



**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING OF  
BLIDWORTH PARISH COUNCIL  
held at Blidworth Library, New Lane, Blidworth, Notts, NG21 0PW  
on Thursday 16<sup>th</sup> May 2024 commencing at 7.00pm**

Present: Councillors: E Litchfield, K Marlow, K Hickenbottom, C Williams, C Walsh,  
T Smith, C Dear, W Bates, G Fisher, H Catling, T Duffy

Apologies: None

Clerk: C Brettell

Members of the Public: 2 (inc. NSDC District Cllr T Thompson)

Abbreviations: NCC – Nottinghamshire County Council

NSDC – Newark and Sherwood District Council

The Chair asked if anyone was recording the meeting to make themselves known.  
It was noted that no one was recording.

**Action by**

- 24/01 To Elect a Chair for the ensuing year.** Chair to sign declaration of acceptance of office  
A secret ballot was taken and the votes were verified by the Vice Chair Cllr Hickenbottom.  
Cllr Litchfield was elected as Chair and duly signed the acceptance of office
- 24/02 To Elect a Vice Chair for the ensuing year.** Vice Chair to sign declaration of acceptance of office  
Cllr Walsh was elected as Vice-Chair and duly signed the acceptance of office
- 24/03 To receive - Declaration of interests both pecuniary and non-pecuniary and applications for dispensation on items listed on the agenda**  
Cllr Williams declared an interest in 24.14.7  
Cllr Litchfield declared an interest in any events related to Blidworth Welfare  
Cllr Dr Fisher declared an interest in any events related to Blidworth and Rainworth Parish Church as he is now a member of the Parish Church Council
- 24/04 To receive - Apologies for absence given to the Clerk**  
None
- 24/05** To determine which items of the agenda, if any, should be taken with the public excluded. If the Council decides to exclude the public the item will be moved to 24/19 and a resolution passed in order to discuss the item.  
None
- 24/06 To receive and approve – Minutes of the meeting held on 18th April 2024** (Appendix 1)  
C Dear had been omitted from the Parks and Open Spaces Working party and this was added into the minutes.

It was then **resolved** that the minutes of the meeting held on the 18<sup>th</sup> April 2024 be accepted as a true and accurate record.

**24/07 To note – updates on matters arising from the minutes if not already on the Agenda**  
 (no decisions can be made) **and to update on the Actions and Decisions log** (Appendix 2)

Cllr Fisher updated members regarding the hedgehog signage. Several streets had been identified for signs and options were being looked at.  
 All other items in progress or on the agenda.

**24/08 To Agree – Working parties, Committees and appointment of Representatives, including Terms of Reference** (Appendix 3)

The following Working parties, Committees and Representatives were agreed:

<b>Working Party</b>	<b>Members</b>
<b>Communications/Marketing/Events - Working Party</b>	Lead – E Litchfield G Fisher C Williams K Marlow T Duffy C Dear C Walsh None PC Members: J Litchfield P Orange
<b>Summer Planting/War Memorial Planting - Working Party</b>	Lead - C Williams E Litchfield G Fisher K Marlow T Duffy C Dear None PC members: P Orange K Williams C Bass
<b>Parks and Open Spaces – Working Party</b> (including footpaths, Conservation Allotments, Workshop, and Emergency Action Group)	Lead - B Bates C Williams T Duffy C Dear K Marlow E Litchfield None PC members: P Orange
	Lead – E Litchfield H Catling C Walsh C Williams
<b>Planning – Working Party</b>	Lead - G Fisher C Dear H Catling T Duffy
<b>HR and Employment Committee</b>	H Catling C Walsh C Williams

**24/09 To Agree – Meeting dates, Parish Events and Councillor Surgeries for the upcoming year 2024/25 (Appendix 4)**

The following meeting dates, Parish Events and Councillor Surgeries were agreed:

**Parish Council Meetings to be held at Blidworth Library, New Lane, Blidworth, Notts, NG21 0PW commencing at 7pm**

Thursday 20<sup>th</sup> June  
Thursday 18<sup>th</sup> July  
No meeting in August  
Thursday 19<sup>th</sup> September  
Thursday 17<sup>th</sup> October  
Thursday 21<sup>st</sup> November  
Thursday 19<sup>th</sup> December – if required  
Thursday 16<sup>th</sup> January  
Thursday 20<sup>th</sup> February  
Thursday 20<sup>th</sup> March  
Thursday 17<sup>th</sup> April  
Annual Parish Gathering – Saturday 19<sup>th</sup> April

**Parish Council Events 2024**

Summer Gala – Sunday 21<sup>st</sup> July – Blidworth Welfare  
Remembrance – Sunday 10<sup>th</sup> November – Blidworth War Memorial  
Christmas Light Switch on Event – Saturday 23<sup>rd</sup> or 30<sup>th</sup> November – TBC  
Pensioners Christmas Party – Tuesday 3<sup>rd</sup> December at the SFCC

**Parish Councillor Surgery Sessions**

Saturday 10am – 12 noon held on the last Saturday of the month at various locations in the village.

**24/10 To Agree – Blidworth Parish Council adopts the General Power of Competence for the term of the Council (Localism Act 2011)**

It was noted that this remains in place, as agreed at last Mays Annual meeting.

**24/11 To receive Representations (no more than 5 minutes)**

11.1 Public Participation

A resident discussed the Councillor surgery sessions and how they could be improved.

11.2 Reports from District and County Council Representatives on Matters of a direct relevance to Blidworth Parishioners

Cllr Thompson gave a report stating she had been helping people in the village. She informed Councillors that she had called in the Planning Application on Dale Lane.

Cllr Tom Smith asked Councillors their thoughts on the trees on Mansfield Road. Cllrs commented on the importance of trees on the Main Street, but felt consideration should be given to any complaints received from residents.

It was requested that Cllr Smith to look at the possibility of replacing a tree near to the Premier shop that was removed.

**Cllr Smith**

Cllr Smith also confirmed that the Dale Lane Planning application was still current and no decisions had been made at this stage.

Cllr Duffy informed members that a meeting was to be held on the 3<sup>rd</sup> June. This is the first link meeting in the village to get local groups together, organised by NSDC. NSDC have granted permission for a hygiene bank to be located in Blidworth, for baby supplies and hygiene products to help residents in the village, open to all. Donations to this are also welcome.

11.3 Police Report  
None

**24/12 To Discuss/Update on Highway Issues in the Village**(if not already covered in District and County Council reports) **including addressing a possible 20mph zone on Warsop Lane and the speed issues on Dale Lane**

Cllr T Smith updated members regarding the consultation for yellow Lines around areas off Warsop Lane, to assist with issues around Joseph Whitaker school - he will update at a later meeting, when more is known.

Cllr Bates asked about the pot holes on Warsop Lane, which Cllr Smith confirmed will be resurfaced in the future.

It was agreed for the Clerk to contact NCC/VIA to enquire as to how to go about reducing the speed limit, and to start the process to reduce Warsop Lane to a 30mph zone. **Clerk**

Cllr Walsh asked about speed cameras and how they are used to manage speed in the Village, this to be explored further with the Police **Clerk**

**24/13 Financial Matters**

13.1 To Approve - Internal Audit (Appendix 5)

It was **resolved** to approve the Internal Audit carried out by S Stack

Cllr Smith left the meeting 8.07pm

13.2 To Agree – Inventory/Asset Register as at 31<sup>st</sup> March 2024 (Appendix 6)

It was **resolved** to agree the Inventory/Asset Register as at 31<sup>st</sup> March 2024

13.3 To Consider, approve and sign the Annual Governance Statement – Section 1 (Appendix 7)

The Annual Governance Statement was considered by Councillors and it was then **resolved** to approve and sign.

13.4 To consider, approve and sign the Accounting Statement – Section 2 (Appendix 8)

The Accounting Statement was considered by Councillors and it was then **resolved** to approve and sign.

To receive and approve accounts and financial information:

13.5 Analysis of Payments – April 2024 (Appendix 9)

- 13.6 Analysis of Receipts – April 2024 (Appendix 10)
- 13.7 Bank Reconciliation Statement as at 30<sup>th</sup> April 2024 (Appendix 11)
- 13.8 To Authorise schedule of payments for May (Appendix 12)

The Chair checked the bank reconciliation figures with the bank statements.

It was **resolved** to accept and approve the financial information as per items 13.5 – 13.7 that had been submitted to members and to authorise the schedule of payments for May (13.8)

- 13.9 To Remove and add bank signatories on Parish Council accounts  
It was **resolved** to add Cllr C Dear, T Duffy and K Marlow to be a bank signatories for both Unity Trust and the NatWest bank accounts and to remove K Hickenbottom.

A 10 minute comfort break was held

## 24/14 Business

- 14.1 To update – village trail and information board (use of grant funding) including position of Lectern

Cllr Litchfield gave an update regarding the trail, which is progressing. The Lectern is to be purchased before the end of May, as previously agreed.

- 14.2 To agree – Heads of terms for the lease of land in front of Blidworth Library for the Village Trail lectern (Appendix 13)

It was **resolved** to agree the Heads of Terms for the land in front of Blidworth Library for the village trail interpretation lectern, and was duly signed by the Chair. It was agreed that a solicitor is not required at this stage.

- 14.3 To agree – Licence with Nottinghamshire County Council Cutts Memorial Planter (Appendix 14)

It was **resolved** to agree the licence as per Appendix 14 for the siting of the Cutts Memorial Planter (retrospectively). This was duly signed by the Chair and Vice Chair.

- 14.4 To agree – moving of 2No. large planters to Mansfield Road in front of REAL education (Appendix 15)

It was **resolved** to move these planters from Blidworth Library as per the email correspondence. The Clerk to start the application process with a view to moving the planters later in the year.

**Clerk**

- 14.5 To agree – methods of communication and documentation for Parish Councillors, along with publication of contact details.

The Clerk circulated the Cllr detail sheet and asked Cllrs to sign against their name to confirm as correct.

It was **resolved** to remove personal phone numbers and include Parish Councillor email addresses on both the Parish Council website and noticeboard

- 14.6 To discuss – Marriott Lane Wall, and 'right of way'

The Clerk updated members regarding the right of way that had been emailed out to Councillors from the 'Right of Way' officer at VIA.

It was agreed for Cllr Catling to discuss the issue of the wall with the landowner, which was in a state of disrepair. The Clerk informed members that if necessary 3 quotes would need to be obtained before any work could be carried out and costs agreed between the landowner and the Parish Council.

**Cllr Catling  
Clerk**

The Clerk to check if the wall is within the conservation area.

14.7 To agree - repairs to floodlight at Sherwood Park

The Clerk updated members regarding the quotes that had been received together with an updated quotations from Overton Electrical including the work under warranty, as circulated via email.

It was **resolved** to go ahead with the quotation from AP Electrical Notts Ltd at a cost of £245 +VAT

14.8 To update – Blidworth Parish Council Policies and Procedures list (Appendix 16)

The Clerk discussed the Policies and Procedures list. It was agreed for these to be looked at by the Clerk and Working Party's and be brought back to future Parish Council meetings.

**Clerk and WP's**

14.9 To discuss - Marriott Lane Park improvements

Cllr Catling gave a brief update about necessary improvements to the park. It was agreed for Councillors to think about the improvements needed and to bring back to a future meeting.

**All Councillors**

14.10 To note - VIA agreement for grass cutting

The Clerk updated members regarding the grass cutting costs, and that a meeting with Cllr T Smith and VIA was still to be arranged in order to finalise this.

**Clerk/Cllr Smith**

## **24/15 Updates from working party leads:**

15.1 Comms/Marketing/Events – Cllr Litchfield updated that the Gala preparations are underway. A further meeting to be arranged next week to discuss.

15.2 Village Planting – Cllr Williams provided an update. The Wilsons are now unable to go ahead with the planting and watering the village plants. Lots of avenues had been explored to solve the issues. Cllr Williams had sourced the plants and it had been agreed that Joe at Forest Farm Trees had stepped in to carry out the watering. The planting had now been scaled down to accommodate the situation.

It was agreed that further options for watering be discussed in detail in preparation for the summer planting next year.

15.3 Parks and Open Spaces – Nothing to update

15.4 Neighbourhood/Parish Plan – Now removed

15.5 Finance – The Clerk to send the Financial Risk assessment out to the WP to evaluate in readiness for the next Parish Council meeting.

## **24/16 Planning Applications**

To receive, and where appropriate comment on the following applications:

<b>Proposal:</b>	Development for 62 dwellings on grazing land, south of Dale Lane, Blidworth – Amended application
<b>Site Address:</b>	Land South Of Dale Lane Blidworth NG21 0SU
<b>Planning Application Ref:</b>	22/01459/FULM

It was **resolved** to respond stating that the Parish Councils original objections remain unchanged  
Cllr Williams abstained from voting on this Planning Application

<b>Proposal:</b>	Proposed single storey side and rear extension, loft conversion and internal alterations
<b>Site Address:</b>	The Red House Belle Vue Lane Blidworth NG21 0SF
<b>Planning Application Ref:</b>	24/00387/HOUSE

Cllr Dr Fisher provided an update to members regarding the plans  
It was **resolved** to respond stating 'no objections'

<b>Proposal:</b>	Remove existing single-storey extension and replace with single-storey rear extension.
<b>Site Address:</b>	The Orchards Main Street Blidworth NG21 0QH
<b>Planning Application Ref:</b>	24/00709/HOUSE

Cllr Dr Fisher provided an update to members regarding the plans  
It was **resolved** to respond stating 'no objections'

It was agreed to add the following planning application that has been received earlier that day:

<b>Proposal:</b>	Application for lawful development certificate for existing warehouse/factory extension to the original factory unit, (Phase I).
<b>Site Address:</b>	Captive Closures (Precision Mouldings) Burma Road Blidworth NG21 0RT
<b>Planning Application Ref:</b>	24/00771/LDCE

It was **resolved** to respond stating 'no comment'

### **Planning Decisions**

The following Planning decisions have been made (full details emailed out to Councillors):  
None

**24/17 To note – Correspondence received**

All relevant correspondence sent out via email

**24/18 To note – The date of the next Parish Council Meeting – 20<sup>th</sup> June 2024** at Blidworth Library

**24/19 Exclusion of Public (Confidential Items)**

*In accordance with Public Bodies (admission to meetings) Act 1960 section 1(2) the Council exclude the public and press from the meeting by reason of the confidential nature of the business to be transacted.*

Meeting closed at 9.15pm