

Minutes of Annesley & Felley Parish Council meeting held at Annesley Parish Hall on 6th November 2017 at 7.00pm.

Present: Cllr's J Zadrozny, J Bell, D Martin, A Cope, PD Thomas, R Madden, V Heslop, W O'Brien, A Wortley, H Wortley, T Smith, W Beasley, 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: Cllr H Simmons

2 Declarations of Personal & Prejudicial Interest: None

3 Public Questions:

3.1 Member of the Public reported that the road gully outside number 1 Moseley Road was blocked. The issue will be reported to the relevant authority by the Parish Council.

3.2 Member of the Public reported that the speed warning signage near number 1 Newstead Road required changing/updating and also "repeater" speed warning signs should also be installed on Newstead Road and Annesley Cutting.

3.3 Member of the public asked for an update on the potential yellow parking restriction lines on the corner of Moseley Road. Cllr R Madden confirmed that this project was still under consideration.

4 To accept the minutes of the meeting held on 2nd October 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 Overgrown trees on Moseley Road are damaging overhead telephone lines. Response received from Kelly Douglas (Via East Midlands Ltd) – "I will raise your concerns with our Forestry Officer for the area. I must stress that we currently have resources available to ensure that our highway trees and vegetation is maintained to a safe standard and unfortunately this means that standard maintenance requests which are non-safety related cannot be dealt with. Any telephone wires that are being affected by trees should be directed to the statutory undertakers for advice. We will not prune or fell any trees in order to improve phone signals unless it is part of a maintenance works scheduled in the area and where funds are available. It is the responsibility of the utility provider to ensure that there apparatus clear from any obstruction".

5.2 The hedges around the Recreation Road allotment site require cutting. The work has now been completed.

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

Speeding traffic on Annesley Cutting was reported online to Nottinghamshire Police Authority on 3rd October 2017 (Ref WEB-27F-JLQ-QLZ) and also reported directly to Sgt Carl Holland (Neighbourhood Sergeant).

5.4 Building waste/rubbish is being dumped in close proximity to 33, Forest Road on public land. The issue was reported to ADC Planning Dept. (Planning application ref. V/2017/0175) on 3rd October 2017. Mark Johnson (ADC Planning Enforcement) inspected the site on 3rd October 2017 and could find no evidence of fly tipping. Therefore there is no breach of planning and no further action is to be taken.

5.5 Cllr D Martin reported that he had briefly discussed the potential use of the Cemetery Mortuary Chapel with the Kirkby & District Conservation Society (David Amos & Dennis Hill). An outline proposal is to be obtained for discussion at the December Parish Council meeting.

5.6 Contact Nott's CC for permission for a planted Xmas tree at the top of Moseley Road. Subject to permission being granted the Parish Council will purchase a suitable Xmas tree.

5.7 Quotes are to be obtained, for discussion at the December Parish Council meeting, for a "no parking - keep clear" message on the tarmac to the entrance of the new car park extension.

5.8 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 PD Thomas will obtain available dates and arrange the training.

Cllr J Bell agreed to contact Hoot Fire & Security Ltd to resolve the ongoing issue with one of the CCTV cameras.

5.9 The bulbs in the outside lights around the Hall require replacing. The work has now been completed.

5.10 Some repointing of the step at the front of the Parish Hall is required. The work is to be carried out before the December meeting.

5.11 Contact Will Kent (ADC) with regards to funding opportunities and Project management for a project to improve play facilities to include repairs to the existing floor covering on the children's play area. It was agreed that Will Kent (ADC) will now be asked to prepare and submit an SLC funding bid for the Play Facility Project.

5.12 The hedge owned by the Parish Council on School Hill required cutting. The work has now been completed.

5.13 School Hill is becoming obstructed due to overgrown hedges and damaged fencing. Issue reported again to Carl Whitley (Nott's CC) on 3rd October 2017. It was now agreed that Cllr R Madden will arrange to meet Carl Whitley on site to resolve all of the issues on School Hill.

5.14 The overgrown area to the right of the Mortuary Chapel should be maintained on a more regular basis. The maintenance schedule has now been increased from two cuts to four per annum, with regular weed treatment to suppress the growth of weeds and brambles commencing 2018.

5.15 The Cemetery entrance gate to be repainted. The work has now been completed.

5.16 Quote to be obtained to have the Children's Play Area power washed.

6 Chair's Urgent Items

6.1 Following review of the current Standing Orders for the Parish Council it was agreed that point 1.4 will be added. "If a member fails throughout six consecutive months to attend any meetings of the Parish Council they cease automatically to be a member unless they have a statement of excuse or their failure to attend is due to an approved reason by the Parish

Council. The period begins with the last meeting attended". It was also agreed that the next review date of the Standing Orders will be November 2020.

7 Members Items

- 7.1 Cllr A Cope reported that the bus stop on Annesley Cutting, opposite the entrance to Stonechurch View, required maintenance to make it more accessible, safer and more usable.
- 7.2 It was agreed that Cllr D Martin would contact ADC to obtain the fly tipping signage that ADC had previously agreed to provide.
- 7.3 Cllr A Cope reported that cars were being parked outside number 6 Newstead Road causing obstruction and safety issues, resulting in traffic having to cross the central white line. It was agreed that the issue would be reported to Sgt Carl Holland (Neighbourhood Sergeant).

8 Youth Club

- 8.1 Cllr PD Thomas reported that a new Youth Club volunteer worker had been recruited following the recent leaflet drop.
- 8.2 It was agreed that Cllr D Martin would provide details to Cllr PD Thomas of the two day residential course being run by Mill Centre.

9 Cemetery

- 9.1 None

10 Parish Hall

- 10.1 Hall bookings were reviewed and agreed.
- 10.2 Graham Wood Fire Risk Assessment Services carried out a fire risk assessment at the Hall on 4th October 2017, no serious issues were reported. All of the minor issues reported will be addressed by John Saint as soon as possible.

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/2017/0578 - 10th October 2017 - Themis House, Lake View Drive, NG15 0ED - Alterations to elevations including windows, ventilation louvres and roof. No comments/objections
- 13.2 PEQ/2017/0061 - 17th October 2017 - Land rear of 21a Willow Drive, NG15 0DP - Car Park site. No comments/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-Nov-17	Boiler Room Digital	DD	36.00	Web site maintenance
20-Nov-17	Ashfield District Council	DD	51.00	Cemetery business rates
03-Oct-17	Byron Glass Company Ltd	BACS	247.68	Repair to Youth Club glass door
03-Oct-17	J Saint	BACS	110.45	Light bulbs & cleaning equipment
03-Oct-17	Newstead Community Events	BACS	250.00	Newstead bonfire event funding
06-Oct-17	Clarkes Cemetery Services	BACS	270.00	Grave preparation
11-Oct-17	Water Plus	DD	52.12	Water rates - Hall
17-Oct-17	Clarkes Cemetery Services	BACS	500.00	Hedge maintenance & repaint gates
26-Oct-17	Graham Wood Fire Services	BACS	204.00	Fire Risk Assessment report
30-Oct-17	J Barlow	BACS	25.00	Purchase of Remembrance Day wreath
01-Nov-17	Clarkes Cemetery Services	BACS	815.00	Contract work (incl. new Cemetery area)
01-Nov-17	J Saint	BACS	200.27	Salary
07-Dec-17	HMRC	BACS	417.79	National Insurance & PAYE
01-Nov-17	J Barlow	BACS	911.60	Salary and Admin costs
21-Nov-17	Barclaycard Commercial	DD	32.00	Business credit card fee
10-Oct-17	Nott's Clubs for Young People	BACS	340.00	Youth worker support (September)
02-Nov-17	Nott's Clubs for Young People	BACS	340.00	Youth worker support (October)
Payment value			£4,802.91	

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 8.30pm.

The next Parish Council meeting will be held on Monday 4th December 2017, at the Parish Hall, Annesley, commencing at 7.00pm.

Signed.....Chair of Meeting

Date.....

