

## Minutes of Annesley & Felley Parish Council meeting held at Annesley Parish Hall on 7<sup>th</sup> December 2015 at 7.00pm.

**Present:** Cllr's K Channer, R Madden, W O'Brien, H Wortley, A Wortley, V Heslop, T Smith, five members of the Public, Peter Olko (part), John Saint and the Clerk were in attendance.

The meeting was chaired by Cllr R Madden.

Peter Olko provided information relating to Planning Application V2015/0696 to assist the Parish Council with any comments/observations on this application. Peter Olko offered his continued support as more information becomes available.

It is very sad to report that following a long illness Cllr A McDonald passed away on 12<sup>th</sup> November 2015.

A letter of resignation was received from Cllr JF O'Brien effective from 7<sup>th</sup> December 2015.

As all of the relevant membership criteria had been met, it was agreed that Vicki Heslop would be co-opted as a Parish Councillor for the Annesley Ward with immediate effect.

Also as all of the relevant membership criteria had been met, it was agreed that Terry Smith would be co-opted as a Parish Councillor for the Felley Ward with effect from 15<sup>th</sup> December 2015 should no election be called to fill this vacancy.

**1 Apologies for Absence:** Cllr's PD Thomas, A Cope and SC Hare.

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

**3 Public Questions:**

3.1 None

**4 To accept the minutes of the meeting held on 2<sup>nd</sup> November 2015:** Minutes of the meeting were accepted as a true record of the meeting and signed by the Chair.

**5 Matters Arising:**

5.1 Agree the final wording, plaque size, material type, colour, fixing method and location for the mining wheel monument plaque.

5.2 Direction signage for the Parish Hall should be improved. Nott's CC have now confirmed that they will not provide any additional direction signage for the Parish Hall.

5.3 Road drains close to number 80 Byron Road and 80 Moseley Road require cleaning out to prevent potential flooding. Reported to Nott's CC on 3<sup>rd</sup> November 2015 - reference number FS844470.

5.4 Review of actual grave spaces against the current plan to establish the number of usable spaces that actually exist was carried out 24<sup>th</sup> November 2015. This resulted in around 30 spaces being identified as not suitable for burials. It was agreed that due to the potential future shortage of grave spaces further development/expansion of the Cemetery will be included in the new Parish Plan.

5.5 The Fire Risk Survey at the Parish Hall carried out by Graham Wood identified several issues. It was agreed that with immediate effect, whenever the Hall is in use, the two fire doors in the toilet corridor will be left unlocked and the door shutters in the Youth Club area will be opened to allow exit through to the fire exit doors in the Youth Club.

**6 Chair's Urgent Items**

6.1 None

**7 Members Items**

7.1 Cllr R Madden informed the meeting that the ADC Local Development Framework (LDF) will be available on the 15<sup>th</sup> January 2016 for a six week Public consultation period. This will therefore be discussed at future Parish Council meetings.

**8 Youth Club**

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

8.2 The Youth Club will be closed from 2<sup>nd</sup> December 2015 to 6<sup>th</sup> January 2016.

**9 Cemetery**

9.1 The Mortuary Chapel roof has now been repaired by Terry Smith at a cost of £83.00 plus VAT.

**10 Parish Hall**

10.1 Hall bookings were reviewed and agreed.

10.2 A Festive Craft event is being held at the Parish Hall on Saturday 12<sup>th</sup> December 2015 from 12.00noon until 2.00pm.

10.3 It was agreed that a meeting will be held on 4<sup>th</sup> January 2016 - 6.30pm to 7.00pm, at the Parish Hall, to discuss and agree future events to be held at the Parish Hall during 2016.

**11 Parish Plan Review**

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

**12 Report of External Meetings**

12.1 None

**13 Planning Applications**

13.1 V/2015/0681 - 2nd November 2015 - EON Ltd, NG15 0DR - Illuminated signage. No comments/observations

13.2 V2015/0696 - 9<sup>th</sup> November 2015 - Former Miners Welfare, NG15 0AP - Development of retail unit, doctors surgery and 58 dwellings. The Parish Council agreed to support this application.

13.3 V2015/0698 - 9<sup>th</sup> November 2015 - Persimmon Homes - Newstead road, NG15 0AX - Substitution of house types - plots 16, 20 and 69 (ref. V/2014/0090). No comments were made at this meeting.

**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>
05-Dec-15	Two Little Fishes	DD	35.00	Web site maintenance
20-Dec-15	Ashfield DC	DD	15.00	Business rates - Hall
20-Dec-15	Ashfield DC	DD	48.00	Business rates - Cemetery
04-Nov-15	Graham Wood	BACS	180.00	Fire safety risk survey
09-Nov-15	Tesco Stores Ltd	DC	24.64	Stationery & postage stamps
17-Nov-15	Ashfield Industrial Doors Ltd	BACS	342.00	Service of shutter doors
04-Dec-15	Severn Trent Water	DD	128.00	Water rates - Hall
01-Dec-15	J Saint	BACS	322.67	Salary
01-Dec-15	Clarks Cemetery Services	BACS	740.00	Contract work
08-Jan-16	HMRC	BACS	339.54	National Insurance & PAYE
01-Dec-15	J Barlow	BACS	958.60	Salary and Admin costs
21-Nov-15	T E Smith	BACS	99.60	Repairs to Cemetery chapel roof
02-Dec-15	British Telecom	DD	75.65	Telephone rental and calls
15-Dec-15	British Telecom	DD	36.00	Broadband usage costs
26-Nov-15	Cancer Research	DC	30.00	Donation in memory of Cllr A McDonald
30-Nov-15	Tesco Stores Ltd	DC	40.00	Parish Hall consumables
07-Dec-15	Severn Trent Water	DD	17.29	Water rates – Cemetery
01-Dec-15	Clarks Cemetery Services	BACS	145.00	Burial of cremated remains & Cemetery Audit
<b>Payment value</b>			<b>£3,576.99</b>	

15.2 It was agreed that with effect from 1<sup>st</sup> January 2016 no increases will be applied to the Parish Hall rental charges, Cemetery charges and Allotment rents. The next review of rental charges will be 1<sup>st</sup> January 2017.

15.3 It was agreed to renew the Grounds Maintenance contract with Clarks Cemetery Services for a further three years until 31<sup>st</sup> March 2019.

15.4 The 2016 grave preparation prices submitted by Clarks Cemetery Services were accepted and approved.

15.5 ADC (Dave Greenwood - Deputy Chief Executive) has requested a meeting to have a preliminary discussion regarding the Tax Base and Precept for 2016/17. The meeting will take place on Thursday, 10<sup>th</sup> December 2015, at 3.00 pm.

**16 Statutory Compliance Checks**

16.1 Children’s Play Area and Skate Park - the Caretaker (John Saint) confirmed that all statutory compliance checks have been completed.

16.2 Parish Hall - the Caretaker (John Saint) confirmed that all statutory compliance checks had been completed.

The meeting closed at 9.00pm.

The next Parish Council meeting will be held on Monday 4<sup>th</sup> January 2016, at the Parish Hall, Annesley commencing at 7.00pm.

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

Chair of Meeting