



**Dear Councillors Bracegirdle, Bright, Buxton, Callingham, Cox, Elson, Fairbairn, Forde, Hall, Mallard, Marshall, Moore, Sellars, and Scott,**

You are summoned to attend the next meeting of the **Full Council** to be held on **Wednesday 24th April 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 18<sup>th</sup> April 2024**

## **AGENDA**

50. Declarations of any intentions to record the meeting
51. To receive apologies for absence
52. Declarations of interest
53. 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.**
54. To approve the minutes of the Full Council meeting held on March 27<sup>th</sup>, 2024
55. To note/receive reports from County and District Councillors including a discussion on concerns regarding repeated flooding on London Road and Main Street
56. To receive Parish Councillors' reports
57. To receive Clerk's report
58. Minutes from committees
  - a. To note the Amenities Committee minutes from April 10<sup>th</sup>, 2024
59. To note resignation of Councillor White and that the casual vacancy process has been initiated
60. Finance
  - a. To approve:
    - i. Reports detailing income and expenditure for March and bank account balances
    - ii. Expenditure transactions for March 2024
  - b. To approve the purchase:
    - i. Bulk order of grass seed
    - ii. Joining the Institute of Cemetery and Crematorium Management and booking 2 memorial inspection workshops (as recommended by the Amenities Committee).
  - c. To receive an update on:
    - i. Unity Bank account
    - ii. CCLA investment
    - iii. Dual signatories
    - iv. To review the signatories for Lloyds and Skipton Building Society following the councillor resignation

61. To discuss the covenant on Balderton Lake and how to proceed
62. Items of correspondence for consideration on how to proceed
  - a. Email regarding N&SDC's Planning Application Local Validation Checklist Consultation
  - b. Email regarding N&SDC's Statement of Community Involvement Consultation
  - c. Invite and request for support from the Salvation Army for their Community Eco event which is being planned for June 8th
63. To consider the motion of Cllrs Buxton and Sellars: To reconsider the decision made regarding which financial package should be used by Balderton Parish Council (March 2024, Full Council item 46)
64. To consider using a third-party company to assist with the accounts on a temporary basis
65. To consider use of a consultant temporarily to aid with management and projects to ensure the council moves towards best practice

*EXEMPT BUSINESS: 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*

66. To consider a personnel issue

# Balderton Parish Council Full Council Meeting

## Minutes of the meeting held on Wednesday 27<sup>th</sup> March 2024 at 7pm

### Attendees:

**Balderton Parish Councillors:** Vanessa Bracegirdle, Ronalie Bright, Jane Buxton (Chair), Karen Callingham, Martyn Cox, Mandie Elson, Roy Fairbairn, Simon Forde, Jean Hall, Debbie Moore (left after item 44), Joy Sellars

**County/District Councillors:** Keith Girling (County), Johnno Lee (County/District), Emma Oldham (District) – left after item 39

**Parish Clerk:** Marion Fox Goddard

**Public:** 2 residents joined the meeting

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

### 34. Declarations to record the meeting

The clerk recorded the meeting.

### 35. Apologies for absence

Parish Councillors: Mac Mallard, Leigh Marshall, Dean Scott  
District/County Councillors: Sam Smith (county)

### 36. Declarations of interest

Simon Forde, Jean Hall – District Councillors.

### 37. Public forum

A resident raised concerns regarding:

- when the Vertidrain is going to be used on the playing field
- young people not leaving the field when the bell is rung by the attendants and climbing over the fence.

Balderton Parish Council is regularly in contact with the police and N&SDC's antisocial behaviour team to try to address such issues and the resident was encouraged to report it too.

### 38. Approval of the minutes of the Full Parish Council meeting February 28<sup>th</sup>, 2024

The minutes were unanimously approved as an accurate record and Councillor Buxton duly signed them.

### 39. Reports from County and District councillors/Discussion

Cllr Buxton introduced this item, saying that she and Cllr Oldham have agreed to meet regarding communications and invited other members to join the meeting. Cllrs Bright, Callingham, Moore, Sellars and Lee said that they would like to be invited once a date has been arranged.

*District Councillor Oldham* – N&SDC's successful pop-up responsible dog ownership sessions which have been held at Devon Park will be brought to Balderton Lake soon. Has suggested 2 additional sites for No Mow May in Balderton – Lacey Green and Southfield (large patches of grass only/not pathways or outside people's homes) and asked for the parish council's feedback on this. The council agreed a trial would be a good idea. Cllr Oldham has asked Nottinghamshire County Council to not cut some verges in Balderton during May. *Diary Dates:* April 8<sup>th</sup> there is a meeting at Ghent House for residents to talk to N&SDC councillors regarding any issues they would like to raise. April 27<sup>th</sup> – Business Showcase and children's activities in the Buttermarket in Newark.

*District/County Councillor Lee* – Full report can be found in the agenda pack for this meeting. Traffic speed analysis indicated that vehicles are close to the 85<sup>th</sup> percentile on Hawton Road so '30mph for a reason' signs and other measures are being investigated. Has had assurances from the

planning officer that the St Gobain application works cannot commence until the road is open. Balderton Parish Council's pedestrian access request has been passed on to Fernwood Parish Council. Flooding issues on Main Street and London Road are now with the Environment Agency. Continues to do walkabout in Balderton.

*County Councillor Girling* – Has attended Southern Relief Road meetings and will attend the next one and will be following up on the actions.

*District Councillor Hall* – Attended Ghent House walkabout with Newark and Sherwood Homes. Has arranged a litter pick with Sustrans. Has contacted Cllr Lee regarding flooding on Main Street. Received reports regarding potholes so encouraged residents to use Nottinghamshire County Council's [MyNotts](#) app. Attended open spaces strategy meeting. Got involved with graffiti project, with young people received in a great light. *Diary Date:* April 20<sup>th</sup>, 10am -1pm Community Garden event at the end of Lansbury Road.

*District Councillor Forde* – The footpath near the 'medieval hedgerow' at the back of Lacey Green has been cleared by N&SDC, residents have done a litter pick and N&SDC have collected fly tipping. NCC have cut back vegetation on Blind Lane. N&SDC have street cleaned round the churchyard walls.

#### 40. Parish Councillor Reports

*Councillor Buxton* – had attended the Newark Health Group meeting and Rotary Awards for Courage with Cllr Mallard. Also attended the Southern Relief Road, and Newark Town Board meetings.

*Councillor Fairbairn* – has been meeting the new allotment holders and has attended Personnel and Policy meetings.

*Councillor Moore* – has attended Personnel and Policy meetings, attending Biodiversity Net Gain Training, attending N&SDC's briefing on the new process for speaking at N&SDC's planning committee and took part in The Big Sleep Out.

*Councillor Callingham* – has attended the Newark Town Masterplan meeting and regularly does litter picks.

*Councillor Sellars* – has attended the Newark Town Masterplan meeting and a Scribe online meeting.

*Councillor Bright* - joined the Sustrans litter pick and suggested letting local schools know next time.

#### 41. Clerk's report – noted with no queries. Councillors were asked to let Cllr Buxton know if they would like to join the Civility and Respect training.

Administration/Management	BT – We are experiencing problems with incoming calls on the new phone system. The Internal Auditor came in this month – see item 45c.
Civility and Respect Training	Online training for the following courses has been ordered: Standards in public life Respectful & Positive Social Media for Councils and Councillors Leadership in Challenging Situations for Councils and Councillors Resilience and Emotional Intelligence.
Balderton Post Office Licensing Application	Cllr Hall has taken advice from N&SDC: there is no right to appeal the decision, but if there are issues relating to this premises regarding the sale of alcohol from this premises, these should be reported to both the police and licensing authority so the incidents will be investigated if they are against the Licencing objectives and if upheld actions will be taken to address these and in certain cases a licence can be revoked.
Procurement since the last meeting	Electrical work approved at the last meeting has been requested – awaiting date for delivery. Church Wall Survey – Structural engineer due to visit w/c 18/3/24 to undertake an initial inspection of the walls; they said they hope to have the report to us during April. Sewerage

	Pumping System repairs have been completed. New CCTV is being delivered w/c 18/3/24. Three new benches have been delivered and installed at the lake. The designing out crime officer has recommended that we do not put a bench behind peg 16 as this could cause disturbance to anglers. This will be taken back to the Amenities Committee for further discussion.
Bike Marking at Balderton Village Centre	Date – Saturday 30th March 2024, Time – 11am until 2pm. Local Nottinghamshire Police Officers will offer security advice, mark, and register bikes all free of charge on the National Bike Register Database.
Balderton Lake Covenant	Following the last meeting a local resident sent in a copy of the title register relating to this. I have made enquiries with Newark and Sherwood District Council as they are detailed as the Covenantee.
Newsletter	The newsletter <i>is ready for distribution</i> <sup>1</sup> .
Village Centre	The new pricing structure and terms and conditions are on the website and there is an article in the newsletter regarding this.

#### 42. Minutes from committees/subcommittees

- a. Personnel and Policy Committee Minutes - March 18<sup>th</sup>, 2024 – noted.
- b. Planning Committee Minutes held on March 18<sup>th</sup>, 2024 – noted.

#### 43. Discussion on votes on planning applications that are brought to Full Council

There was discussion regarding this. There will be no changes to the current system (small applications being brought to full council, separate planning committee for large applications). Councillors can add a motion as per standing orders, should they wish to propose a different approach.

#### 44. Consideration of Planning Applications

- a. [24/00456/FUL](#) - 2 Club Court, Balderton NG24 3LJ - Erection of a detached bungalow – no comment.
- b. [24/00452/FUL](#) – Coronation Street, Balderton, NG24 3BD, Erection of 2 semi-detached dwellings – no comment.
- c. [23/01913/FUL](#) - Land at The Scrapyard Bowbridge Lane Balderton, Battery Energy Storage System – Votes: Support 7, Object 1, Abstain 3.

#### 45. Finance

- a. The council unanimously approved the following reports:
  - i. Income/expenditure for February and bank balances.
  - ii. Expenditure transactions for February.
- b. The council unanimously agreed the following procurement for Safer Streets 5 project – Signs for Balderton Lake and Neighbourhood Watch items.
- c. Interim Internal Auditor report – noted.
- d. Direct Debits – the council noted direct debits have/will be set up for Everflow (water), N&SDC Waste collections and PPL/PRS for music.
- e. Gas quotes – There was unanimously agreement to sign up for Eon’s 3-year fixed price option subject to the termination clauses being fair in the contract (authority delegated to the clerk to liaise with Cllr Fairbairn on whether the wording is acceptable; a shorter term may be selected if the penalty for early exit is too high)
- f. Insurance renewal – the Council unanimously agreed to accept the quote for insurance without play equipment added – Total Cost £6655.66<sup>2</sup> The Engineering and Construction policy and Agricultural Vehicles policy were also unanimously agreed. Next year buildings should be revalued for the purpose get quote for a new insurance contract.
- g. Signatories for CCLA – It was unanimously agreed for Cllrs Bracebridge, Callingham, Cox, Elson and Sellars to be set up as signatories for this investment.
- h. Additional signatories for Skipton Building Society – it was agreed that Cllrs Bracegirdle and Elson will be added as signatories.

<sup>1</sup> *Italics* indicate where the report has been updated since the agenda pack was issued.

<sup>2</sup> This is slightly higher than the figure in the agenda pack as the quote has been adjusted to take off the Millenium Clock and add on the youth shelter.

#### **46. Motion to change Balderton Parish Council's Accounting Package**

Cllr Fairbairn outlined the reasons for his motion to change the council's accounting package to Scribe: used by many councils for accounting, we already use Scribe for Cemetery management, it has meaningful/bespoke reports for our sector, it is cloud based, its administration is easy to use, and support is easily accessible for this package. Cllr Fairbairn proposed that the Council move to Scribe accounts, this was seconded by Cllr Elson and unanimously agreed.

#### **47. Correspondence**

- a. Email from NCC regarding Parish Council - Climate Change survey – Cllr Fairbairn offered to respond on behalf of Balderton Parish Council.

### **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.

#### **48. Update regarding the potential handover of common land**

The council agreed to do further research on access rights to the land. Cllrs Forde and Sellars will investigate this.

#### **49. Personnel considerations**

The council agreed to use a third-party company to assist with the accounts and preparation of the Annual Governance and Accountability Return 2023/24.

The council accepted the recommendations of the personnel committee and agreed on a further personnel issue which had come to light following the Personnel and Policy Committee meeting. (*The clerk left the meeting during this item*).

Meeting closed at 9.50pm

#### **Future parish council meetings – open to the public**

- Amenities Committee Meeting: Wednesday 10<sup>th</sup> April, 7pm
- Full Council Meeting: Wednesday 24<sup>th</sup> April, 7pm

Administration/Management	<p>BT – The issue with the phones reported last month have been resolved. The mobile phones have been issued. The Internal Auditor is provisionally booked for early in May. I will be preparing the Annual Governance and Accountability Return over the next few weeks and will arrange a session to explain the process to members before this is taken to full council for approval.</p> <p>Unity Bank accounts have been set up. Councillors who are signatories are reminded to let the Clerk know when they have finalised their set up for online access. Once we have this set up and tested, we will proceed with the application to make changes to the Lloyds Bank accounts which were agreed by Full Council in February.</p>
Procurement since the last meeting	<p>LED lighting upgrade and other electrical work approved in February is underway. Church Wall Survey – has not been received yet. New CCTV is in place. A three-year gas contract with Eon has been agreed and insurance for 2024/25 has been confirmed.</p>
Newsletter	<p>The newsletter has been distributed by councillors. Feedback so far has been positive.</p>
Offer of common land	<p>Investigations are underway but there is nothing to report at this stage.</p>
Concerns regarding wildlife crime at Balderton Lake	<p>We are aware of this issue and have liaised with Newark Police and Newark and Sherwood District Council's Antisocial behaviour team officers. There have been calls for the council to have an out of hours number for instances such as these. Parish and Town councils do not have the power to enforce the law on this issue. The correct action to be recommended to anyone who witnesses this is to Report it to Nottinghamshire Police who do have 24-hour lines open for reporting. Call 101 or access their online form at <a href="https://www.nottinghamshire.police.uk/">https://www.nottinghamshire.police.uk/</a></p> <p>We fully appreciate the concerns of residents regarding this issue and councillors, and I will continue to liaise with Nottinghamshire Police and Newark and Sherwood District Council about this matter.</p> <p>As part of the Safer Streets 5 project, we are looking to get CCTV installed as soon as possible at Heron Way car park. We are aiming to get this installed by the Autumn, but this is subject to planning and procurement lead times.</p> <p>New signage is due to be installed at Balderton Lakeside over the next fortnight which includes the message to treat all wildlife with respect.</p>

# Balderton Parish Council Amenities Committee

## Minutes of meeting held on Wednesday 10<sup>th</sup> April 2024 at 7pm

### Attendees:

**Balderton Parish Councillors:** Vanessa Bracegirdle, Jane Buxton, Karen Callingham, Mandie Elson (Chair), Roy Fairbairn, Simon Forde, Debbie Moore (Vice-chair) and Joy Sellars

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

**Additional Attendees:** Helen Ellison – Senior Health Improvement Officer – N&SDC<sup>3</sup>, Jenny Palmer – Community Development Officer - N&SDC (also a Balderton resident)

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### 50. Declarations to record the meeting

The clerk recorded the meeting.

### 51. Apologies for absence

Apologies were received from Councillors Hall and Marshall.

### 52. Declarations of interest

Simon Forde – District Councillor.

### 53. Public Open Forum

Jenny gave positive feedback on Balderton Parish Council's newsletter.

### 54. Minutes of the Amenities Committee held on February 14<sup>th</sup>, 2024

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

### 55. Clerk's update<sup>4</sup>

The following report was noted.

	Item	Update
1	Millennium Clock	No further information regarding funding or whether permission has been sought. <i>Clerk clarified that members had taken this on to investigate. Clerk to send reminder to members involved.</i>
2	Fencing around Heron Way carpark	Work to replace this had been delayed due to rainfall and the holes being full of water <i>and Safer Streets 5 installations taking priority. We are aiming to get this done by the end of May. Weather permitting.</i> Hedging will be looked at in the Autumn.
3	Lake	Awaiting feedback from N&SDC on the covenant. Until this has been received, obtaining quotes for legal work have been put on hold. <i>Clerk will bring update to full council.</i>
4	Allotments	All vacant allotments have been let. HI-AB waste removal completed. <i>Waste storage bays have been installed.</i>
5	Safer Streets	Youth Pod installed with a temporary base – wood chips. This will be replaced with concrete once the field is dry enough to take a concrete lorry. Bin installed next to pod. Centrally controlled CCTV is in place on the dance school. CCTV at Balderton Village Centre has been upgraded. Lockable lifebuoys (3) and lifelines (3) for around Balderton Lake have been installed and are registered with the emergency service control rooms.

<sup>3</sup> N&SDC – Newark and Sherwood District Council

<sup>4</sup> Note: *Italics indicate where report has been updated (verbal during meeting) since agenda pack issued.*

	Item	Update
6	Church Wall	Survey on order. <i>Information has come to light about possibly only part of the churchyard being transferred to Balderton Parish Council. We need to investigate this.</i>
7	Memorial safety testing	See item 37
8	Village Centre	<i>LED lights and required electrical work will be done w/c 15/4/24. Underground sewerage pump system has been fixed. New terms and conditions are being used.</i>
9	Tree Survey	Completed. Grounds team are working through this to see which work they can do and what we will need to get quotes for.
10	Public Toilet (onside of dance school)	Vandalism – flooded. Disabled support ripped off wall – Bank Holiday 1/4/24. Reported to police. <i>Cllr Fairbairn suggested an item that can prevent flooding in future – details to be sent to the Clerk.</i>

### 56. Requests for more dog bins

The Amenities Committee unanimously agreed to not install more bins. This could be reviewed in 6-12 months if more requests are made.

### 57. Safer Streets 5 – location for final new bench at Balderton Lake

The committee agreed to locate this to the left of fishing peg 18 (6 for, 2 abstained).

### 58. Newark and Sherwood District Council's community planting project

Helen Ellison gave an overview of the project and detailed that N&SDC are looking for areas around Newark to expand this. Planters could be installed for the community to use to promote healthy eating and encourage community projects whilst tackling social isolation. Committee members appreciated the benefits of the project and 3 suggestions of where this could go in Balderton were made: Stafford Road Park, Southfield Park, on wasteland between the health centre and the Salvation Army building on Lowfield Lane. The planters at the end of Lansbury Road are going to be used for this project with a launch event taking place on 20 April, 10am – 1pm. Members were keen to be kept abreast of this project so Balderton Parish Council can share details with the local community. Cllr Fairbairn mentioned that he is working with Helen to arrange a trial of a 'crop drop scheme' at the allotments which is another project the Health Improvement team are looking to expand.

### 59. Coronation Street playing field update

The Head Groundsman reported that the puddles on the field have now gone; he is due to book the Vertidrain contractor to complete the work at the end of April/beginning of May (subject to the ground conditions being suitable); that the Environment Agency's <sup>5</sup> contractor is doing investigations/clearing out some of the drains in the village. The clerk shared that Via have asked a company to give N&SDC a quote for 4 days of work to desilt and take CCTV footage in the drains in the area. (The drains in question are the responsibility of N&SDC rather than Via). There was a suggestion that the link from the playing field drain to the N&SDC owned drains may have been severed but this is not clear.

The committee agreed to ask the Environment Agency for the findings of their work, contact N&SDC to see if N&SDC will be proceeding with the 4 days of desilting/CCTV. It was agreed that until feedback on these items had been received, the parish council would not source a drainage expert regarding the playing field as the issues may be resolved by EA/N&SDC.

### 60. No Mow May

The Head Groundsman detailed the areas they normally don't grass cut in May (areas of the churchyard, tree area of the playing field, near Orchid Close at the Lakeside). The

<sup>5</sup> Environment Agency - EA

committee suggested leaving more of the area behind Mallard Green homes<sup>6</sup>; it was agreed to leave 20 yards from the trees, whilst cutting the remainder (towards the lake) so this can be used for games etc. The clerk will add a post to the Facebook page and an article on the website to let residents know.

#### **61. Institute of Cemetery and Crematorium Management membership and memorials testing training**

The committee unanimously agreed to become a member of the Institute of Cemetery and Crematorium Management and for two spaces on a memorial inspection workshop to be booked.

#### **62. Bins at Lakeside Shopping Centre – Lidl**

The committee agreed to site one bin at Mallard Green following establishing that there is already a large number of bins near the shops at the Lakeside Shopping Centre and the feedback from the company that manages the area.

#### **63. Next Amenities meeting**

The committee agreed to defer the next meeting until June 12<sup>th</sup> to use staff resources to deliver project work. Should there be any items that need a decision prior to June 12<sup>th</sup>, these will be taken to the monthly full council meeting.

#### **64. Correspondence**

- a. Hedgehog highways –The committee agreed not to purchase items but agreed it would be more appropriate to encourage residents to consider providing hedgehog highways on the council's Facebook page, bearing in mind the need to minimise expenditure where possible in the current economic climate.
- b. Request for signage regarding dogs – The committee decided not to take forward the suggestion of signs to ask people to be considerate of nervous dogs.

The meeting closed at 9pm.

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<sup>6</sup> Between back fences and lake.

<b>BALDERTON PARISH COUNCIL</b>			
<b>Financial Statement March 2024</b>			
<b>Wages for the period</b>		<b>0/.03.2024 to 31.03.2024</b>	
Net pay		£	18,814.19
Tax		£	4,036.46
Nat. Ins. - Employees		£	1,345.09
Nat. Ins. - Employers		£	2,633.73
Pension- Employees		£	1,564.73
Pension- Employers		£	5,054.51
<b>Total</b>		<b>£</b>	<b>33,448.71</b>
<b>Cash transactions have been completed as follows:</b>			
<i>£10,000 from Business to current £50,000 from 32 Day to Current</i>			
<b>Receipts for the period</b>		<b>01.03.2024-31.03.2024</b>	
Allotment rent		£	36.50
Allotment bond		£	500.00
Hire of hall		£	1,404.67
Dance studio		£	-
Bar rent		£	649.11
Sports		£	300.00
Burials & memorials		£	90.00
Bank interest		£	392.83
Bank compensation		£	30.00
Safer Streets 5 funding		£	-
		<b>£</b>	<b>3,403.11</b>
<b>Accounts Balances summary as of 31.3.2024</b>			
Current Account		£	60,194.00
Business Account		£	7,916.10
Chairman's Account		£	130.05
CIL Account		£	7,774.72
32 Day Notice Account		£	154,654.80
Skipton Account		£	52,104.62
		<b>£</b>	<b>282,774.29</b>
Plus uncleared payments into bank		£	-
Less unrepresented payments out		£	-
		<b>£</b>	<b>282,774.29</b>
<b>Year to Date 01.04.2023 to 31.3.24</b>			
Balance as at 01.04.2023		£	256,704.23
Receipts		£	443,526.90
Payments		£	417,456.84
Balance as at 31.03.24		£	282,774.29
Plus uncleared payments into bank		£	-
Less unrepresented payments out		£	-
		<b>£</b>	<b>282,774.29</b>

Date:		17/04/2024		<b>Balderton Parish Council</b>										Page:		1	
Time:		14:17:30		<b>Nominal Activity - Excluding No Transactions</b>													
Date From:		01/03/2024												N/C From:			
Date To:		31/03/2024												N/C To:		99999999	
Transaction From:		1															
Transaction To:		99999999															
N/C:		5000		Name:		Electricity						Account Balance:				0.00	
No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V						
8645	PI	14/03/2024	BRI002		Electricity	0	T1	1031.86	1031.86		-						
N/C:		5001		Name:		Gas						Account Balance:				0.00	
No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V						
8647	PI	04/03/2024	EON001	KI-23F71783-0025	Gas 01.02.24-02.03.24	0	T5	126.73	126.73		-						
N/C:		5002		Name:		Water						Account Balance:				0.00	
No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V						
8507	PI	06/03/2024	EVE001	1762	Water	0	T0	169.64	169.64		-						
N/C:		5003		Name:		Village Centre rates						Account Balance:				0.00	
N/C:		5005		Name:		Building maintenance						Account Balance:				0.00	
No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V						
8514	PI	01/03/2024	MAJ001	1768	Roof repairs	0	T1	947.90	947.90		-						
8770	JD	31/03/2024	5005		Accruals	0	T9	1650.00	1650.00		-						
N/C:		5006		Name:		Security (parties)						Account Balance:				0.00	
No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V						
8776	JD	31/03/2024	5006		Accruals	0	T9	165.00	165.00		-						
N/C:		5007		Name:		Cleaning (contractor & materials)						Account Balance:				0.00	
No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V						
8787	JD	31/03/2024	5007		Accruals	0	T9	295.00	295.00		-						
N/C:		5008		Name:		Miscellaneous building costs						Account Balance:				0.00	
No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V						
8592	BP	18/03/2024	1200		Office Monster	0	T1	293.00	293.00		R						
N/C:		5102		Name:		Lorry costs						Account Balance:				0.00	
No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V						
8769	JD	31/03/2024	5102		Accruals	0	T9	59.80	59.80		-						
N/C:		5103		Name:		Fuel						Account Balance:				0.00	
No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V						
8599	PI	14/03/2024	JIM001		Fuel	0	T0	139.25	139.25		-						
8600	PI	15/03/2024	JIM001		Fuel	0	T0	1.93	1.93		-						
8609	PI	27/03/2024	JIM001		Fuel	0	T0	58.52	58.52		-						
N/C:		5106		Name:		Tree work & survey						Account Balance:				0.00	
No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V						
8594	BP	07/03/2024	1200		Forest Farm Tree Services	0	T1	1390.00	1390.00		R						
N/C:		5107		Name:		Turf maintenance						Account Balance:				0.00	
N/C:		5109		Name:		Tool hire						Account Balance:				0.00	
No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V						
8608	PI	13/03/2024	HUW001	Z0231085	11kg Medium Breaker Hire 06.03-13.03.2	0	T1	56.54	56.54		-						
N/C:		5111		Name:		Grounds equipment/hardware						Account Balance:				0.00	
No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V						
8607	PI	08/03/2024	SPA001	SI-2932660	Grounds Equipment	0	T1	442.88	442.88		-						
8774	JD	31/03/2024	5111		Accruals	0	T9	233.33	233.33		-						
8777	JD	31/03/2024	5111		Accruals	0	T9	790.00	790.00		-						
8778	JD	31/03/2024	5111		Accruals	0	T9	8.20	8.20		-						
N/C:		5112		Name:		Uniform & PPE						Account Balance:				0.00	
No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V						
8773	JD	31/03/2024	5112		Accruals	0	T9	83.82	83.82		-						
8775	JD	31/03/2024	5112		Accruals	0	T9	54.15	54.15		-						
N/C:		5114		Name:		Playing field maintenance						Account Balance:				0.00	
No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V						
8606	PI	12/03/2024	COU002	SI-240201650	New Gate & Preserver Dip Treatment	0	T1	258.00	258.00		-						

<b>N/C:</b>	5201	<b>Name:</b>	Telephone & broadband				<b>Account Balance:</b>	0.00			
<b>No</b>	<b>Type</b>	<b>Date</b>	<b>Account</b>	<b>Ref</b>	<b>Details</b>	<b>Dept</b>	<b>T/C</b>	<b>Value</b>	<b>Debit</b>	<b>Credit</b>	<b>V</b>
8649	PI	03/03/2024	BT.001	EM 1551 3216	Bundled Services	0	T1	422.18	422.18		-
8650	PI	05/03/2024	BT.001	EM 1389 5868	Bundled Services	0	T1	231.41	231.41		-
<b>N/C:</b>	5202	<b>Name:</b>	Subscriptions				<b>Account Balance:</b>	0.00			
<b>No</b>	<b>Type</b>	<b>Date</b>	<b>Account</b>	<b>Ref</b>	<b>Details</b>	<b>Dept</b>	<b>T/C</b>	<b>Value</b>	<b>Debit</b>	<b>Credit</b>	<b>V</b>
8596	BP	20/03/2024	1200	Land Registry	Land Registry - London Road	0	T0	6.00	6.00		R
8597	BP	20/03/2024	1200	Land Registry	Land Registry - Hawton Road	0	T0	6.00	6.00		R
					<b>History Balance:</b>						0.00
<b>N/C:</b>	5204	<b>Name:</b>	Office Supplies				<b>Account Balance:</b>	0.00			
<b>No</b>	<b>Type</b>	<b>Date</b>	<b>Account</b>	<b>Ref</b>	<b>Details</b>	<b>Dept</b>	<b>T/C</b>	<b>Value</b>	<b>Debit</b>	<b>Credit</b>	<b>V</b>
8637	PI	04/03/2024	A1C001	1712	Photocopy charges	0	T1	88.45	88.45		-
8779	JD	31/03/2024	5204	Accruals	Hand Stamp	0	T9	18.93	18.93		-
8780	JD	31/03/2024	5204	Accruals	Samsung Galaxy Covers x2	0	T9	5.82	5.82		-
8784	JD	31/03/2024	5204	Accruals	Photocopier charges	0	T9	40.85	40.85		-
<b>N/C:</b>	5205	<b>Name:</b>	Software & IT support				<b>Account Balance:</b>	0.00			
<b>No</b>	<b>Type</b>	<b>Date</b>	<b>Account</b>	<b>Ref</b>	<b>Details</b>	<b>Dept</b>	<b>T/C</b>	<b>Value</b>	<b>Debit</b>	<b>Credit</b>	<b>V</b>
8633	PI	21/03/2024	DAT001	14235	Electricity	0	T1	5.00	5.00		-
8634	PI	01/03/2024	SAG001	INV18479454	Wages and Accounts Package	0	T1	126.00	126.00		-
8783	JD	31/03/2024	5205	Accruals	HF Bronze Subscription 1 mnt	0	T9	9.99	9.99		-
8785	JD	31/03/2024	5205	Accruals	IT Support	0	T9	52.00	52.00		-
<b>N/C:</b>	5206	<b>Name:</b>	Advertising / Newsletters				<b>Account Balance:</b>	0.00			
<b>No</b>	<b>Type</b>	<b>Date</b>	<b>Account</b>	<b>Ref</b>	<b>Details</b>	<b>Dept</b>	<b>T/C</b>	<b>Value</b>	<b>Debit</b>	<b>Credit</b>	<b>V</b>
8598	BP	27/03/2024	1200	Tony Tucker	Printing of Balderton Council Booklets 50	0	T2	590.00	590.00		R
<b>N/C:</b>	5211	<b>Name:</b>	Professional fees				<b>Account Balance:</b>	0.00			
<b>No</b>	<b>Type</b>	<b>Date</b>	<b>Account</b>	<b>Ref</b>	<b>Details</b>	<b>Dept</b>	<b>T/C</b>	<b>Value</b>	<b>Debit</b>	<b>Credit</b>	<b>V</b>
8795	JD	31/03/2024	5211	DCK Accrual	DCK Mar 24 Accounts	0	T9	415.00	415.00		-
8796	JD	31/03/2024	5211	DCK Accrual	DCK Mar 24 Mileage	0	T9	126.90	126.90		-
8797	JD	31/03/2024	5211	DCK Accrual	DCK Mar 24 Hotel	0	T9	85.00	85.00		-
8798	JD	31/03/2024	5211	DCK Accrual	DCK Year End 23/24	0	T9	450.00	450.00		-
8799	JD	31/03/2024	5211	DCK Accrual	DCK Year End 23/24 Mileage	0	T9	126.90	126.90		-
8800	JD	31/03/2024	5211	DCK Accrual	DCK Year End 23/24 Hotel	0	T9	85.00	85.00		-
<b>N/C:</b>	5212	<b>Name:</b>	Training Councillors				<b>Account Balance:</b>	0.00			
<b>No</b>	<b>Type</b>	<b>Date</b>	<b>Account</b>	<b>Ref</b>	<b>Details</b>	<b>Dept</b>	<b>T/C</b>	<b>Value</b>	<b>Debit</b>	<b>Credit</b>	<b>V</b>
8623	PI	15/03/2024	NAL001		Standards in public life - Vanessa, Dean,	0	T1	13.33	13.33		-
8624	PI	18/03/2024	NAL001		Respectful & Positive Social Media - Dear	0	T1	13.33	13.33		-
8625	PI	15/03/2024	NAL001		Leadership in challenging situations - Jea	0	T1	13.33	13.33		-
8626	PI	18/03/2024	NAL001		Respectful & Positive Social Media - Dear	0	T1	13.33	13.33		-
<b>N/C:</b>	5301	<b>Name:</b>	Churchyard & cemetery water				<b>Account Balance:</b>	0.00			
<b>No</b>	<b>Type</b>	<b>Date</b>	<b>Account</b>	<b>Ref</b>	<b>Details</b>	<b>Dept</b>	<b>T/C</b>	<b>Value</b>	<b>Debit</b>	<b>Credit</b>	<b>V</b>
8505	PI	06/03/2024	EVE001	1762	Water	0	T0	9.64	9.64		-
<b>N/C:</b>	5502	<b>Name:</b>	Allotment water				<b>Account Balance:</b>	0.00			
<b>No</b>	<b>Type</b>	<b>Date</b>	<b>Account</b>	<b>Ref</b>	<b>Details</b>	<b>Dept</b>	<b>T/C</b>	<b>Value</b>	<b>Debit</b>	<b>Credit</b>	<b>V</b>
8506	PI	06/03/2024	EVE001	1762	Water	0	T0	14.91	14.91		-
<b>N/C:</b>	5503	<b>Name:</b>	Allotment waste removal				<b>Account Balance:</b>	0.00			
<b>No</b>	<b>Type</b>	<b>Date</b>	<b>Account</b>	<b>Ref</b>	<b>Details</b>	<b>Dept</b>	<b>T/C</b>	<b>Value</b>	<b>Debit</b>	<b>Credit</b>	<b>V</b>
8602	PI	12/03/2024	GBM001	474256	Skip Hire	0	T1	195.83	195.83		-
<b>N/C:</b>	5599	<b>Name:</b>	Sanitary services				<b>Account Balance:</b>	0.00			
<b>N/C:</b>	5601	<b>Name:</b>	Dog waste collection				<b>Account Balance:</b>	0.00			
<b>No</b>	<b>Type</b>	<b>Date</b>	<b>Account</b>	<b>Ref</b>	<b>Details</b>	<b>Dept</b>	<b>T/C</b>	<b>Value</b>	<b>Debit</b>	<b>Credit</b>	<b>V</b>
8605	PI	13/03/2024	NEW001	I0166334	Emptying dog waste bins 02.10-31.03.24	0	T1	2930.40	2930.40		-
<b>N/C:</b>	6200	<b>Name:</b>	Safer Streets Project				<b>Account Balance:</b>	0.00			
<b>No</b>	<b>Type</b>	<b>Date</b>	<b>Account</b>	<b>Ref</b>	<b>Details</b>	<b>Dept</b>	<b>T/C</b>	<b>Value</b>	<b>Debit</b>	<b>Credit</b>	<b>V</b>
8591	BP	14/03/2024	1200	Smiths Timber Merc	Play Bark Bulk Bag	0	T1	408.00	408.00		R
8593	BP	22/03/2024	1200	Neughbourbour CD	Neighbourhood watch sign / stickers	0	T0	98.05	98.05		R
8595	BP	21/03/2024	1200	Viking Electrical Ltd	Install 1x switch fused spur	0	T1	446.43	446.43		R
8603	PI	12/03/2024	VIEW001	GW24942/2	Balderton Lake signs	0	T1	1759.57	1759.57		-
8604	PI	08/03/2024	ASP001	505886	50% Payment lifebouys & throw lines	0	T1	2753.10	2753.10		-
8768	JD	31/03/2024	6200	Accruals	Installation I70494	0	T9	2812.83	2812.83		-
8771	JD	31/03/2024	6200	Accruals	Hanson Fast Set Postfix	0	T9	297.36	297.36		-
8772	JD	31/03/2024	6200	Accruals	Grab Rail 760x250x35mm	0	T9	112.49	112.49		-
8781	JD	31/03/2024	6200	Accruals	CCTV Upgrade	0	T9	6484.00	6484.00		-
8782	JD	31/03/2024	6200	Accruals	7 Panel Full POD Shelter	0	T9	13106.10	13106.10		-
8786	JD	31/03/2024	6200	Accruals	Balderton Lake signs	0	T9	879.78	879.78		-

Comments: HI JIM, THE DELIVERY CHARGE IS FOR THE 8 BAGS ONLY AS THEY GO ON A PALLET.

Item 60bi

Product Details				
Code	Qty	Product	Price £	Subtotal £
B510	8.00	MM22 Grass Seed - 20 kg Bag (20 kg Bag) Weight: 20kg	113.85	910.80
B510	1.00	MM22 Grass Seed - 20 kg Bag (20 kg Bag) Weight: 20kg	136.55	136.55
			<b>Delivery:</b>	£20.00
			<b>Subtotal:</b>	£1067.35
			<b>VAT:</b>	£4.00
			<b>Due:</b>	<b>£1,071.35</b>

**QUOTE PF.7186213**

Agrovista Amenity Rutherford House Nottingham Science park University Boulevard Nottingham NG72PZ		<b>agrovista</b> amenity
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Tel: 01952 897910 VAT: 595495381 Company: 3525529

Order Details			
<b>Our Order:</b>	PF.7186213	<b>Your Order:</b>	
<b>Order Status:</b>	Unpaid	<b>Order Placed:</b>	Pro Forma Quotation Only

Customer Details		
	Delivery	Billing
<b>Name:</b>	Jim Brown	Jim Brown
<b>Company:</b>	Balderton Parish Council	Balderton Parish Council
<b>Address:</b>	BALDERTON VILLAGE CENTRE CORONATION STREET NOTTINGHAMSHIRE NG24 3BD United Kingdom	BALDERTON VILLAGE CENTRE CORONATION STREET NOTTINGHAMSHIRE NG24 3BD United Kingdom

Item 60bii

**Institute of Cemetery and Crematorium Management membership and booking 2 memorial inspection workshops (as recommended by the Amenities Committee) Costs**

Membership £95 + VAT (one year)

Course £155+ VAT per person

**From:** REDACTED@newark-sherwooddc.gov.uk>

**Sent:** Thursday, April 4, 2024, 9:59 AM

**To:** Administrative Services <Administrativeservices@newark-sherwooddc.gov.uk>

**Subject:** Planning Application Local Validation Checklist Consultation

OFFICIAL

OFFICIAL

**Re: Planning Application Local Validation Checklist Consultation**

Dear clerk

I wanted to let you know our draft Local Validation Checklist is open to public consultation for eight weeks from 2nd April 2024 to 28th May 2024.

We are required, by Government, to review and consult on our Local Validation Checklist for Planning applications every two years. This will ensure our Checklist is up to date and reflect current planning policies in accordance with Local and National Guidance.

The Checklist is important because it provides the basis on which we validate all planning applications. Simply, it is a tick list to help individuals make sure they have submitted everything necessary to make a planning application and is intended to make the process of submitting a planning application easier for everyone.

Further information is available on our website below, including consultation document and how to submit comments.

Regards,

**Planning Development**

Newark and Sherwood District Council

SENT VIA EMAIL

Telephone: 01636 650000  
Email: [planningpolicy@newark-sherwooddc.gov.uk](mailto:planningpolicy@newark-sherwooddc.gov.uk)  
Our ref: DraftSCI-ltr-8-4-24

8<sup>th</sup> April 2024

Dear Consultee,

### Statement of Community Involvement - Update Consultation

Through the Statement of Community Involvement (SCI) the District Council sets out the methods it will use for consulting the public and other stakeholders on planning policy documents and planning applications.

Following the meeting of Planning Committee on 14<sup>th</sup> March 2024 amendments have been made to the speaking arrangements for the Committee, with the allowance for public speaking being introduced. As a result, it is now necessary to update the SCI to take account of this change. It is however important to note that whilst the change to the SCI introduces the facility for public speaking, the specific arrangements for how this will work will be set out elsewhere. Beyond this modest update it has been concluded that the remainder of the SCI remains appropriate and does not require further amendment, beyond minor changes to bring the context up-to-date.

The Draft Statement of Community Involvement is available for comment **between 8<sup>th</sup> April and 20<sup>th</sup> May 2024**, and can be viewed at Castle House (open between 9 a.m. and 5 p.m. Monday to Friday), the District's libraries and the Council's website:

<https://www.newark-sherwooddc.gov.uk/statementcommunityinvolvement/>

There is no comments form for the consultation, and responses can be made in writing, or by email, to:

Planning Policy & Infrastructure  
Newark & Sherwood District Council  
Castle House  
Great North Road  
Newark  
Nottinghamshire  
NG24 1BY

[planningpolicy@newark-sherwooddc.gov.uk](mailto:planningpolicy@newark-sherwooddc.gov.uk)

SERVING PEOPLE, IMPROVING LIVES

Following the close of the consultation any responses will be considered and taken into account in preparing a finalised Statement of Community Involvement, which will then be presented to Cabinet for adoption.

Yours Faithfully,