



**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING OF
BLIDWORTH PARISH COUNCIL**
held at Blidworth Library, New Lane, Blidworth, Notts, NG21 0PW
on Thursday 15th May 2025 commencing at 7.00pm

Present: Councillors: C Walsh (Vice Chair), C Dear, J Harvey, K Marlow, T Smith, T Duffy,
W Bates

Apologies: E Litchfield (Chair), A Sykes

Clerk: C Brettell

Members of the Public: 2

Abbreviations: NCC – Nottinghamshire County Council

NSDC – Newark and Sherwood District Council

The Vice-Chair asked if anyone was recording the meeting to make themselves known.

It was noted that no one was recording.

In the absence of the Chair the Vice Chair commenced the meeting.

Action by

- 25/01 To elect a Chair for the ensuing year.** Chair to sign declaration of acceptance of office
Cllr Walsh was elected as Chair for the ensuing year and duly signed the declaration of acceptance of office.
Cllr Litchfield was thanked for his Chairmanship in the past year. A card to be sent expressing thanks on behalf of the Parish Council.
- 25/02 To elect a Vice Chair for the ensuing year.** Vice Chair to sign declaration of acceptance of office
Cllr Dear was elected as Vice Chair for the ensuing year and duly signed the declaration of acceptance of office.
Cllr T Duffy left the meeting at 7.06pm
- 25/03 To receive - Declaration of interests both pecuniary and non-pecuniary and applications for dispensation on items listed on the agenda**
Cllr Bates declared an interest in Agenda item 25/15 - 25/00604/S73
- 25/04 To receive - Apologies for absence given to the Clerk**
Apologies were received and noted from Cllr Litchfield and Cllr Sykes.
- 25/05 To determine which items of the agenda, if any, should be taken with the public excluded. If the Council decides to exclude the public, it will be moved to 25/18 and a resolution passed in order to discuss the item.**
None
- 25/06 To receive and approve – Minutes of the meetings held on 17th April 2025 (Appendix 1) and minutes of the HR meeting held on the 6th May 2025**
It was **resolved** that the minutes of the meeting held on the 17th April 2025 be accepted as an accurate record.
It was further **resolved** to approve the minutes of the of the HR and Employment

Committee meeting held on the 6th May 2025
Both were signed by the Chair.

25/07 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)
All relevant items are on the agenda. The Action log was worked through and updated.

25/08 To agree – Working parties, Committees and appointment of Representatives, including Terms of Reference (Appendix 3)
The following Working parties, Committees and appointment of Representatives were agreed:

Working Party	Members
Events - Working Party Remit: To arrange Community events for the Parish Council	Lead – Cllr Marlow Cllr Dear Cllr Harvey Cllr Litchfield Cllr Sykes Cllr Duffy
Summer Planting/War Memorial Planting - Working Party Remit: To arrange Community planting for the village	Lead - Cllr Dear Cllr Harvey Cllr Duffy Cllr Marlow
Parks and Open Spaces – Working Party (including footpaths, Conservation Allotments, Workshop, and Emergency Action Group) Remit: To explore and look into matters relating to the Parks and Open Spaces within the village and provide recommendations to full Council	Lead - Cllr Bates Cllr Harvey Cllr Duffy Cllr Marlow Cllr Dear Cllr Sykes
Finance – Working Party Remit: To look into the Parish finances and provide recommendations to the Parish Council	Lead – Cllr Bates Cllr Dear Cllr Litchfield
Planning – Working Party Remit: To look at Planning Applications and make recommendations to the Parish Council before any decisions are made	Lead - Cllr Duffy Cllr Walsh
HR and Employment Committee – Refer to Terms of Reference	Cllr Dear Cllr Duffy Cllr Smith

In regard to the Terms of Reference for the HR and Employment Committee it was **resolved** to remove the footnote and to add that should a grievance be raised between a staff member and a Councillor on the committee, that Councillor will remove themselves from the committee.

25/09 To agree – Meeting dates, Parish Events and Councillor Surgeries for the upcoming year 2025/26 (Appendix 4)

The following meeting dates, Parish Events and Councillor Surgeries for the upcoming year 2025/26 were agreed:

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

Thursday 15th May 25
Thursday 19th June 25
Thursday 17th July 25
No Meeting in August
Thursday 18th September 25
Thursday 16th October 25
Thursday 20th November 25
December Meeting to be arranged if required
Thursday 15th January 26
Thursday 19th February 26
Thursday 19th March 26
Thursday 16th April 26

Annual Parish Gathering – Saturday 18th April 26

Parish Council Events 2025

Summer Gala – Sunday 20th July – Blidworth Welfare
Remembrance – Sunday 9th November – Blidworth War Memorial
Christmas Light Switch on Event – Saturday 22nd November – Blidworth Miners Welfare
Pensioners Christmas Party – Tuesday 2nd December at the Blidworth Miners Welfare

Parish Councillor Surgery Sessions

Last Saturday of every month and various locations throughout the village

25/10 To receive Representations (no more than 5 minutes)

10.1 Public Participation

A resident enquired about the request for privacy netting at Sherwood Park.
Cllr Bates gave a brief update.

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

Although invited District Cllr Thompson was not in attendance.

Cllr Smith provided an update for members, and introduced the new County Councillor Cllr R Ward.

The Chair together with Parish Councillors thanked Cllr T Smith for his work throughout his term, and the invaluable help and support he had given the Parish.

Fly tipping reports were noted, and a request for possible mobile CCTV. Cllr Smith/Clerk to Investigate.
Cllr Smith/Clerk

10.3 Police Report
No police report.

25/11 To Discuss/Update on Highway Issues in the Village (if not already covered in District and County Council reports)
Nothing to be addressed.

25/12 Financial Matters

12.1 To Approve - Internal Audit (Appendix 5)
It was **resolved** to approve the Internal Audit carried out by East Midlands Audit Services

12.2 To Agree – Inventory/Asset Register as at 31st March 2025 (Appendix 6)
It was **resolved** to agree the Inventory/Asset Register as at 31st March 2025

12.3 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.

12.4 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:

12.5 Analysis of Payments – April 2025 (Appendix 9)

12.6 Analysis of Receipts – April 2025 (Appendix 10)

12.7 Bank Reconciliation Statement as at 30th April 2025 (Appendix 11)

12.8 To Authorise schedule of payments for May (Appendix 12)

The Chair checked the bank reconciliation figures with the bank statements, and signed each bank statement.

It was **resolved** to accept and approve the financial information as per items 12.5 – 12.7 that had been submitted to members and to authorise the schedule of payments for May (12.8).

12.9 To remove and add bank signatories on Parish Council Unity Trust and NatWest bank Accounts

It was **resolved** to add Cllr C Dear and Cllr K Marlow as bank signatories on the Unity Trust and NatWest bank Accounts and to remove H Catling, H O'Hare, K Hickenbottom and C Williams from the unity trust Account and H Catling, L Holland, K Arnold, G Merry, J Moore, H O'Hare and G Stocks from the NatWest accounts.

12.10 To agree - Parish Council bank card for use by Parish council staff
It was **resolved** to go ahead with the *Unity Corporate MultiPay Card*, details of which had been circulated and the necessary costs agreed.

25/13 Business

13.1 To discuss – village trail and information board and to update on current situation.
The Clerk updated Councillors that the Groundsman had agreed to carry out this work which

would be installed next week.

13.2 To agree – planting of shrubs along Sherwood Park boundary

It was **resolved** to purchase 40No. 3ft laurels at a cost of £280. Cllr Dear would arrange for these to be planted by Councillors in the next few weeks.

13.3 To agree – Concreting on entrance to Sherwood Park

A site meeting had been held with the Working Party to discuss proposals to rectify the issues. The Clerk had contacted 5 local Companies for a quotation for this work.

It was **resolved** to go ahead with the proposal from Bullimore Construction at a cost of £980. This work to be carried out as a matter of urgency.

Cllr Bates left the meeting at 8.18pm

13.4 To agree – Water pump for use by Groundsman for plant watering

It was **resolved** to purchase a Ryobi water pump, high energy battery and the cordless Power washer kit and a cost of £433 (to be taken from the Planting budget). £50 had previously been allocated towards a small pressure washer, which had not been spent.

13.5 To discuss – Access to a Water supply and available options

Cllr Dear discussed the options available. The Clerk had not received an update from the Library regarding permission to install an outside tap, despite chasing.

Cllr Dear to enquire if the Welfare can assist.

It was also discussed as a long term option to look at a water supply to the Workshop. The Clerk to arrange a meeting with NSDC, **Clerk**

13.6 To agree – potential co-option of a Parish Councillor and advertisement

It was resolved to advertise this position with a view to co-opting at the June/July meeting.

13.7 To agree – purchase of Laptop for use by the HR and Employment Committee

It was **resolved** to spend up to £400 on a laptop purely for this purpose. This would remain with the Chair of the HR Employment committee and be passed on accordingly.

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

Councillors were requested to email the Clerk to confirm their details for publishing on the website and Notice boards, and also to specify if they did not want their details publishing.

13.9 Request for Litter Bin outside St Andrews Mission Hall, The Crescent, Blidworth

The Clerk had received an email from the Mission Hall asking for assistance with a litter bin. The Clerk had established that this would be on their land and would be emptied weekly by them. The Clerk suggested using a spare bin the Parish Council had. This to be offered but for them to install, as would need concreting in place. It was also agreed for the Clerk to enquire if NSDC could provide a bin in the first instance. **Clerk**

25/14 Updates from working party leads:

14.1 Comms/Marketing/Events – KM updated about the upcoming Summer Gala

14.2 Village Planting – Cllr Dear to arrange groups to tackle grot spots and areas in the village for weeding. Painting of the wall at the War Memorial was also raised, this to be looked into and brought back to a future meeting.

14.3 Parks and Open Spaces

14.4 Neighbourhood/Parish Plan – This Working party is no longer required

14.5 Finance - none

25/15 Planning Applications

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

Cllr Smith abstained from voting on these items

Proposal:	Application for variation of condition 04 (Contamination) to change pre-condition to approval due to information supplied attached to planning permission 21/02149/FUL; Proposed new business/office unit. Condition Number(s): 4 Conditions(s) Removal: This was a pre commencement condition Agree to change the pre condition to approval following supplied information
Site Address:	Energy Billing Ltd Unit 1 Joseph Court Burma Road
Planning Application Ref:	25/00604/S73
Target Date for Decision:	2 June 2025

It was **resolved** to respond stating No Objections' to this application.

Proposal:	25/00554/HOUSE Conversion of parking space into garage. 1 Surgery Lane Blidworth NG21 0PY
Site Address:	1 Surgery Lane Blidworth NG21 0PY
Planning Application Ref:	25/00554/HOUSE

It was **resolved** to respond stating No Objections' to this application.

Proposal:	25/00552/HOUSE Demolition of outbuilding and erection of utility room to the side of the property. 1 Surgery Lane Blidworth NG21 0PY
Site Address:	1 Surgery Lane Blidworth NG21 0PY
Planning Application Ref:	25/00552/HOUSE

It was **resolved** to respond stating No Objections' to this application.

Application No	25/00619/LDCP
Date Registered	8 April 2025
Proposal	Certificate of Lawfulness for the proposed extension to an existing building (forming part of the planning permission ref: 05/01649/FUL)
Location	Cottage Farm Cross Lane Blidworth NG21 0LT
Applicant	Mr John Bradbury Cottage Farm Cross Lane Blidworth NG21 0LT
Q Code	7B Certificate of Lawful Development
Case Officer	Michael Read - Telephone 01636 655965
Application website	https://publicaccess.newark-sherwooddc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SUCQZ0LBLL000

It was **resolved** to respond stating No Objections' to this application, if applicable as LDCP.

Planning Decisions

The following Planning decisions have been made (full details emailed out to Councillors):

Town and Country Planning Act 1990
The Town and Country Planning (Development Management Procedure) (England)
Order 2015 (as amended)

Application for:	Planning Permission
Application No:	25/00174/HOUSE
Applicant:	Mr Jamie Holmes
Agent:	
Proposal:	Extension of existing driveway to create an additional car parking space
Site Address:	Forest Barn Dale Lane Blidworth NG21 0SU

Newark and Sherwood District Council as Local Planning Authority in pursuance of their powers under the said legislation **Grant Planning Permission** for the development described in the above

Town and Country Planning Act 1990
The Town and Country Planning (Development Management Procedure) (England)
Order 2015 (as amended)

Application for:	Planning Permission
Application No:	25/00175/HOUSE
Applicant:	Mr Jamie Holmes
Agent:	
Proposal:	New multi-use garden room
Site Address:	Forest Barn Dale Lane Blidworth NG21 0SU

Newark and Sherwood District Council as Local Planning Authority in pursuance of their powers under the said legislation **Grant Planning Permission** for the development described in the above

Noted

25/16 To note – Correspondence received

All relevant correspondence sent out via email

To note- Public Consultation on the Draft LNRS for Nottinghamshire and Nottingham (emailed out to Councillors 5th May 2025) Noted

25/17 To note – The date of the next Parish Council Meeting – 19th June 2025 at Blidworth Library

It was noted that Saturday 31st May would be the Parish Council Surgery

A 15 minute comfort break was held.

25/18 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 21.20pm

Signed as a true record: _____ Date: _____