

Minutes of Annesley & Felley Parish Council meeting held at Annesley Parish Hall on 3rd April 2017 at 7.00pm.

Present: Cllr's T Smith, PD Thomas, A Cope, H Wortley, D Martin (part), one member of the Public, John Saint and the Clerk were in attendance.

On 8th March 2017 Cllr C Jeffs was disqualified as a member of Annesley & Felley Parish Council due to her non-attendance at Council meetings. The vacancy was advertised on 8th March 2017 and an election was called on 10th March 2017.

The meeting was chaired by Cllr T Smith.

1 Apologies for Absence: Cllr's A Wortley, J Zadrozny, H Simmons, W O'Brien, J Bell, and R Madden

2 Declarations of Personal & Prejudicial Interest: Cllr D Martin declared a non-pecuniary interest in item 5.1.

3 Public Questions:

3.1 None

4 To accept the minutes of the meeting held on 6th March 2017: 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 Cemetery Extension Project specification and site plan was sent to three Contractors for quotes. Three quotes have been received. It was agreed to accept the quote of £6,770 + VAT from R Smith (Contractors) to complete the work as per the work specification/plan.

5.2 Request for additional street lighting to be installed near 1 Warren Avenue.

5.3 To protect the Cemetery Mortuary Chapel from further deterioration it was agreed that information would be obtained on grants/funding opportunities available for the restoration of the Chapel.

5.4 Street light number 14, on Byron Road, is still faulty. Report again to Nott's CC.

5.5 For Xmas 2017 a Xmas tree should be sited at the top of Moseley Road. The Parish Council agreed to look at the potential cost to enable a decision to be made.

5.6 To stop further damage to the Parish Hall caused by football being played in front of the Hall it was agreed that quotes should be obtained to extend the metal rail at the front of the Hall.

5.7 Car park extension is now complete. To define the actual parking area it was agreed that thirty four wooden posts would be installed. Work specification/site plan was sent to three Contractors. Three quotes have been received. It was agreed to accept the quote of £1,112 from LT Horticulture to complete the work as per the work specification/plan.

5.8 It was agreed that a quote would be obtained for the supply of signage for the car parking areas.

5.9 It was agreed that the whole CCTV system should be upgraded and extended. Three quotes are to be obtained to upgrade all existing cameras to digital, add four additional internal digital cameras, new sixteen channel hub and HD monitor.

5.10 Amendments to the draft Youth Club Constitution were agreed and the final document will now be approved at the Parish Council meeting on 3rd April 2017. The revised Youth Club Constitution was approved and signed by Cllr's T Smith, PD Thomas and the Clerk.

5.11 There has been an increase in the number of vehicles speeding on Annesley Cutting since the road had been resurfaced. It was agreed to try and arrange for a temporary interactive speed limit sign.

5.12 Guttering on the Mortuary Chapel required clearing out. Anthony Clarke carried out the work on 8th March 2017.

5.13 The Parish Hall should be advertised in the Church magazine for a further year. A new advert is to be produced to include details of the additional car parking facilities at the Hall and also the planned events for 2017 should be included. The new advert has now been placed.

5.14 Representative from the Fire Authority to be asked to visit the Parish Hall to give advice on the location of the fire extinguishers.

5.15 Due to the amount of fly tipping to the rear of Byron Road it was agreed that a representative from ADC should visit the site and attend the Parish Council meeting to advise on the action that should be taken.

6 Chair's Urgent Items

6.1 None

7 Members Items

7.1 Cllr PD Thomas informed the meeting that an allotment tenant had reported that a tree on the allotment site, to the rear of Byron Road, was unsafe and required removal. As the tree is situated in the conservation area it was agreed that a full detailed report on the condition of the tree must be obtained, from a qualified tree surgeon, before submitting an application to ADC to remove the tree.

8 Youth Club

8.1 Three members of the Youth Club have recently attended a food hygiene course.

9 Cemetery

9.1 None

10 Parish Hall

10.1 Hall bookings were reviewed and agreed.

11 Parish Plan Review

11.1 The new 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 None

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>Pav type</u>	<u>Value</u>	<u>Description</u>
06-Apr-17	Boiler Room Digital	DD	36.00	Web site maintenance
20-Apr-17	Ashfield District Council	DD	53.60	Cemetery business rates
16-Mar-17	Ashfield Industrial Doors Ltd	BACS	348.00	Repair to front sliding door
16-Mar-17	Wilkinson Electrical Services	BACS	96.00	Repair to outside emergency light
17-Mar-17	Clarkes Cemetery Services	BACS	330.00	Grave preparation and clear Chapel gutters
20-Mar-17	Tesco Stores Ltd	DC	14.28	Postage stamps
25-Mar-17	T Smith	BACS	50.00	New hard drive for CCTV recorder
03-Apr-17	Eon Ltd	DD	381.02	Electric bill
03-Apr-17	Eon Ltd	DD	363.01	Gas bill
06-Apr-17	Clarkes Cemetery Services	BACS	740.00	Contract work
06-Apr-17	J Saint	BACS	258.67	Salary
07-May-17	HMRC	BACS	319.54	National Insurance & PAYE
06-Apr-17	J Barlow	BACS	917.75	Salary and Admin costs
6-Apr-17	Ashfield District Council	DC	412.80	Trade waste collections 2017/18
	Payment value		£4,320.67	

15.2 The 2016/17 Annual Governance Statement was considered, approved and signed at this meeting before the 2016/17 Accounting Statements were also approved and signed.

15.3 Youth Club year end cash float (£445.69) was checked and reconciled by the Clerk on 30th March 2017.

15.4 The Youth Club accounts for the year ended 31st March 2017 have been completed, approved and circulated to all Councillors.

15.5 The funding offer from RCAN, relating to the Wind Turbine, of £1,500 per annum for a period 25 years, has been accepted subject to approval/acceptance of the legal agreement.

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 8.45pm.

The next Parish Council meeting will be held on Monday 1st May 2017, at the Parish Hall, Annesley, commencing at 6.00pm with the Annual Parish meeting, followed by the Annual General meeting and the May Parish Council meeting.

Signed.....Chair of Meeting

Date.....