

**Minutes of Annesley & Felley Parish Council meeting held at Annesley Parish Hall on 13<sup>th</sup> May 2019 at 6.30pm.**

**Present:** Cllr's J Zadrozny, R Madden, V Heslop, D Martin, A Cope, D Williamson, C Brown, R Blazewicz-Bell, A Blazewicz-Bell, C Butler, R Collier, D Davis, two members of the Public, the Clerk and John Saint were in attendance.

The meeting was chaired by Cllr J Zadrozny.

**1 Apologies for Absence:** None

**2 Declarations of Personal & Prejudicial Interest:** None

**3 Public Questions:**

- 3.1 Member of the Public asked if there had been any progress in obtaining the power supply for the Xmas tree lights. Cllr J Zadrozny informed the meeting that it had been requested and was being dealt with by Nott's CC.
- 3.2 Member of the Public reported that a pot hole required repairing outside number 5 Moseley Road. Issue will be reported to Nott's CC.
- 3.3 Member of the Public reported that an unsightly large metal container had been sited on the land at the side of the old factory site at the top of Byron Road. Issue will be reported to the ADC Planning Enforcement team.
- 3.4 Member of the Public reported that there was a broken branch on a tree near the allotment site off Recreation Road. Anthony Clarke will be requested to remove the branch.
- 3.5 Member of the Public reported the some old fence panels had been dumped to the rear of Byron Fields near the track to the rear of Moseley Road. Issue will be reported to Charlie Edwards (ADC).
- 3.6 Member of the Public asked when the Art Feature Project will be finally completed. Wil Kent (ADC) will be contacted for a completion date.
- 3.7 Member of the Public asked if the cost of an election, for the vacant Felley Ward Councillor, could be avoided. It was confirmed that if an election was called the cost could not be avoided however if no election was called then there would be no cost as the position could be filled by co-option.
- 3.8 Member of the Public asked how many of the newly elected Councillors actually lived within the Parish and therefore contributed to the Precept. It was confirmed that five of the elected Parish Councillors lived in the Parish and therefore contributed to the Precept. It was also asked how many of the elected Councillors had attended a previous Parish Council meeting. It was confirmed that eight of the elected Councillors had attended previous Parish Council meetings.

**4 To accept the minutes of the meeting held on 5<sup>th</sup> March 2019:** Minutes of the meeting were accepted as a true record of the meeting and signed by the Chair of the meeting.

**5 Matters Arising:**

- 5.1 Charlie Edwards (ADC Environmental Manager) has now erected new "fly tipping" signage throughout the village.
- 5.2 Blocked road drains on Moseley Road. Request sent to Dave Walker (Nott's CC) to get the road drains outside 13-14 Moseley Road checked and unblocked. Issue now logged - 6<sup>th</sup> March 2019 - HAMS reference 78423 - drainage team.
- 5.3 Acquisition of small carriage/wagon type flower planters. This is now included in the Parish Plan.
- 5.4 Nott's CC have inspected the "french drain" to the rear of Moseley Road. It has now been confirmed that the french drain is actually clear. Anthony Clarke has been asked to remove all rubbish from the ditch/drain. Response received from Anthony Clarke - having recently inspected the ditch and removed any obvious loose rubbish the ditch now looks reasonably clear. To clear the ditch any further would require a mini digger and several skips and would incur a significant cost and would not improve the drainage, therefore it is recommended not to carry out any further work at this time.
- 5.5 Security posts/barriers around the Middle Land to stop illegal access. This is now included in the Parish Plan. It was agreed that proposals together with quotes will be obtained.
- 5.6 Notice relating to fly tipping to be produced and distributed to residents. A draft notice is to be produced, in conjunction with ADC, to be reviewed/approved by the Parish Council prior to distribution.
- 5.7 Some repair work has been undertaken to the track to the rear of Moseley Road but further work was still required. The work has now been completed.
- 5.8 Pot holes outside numbers 55, 62, 67, and 77 Moseley Road require urgent repairs. Reported to Dave Walker (Nott's CC)
- 5.9 Dust bin has been dumped at the top of the track to the rear of Moseley Road. On 5<sup>th</sup> March 2019 Cllr D Martin requested ADC to remove the dust bin.
- 5.10 Speeding vehicles on Annesley Cutting are creating a serious safety issue. On 5<sup>th</sup> March 2019 Cllr D Martin requested a "Safety Camera Van" to be sited around the approach to Moseley Road facing Derby Road on Annesley Cutting. Also a "flashing speed sign" has been requested to be attached to a lamp post on Annesley Cutting opposite the entrance to Moseley Road.
- 5.11 Parish Plan should be reviewed and implementation responsibilities assigned and completion dates determined.

**6 Chair's Urgent Items**

- 6.1 None

**7 Members Items**

- 7.1 It was agreed that all Parish Councillors would inform the Clerk, by Friday 17<sup>th</sup> May, the contact information that they required to be held on the Parish Council website.
- 7.2 Cllr C Butler suggested that the Parish Council might look at acquiring a red telephone box for community use. Potential use could be book lending/exchange facility or to house a defibrillator. This is now included in the Parish Plan.
- 7.3 Cllr R Collier asked if the Parish Council would support an objection being submitted to ADC Planning regarding planning application V/2018/0393 Annesley Miners Welfare Institute. It was agreed that Cllr R Collier would send the proposed objection to the Clerk who would then circulate to all Parish Councillors for their comments prior to submission.
- 7.4 Cllr C Butler reported that the Byron Fields road name sign was damaged and required repairing. Issue will be reported to Charlie Edwards (ADC).
- 7.5 Cllr C Butler reported that parked vehicles, at the Byron Fields/Byron Road junction, were causing serious safety issues. Dave Walker (Nott's CC) to be contacted to establish if junction protection double yellow lines could be implemented.
- 7.6 It was agreed to contact Newstead PC to discuss any initiatives that could be shared to reduce fly tipping.

## **8 Youth Club**

- 8.1 The Youth Club closed at the end of March 2019.

## **9 Cemetery**

- 9.1 None

## **10 Parish Hall**

- 10.1 Hall bookings were reviewed and agreed.
- 10.2 With effect from 1<sup>st</sup> April 2019 the national minimum wage rate increased to £8.21 per hour, therefore the Caretakers hourly rate has been increased to £8.21 per hour from this date.
- 10.3 It was agreed that Tom Thomas will remain a key holder for the hall and John Saint will retrieve the keys held by Terry Smith. Additional key holders will be decided at future meetings.
- 10.4 Cllr C Brown agreed to produce new photographs of the hall for inclusion on the web site and other marketing information.

## **11 Parish Plan Review**

- 11.1 The Parish Plan is now on the Parish Council web site. Updates on progress will be discussed and reported at each Parish Council meeting.

## **12 Report of External Meetings**

- 12.1 None

## **13 Planning Applications**

- 13.1 X/2019/0009 - 26<sup>th</sup> March 2019 - 17 Little Oak Avenue, NG17 9BG - Single storey rear extension. No comment or objection.
- 13.2 V/2019/0257 - 23<sup>rd</sup> April 2019 - Annesley Hall, Mansfield Road, NG15 0AR - Application for listed building consent for new roof and associated works. No comment or objection.
- 13.3 V/2019/0263 - 30<sup>th</sup> April 2019 - 18 Little Oak Avenue, NG17 9BG - Two storey rear & single storey front extension. No comment or objection.
- 13.4 V/2019/0285 - 7<sup>th</sup> May 2019 - Home Farm, Mansfield Road, Annesley, NG15 0AT - Erection of a drier housing. No comment or objection.

## **14 Correspondence requiring attention and outstanding replies list.**

- 14.1 Email received, on 23<sup>rd</sup> March 2019, from a resident of Byron Road requesting the Parish Council's support in the British Hedgehog Preservation Society initiative.

## **15 Finance Statement and accounts for payment**

The Clerk presented the monthly financial statements.

- 15.1 Payments approved were as follows:

<u>Date</u>	<u>Payee</u>	<u>Pay type</u>	<u>Value</u>	<u>Description</u>
04-Mar-19	Nott's Clubs for Young People	BACS	330.00	Youth Club support (February 2019)
09-Mar-19	Elektra	BACS	500.00	Electrical work
16-Mar-19	British Telecom plc	DD	32.04	Internet charges
21-Mar-19	Tesco Stores Ltd	DC	21.96	Postage stamps
27-Mar-19	Nott's Clubs for Young People	BACS	440.00	Youth Club support (March 2019)
29-Mar-19	E-ON Ltd	DD	314.33	Gas bill
29-Mar-19	E-ON Ltd	DD	467.06	Electric bill
29-Mar-19	Rich's Plumbing & Heating	BACS	50.00	Repair to radiator
29-Mar-19	L T Horticulture	BACS	920.00	Tree maintenance
06-Apr-19	Boiler Room Digital	DD	36.00	Web site maintenance
06-May-19	Boiler Room Digital	DD	36.00	Web site maintenance
20-Apr-19	Ashfield District Council	DD	54.10	Cemetery Business rates

20-May-19	Ashfield District Council	DD	54.00	Cemetery Business rates
06-Apr-19	Clarkes Cemetery Services	BACS	870.00	Contract work
06-Apr-19	J Saint	BACS	242,67	Salary
06-Apr-19	P Clarke	BACS	350.00	2018/19 Internal audit
06-Apr-19	Ashfield District Council	BACS	438.80	Commercial waste collection 2019/20
13-Apr-19	Symantec Limited	DC	24.99	2019/20 anti-virus software
18-Apr-19	Info. Commissioners Office	DD	35.00	Data Protection (GDPR) annual fee
18-Apr-19	SLCC	BACS	156.00	2019/20 SLCC membership
07-May-19	HMRC	BACS	263.56	National Insurance & PAYE
06-Apr-19	J Barlow	BACS	954.15	Salary and Admin costs
01-May-19	Clarkes Cemetery Services	BACS	870.00	Contract work
01-May-19	J Saint	BACS	249.04	Salary
07-Jun-19	HMRC	BACS	263.76	National Insurance & PAYE
01-May-19	J Barlow	BACS	966.10	Salary and Admin costs
12-May-19	BHIB Ltd	BACS	1,580.03	2019/20 Insurance premium

**Payment value**

**£10,519.59**

- 15.2 The 2018/19 Annual Governance Statement (Section 1) was considered, approved and signed at this meeting by the Chair of the meeting and the Clerk.
- 15.3 The 2018/19 Accounting Statement (Section 2) was approved and signed by the Chair of the meeting and the Clerk, after the 2018/19 Annual Governance Statement (Section 1) had been approved and signed by the Chair of the meeting and the Clerk..
- 15.4 The Youth Club accounts for the year ended 31<sup>st</sup> March 2019 had been completed and circulated to all Councillors on 1<sup>st</sup> April 2019.
- 15.5 The 2018/19 internal audit of the accounting records and accounting statements, for the Parish Council and Youth Club, had been carried out by the appointed internal auditor Philip Clarke. No issues or problems were reported. The detailed audit report was circulated to all Councillors on 5<sup>th</sup> April 2019.
- 15.6 The final statement of income and expenditure compared to budget for the full year ended 31<sup>st</sup> March 2019 had been distributed to all Councillors on 1<sup>st</sup> April 2019.
- 15.7 The 2018/19 Annual Governance Statement and Accounting Statement had been circulated to all Councillors on 2<sup>nd</sup> April 2019.
- 15.8 2019/20 "Wind Turbine Annual Community Funding" - £1,500 - was received from RCAN on 26<sup>th</sup> March 2019.
- 15.9 ADC paid the 2019/20 Precept on 18<sup>th</sup> April 2019 - £55,490.
- 15.10 ADC Electoral Services have indicated that the cost of the Annesley Ward election held on 2<sup>nd</sup> May 2019 will be circa £2,000.

**16 Statutory Compliance Checks**

- 16.1 Children's Play Area and Skate Park - the Caretaker (John Saint) confirmed that all statutory compliance checks had been completed.
- 16.2 Parish Hall - the Caretaker (John Saint) confirmed that all statutory compliance checks had been completed.

The meeting closed at 8.00pm.

The next Parish Council meeting will be held on Monday 3<sup>rd</sup> June 2019, at the Parish Hall, Annesley, commencing at 7.00pm.

Signed.....Chair of Meeting

Date.....