p>No Objection was raised to this application.</p>
22/02321/FULM Amended	<p>Newark Day Service, Woods Court, Walker Close, Newark</p> <p>Use of existing building as medical centre (Use Class E) with a GP Practice and ancillary offices and pharmacy. Demolition of existing store building, creation of car parking and removal of trees.</p> <p>Cllr L Geary declared a non-pecuniary interest in this application.</p> <p>Newark Town Council repeats its previous comments made in relation to this application but would further wish to offer Fountain Gardens as a potential location for tree planting to mitigate the loss of trees on this site. The improved local medical facilities are required and repurposing an existing building rather than building new, is advantageous.</p>
21/02690/FUL	<p>Newark Castle, Castle Gate, Newark</p> <p>Engineering works to form new gatehouse approach, alterations to existing castle, creation of new pedestrian access, construction of new entrance pavilion and multi-functional events facility and landscaping works.</p> <p>Cllr N Ross declared a non-pecuniary interest in this application.</p> <p>No Objection was raised to this application.</p>
23/01605/HOUSE	<p>57 Whitfield Street, Newark</p> <p>Demolition of brick garage to create off street parking and extra garden space. Insert new gate adjacent road. Replacement fencing, doors and windows including alterations to openings.</p> <p>No Objection was raised to this application pursuant to comments of the Conservation Officer. Newark Town Council is particularly keen to ensure the main residential building retains the character of its façade, particularly its doors and windows.</p>
23/02045/HOUSE	<p>35 Syerston Way, Newark</p> <p>Proposed single storey rear extension and proposed front porch infill and extension.</p> <p>Newark Town Council would ask the planning department to pay close attention to the brise soleil. It is an unusual feature and may be</p>

overbearing for neighbouring properties.

PR44/23/24 Notice of NSDC Planning Decisions

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

PR45/23/24 Miscellaneous Applications

a. Nottinghamshire County Council Applications

No applications had been received.

b. Street Naming

Middlebeck Parcels 5a and 5b

Members considered the request for street naming for the next phase of Middlebeck and the following names were suggested:

Name	Connection
Flint	Roman History – Recent archaeology in Middlebeck
Pottery	Roman History – Recent archaeology in Middlebeck
Kiln	Roman History – Recent archaeology in Middlebeck
Roman	Roman History – Recent archaeology in Middlebeck
Axe	Roman History – Recent archaeology in Middlebeck
Stone	Roman History – Recent archaeology in Middlebeck
Iron	Roman History – Recent archaeology in Middlebeck
Whetstone	Roman History – Recent archaeology in Middlebeck
Jet	Roman History – Recent archaeology in Middlebeck
Whitby	Roman History – Recent archaeology in Middlebeck
Langdale	Roman History – Recent archaeology in Middlebeck
Cumbria	Roman History – Recent archaeology in Middlebeck
Sendler	Polish Humanitarian Aid Worker – statue in Fountain Gardens
Emily	Former property developer in Newark
Sandomierz	Twin town
Robert	Local Artist and former Newark teacher
Kiddey	Local Artist and former Newark teacher
Governor	Name given to former town leaders
White	Local Public House
Hart	Local Public House
Moot	Former Town Hall Name
Disney	Norton Disney connection
N & S Parishes	All parishes in the District not already covered
Jonny Johnson	Dambusters Pilot (lived near Newark)

c. Notification of Appeals

B & Q, Unit A Maltings Retail Park, North Gate, Newark

Members **NOTED** that an appeal has been lodged against the issuing of an Enforcement Notice by NSDC.

d. Licensing Applications

Strays, The Ossington, Beast Market Hill, Newark

Members considered the above application and **No Objection** was raised.

Meeting Closed:	8.30pm	Next Meeting:	Wednesday 10th January 2024
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TOWN COUNCIL

SUBJECT:	2024/2025 Revenue Budget and Precept
REPORT BY:	Matthew Gleadell

THIS REPORT SHOULD BE CONSIDERED ALONGSIDE THE BUDGET AND PRECEPT REPORT FOR THE FINANCE AND GENERAL PURPOSES MEETING HELD ON 17TH JANUARY 2024.

1. Recommendations

1.1 That members resolve to agree and adopt the following:

- i) The starting revenue budget for the financial year 2024/25 in respect of all services and functions operated by the Town Council.
- ii) The level of precept required for 2024/25 financial year to meet the forecast expenditure in respect of all services and functions operated by the Town Council.

2. Background

2.1 Members have already engaged in debate relating to the 24/25 revenue budget and precept at the meeting of the Finance and General Purposes Committee held on 17th January 2024. No recommendation as to the final budget was made at the FGP meeting and the decision as to the final budget and precept was deferred to the Full Council.

2.2 At the FGP meeting on the 17th January income increases of £39,408 in the draft budget presented originally by the RFO were approved. Those increases have been incorporated into the draft budget and the updated draft budget including those increases is attached to this report. For the avoidance of any doubt the agreed income increases are:

Cost Centre	Account Code	Extra Income Forecast
Town Hall 201	Hire Fees 1163	£25,000
Town Hall 201	Bar Income 1168 – 1171	£3,500 (to correspond with bar expenditure)
Cemetery 301	Plinths/Memorials 1362	£5,000
Allotments 302	Rents 1350	£1408.00 (23/24 income plus 10% increase)

- 2.3 Since the FGP meeting the Clerk has received formal quotations via the Councils energy broker for electricity and gas costs to apply at the end of the existing contracts. As reported in the FGP meeting Budget and Precept reports the estimate of increases from the broker given in November was 50%. This was prior to formal quotes being sought. Regrettably the quotes now received show increases as follows:

Service	Current Charges	New Charges	Increase
Electricity	£30,194.09	£67,101.68	£36,907.59
Gas	£18,586.44	£42,534.00	£23,947.56
Total			£60,855.15

The above increases will have minimal impact on the next financial year effecting only the final quarter of 24/25 for electricity. An additional £4500 expenditure has been added to draft budget to account for these updated costs. The increase will fully impact the 25/26 financial year. This also impacts the medium-term financial forecasts (see below).

- 2.4 The impact of the additional income and additional expenditure is that the budget now forecasts a small underspend of £10,287.00.

2.5 Medium Term Financial Plan

The Medium-Term Financial Plan to the 27/28 financial year presented to members at the budget workshop in December forecast a deficit in 27/28 of £600,980.00. This figure was based on continuous 1.94% annual council tax increases.

The deficit figure is also based on very cautious worse case scenarios in so far as income and expenditure is concerned and so the reality may not be at that level.

In what is a volatile world, another serious pandemic, further global conflicts impacting on oil prices and serious climate events all have the potential to completely derail the Councils financial forecasts. Such disaster events are not built into forecasts.

Updates to the Medium-Term Financial Plan since December 2023

Staff Costs – There are 2 additional staff roles which now seem likely based on recent workforce assessments and the desire to pursue a number of potential revenue generating projects. Whilst they do add cost to the expenditure their intent is to bring in much greater revenue. The full extent of the revenue generating potential remains to be seen and the impact of these roles will be subject to periodic monitoring and review. For the purpose of the Medium-Term Financial Plan a figure of £200,000 additional revenue is forecast for the 27/28 financial year as a direct consequence of these additional roles. However, the employment costs must also be factored in. Employment costs are assessed at £120,000 per annum which includes salary, pension and NI contributions. The net impact therefore of staff changes for the purpose of the Medium-Term Financial Plan is an £80,000 gain. These are educated forecasts at an early stage and the Clerk/RFO is appealing for **extreme caution** from members in reliance on these figures. Regular review will be essential.

Gas and Electricity : Previous forecasts showed an increase of £27,500.00 per annum. The updated figures add a further £33,355 to the forecasts. The new heating system at the Town Hall should help improve gas costs at the Town Hall and plans for solar panels on some sites will also assist. Taking account of the improved energy efficiency medium term forecasts for gas and electricity will show an increase of £50,000 per annum being

an additional £22,500 on top of existing forecasts

The combined impact of the above changes is a reduction of the forecast deficit for 27/28 financial year of £57,500 leaving a new deficit forecast of £542,500.00.

Provided there are no disaster impacts (of the type referred to above) and taking account of worse case scenario forecasts involved it is likely but in no way guaranteed that a further £100,000 could be attributed to better income and lower expenditure than forecast. This would leave a deficit of £442,500.

4 Year Strategy

Members have 4 annual budgets and 4 precept opportunities in which to seek to prepare for the loss of the Devolution Support Grant and respond to the various financial challenges that have been identified and thoroughly documented.

Whilst it is hoped that various ideas being considered will help to increase revenue from sources other than Council Tax the Clerk and RFO suggests a pragmatic acceptance that Precept increases greater than what has historically been seen previously are needed. Those increases can be distributed across 4 budgets. The risk in resisting increases at the beginning of that 4-year budget period is that much greater increases may be necessary later in that 4-year period.

In 12 months' time when setting the 25/26 budget the Council will benefit from having a better understanding of the impact of various projects and initiatives now being considered and assessed and will be better placed to understand the Precept requirement in the remaining 3 years.

There is understandably a strong desire to avoid seeking additional revenue from the taxpayer. Members and officers alike are very aware of the serious financial challenges facing large parts of the community and will do all it can to keep any increases to a minimum.

2.6 Referendum Risks

The challenges facing Newark Town Council are repeated across the sector. Larger than usual increases in precept are expected across the town and parish sector. If such rises trigger the government to quickly impose referendum principles on the sector in line with other authorities (3%) the Town Council will then be almost certainly unable to raise sufficient revenue to meet the forecast deficit in 27/28.

2.7 Service Cuts

A lot of focus has been placed on new revenue generating ideas and understandably there is reluctance to consider cutting services. Members may wish to give consideration to reducing service levels to reduce expenditure. Reducing expenditure on service delivery will lessen reliance on council tax income. There are a number of options albeit all almost certainly involve staff seeing reduced hours and in turn reduced income or even job redundancies. As such the details cannot be specified in this public document.

3.0 Financial, Legal, Equality, Environmental & Risk Issues

3.1 Contained in the report.

Pages 1-22 that follow relate to this report

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

