

**Minutes of Annesley & Felley Parish Council meeting held at Annesley Parish Hall on 3<sup>rd</sup> September 2018 at 7.00pm.**

**Present:** Cllr's J Zadrozny, H Wortley, A Cope, T Smith, D Martin, W O'Brien, V Heslop, A Wortley, R Madden, D Williamson, one member of the Public, C Edwards (part), the Clerk and John Saint were in attendance.

The meeting was chaired by Cllr J Zadrozny.

**1 Apologies for Absence:** Cllr's PD Thomas, T Walters and J Bell.

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

**3 Public Questions:**

3.1 Member of the Public reported that a branch had broken off a tree to the rear of the Recreation Road allotment site. It was agreed that the tree would be inspected to ensure that it is safe.

**4 To accept the minutes of the meeting held on 2<sup>nd</sup> July 2018:** 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 Dog waste bin should be installed on Newstead Road (opposite no.1). ADC have agreed to install a new waste bin.

5.2 Representative from ADC - Charlie Edwards (ADC Environmental Manager) - attended the meeting. A number of issues were raised by Parish Councillors and members of the public relating to blocked road drains on Moseley Road, freezer dumped on the grass verge on Moseley Road, overgrown vegetation at the junction of Byron Road and Annesley Cutting and an abandoned car to the rear of Moseley Road. Charlie Edwards agreed to address all of these issues. It was also confirmed that new "fly tipping" signage will be available w/e 7<sup>th</sup> September 2018 to be erected throughout the village.

Cllr's A Wortley and H Wortley informed the meeting that they had undertaken work to tidy and clear a large flower planter on Hazelford Way. Cllr J Zadrozny proposed a vote of thanks for the work carried out.

5.3 Some contact details for Parish Councillors on the Parish Council web site are still incorrect. All Councillors should review and check their details on the web site and advise any changes to the Clerk.

5.4 The "french drain" to the rear of Moseley Road requires clearing out. Response received from Dave Walker (Nott's CC) on 8<sup>th</sup> August 2018. - "The location has been checked previously but the inspector never found any evidence of ponding, it is a French drain so during prolonged rain the water will take time to drain away. All that I can suggest is that you get in touch if the issue re-occurs in periods of wet weather."

5.5 Hedges around the Recreation Road allotment site and School Hill require pruning/cutting back. Work completed on 11<sup>th</sup> July 2018.

5.6 Overhanging vegetation and waste/grit bins are also an issue on School Hill. Cllr R Madden reported that Nott's CC should resolve the issues by the end of July 2018.

5.7 Obtain further details for the acquisition of small carriage/wagon type flower planters.

5.8 Remove all saplings and other minor vegetation from the Cemetery before it gets established and becomes an issue. Work completed on 20<sup>th</sup> July 2018.

5.9 The new Cemetery pathways to be weed treated. Work completed on 11<sup>th</sup> July 2018.

5.10 The two waste bins on the Children's Play Area to be repainted. Work completed on 18<sup>th</sup> July 2018.

**6 Chair's Urgent Items**

6.1 None

**7 Members Items**

7.1 None

**8 Youth Club**

8.1 None

**9 Cemetery**

9.1 None

**10 Parish Hall**

10.1 Hall bookings were reviewed and agreed.

**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 Cllr's J Zadrozny, R Madden, D Martin and A Wortley attended a meeting relating to the new Art Feature Project.

**13 Planning Applications**

- 13.1 X/2018/0034 - 17<sup>th</sup> July 2018 - Woodville, Annesley Cutting, NG15 0AJ - Single storey rear extension. No comment or objection
- 13.2 V/2018/0568 - 21<sup>st</sup> August 2018 - Rolls Royce Willow Drive, NG17 9LA - Installation of sprinkler tank and containerised pump house. No comment or objection

**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>Pay type</u>	<u>Value</u>	<u>Description</u>
06-Aug-18	Boiler Room Digital	DD	36.00	Web site maintenance
20-Aug-18	Ashfield DC	DD	53.00	Business rates - Cemetery
03-Jul-18	Nott’s Club for Young People	BACS	250.00	Youth worker support - June 2018
04-Jul-18	PPL PRS Ltd	BACS	520.50	Music licence - 2018/19
11-Jul-18	Wilkinson Electrical Services	BACS	108.00	Repairs to emergency light
11-Jul-18	Clarkes Cemetery Services	BACS	480.00	Hedge cutting & weed control
18-Jul-18	Clarkes Cemetery Services	BACS	380.00	Non contract work - Cemetery/Play area
18-Jul-18	Clarkes Cemetery Services	BACS	100.00	Ashes burial
01-Aug-18	Clarkes Cemetery Services	BACS	870.00	Contract work
01-Aug-18	Clarkes Cemetery Services	BACS	100.00	Ashes burial
01-Aug-18	J Saint	BACS	338.67	Salary
01-Aug-18	Nott’s Club for Young People	BACS	210.00	Youth worker support - July 2018
01-Aug-18	PFK Littlejohn LLP	BACS	360.00	2017/18 external audit fee
07-Sep-18	HMRC	BACS	254.76	National Insurance & PAYE
01-Aug-18	J Barlow	BACS	926.01	Salary and Admin costs
07-Aug-18	Water Plus Ltd	DD	57.59	Water charges - Hall
07-Aug-18	Water Plus Ltd	DD	11.64	Water charges - Cemetery
12-Aug-18	Clarkes Cemetery Services	BACS	350.00	Grave preparation
13-Aug-18	Tesco Stores Ltd	DC	20.88	Postage stamps
01-Sep-18	J Saint	BACS	330.67	Salary
01-Sep-18	Clarkes Cemetery Services	BACS	870.00	Contract work
07-Oct-18	HMRC	BACS	254.96	National Insurance & PAYE
01-Sep-18	J Barlow	BACS	920.86	Salary & Admin costs
02-Sep-18	British Telecom plc	DD	103.19	Telephone bill
06-Sep-18	Boiler Room Digital	DD	36.00	Web site maintenance
20-Sep-18	Ashfield District Council	DD	53.00	Business rates - Cemetery
<b>Payment value</b>			<b>£7,995.73</b>	

15.2 PKF Littlejohn LLP completed the external audit of the 2017/18 Annual Governance and Accountability Return on 25<sup>th</sup> July 2018. No issues or recommendations were raised.

**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 1<sup>st</sup> October 2018, at the Parish Hall, Annesley, commencing at 7.00pm.

Signed.....Chair of Meeting

Date.....