



Dear Councillors Bracegirdle, Callingham, Elson, Fairbairn, Forde, Hall, Mallard, Marshall, Moore, Sellars and White,

You are summoned to attend the next meeting of the **Amenities Committee** to be held on **Wednesday 10th January 2024, commencing at 7pm**. This meeting will be held in the large hall of Balderton Village Centre.

Members of the public and press are entitled to be at the following meeting Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by the Local Government Act 1972 Section 100 unless precluded by the Parish Council by resolution during whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the beginning of the meeting (public open forum). As issues raised during the public session may not relate to items on the agenda no resolution for action can be taken.

Marion Fox Goddard, Balderton Parish Clerk, Thursday 3rd January 2024

AGENDA

1. Declarations of any intentions to record the meeting.
2. To receive apologies for absence.
3. Declarations of interest.
4. Public Open Forum (20 minutes) - **Balderton Parish Council is committed to community engagement and therefore warmly invites members of public to contribute during this part of the meeting.**
5. To approve the minutes of the Amenities Committee meeting held on November 29th, 2023.
6. To note the clerk's report.
7. To receive an update on the safer streets 5 bid and consider recommendations to full council.
8. To receive an update and discuss playing field flooding.
9. To discuss correspondence from Balderton Cricket Club regarding protective nets.
10. Balderton Village Centre
 - a. To note the notes from the Village Centre Sub Committee meeting.
 - b. To consider whether to accept the recommendations of the Village Centre Sub Committee.
 - c. To note that we have a leak in the roof and are waiting for a quote to fix this.
 - d. To consider a request from N&SDC to use the village centre for Beat Surgeries.
11. To consider N&SDC's letter and consultation regarding Public Spaces Protection Orders in Balderton
12. To discuss the proposed new allotment agreement and including consideration of how much the bond should be.
13. Events Update.

Balderton Village Centre, Coronation Street, Balderton, NG24 3BD

Balderton Parish Council Amenities Committee

Minutes of meeting held on Wednesday 29th November 2023 at 7pm

Attendees:

Balderton Parish Councillors: Vanessa Bracegirdle, Jane Buxton, Karen Callingham, Mandie Elson (Chairman), Roy Fairbairn, Jean Hall, Mac Mallard and Debbie Moore (Vice Chairman), Joy Sellars

Staff: Marion Fox Goddard (Parish Clerk), Jim Brown (Head Groundsman)

Public: 4 members of Grove Angling Club, 1 member of Balderton Cricket Club and 1 PhD researcher

1. Declarations to record the meeting

The clerk recorded the meeting.

14. Apologies for absence

Apologies were received from Councillors Forde and Marshall.

15. Declarations of interest

Roy Fairbairn – Allotment holder, Jean Hall – District Councillor.

16. Public Open Forum

Members of Grove Angling Club raised queries regarding:

- Anti-poaching signage that they had asked parish council staff to put up (see item 8a).
- Maintenance near fishing pegs (Jim explained this has been done twice this year and more will be done in the new year; anglers were requested to report issues/rather than tackle themselves).
- AE fishery advice regarding curly pond weed.
- Concern regarding how long the parish council has taken to deal with the duckweed.

These concerns were noted, and the members of the club were asked to email the clerk regarding any issues that need to be addressed. (Also see item 8)

A PhD student explained that she was attending the meeting to research the needs of the community and to aid her evaluation of the YMCA.

A member of Balderton Cricket Club explained the basis on which they had sent an application for funding to Skanska/National Highways:

- For an artificial wicket to go on the end of the wicket closest to the village hall.
- Funding to go to the parish council; wicket to be owned, insured and maintained (minimal) by Balderton Parish Council.
- Balderton Cricket Club will project manage the installation.
- Balderton Cricket Club will seek funding for a replacement at the end of the new wicket's life.

Once funding has been agreed, Balderton Parish Council and Balderton Cricket Club will meet to discuss the details of how this will work.

A resident raised concerns regarding flooding on London Road near Highfields school, frustrated that this has been raised with councillors and the issue not resolved. It was explained that this is not in Balderton Parish Council's jurisdiction although the clerk has written to the local county councillor to see if there are any further updates. The local county and district councillors attend the Balderton Parish Council's Full Council meeting, the next one being on December 13th, it is hoped the county/district councillor for the area will be able to provide an update then.

17. Minutes of the Amenities Committee held on October 18th, 2023

The minutes were unanimously¹ approved as an accurate record and Councillor Elson duly signed them.

18. Clerk's update

The following report was noted. (Note: *Italics indicate where report has been updated since agenda pack issued*).

	Item	Update
1	Artificial Cricket Wicket	Following the last meeting we have received a copy of the quote that Balderton Cricket Club have obtained and their application to National Highways for funding. The proposal is for the council to buy and own the wicket. Once we know whether the funding bid has been successful, this item will be brought to either the Amenities Committee/Full Council so the council can discuss the finer details of this project.
2	Replacement dog bins	Full council agreed to replace dog bins when needed and to make budgetary provision for this each year. Replacement bins have been ordered for those needing replacement this year. An application has been sent to Via for the new bin on Staple Lane –this has been agreed in principle, but we need to wait for final sign off before installation.
3	Signage regarding parking on Heron Way	Full Council opted to post notices in the noticeboard to encourage drivers to park in Heron Way carpark. This is now in the noticeboard. We will also raise the issue of cars parked on the bend of Rowan Way with the angling club.
4	Jubilee Clock	Full Council agreed to shelve this project, divert grant money received to another project such as the millennium clock.
5	Millennium Clock	Councillors have begun to look for funding options. Approval being sought from landowner before this is moved forward.
6	Lake	Litter and vermin posters are in place.
7	Memorial Tree	A Silver birch has been planted at the lakeside in memory of Tom Scott.
8	Regular user keys/fobs	The alarm company due in to program alarm fobs. Once done keys/fobs will be issued.
9	Bulbs for Coronation Street playing field.	500 crocuses have been delivered from the Long Bennington Rotary (polio campaign). 200 Daffodils, 200 Bluebells and 200 Aconites has also been ordered and <i>the planting will co-ordinated and done by parish councillors.</i>
10	Fencing around Heron Way carpark	Work to replace this has been delayed due to rainfall and the holes being full of water. Once it is dry enough the grounds staff will complete this work.
11	Woodland Trust Saplings	We have taken receipt of Woodland Trust saplings. The grounds staff plant these temporarily near Balderton Village Centre to bring them on for planting elsewhere on parish council land. More trees will be ordered as they are offered.
12	Coronation Street Park Cradle swings	Due to wear on the chains, these <i>were</i> temporarily taken down. <i>New chains have now been installed.</i>

19. An update on the safer streets bid

¹ Unanimous decision of the councillors who had attended the last meeting.

The clerk and Cllr Buxton outlined what is included in the bid² and a suggestion of suitable bins and life buoy containers handed around. The clerk is working on the project delivery team with the target of installing bins, youth shelters and life buoy boxes by the end of this financial year.

20. Balderton Lake

- a. The Grove Angling Club had requested:
 - i. Signage in the water near the moonstone – the head groundsman explained that the signage will not be put in the water but will be close by.
 - ii. Increasing membership numbers and removing the restriction of members living within a 10 mile radius – a decision on this was deferred (see item 8e)
- b. Cormorants being deterred from settling at the lake through the use of lasers – Councillors asked members of Grove Angling Club not to do this or to use any other means to deter wildlife.
- a. Report from the Environment Agency –the committee unanimously agreed to consider this report once a broader report has been received (See 8d).
- b. Long term management of the lake – The committee unanimously agreed to seek costings for commissioning a report for the long term management of the lake.
- c. Grove Angling Club lease – It was unanimously agreed to review this including making provision for regular communications between Balderton Parish Council and the angling club.
- d. Soil has been left near the lake for use around the lake – It was noted that staff are reviewing where this is stored/how to process this.
- e. Bin replacement required near the point following vandalism - It was unanimously agreed to use Safer Streets 5 funding to replace this so all bins can be replaced together.

21. Allotments

The following actions were unanimously agreed upon:

- a. to join the Allotment Society;
- b. to commission a HI AB to remove the waste at the allotments rather than bonfires, look to get a shredder³ in the new year (estimated cost £3000) and if available use grant funding to pay for this;
- c. to introduce bays for storage of waste before collection (approximately every 6 months). (Also look at similar bay at cemetery). Metal waste/items left elsewhere on parish council land will not be taken to the allotments (quick disposal to be arranged rather than waiting for this to be built up);
- d. reduced plot sizes (quarter plots preferable but where necessary half plots) to be decided by clerk and head groundsman on a case by case basis dependent on what is on vacated sites;
- e. to introduce improved signage;

² Bins and improved signage for lakeside and Coronation Street Park. Improved CCTV at Balderton playing field and review of CCTV at Lakeside Shopping Centre. CCTV and lighting at Heron Way car park. Lifebuoys with lockable boxes around the lake. Youth shelter at Coronation Street playing field. Water safety day and neighbourhood watch scheme for Balderton.

³ Shredder to make more waste suitable for composting/to be left at site where it originated for mulching down etc.

- f. to review the tenancy agreement and bring it in line with best practice including bond payments from new tenants. (This will be introduced for new tenants before the current vacant plots are let and rolled out to existing tenants before August);
- g. defer making a decision on whether to install a bike rack at the allotments as it is unclear how many allotment holders would use it. (Consultation poster is in the notice board).

22. Events

- a. D-day 80 – The committee unanimously agreed not to light a beacon;
- b. Macmillan coffee morning, including agencies that can advise attendees on a range of issues – December 14th, 10am – noon at Balderton Village Centre. Everyone welcome. Councillor Mallard agreed to draw up a list of where posters could be posted - all councillors to send ideas to Cllr Mallard so distribution can be arranged.
- c. Fete Working Group meeting – it was agreed to meet after the amenities meeting to discuss ideas for the fete so a proposal could be taken to full council for discussion/approval.

23. Balderton Village Centre

- a. User request for projector and amplification/sound system – decision to be deferred until the Village Centre Sub Committee looks at reviewing the centre and how we can maximise use.
- b. Litter posters – it was noted that new litter posters have been put up and agreed rather than have posters regarding not picking flowers, in the Spring, use the Facebook page to pass on a positive message regarding the flowers and leaving them for everyone to enjoy.
- c. The following members were agreed upon for the village hall subcommittee: Cllrs Buxton, Elson, Mallard and Moore. First meeting to be held after the Macmillan Coffee morning on 14th December.
- d. Members noted the legionella risk assessment had been received and that the clerk and head groundsman are working on the actions required. As the water fountain in the changing rooms needs to be replaced, a water bottle filler will be installed instead.

24. St Giles Church wall

It was unanimously agreed to proceed with the recommendations of the report:

- a. Request a meeting with N&SDC to seek advice;
- b. Commission a survey to assess what work is required;
- c. Get 3 quotes for work required.
- d. Contact the Parochial Council/St Giles regarding options for funding this work.
- e. Start looking for funding opportunities.

25. Update on the defibrillator at Chuter Ede School

The clerk had contacted the headmaster and the school is looking at getting power back to the building the defibrillator used to be powered from. For now, the defibrillator has been taken off the network. Once the school has power again, we will get this up and running and back on the network.

26. Planter for local school

It was unanimously agreed £250 (each) can be sent to the three schools that have come back with what they would like to buy with the funding offered to commemorate the coronation. Proof of purchase will be requested. Cllr Sellars will contact the schools.

27. Phone and Broadband contract

The committee unanimously agreed to amend the phone/broadband contract with the current supplier as the proposal supplied in the agenda pack: 5 year contract avoiding early cancellation charges for the 2 contracts that we have, whilst also delivering a saving of £284.92 per year. This will include 1 landline, 3 mobile phones and superfast broadband.

28. Book Swap at Balderton Village Centre

It was unanimously agreed to set this up on a small bookshelf in reception.

29. Items of correspondence and information

- a. Reminder to councillors to let Cllr Forde know suggested areas for WISE officers (litter).
Cllr Callingham has provided details. Other councillors encouraged to do so.

30. Items for consideration on future agendas - None

The meeting closed at 8.55pm.

DRAFT

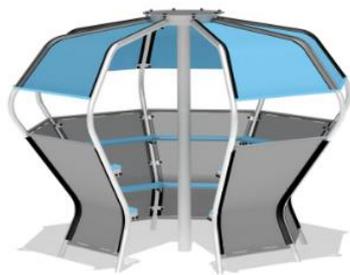
	Item	Update
1	Artificial Cricket Wicket	Balderton Cricket Club have been informed that their application to National Highways for funding was not granted.
2	Replacement dog bins	Replacement bins received on 4/1/24. The ground staff will use these to replace the bins that were noted for replacement. Permission was granted by Via for the new on Staple Lane. Unfortunately, when the ground staff went to install this they hit concrete so a request has been sent to Via, requesting that the location be moved slightly to aid installation.
3	Millennium Clock	Councillors have begun to look for funding options. Approval being sought from landowner before this is moved forward – no update at this stage.
4	Regular user keys/fobs	Issuing of keys/fobs to regular users now in place.
5	Bulbs for Coronation Street playing field.	Bulbs planted on the playing field by Councillor Elson and her partner in December.
6	Fencing around Heron Way carpark	Work to replace this has continued to be delayed due to rainfall and the holes being full of water. Once it is dry enough the grounds staff will complete this work.
7	Lake	Ground staff spent 7 days removing the pond weed from the pump pond last month. On December 13 th , a representative from the Environment Agency came to help and advised that he believed enough weed had been removed. Draft lease is being worked on for the angling club.
8	Allotments	We have joined the Allotment Society. 1 tenant has handed in there notice in December so this plot will be divided and let along with the other plots that have been prepared for letting. Target date for making offers to waiting list members end of January. Subject to full council approval of new agreement (24/1/24) – See item 9. Final clearance of site underway – HI-AB waste removal will be organised asap this month. Head grounds man is making plans for the waste storage bays.
9	Macmillan Coffee Morning	This went very well last month with £233 raised for the charity, numerous attendees and advice providers well received by residents. The stalls had kindly organised by NCC's Early Help and Support in the Community Team.
10	Coronation commemoration with local schools	Agreed amount has been sent to Chuter Ede (fruit trees), John Hunt (planter) and Newark Academy (fruit trees). Cllr Elson is liaising with The Orchard School about what they would like to do.
11	Book swap and internal noticeboard – village centre	Now in place.
12	Safer Streets	See item 7
13	Flooding/ Weather	Following recent rainfall Aqua sacs have been given out to 1 resident of Balderton and 1 resident of Farndon from our store. We currently have approximately 500 Aqua sacs. Subject to meetings, I will try to extend office opening times should there be a risk of flooding. I will use our social media page to let residents know. Thank you for Cllr Elson for coming out to issue bags at night (2/1/24). The weather has also delayed the work to replace the fences at Heron Way carpark. This will be done as soon as the conditions are suited to getting the job done.
14	Budget/Precept	The deputy clerk is currently working on actual income/expenditure up to 31/12/23 and we will bring a proposed budget to full council in January.

	Item	Update
		From the recent meetings held regarding the village centre, allotments, lake we will use the decisions you have made regarding these areas to draft a proposal for all members to scrutinise and feedback on.

1. Youth pod

N&SDC officers consulted with young people before Christmas regarding options for a youth shelter - overwhelmingly Option A was chosen out of the two suggestions.

Option A



Full Pod Shelter

YOU070: No Safety Surfacing Required

Play Type: Social, Inclusive

Suitability Information



Age Range:
All



Area:
46.00m²



Perimeter:
24.70m



HIC:
1.00m



Overall Weight:
766Kg



Heaviest Part:
110Kg



Longest Part:
3.23m

Product Description

Youth Shelter.

A modular, all steel construction makes this Youth Shelter highly resilient and easy to clean. With an overhanging roof, sealed with specially designed waterproof rubber strips it keeps all users dry and provides great wind protection. Designed and developed through a series of consultations with a local authority and two secondary schools. It is available in two colour schemes, Red/Grey and Blue/Grey.

Option B



WHAT ARE SOLAR BENCHES AND WHAT ARE THEY USED FOR?

Have you ever wanted to sit down in the great outdoors and enjoy your favourite videos or look up a fact, but your phone or tablet had little to no battery?

Well with the Multifunctional Solar Powered Benches you can do all of this and more!

A modern solution, solar powered benches deliver green power to charge your smart devices through Solar PV Technology. Providing you with 4G internet access, multiple USB charging ports and a comfortable seat.

On behalf of the safer streets project, I have commissioned an architect to do a plan showing the location of the pod so that I can apply for a Lawful Development Certificate.

Proposed location - shown on the image below with the red circle (To the right of the dance school, between the 2 MUGAs, close to the Newark Academy border of the playing field).



2. Attitudinal change

As part of the attitudinal change section of the funding the original intention was to give the money to Hill Holt for them to do some work with the local young people but this service is already available and it seems a shame to simply duplicate what is already there so it is our (N&SDC/Safer Streets Project team) intention to do the following:

- a. A graffiti project to incorporate the side of the building within Coronation Park and repairs to the graffiti originally undertaken on the Sustrans Track. Although geographically out of the area, both of these locations are used by the children and young people of Balderton. As part of the project, local children and young people will be involved in the graffiti design and will also undertake some sessions within the PC building where they will discuss ASB/Crime etc. Use will also be made of the cooking facilities to provide a cooking session for those taking part. (N&SDC officers leading on this)

- b. Prison Me No Way - <https://www.pmnw.co.uk/> will be delivering crime/ASB awareness sessions within the local secondary schools. This is an extremely good project that has been around for a number of years. (N&SDC officer leading on this)
- c. Fishing Project Balderton Lakes – providing sessions on attitudinal change on wildlife crime and amongst other things Enhancing Young people’s Physical, Mental and Emotional Wellbeing, Social interaction and building friendships and support through fishing and to provide a therapeutic outlet for young people and individuals with mental health needs through the recreational activity of fishing. (Notts Police leading on this)

3. Bins and benches – on order



Following members’ feedback at the December full council these benches have ordered. They are made of recycled material and have backs.

Link to view spec:
<https://uk.glasdon.com/elwood-tm-recycled-material-seat>



For Coronation Street Park and Lakeside Shopping Centre



For Balderton Lake

Final Order value

Bins and benches (Glasdon) £ 8121.36 plus VAT (£425 less than anticipated as managed to negotiate discount).

Bins (Broxap) £1853.70 plus VAT (6 bins ordered – 2 extra for Lakeside shopping centre area)

4. Lockable Life buoys and throw lines

At the time of writing this report, I am due to place an order. We will have 3 of each. Roll padlocks will be ordered as they no longer offer push buttons.

5. Amenities Committee Members are asked to:

- i. Consider whether to recommend to full council using the graffiti on the side of the large shed/building (to the right as you enter the Balderton Village Centre carpark).
- ii. Note the remainder of this update and raise questions if they have any.

Marion Fox Goddard

Parish Clerk

January 4th 2024

Flooded playing field – end of Coronation Street - surrounded by Macaulay Drive, Balderton

Photos taken - January 3rd, 2024

Notes

1. I have discussed this with the head grounds man, and he has explained that Via East Midlands were clearing some drains a few years back to help resolve this issue but ran out of funding. I will ask him to give members an overview of what has happened previously during the Amenities Committee meeting on 10/1/24.
2. A resident of Macaulay Drive has been in contact to say their garden is flooded and requesting that this issue is tackled.
3. I have reached out to Via East Midlands to ask them to look at this issue again and let us know when they can deal with the drainage issue. I have also copied in N&SDC as they were involved in investigations about this issue previously.
4. Another resident has suggested a company called Ventidrain to work on the playing field to try to fix this issue.

Cricket Nets

Extract from email from representative of the cricket club

From:

Sent: 23 November 2023 15:57

To: Clerk - Balderton Parish Council

Subject: Balderton Cricket Club Update

1. The issue of protective nets for the village hall and the dance school continues to be an ongoing concern for the cricket club from both a cost and health and safety perspective. The provision of cricket on the field goes back many years and having built the hall and dance school close to the cricket pitch, suitable safety precautions should be the responsibility of the council. A number of windows in the village hall have been broken by cricket balls and the cricket club has funded their replacement. As a club run by volunteers and supported by members, sponsorship and fundraising we cannot continue on this basis. Below I have summarised the current situation and our proposal for the 2 locations:
 - a. Village Hall. Currently, there is a set of nets on wooden poles that are too short and do not cover the top windows. The current council expectation is that a separate net is attached to a wire above the village hall windows via a step ladder and then draped over the current set of nets on the other side of the path by club players. This is simply not safe and the club is not insured for this activity. We cannot have players handling heavy nets on step ladders on uneven ground before and after games, which is why these nets are not used. The answer is to have a set of nets on longer poles to cover the windows. The club has 3 long aluminium poles suitable for the job which we will gladly give to the council. The council would need to attach the nets to the poles and change the ground sockets next to the path to accept the bigger poles. This would completely protect the village hall and mitigate any health and safety concerns.
 - b. Regarding the dance school, the provided net needs fixing to the wire every game and is heavy and time-consuming to handle when covering the front of the school. The suggestion is that the net stays on the wire permanently during the cricket season and is held undercover in a canvas bag at one end of the walkway so that it can simply be taken out of the bag and drawn across before the match and returned to the bag at the conclusion of the game.

I hope this explanation helps and I am of course available if you would like me to discuss this further with either yourself or council representatives.



Village Centre Sub Committee Meeting

Thursday 14th December 2023 at 12:45pm at Balderton Village Centre, Small Hall

1	Attendees:	Cllrs Debbie, Jean Joy, Mandie Marion - clerk	Apologies:	Cllr Mallard
2	Chairperson elected:	Mandie		
a	Consideration of the following proposals:			
b	Review prices (including Balderton resident discount), rates for small businesses, charities, children party package, wedding package)	The group agreed to recommend this to the Amenities Committee.		
c	Review Terms and Conditions	The group agreed to recommend this to the Amenities Committee. This should include a bond.		
d	Upgrade Lighting to LED this financial year if possible.	The group agreed to recommend this to the Amenities Committee.		
e	Upgrade CCTV in 2024/25 (Suggest budget of £8k)	The group agreed to recommend this to the Amenities Committee.		
3	Upgrade the sound system, wall mounted projector and screen during 2024/25	The group agreed to recommend this to the Amenities Committee.		
4	Security arrangements	The group agreed to recommend that use of security should be scenario driven to the Amenities Committee.		
5	Use of bouncy castles in the hall	The group agreed to recommend to Amenities committee that these be allowed in the centre unless the licence prohibits this.		
6	Legionella and Fire Risk Assessment update.	The clerk updated members letting them know required actions are in hand		
7	Office and noticeboard update	Noticeboard in place in porch. Awaiting delivery of notice board for reception. New desks in place.		
8	Any other issues that the subgroup wish to raise/items to consider for the next agenda.	None		
9	Next meeting date	25/3/24 – 11am		



Castle House
Great North Road
Newark
NG24 1BY

www.newark-sherwooddc.gov.uk



Date: 21 November 2023

Dear Sir/Madam,

Anti-Social Behaviour, Crime and Policing Act 2014 - Public Spaces Protection Orders

Newark and Sherwood District Council currently has a number of Public Spaces Protection Orders (PSPO) in place. The orders provide enforcement provisions for responsible dog ownership on land used by the public, dispersal and alcohol restrictions alongside a ban on fires at Vicar Water.

A number of the PSPOs will come to an end in 2024 and as such a review of the PSPOs and the related information has been undertaken. To ensure a consistent set of PSPOs are in place the legal process for creating PSPOs needs to begin including the two stage public consultation.

Having considered the existing PSPOs that are in place, it is proposed that the following be considered as part of this process:

PSPO – Dog Control – District wide order for:

- a) failing to remove dog faeces;
- b) not keeping a dog on a lead in a designated dogs on lead areas;
- c) not putting, and keeping, a dog on a lead when directed to do so by an authorised officer;
- d) permitting a dog to enter land from which dogs are excluded;

PSPO – Prohibition of Fires at Vicar Water

PSPO – Restriction of unauthorised motorised vehicles on various green spaces to prevent fly tipping and nuisance vehicles

PSPO – Closure of Eakring Road to unauthorised vehicles

PSPO – Alcohol restrictions and Dispersal Powers:

SERVING PEOPLE, IMPROVING LIVES

- Newark Town Centre
- Balderton – currently has 3 dispersal orders in place

Prior to commencing the first stage public consultation, we are writing to all of our partners to start the process of identifying current issues and concerns alongside requesting evidence to support the continued inclusion of areas that are already subject to a PSPO.

We ask that the Town and Parish Councils provide comments on current PSPOs that are already in place, as well as any areas you feel would benefit from controls.

There are certain parameters we have to meet in order to create PSPO in a given place. The overarching requirement is that the nuisance or problem being dealt with in a defined area is detrimental to the local community's quality of life. The requirements more specifically are:

- currently or likely to have a detrimental effect on the quality of life of those in the locality;
- be persistent or continuing in nature and;
- be unreasonable.

If these parameters are not met, then the existence of the PSPO may be reconsidered and altered as appropriate.

There is a prescribed procedure that we must follow in order to make a PSPO. Following feedback from Town and Parish Councils and other partners and subject to satisfactory evidence that the public interest requirements are met, we will draw up the proposed order, with legal support, which will then be consulted on with members of the public.

To assist us we would appreciate it if you could complete the questionnaire provided and return by the Friday 12th January 2023. To || suggestions and comments will be taken into consideration during this process.

Yours faithfully

Redacted

tection

Note for members on PSPOs ([click on blue text for links to view documents](#))

Below, a summary from N&SDC of what we currently have in place in Balderton.

Balderton has three separate orders at present that run out in June 2024. They are on the N&SDC website and the link to the main page and the individual orders is below:

[Public space protection orders | Newark & Sherwood District Council \(newark-sherwooddc.gov.uk\)](#)

[OR-164---PSPO-Balderton-Lakes-15072021.pdf \(newark-sherwooddc.gov.uk\)](#)

[OR-165---PSPO-Coronation-Park-Balderton-15072021.pdf \(newark-sherwooddc.gov.uk\)](#)

[OR-166---PSPO-Lakeside-Shopping-Centre-Balderton-15072021.pdf \(newark-sherwooddc.gov.uk\)](#)

Dogs on Leads Order

[DCO080 Balderton Lakeside \(PDF File, 222kb\)](#)

Dogs Exclusion Order

[DCO006 Grove Street Play Area \(PDF File, 59kb\)](#)

[DCO018 Mead Way Play Area \(PDF File, 45kb\)](#)

[DCO040 Coronation Street Play Area \(PDF File, 61kb\)](#)

[DCO093 Coronation Street Multi Use Games Areas \(PDF File, 74kb\)](#)

[DCO019 Southfields Play Area \(PDF File, 46kb\)](#)

[DCO020 Worthington Road Play Area \(PDF File, 45kb\)](#)

PSPO Consultation Questionnaire

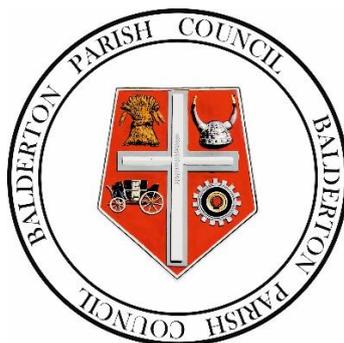
Organisation name:	
Contact name:	
Contact email:	
Dog control PSPO	
All enclosed play areas will automatically be included as Dog Exclusion Zones, do you have any other areas that you feel should be included as dog exclusion areas?	
Location:	
Reason:	
Location:	
Reason:	
Dogs on Lead	
Please detail any locations within your areas that should be considered for inclusion for dogs on lead requirements	
Location:	
Reason:	
Location:	
Reason:	
Location:	
Reason:	
Other than the district wide dog control PSPO do you currently have any other PSPOs in place in your area?	
Area covered:	

Purpose:	
Is this still required? Please provide details	
Are there any ongoing issues that a PSPO should be considered?	
Please provide details of the location and reason for its consideration	

Please return to: REDACTED

by Friday 12th January 2023

Please note N&SDC have said that the clerk can respond on 25/1/24 (after full council has considered)



Allotment Holder Agreement

DRAFT for discussion at Amenities Committee – 10/1/24

Based on National Allotment Society Agreement. Balderton Parish Council suggested updates highlighted in yellow.

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THIS AGREEMENT is made the.....day of.....

BETWEEN

(1) Balderton Parish Council of Balderton Village Centre, Coronation Street, Balderton, NG24 3BD,
("the Council") and

(2)

of

("the Tenant")

NOW IT IS AGREED as follows:

1. Interpretation

- 1.1. Words referring to one gender will be read as referring to any other gender and words referring to the singular will be read as referring to the plural and vice versa.
- 1.2. Where the Tenant is more than one person the obligations and liabilities will be joint and several obligations and liabilities of those persons.
- 1.3. The clause headings do not form part of this Agreement and will not be taken into account in its interpretation.

2. Allotment

- 2.1. The Council agrees to let and the Tenant agrees to take all that piece of land situated at ("the Allotment Site") numbered on the Council's allotment plan and containing approximately square metres ("the Allotment Garden").

3. Tenancy and Rent

- 3.1. The Allotment Garden shall be held on a yearly tenancy from September 1st at an annual rent of £ which is payable to the Council by the Tenant on the 29th September of each year ("the Rent Day").
- 3.2. 12 2 months notice of any rent increase will be given by the Council to the Tenant in the preceding year to take effect the following year.
- 3.3. Water supply shall be included in the rental charge.
- 3.4. Where additional amenities are provided on the Allotment Site these will be taken into account when setting the following year's rent.

4. Bond

4.1 The Tenant will pay the council a refundable bond of £100 by cash. This must be handed to the council before the key to the allotment site is handed over to the tenant.

4.2 The council will return the bond to the Tenant subject to the allotment being left in a clean and satisfactory condition and the key returned to the parish council office (see clause 11). Should the plot not be left in a clean and satisfactory condition and the key not returned, the council will retain the bond and use this towards bringing the allotment to a satisfactory condition. Should this cost more than £100 the tenant will be charged. Should this be less than £100 the balance will be repaid to the tenant.

5. Rates and Taxes

5.1. The Council will pay all rates and taxes.

6. Cultivation and Use

6.1. The Tenant shall use the plot as an allotment garden only as defined by the Allotments Act 1922 (that is to say wholly or mainly for the production of vegetable, fruit and flower crops for consumption or enjoyment by the Tenant and his family) and for no other purpose and keep it free of hazards, e.g. broken glass or scrap metal etc., and reasonably free from weeds and noxious plants and in a good state of cultivation and fertility and in good condition.

6.2. The Tenant may not carry on any trade or business from the Allotment Site (A small amount of surplus produce may be sold as ancillary to the provision of crops for the family.)

6.3. The Tenant shall have at least $\frac{1}{4}$ of the Allotment Garden under cultivation of crops after 3 months and at least $\frac{3}{4}$ of the Allotment Garden under cultivation of crops after 12 months and thereafter.

6.4. The maximum amount of the Allotment Garden allowed to be hard landscaped e.g. patio, internal paths etc is 20%.

7. Prohibition on Under letting

7.1. The Tenant shall not underlet, assign or part with possession of the Allotment Garden or any part thereof. (This shall not prohibit another person, authorised by the Tenant, from cultivation of the plot for short periods of time when the Tenant is incapacitated by illness or is on holiday, the site representative to be informed of the other person's name.)

8. Conduct

8.1. The Tenant must at all times during the tenancy observe and comply fully with all enactments, statutory instruments, local, parochial or other byelaws, orders or regulations affecting the Allotment Site.

8.2. The Tenant must comply with the conditions of use attached as Schedule 1.

8.3. The Tenant must not cause, permit or suffer any nuisance or annoyance to any other plot holder or neighbouring resident of the Allotment Site and must conduct himself appropriately at all times.

8.4. The Allotment Garden may not be used for any illegal or immoral purposes and the Tenant must observe all relevant legislation or codes of practice relating to activities they carry out on the Allotment Garden.

8.5. The Tenant shall not enter onto any other plot at any time without the express permission of the relevant plot holder.

8.6. Any person who accompanies the Tenant to cultivate or harvest may not at any time enter onto another plot without the express permission of the relevant plot holder. The Tenant is responsible for the actions of children and others entering the Allotment Site with his permission.

8.7. The Tenant must not remove produce from any other plot without the express permission of the relevant plot holder.

9. Lease Terms

9.1. The Tenant must observe and perform all conditions and covenants that apply to the Allotment Site contained in any lease under which the Council hold the Allotment Site.

10. Termination of Tenancy

10.1. The tenancy of the Allotment Garden shall terminate

10.1.1. automatically on the Rent Day next after the death of the Tenant, or

10.1.2. by either the Council or the Tenant giving to the other at least twelve months notice in writing expiring on or before 6 April or on or after 29 September in any year, or

10.1.3. by re-entry by the Council after 3 months previous notice in writing to the Tenant on account of the Allotment Garden being required:

10.1.3.1. for building, mining, or any other industrial purpose or for roads or sewers necessary in connection with any of those purposes, or

10.1.3.2. for any purpose (not being the use of the Allotment Garden for agriculture) for which it was acquired by the Council, or has been appropriated under any statutory provision, or

10.1.4. by re-entry if the rent is in arrears for not less than 40 days, or

10.1.5. by re-entry if the Tenant is not duly observing the conditions of this tenancy, or

10.1.6. by re-entry if the Tenant becomes bankrupt or compounds with his creditors, or

10.1.7. by the Council giving the Tenant at least one months notice in writing if, not less than 3 months after the commencement of this Agreement, it appears to the Council that the Tenant is resident more than one mile out of the borough, district or parish.

11. In the event of the termination of the tenancy the Tenant shall return to the Council any property (keys, etc.) made available to him during the Tenancy and shall leave the plot in a clean and tidy condition. If in the opinion of the Council the plot has not been left in a satisfactory condition, any work carried out by the Council to return the plot to a satisfactory condition shall be charged to the Tenant (section 4 Allotments Act 1950).

12. Change of Contact Details

12.1. The Tenant must immediately inform the Council of any change of address, telephone number or email address.

13. Notices

13.1. Any notice given under this agreement must be in writing and to ensure safe receipt should be delivered by hand or sent by registered post or recorded delivery. A notice may be sent by fax or email if a confirmatory copy is delivered by hand or sent by registered post or recorded delivery on the same day.

13.2. Any notice served on the Tenant should be delivered at or sent to his last known home address. Any address served on the Council should be sent to the address given in this agreement or any address specified in a notice given by the Council to the Tenant.

13.3. A notice sent by registered post or recorded delivery is to be treated as having been served on the third working day after posting whether it is received or not.

13.4. A notice sent by fax or email is to be treated as served on the day on which it is sent or the next working day where the fax or email is sent after 1600 hours or on a non working day, whether it is received or not, unless the confirmatory copy is returned to the sender undelivered.

Executed by the Council by

In the presence of

Signed by the Tenant

In the presence of

SCHEDULE 1

Conditions of Use

1. Trees

- 1.1. The Tenant shall not without the written consent of the Council cut or prune any trees, apart from carrying out the recognised pruning practices of fruit trees.
- 1.2. The Tenant shall not plant any trees other than dwarf fruiting trees and or fruiting bushes without the prior consent of the Council.

2. Hedges and Paths

- 2.1. The Tenant shall keep every hedge that forms part of the boundary of his Allotment Garden properly cut and trimmed, all pathways between plots trimmed and well maintained up to the nearest half width by each adjoining tenant, keep all ditches properly cleansed and maintained and keep in repair any other fences and any other gates or sheds on his Allotment Garden.
- 2.2. The Tenant shall not use any barbed or razor wire (or similar) for a fence adjoining any path on the Allotment Site.
- 2.3. Public paths and haulage ways (roads) must be kept clear at all times.
- 2.4. All paths must be kept a minimum of 45 centimetres wide.

3. Security

- 3.1. The Tenant shall be issued with a key/code/card to access the Allotment Site either by car or on foot. No replicas are to be made. No codes shall be passed to anyone other than the person authorised by the Tenant to work on his Allotment Garden under paragraph 5 of the Agreement.
- 3.2. The key/code/card is to be used by the Tenant only or by an authorised person under paragraph 5 of the Agreement.
- 3.3. The main access gate shall be closed and locked at all times. (For the protection of lone tenants and prevention of unauthorised visitors, the emergency services will be provided with keys). Please ensure that the gate is locked at all times after you enter and after you leave the Allotment Site.

4. Inspection

- 4.1. Council representatives will inspect allotments twice each year. Should a plot not be maintained as stipulated by the terms of this agreement, the council will write to the tenant to explain which terms are not being met and giving the tenant a reasonable opportunity to meet the terms of the agreement. Should this not be met, the council reserves the right to cancel the agreement. (see clause 10)
- 4.2. An officer of the Council if so directed may enter allotment gardens for inspection of the state of cultivation and general condition of the plot, sheds, greenhouses, polytunnels and any livestock and full access must be given by the Tenant to the officer at a mutually agreed, mutually convenient time.

5. Water/Hoses /Fires

- 5.1. The Tenant shall practice sensible water conservation, utilise covered water butts on sheds and other buildings and consider mulching as a water conservation practice.
- 5.2. The Tenant shall have consideration at all times for other tenants when extracting water from water points. No hoses are to be used at any time.

5.3. Fires are allowed for the burning of materials from the Allotment Garden only i.e. diseased plants and dried-out organic material that will burn without smoke or hazardous residue, between the hours of 15.00 and 19.00 and 15.00 and dusk in winter. All fires must be always attended and not cause a nuisance to neighbouring residents or other plot holders. All fires must be fully extinguished before leaving the site. The Tenant shall not bring or allow to be brought on to the Allotment Site any materials for the purpose of burning such waste. Fires only permitted when the wind is in the correct direction i.e. blowing down to the playing field and not in the direction of homes close to the allotments. The tenant may only have a fire within their plot. The tenant should be prepared to extinguish if environmental conditions change or advised by council official or an allotment members representative.

5.4 Tenants are not permitted burn their allotment waste elsewhere on the Allotment Site.

6. Dogs

6.1. The Tenant shall not bring or cause to be brought onto the Allotment Site a dog unless it is held at all times on a leash, and remains on the Tenant's Allotment Garden only. Any faeces to be removed and disposed of off site by the Tenant.

7. Livestock

7.1. Except with the prior written consent of the Council the Tenant shall not keep any animals or livestock or insects (i.e. bees) on the Allotment Garden save rabbits and hens (no Cockerels) to the extent permitted by section 12 Allotments Act 1950. (Such animals are not to be kept for trade or business purposes and accordingly to be limited in number as the Council may provide in writing.)

7.2. Livestock must be kept so that they are not prejudicial to health or a nuisance.

8. Buildings and Structures

8.1. The Tenant shall not without the written consent of the Council erect any building or pond on the Allotment Garden, provided that consent shall not be refused under this clause for the erection of any building reasonably necessary for the purpose of keeping rabbits or hens or be unreasonably withheld for the erection of a garden shed, greenhouse or polytunnel the maximum size and positioning of which shall be determined by the Council. The Tenant may also require permission from the relevant planning authority.

8.2. Only glass substitutes such as polycarbonate, perspex or other alternatives may be used in any permitted structures.

8.3. The Tenant shall keep all sheds, greenhouses, polytunnels and other structures in good repair to the satisfaction of the Council.

8.4. Oil, fuel, lubricants or other inflammable liquids shall not be stored in any shed except in an approved container with a maximum capacity of 5 litres for use with garden equipment only.

8.5. The Council will not be held responsible for loss by accident, fire, theft or damage from Allotment Garden.

9. General

9.1. The Tenant shall not deposit or allow other persons to deposit on the Allotment Garden any rubbish, refuse or any decaying matter (except manure and compost in such quantities as may reasonably be required for use in cultivation) or place any matter in the hedges, ditches or dykes in or surrounding the Allotment Site.

- 9.2. The Tenant must cover any manure on the Allotment Garden which has not been dug in.
- 9.3. All non compostable waste shall be removed from the Allotment Site by the Tenant.
- 9.4. The Tenant shall not utilise carpets or underlay on the Allotment Garden.

9.5. The Tenant will not use carpet or tyres on the allotment.

10. Chemicals, Pests, Diseases and Vermin

- 10.1. Only commercially available products from garden or horticultural suppliers shall be used for the control of pests, diseases or vegetation.
- 10.2. When using any sprays or fertilisers the Tenant must
 - 10.2.1. take all reasonable care to ensure that adjoining hedges, trees and crops are not adversely affected and must make good or replant as necessary should any damage occur, and
 - 10.2.2. so far as possible select and use chemicals, whether for spraying, seed dressing or for any other purpose whatsoever, that will cause the least harm to members of the public, game birds and other wildlife, other than vermin or pests, and
 - 10.2.3. comply at all times with current regulations on the use of such sprays and fertiliser.
- 10.3. The use and storage of chemicals must be in compliance with the all relevant legislation.
- 10.4. Any incidence of vermin (rats) on the Allotment Site must be reported to the Council.

11. Notices

- 11.1. The Tenant will endeavour to maintain the plot number provided by the Council in good order and ensure it is visible at all times.
- 11.2. The Tenant shall not erect any notice or advertisement on the Allotment Site without prior consent of the Council.

12. Car Parking

- 12.1. Only the Tenant or persons acting for them shall be permitted to bring cars onto the site and they must be parked in the designated areas for parking shown on the allotment plan and not obstruct the haulage ways at any time.
- 12.2. Where safe cars may be taken to plots to drop off or collecting from that allotment plot. Parking in these circumstances must be temporary (maximum 15 minutes) and not cause any blockage or nuisance to any other allotment site user.