



# Balderton Parish Council Full Council Meeting

Minutes of the meeting held on Wednesday 27<sup>th</sup> November 2024 at 7.00pm

## Attendees:

**Balderton Parish Councillors:** Vanessa Bracegirdle, Ronalie Bright, Jane Buxton (Chair), Karen Callingham, Martyn Cox, Mandie Elson, Roy Fairbairn, Simon Forde, Jean Hall (arrived during item 193), Leigh Marshall (arrived during item 193), Debbie Moore, Dean Scott, Anna Rutkowska

**District Councillor:** Emma Oldham

**Parish Clerk:** Marion Fox Goddard

**Public:** 2 residents

Meeting agenda pack with reports can be found on our website: <https://www.baldertonparishcouncil.gov.uk>

## 184. Declarations to record the meeting

The clerk recorded the meeting.

## 185. Apologies for absence

Parish Councillors: Mac Mallard, Joy Sellars

District/County Councillors: Keith Girling, John Lee, Sam Smith

## 186. Declarations of interest

Simon Forde – District Councillor, Dean Scott – item 195.

## 187. Public forum

A resident raised concerns about parking on double yellow lines Main Street and Glovers Lane, having contacted the local county councillor, his concerns have yet to be addressed/responded to. Cllr Oldham offered to give the details to Newark and Sherwood District Council's enforcement team. The resident also detailed he is awaiting contact from a local police officer; Cllr Buxton said she would send a reminder.

## 188. Approval of the minutes of the Full Parish Council meeting held on October 23<sup>rd</sup>, 2024

The minutes were unanimously approved (by members who were present at the meeting) as an accurate record and Councillor Buxton duly signed them.

## 189. Reports County/District councillors

*County/District Councillor Lee and District Councillor Forde* – written reports in agenda pack noted.

*District Councillor Oldham* – Expressed disappointment regarding the Lowfield Lane housing planning approval. Had been working with the leader of N&SDC to bring the petition about this application to debate at N&SDC. Suggested that petitions should be worded without mentioning a planning application going forward to get the council to debate them. Cllr Oldham has planned a meeting with Nottinghamshire Wildlife Trust to try to keep biodiversity compensation in Balderton and other work to mitigate against the loss of habitat due to this development. Cllr Oldham offered to

Job  
n/12

provide the full response regarding the petition. This will be added to the next agenda pack, once received.

## 190. Parish Councillor Reports

Written reports (available in agenda pack) from Cllrs Bracegirdle, Buxton, Callingham were noted.

### 191. Clerk's report – noted. (*Italics indicate where this report was updated during the meeting.*)

Administration/ Management	Form for Lloyds bank accounts signatory/online access changes have been submitted. See item 192d regarding further updates/suggestions regarding Lloyds bank accounts. All council online banking payments approve by 2 councillors now.  Second issue of the newsletter has had positive feedback with 6 expressions of interest for advertising in the next issue already. Advertising covered 50% of the printing costs of the October issue.
Procurement/ Operations	The shredder has been delivered and is being used to deal with green waste, improving the way we manage this waste. The new allotment sign and noticeboard have been installed – thanks to the grounds team for doing this.  Much of our work has been operational over the last month so key areas are covered in the latest <a href="#">Amenities Committee agenda pack and minutes</a> .
CCTV and Lights at Heron Way car park	The 2 lamps have been installed at Heron Way Car Park and CCTV camera is currently on order (N&SDC procuring the CCTV) One resident has raised concerns regarding the lamps.
Village Trail	A second meeting has been held with Newark and Sherwood District Council regarding the Village Trail due to be funded by UK Shared Prosperity Funding. See agenda item 195.
Cemetery	Memorial safety testing has been covered in the newsletter and we plan to do more PR on the website, signage, and social media earlier next week before the tests commence. A hand test will be used as is recommended by best practise.  Lots of work is being done to fully use the Scribe cemetery management software to make the management of checks easier in future. This system has mapping functionality that has not been used previously and we have introduced electronic storage of records to make the information more easily accessible. There are hundreds of records to update and one of our Clerical Assistants to doing a great job working through this.

## 192. Finance

- a. The council noted the cash and investment reconciliation and expenditure transactions for October.
- b. The council unanimously agreed to purchase (prices exclude VAT):
  - i. Training for Community Organising/Neighbourhood Watch (Safer Streets 5 Funding) - £2500.
  - ii. CCTV external signage - £165.
  - iii. Electrical work to move the defibrillator cabinets to next to the pedestrian gate at Chuter Ede School - £307.
- c. Use of DCK Accounting Solutions for the remainder of 2024/25 and 2025/26 – The council unanimously agreed that the council will continue to use the services for these periods.
- d. Lloyds bank
  - i. The council noted that Lloyds bank will be introducing charges from January 2025 on the treasurer's account. This will be built into the budget for 2025/26, and consideration will be given to whether there is a cheaper banking option next year.
  - ii. The council noted the reduced interest rate on the 32-day notice account and agreed to consider moving the funds during the March 2025 Full Council meeting.

Job  
11/12



**193. Committee Draft Minutes**

Minutes were noted for:

- a. Allotment Sub Committee – November 13<sup>th</sup>, 2024. Full Council agreed to accept the recommendation to consult with residents regarding the clock at Lidl in the March newsletter and it was suggested that this could also be consulted on during the January meet/greet session which is planned. Cllr Hall detailed that the area manager of Lidl is trying to get funding still.
- b. Planning Committee – November 14<sup>th</sup>, 2024.

**194. Query regarding accessibility of the sports/play facilities at Coronation Street Park**

The clerk distributed a paper regarding this query – see Appendix 1. Councillors discussed the inclusive way the council has considered projects during their short tenure and agreed this should be further considered as part of the council's upcoming action planning for future years whilst noting the majority of facilities have been in situ for many years.

**195. Update on the Village Trail and consideration of whether to sign an agreement between Balderton Parish Council and Newark and Sherwood District Council for the provision of this**

Councillor Forde detailed that he has designed a two-mile walking trail around the 'old village' towards the Salvation Army at Mead Way. He had applied through Sustrans Rangers<sup>1</sup> for funding for this from the UK shared prosperity fund. This had categories such as active travel, renewing the high street and encouraging people to get active and out and about. This is close to being deliverable with the 2 councils due to meet early next month to sign an agreement subject the full council's approval. Cllr Forde explained that there will be boards with historical information, a welcome to Balderton sign and wooden sculptures and much needed benches.

*Councillor Scott left the room following Councillor Forde's explanation.*

Councillors discussed the benefits of the trail including social inclusion and cultural opportunities for a diverse range of groups across the parish and beyond. Councillors unanimously agreed that the agreement can be signed.

*Councillor Scott returned during item 196a.*

**196. Policies and documents**

The following documents were unanimously agreed:

- a. Updated Financial Risk Register.
- b. Biodiversity Policy.
- c. CCTV Policy.

**197. Consideration of Planning Applications** (Balderton Parish Council is a consultee. Newark and Sherwood District Council is the planning authority that will decide on whether permission is granted).

- a. [24/01955/FULM](#) - Demolition of existing residential care home and construction of a new care home with car parking and associated landscaping - The Oaks Residential Care Home London Road Balderton – Unanimously supported. It was agreed that a comment should be added to suggest there should be a condition regarding the watercourse to the north of the site: any building work must not harm the watercourse, nor its banks and no pollutants should enter the water or banks.
- b. [24/01895/HOUSE](#) - Demolition of existing outbuildings and erection of new single storey rear extension - 94 Hawton Lane Balderton – no comment.

**198. Via East Midlands Consultations**

- a. The proposed prohibition of driving on Staple Lane, (TRO 3396) – no comment.
- b. The proposed 40mph speed limit off Staple Lane, (TRO 3395) – no comment.

<sup>1</sup> Balderton Parish Council will procure the items with UK prosperity funding, and it will be owned by Balderton Parish Council. Sustrans Rangers will maintain the trail for the first 5 years and then the maintenance will be taken over by Balderton Parish Council.

Job  
11/12

**199. Meeting Change**

The council unanimously agreed to hold a Full Council meeting on December 11<sup>th</sup> rather than an Amenities Committee meeting

**EXEMPT ITEMS**

*Under the Public Bodies (Admissions to meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of schedule 12A of the Local Government Act 1972.*

The Council unanimously agreed to close the meeting to the press and public.

**200. Consideration of personnel matters**

The council agreed how to proceed regarding two personnel matters:

- b. The clerk gave an update on personnel matters. (The council agreed to cover item b before item a).
- a. Employee pension contributions (*Clerk left the meeting for this item*)  
It was agreed to update these monthly should there be a change in band.

Meeting closed at 8.55pm

*Tabuzelen*  
*11/12*

## Appendix 1: Accessibility of play/sports items at Coronation Street Park/Playing Field

### 1. Introduction

Concerns have been raised by a local councillor regarding the accessibility of MUGAs and suitability of the youth pod at Coronation Street Park/Playing Field. Councillors are asked to consider the following information.

### 2. Equality Act (EA) - RoSPA website quote:

'The Equality Act requires reasonable provision to be made for equal opportunities for disabled people except where it affects the safety of others. The Act also applies to places where children play (play areas, games area etc). It is illegal to treat disabled persons any less favourably than non-disabled persons.

The key word is "reasonable". The Act does not compel you to make all your play areas suitable for disabled children as it is impossible to make a play area totally suitable for all forms of impairment. What you must do is to take all reasonable measures, bearing in mind safety of other users, to make your play area as suitable for disabled children as possible.

Much has been made to attempt to complicate the situation.

We aim to both reassure providers of existing play areas that their area probably provides a higher level of provision than appears at first sight and at the same time give practical advice on how to improve their area to make it suitable at minimal cost. The key message is "DO NOT PANIC". There is no need to close your play area (or panic buy) just because it is not at present fully acceptable. Simple documented planning measures for the future will enable you to bring your play area up to a good level of provision without unduly straining your budget.'

### 3. Our provision of play equipment/sports provision and access to these.

With the exception of a handful of items in the children's play area and the youth pod the provision and paths to them have remained much the same for 15+ years.

There are no paths to the pitches, MUGAs<sup>2</sup>, the pod and within the park. This is something that we are aware of but there is not a quick or cheap fix to this issue.

### 4. Youth pod

The youth pod was installed at the beginning of this year in partnership with N&SDC, the police and crime commissioner's office following a successful bid for government funding which was applied for to try to help tackle antisocial behaviour at the Lakeside Shopping Centre. The resulting reduction of reports of ASB in the area indicate that this has worked somewhat. The supplier of the youth pod has stated:

*'This unit is not designed to be wheelchair accessible and is not labelled as such in the catalogue (inclusive items have an inclusive logo to highlight this)*

*The Full Pod Shelter has an opening width of 707mm which may afford access to some wheelchairs straight forward into the entrance space (shelter, however, would be limited as there is no roof above this area).*

<sup>2</sup> Multi Use Games Areas

*Job*

*Wheelchair movement around the internal space would not be possible as the legs of users sitting on the lower level of the internal seats and the centre post would not be sufficient for manoeuvring a wheelchair.'*

## **5. Proposed way forward**

Balderton Parish Council is due to review the 2024/2025 action plan and will be working on an action plan for future years early in 2025. It is suggested that the council considers this issue when planning for future activity which will take into account the resources available to the council to address this issue.

20/11/2024