

Present: Cllr's P Olko (Chair), G Woodward, R Madden, A McDonnell, one member of the Public and the Clerk were in attendance. With effect from 14th August 2014 Stephen Bishop resigned as Parish Councillor.

1 Apologies for Absence: Cllr B Wortley

2 Declarations of Personal & Prejudicial Interest: None

3 Public Questions:

3.1 Member of the Public had reported that the road drains on Moseley Road required cleaning out. The Parish Council recommend that this issue is reported directly to Nott's CC - Highways.

3.2 Member of the Public had reported that further maintenance work was required on the storm damaged tree to the rear of Moseley Road. The Parish Council is in the process of having all essential tree maintenance work carried out on the trees on the "middle land" between Moseley and Byron Road. See minute point 6.3.

4 To accept the minutes of the meeting held on 7th July 2014: Minutes of the meeting were accepted as a true record of the meeting and signed by the Chair Cllr P Olko.

5 Matters Arising:

5.1 a) Cemetery records for Areas B & C - the burial/grave book for all 1,080 plots in Area B has now been located. It would appear that no burials have been carried out in Area C.

It was agreed that the Clerk would produce an excel database to record all of the relevant information for Area B. This would then be consistent with the database prepared for Area A. The additional hours will be paid to the Clerk for this work.

b) It was agreed that a physical check of the Plans and burial information to the actual Cemetery would be performed when the database for Area B is complete.

5.2 Fire Alarm monitoring to be performed by the alarm company (AIS) and the CCTV system to be extended to include the inside of the Hall. The installation of the three internal CCTV cameras and the enhancements to the fire alarm monitoring system are due to be completed on 3rd September 2014.

5.3 Residents of Felley should be invited to have a greater involvement in the Parish Council. It was agreed that this item would now be discharged.

5.4 The process for obtaining/receiving quotes is to be improved and documented. Following information supplied by NALC it was agreed that this item would now be discharged.

5.5 Caravan sited on the Middle Land near to Byron Fields. Owner to be established and advice obtained from the ADC legal team regarding action to be taken.

5.6 Safety/warning notices to be sourced for the new skate park.

5.7 Submit S106 funding application for a Project to extend the Parish Hall car parking. Due to lack of interest this item has now been discharged.

5.8 Consultation period for the ADC Supplementary Planning Documents closed on the 8th August 2014. Cllr P Olko agreed to circulate the comments that the ACCESS Group have submitted.

5.9 Urgent tree maintenance required to broken branches on the storm damaged tree to the rear of Moseley Road. Nott's CC made the tree safe on 8th August 2014.

5.10 Remove the two metal posts from the drive way up to the Parish Hall. The posts have now been removed.

5.11 Serious road accident had occurred on Annesley Cutting at the top of Byron Road. Letter sent to Dave Walker (Nott's CC) Highways, on 16th July 2014, to establish the road safety improvements that could be made.

5.12 Children's Play Area - the minor maintenance work identified during the recent safety inspections has now been completed.

6 Chair's Urgent Items

6.1 It was agreed that the Parish Council would support any Project for a memorial to recognise the people that had lost their lives during the wars.

6.2 Cllr P Olko announced and gave notice that he would be resigning as Chairman and Parish Councillor on 28th September 2014.

6.3 The quote of £1,600 plus VAT from Forest Farm Tree Services to carry out the necessary tree maintenance work on the "middle land" was accepted. Also an amount of £1,500 was approved to get a full tree survey/audit prepared for all trees that the Parish Council has responsibility.

7 Members Items

7.1 None

8 Youth Club

8.1 The Youth Club continues to be successful and well attended.

8.2 Following PD Thomas's resignation as a Parish Cllr it was agreed that he will remain a key holder/emergency contact for the alarm company due to continuing as Youth Club Leader.

9 Cemetery

9.1 None

10 Parish Hall

10.1 Hall bookings were reviewed and agreed.

10.2 Two new litter bins have been delivered and are to be located close to the Skate Park.

10.3 It was agreed that Cllr P Olko and the Clerk would undertake a performance appraisal against job description with John Saint (Caretaker) in September 2014. It was agreed that the Caretaker would also be asked to carry out a weekly safety inspections of the Skate Park and also regular litter picks around the Skate Park.

10.4 It was agreed that a safe should be purchased for the Parish Hall office. The Clerk was asked to get two quotes for the purchase and installation.

10.5 A quote of £600 plus VAT was accepted from DCR Electrical Ltd to carry out the annual gas/electrical testing and servicing.

10.6 A letter of thanks had been received from Nottinghamshire NUM Ex and Retired Miners Association for the use of the Parish Hall facilities for the NHS RALLY Walkers.

11 Parish Plan Review

11.1 The Parish Plan is now published on the Parish Council website.

12 Report of External Meetings

12.1 None

13 Planning Applications

13.1 V/2014/0394 - 18th August 2014 - Park Forest, NG15 0AU - Erection of 80m anemometer mast for three year period. No comments.

13.2 V/2014/0408 - 19th August 2014 - Salmon Lane, NG17 9LA - Storage Building. No comments

13.3 V/2014/0427 - 29th August 2014 - 13, School Hill, NG17 9BB - Two storey rear extension. No comments.

13.4 V/2014/0431 - 29th August 2014 - Felley Priory, NG16 5FJ - Construction of roof over existing horse walker. No comments.

14 Correspondence requiring attention and outstanding replies list.

14.1 None

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>Cheque No</u>	<u>Value</u>	<u>Description</u>
07-Jul-14	G Woodward	100383	3.99	Purchase of wooden mallet
05-Aug-14	Two Little Fishes	DD	35.00	Web site maintenance
05-Sep-14	Two Little Fishes	DD	35.00	Web site maintenance
20-Aug-14	Ashfield DC	DD	15.00	Hall - business rates
20-Sep-14	Ashfield DC	DD	15.00	Hall – business rates
20-Aug-14	Ashfield DC	DD	47.00	Cemetery - business rates
20-Sep-14	Ashfield DC	DD	47.00	Cemetery – business rates
17-Jul-14	Two Little Fishes	DD	350.00	Web site enhancements
17-Jul-14	Binlinersdirect.com	DC	28.74	Bin liners
17-Jul-14	Clarkes Cemetery Services	BACS	350.00	Non contract work
17-Jul-14	Horton Automatics Ltd	BACS	480.00	Service of automatic doors
25-Jul-14	Pure Safety Ltd	DC	378.00	Two new litter bins – Skate park
25-Jul-14	Grant Thornton UK	BACS	360.00	2014 external audit fee
17-Aug-14	A&F P C Youth Club	BACS	163.24	VAT reclaimed on behalf of the YC
25-Aug-14	Tesco Stores Limited	DC	14.88	Postage stamps
28-Aug-14	Drayton Manor Park	CC	518.00	Purchase of tickets for YC trip
31-Aug-14	British Telecom	DD	72.97	Telephone line rental and calls
01-Sep-14	J Saint	BACS	212.33	Salary
01-Sep-14	Clarkes Cemetery Services	BACS	725.00	Contract work
01-Sep-14	HMRC	BACS	330.94	National Insurance & PAYE
01-Sep-14	J Barlow	BACS	949.72	Salary and Admin costs
01-Sep-14	Clarkes Cemetery Services	BACS	230.00	Grave preparation fee
22-Sept-14	Barclaycard Commercial	DD	32.00	Barclaycard service charge/fee
	Total Payment value		£5,393.81	

15.2 The Annual Return for the year ended 31st March 2014 has now been audited and approved by Grant Thornton (External Auditors) and no issues or problems were reported.

15.3 In advance of the meeting the Clerk had circulated to all Cllr's the actual cumulative income/expenditure numbers to September 2014 compared to the annual Budget for 2014/15.

16 Statutory Compliance Checks

16.1 Children's Play Area - all statutory compliance checks have been completed. The safety checklist/report for the end of August is still outstanding.

16.2 Parish Hall - all statutory compliance checks have been completed.

The meeting closed at 8.30pm.

The next Parish Council meeting will be held on Monday 6th October 2014 at the Parish Hall, Annesley commencing at 7.00pm.

Signed.....Date.....

Chair of Annesley and Felley Parish Council