

Minutes of Annesley & Felley Parish Council meeting held at Annesley Parish Hall on 4th December 2017 at 7.00pm.

Present: Cllr's J Zadrozny, J Bell, PD Thomas, R Madden, V Heslop, W O'Brien, T Smith, T Walters, two members of the public, the Clerk and John Saint were in attendance.

With effect from 7th November 2017 Hannah Simmons resigned from her position of Parish Councillor.

As no election has been called to fill this vacancy the Parish Council can co-opt to fill the vacancy.

Trefor Walters was co-opted as Parish Councillor for the Annesley Ward with effect from 4th December 2017.

The meeting was chaired by Cllr J Zadrozny.

1 Apologies for Absence: Cllr's H Wortley, A Wortley, D Martin, W Beasley and A Cope.

2 Declarations of Personal & Prejudicial Interest: None

3 Public Questions:

3.1 None

4 To accept the minutes of the meeting held on 6th November 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 Road gully outside number 1 Moseley Road is blocked. The issue was reported to Nott's CC on 7th November 2017 - ref. FSCASE 61564711.

5.2 Speed warning signage near number 1 Newstead Road requires changing/updating and also "repeater" speed warning signs should also be installed on Newstead Road and Annesley Cutting.

5.3 Speeding traffic is an ongoing problem within the village. Cllr R Madden is to look at the feasibility of having "sleeping policeman" installed on Moseley Road.

5.4 The potential use of the Cemetery Mortuary Chapel had been discussed with the Kirkby & District Conservation Society. An outline proposal is to be obtained for discussion at the January 2018 Parish Council meeting.

5.5 Contact Nott's CC for permission for a planted Xmas tree at the top of Moseley Road. Approval has now been given and ADC will source and plant a two metre tree next week.

5.6 Quotes are to be obtained for a "no parking - keep clear" message on the tarmac to the entrance of the new car park extension. Also it was agreed that the edge of the steps to the front of the Hall should be painted yellow to make them more visible.

5.7 Hoot Fire & Security Ltd has offered to provide additional training for the new CCTV system. It was agreed that a number of Parish Councillors should attend the training; therefore Cllr J Bell will obtain available dates and arrange the training. Hoot Fire & Security Ltd has now replaced the faulty external CCTV camera.

5.8 Some repointing of the step at the front of the Parish Hall is required. The work was carried out on 5th November 2017.

5.9 Cllr D Martin has now confirmed that there are no current live bids for the LIS scheme this year as the new administration are in the process of changing the format. Therefore we won't be able to apply for funding for improving Play facilities until the scheme is opened. Update to be given at the January 2018 meeting.

5.10 School Hill is becoming obstructed due to overgrown hedges and damaged fencing. Following the site meeting on 9th November 2017 Carl Whitley confirmed: The land that the vegetation belongs to is not showing as registered on the Land Registry. Notices will be posted on site on 13th November 2017 and Via's Environmental Maintenance Team will be informed so that they can set up for potential works at their earliest convenience, should the 14 days of the notice elapse without action from the landowner. With regard to the fencing, Ashfield District Council will be contacted to see whether they have any powers in relation to dangerous structures; however it doesn't appear to be an immediate safety concern. Should the owner of the land contact me with regard to the overhanging vegetation, I will raise this issue with them. With regard to the area of verge/grass near the grit bin, I have checked the highway adoption records and it would appear that the fence/posts are in line with the edge of the adopted highway, so there's nothing that I can do with regard to the posts as they're off-highway. As the extent of adoption appears to cut through the grassed area, I have queried this with the Highway Assets Team, who have checked historic records and they are of the opinion that the adoption line is correct. Further, I have checked the Countryside Access plans and there only appears to be a right of way along the existing highway, there is nothing noted on the footpath that you mentioned along the hedge line.

5.11 Quote to be obtained to have the Children's Play Area power washed. Two quotes have been obtained for £500 and £550, however it was now agreed that the cleaning of the Play Area should be included in the planned Play Facilities project.

5.12 Bus stop on Annesley Cutting, opposite the entrance to Stonechurch View requires maintenance to make it more accessible, safer and more usable.

5.13 Contact ADC to obtain the fly tipping signage that they had previously agreed to provide.

5.14 Cars are being parked outside number 6 Newstead Road causing obstruction and safety issues. The issue was reported by e-mail to Sgt Carl Holland (Neighbourhood Sergeant) on 7th November 2017. Sgt Carl Holland has now requested PCSO Steve Shaw to investigate this issue. Response received from PCSO Steve Shaw "I have been paying attention to the road and in particular the address highlighted. As yet I have not noted any vehicles being parked up on the road causing the issue highlighted. I will continue to monitor the situation and take appropriate action, as quite rightly vehicles should not be parked up were a solid white line is clearly marked in the centre of the road.

In the meantime if any further information can be forwarded such as any offending vehicle registration, it would allow me to make some provisional enquiries. Members of the local police team will however still pay attention to the street when out and about".

5.15 Cllr D Martin to provide details to Cllr PD Thomas of the two day residential course being run by Mill Centre.

6 Chair's Urgent Items

6.1 Cllr J Zadrozny outlined the proposed timetable for the preparation of the 2018/19 financial budget. It was agreed that the outline 2018/19 budget will be discussed at a meeting to be held 6.00pm to 7.00pm on 8th January 2018 and the final 2018/19 budget will be approved at the Parish Council meeting to be held on 5th February 2018.

7 Members Items

7.1 Cllr T Smith informed the meeting that the Cemetery project was now complete; however repairs to a damaged head stone and some tarmac repairs were still outstanding. Final payment will not be made until these outstanding issues have been completed.

7.2 Cllr PD Thomas updated the meeting in respect of the damage caused by recent strong winds. Branches from a tree on Byron Road had caused damage to a parked vehicle. The tree has now been made safe and the owner of the vehicle has been asked to submit two quotes for the repairs. The Parish Council will then decide on the best course of action.

8 Youth Club

8.1 None

9 Cemetery

9.1 None

10 Parish Hall

10.1 Hall bookings were reviewed and agreed.

10.2 Following a recent incident at the Parish Hall, it was agreed that the edge of the steps to the front of the Hall will be painted with yellow paint to make them more visible. This work will be carried out at the same time as the work in the car park. See item 5.6 above.

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 V/2017/0634 - 14th November 2017 - 123, Annesley Cutting, NG15 0EE - garage conversion to ancillary living accommodation. No comments or objections.

13.2 V/2017/0643 - 14th November 2017 - Core 27, EVO Business Park, Little Oak Drive, NG15 0EB - application to vary condition 2 of V/2017/0330 to reconfigure proposed service entrance to incorporate larger roller shutter door. No comments or objections.

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-Dec-17	Boiler Room Digital	DD	36.00	Web site maintenance
20-Dec-17	Ashfield District Council	DD	51.00	Cemetery business rates
10-Nov-17	Boiler Room Digital	BACS	99.00	Annual website hosting fee
19-Nov-17	Tesco Stores Ltd	DC	19.52	Stationery & postage stamps
28-Nov-17	Fire Safety Services (UK) Ltd	BACS	319.98	Fire equipment maintenance
29-Nov-17	Water Plus	DD	13.35	Water charges - Cemetery
29-Nov-17	Water Plus	DD	60.08	Water charges - Parish Hall
30-Nov-17	DCR Electrical Ltd	BACS	252.00	Heating boilers annual service
01-Dec-17	Clarkes Cemetery Services	BACS	815.00	Contract work (incl. new Cemetery area)
01-Dec-17	J Saint	BACS	155.47	Salary
07-Jan-18	HMRC	BACS	406.79	National Insurance & PAYE
01-Dec-17	J Barlow	BACS	920.08	Salary and Admin costs
02-Dec-17	British Telecom	DD	105.47	Telephone rental & calls
Payment value			£3,253.74	

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 8th January 2018, at the Parish Hall, Annesley, commencing at 7.00pm. However a preliminary 2018/19 budget meeting will be held from 6.00pm to 7.00pm, prior to the Parish Council meeting.

Signed.....Chair of Meeting

Date.....