

## Minutes of Annesley & Felley Parish Council meeting held at Annesley Parish Hall on 7<sup>th</sup> July 2014 at 7.00pm.

**Present:** Cllr's P Olko (Chair), S Bishop (Vice-Chair), G Woodward, R Madden, A Cope, A McDonald, A McDonnell, three members of the Public and the Clerk were in attendance.

With effect from 3<sup>rd</sup> July 2014 Tom Thomas resigned as Parish Councillor.

**1 Apologies for Absence:** Cllr B Wortley

**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> June 2014:** Minutes of the meeting were accepted as a true record of the meeting and signed by the Chair Cllr P Olko.

**5 Matters Arising:**

5.1 New/additional road name signage for Byron and Moseley Road. It was now agreed that there is adequate road name signage.

5.2 a) Investigate/review the "old archived" Cemetery records to add further burial information to areas B & C. Meeting to be held on Tuesday 15<sup>th</sup> July 2014 - 6.30pm - at the Parish Hall.

b) Physically check the Plans and burial information to the actual Cemetery.

5.3 Fire Alarm monitoring to be performed by the alarm company (AIS) and the CCTV system to be extended to include the inside of the Hall. Cllr P Olko agreed to inform the alarm company (AIS).

5.4 Residents of Felley should be invited to have a greater involvement in the Parish Council. This is to be achieved through personal contact by the Parish Councillors.

5.5 Parish Council should have an "approved contractor" list for the areas of general maintenance, tree work, fencing etc. The draft proposal prepared by Cllr P Olko was accepted.

In addition the process for obtaining/receiving quotes is to be improved and documented.

5.6 Caravan has been sited on the Middle Land near to Byron Fields. Owner to be established and advice obtained from the ADC legal team regarding action to be taken.

5.7 Nick Bramwell (Two Little Fishes) "user training" for the new web site. The training will take place in June/July 2014.

5.8 To undertake the safety testing on the children's play area, high-viz jackets and a rubber mallet are required. These items have now been purchased.

5.9 Councillors to consider and recommend any suitable Projects for inclusion in the Locality Plan. To date no suggestions or recommendations have been received.

5.10 Safety/warning notices to be sourced for the new skate park prior to its opening.

5.11 Public meeting to be arranged to consider the new Parish Plan and identify and agree potential improvement projects for the village. It was agreed to defer this until later in the year.

**6 Chair's Urgent Items**

6.1 Cllr P Olko suggested that the Parish Council should submit a S106 funding application for a Project to extend the Parish Hall car parking. It was agreed that a separate meeting should be held, before the September Parish Council meeting, to define/specify the Project, determine the location of the additional car parking and the type of surface covering. **Action:** *All Cllr's*

6.2 Cllr P Olko reminded all Cllr's that the consultation period for the ADC Supplementary Planning Documents including Residential Design Guide, Residential Extensions Design Guide and Residential Car Parking Standards closed on the 8<sup>th</sup> August 2014. Cllr P Olko agreed to circulate, to all Cllr's, the comments that ACCESS Group would be submitting. **Action:** *Cllr P Olko*

**7 Members Items**

7.1 Cllr S Bishop gave feedback on the Planning Course that he had recently attended.

7.2 Cllr R Madden reported that Residents had raised concerns over unauthorised access to the rear of Byron and Moseley Road.

7.3 Cllr R Madden reported that urgent tree maintenance was required to some broken branches on a tree at the rear of Moseley Road. Cllr R Madden agreed to contact Nott's CC to get the work carried out.

7.4 Cllr R Madden reported that Residents had requested that two metal posts should be removed from the drive way up to the Parish Hall. It was agreed that Anthony Clarke would be engaged to carry out this work.

7.5 Cllr A Cope reported that a serious road accident had occurred on Annesley Cutting at the top of Byron Road. It was agreed that Nott's CC Highways should be contacted to establish road safety improvements that could be made, with particular reference to road signage, road markings and speeding restrictions.

**8 Youth Club**

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

**9 Cemetery**

9.1 The damaged Sycamore tree was removed from the Cemetery on 30<sup>th</sup> June 2014 by WRS Tree Services Ltd.

**10 Parish Hall**

10.1 Hall bookings were reviewed and agreed.

**11 Parish Plan Review**

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

**12 Report of External Meetings**

12.1 None

**13 Planning Applications**

13.1 V/2014/0257 - 5<sup>th</sup> June 2014 - 18 The Grove, NG15 0AN - Detached garage and double gates. 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>Cheque No</u>	<u>Value</u>	<u>Description</u>
05-Jul-14	Two Little Fishes	DD	35.00	Web site maintenance
20-Jul-14	Ashfield DC	DD	15.00	Hall - business rates
20-Jul-14	Ashfield DC	DD	47.00	Cemetery - business rates
10-Jun-14	British Telecom	DD	36.00	Broad Band charges
16-Jun-14	Severn Trent Water	DD	112.24	Hall water usage
19-Jun-14	Severn Trent Water	DD	14.95	Cemetery water usage
26-Jun-14	E-ON Limited	DD	189.78	Hall electricity bill
13-Jun-14	AIS Total Security Limited	BACS	76.80	Call out charge
13-Jun-14	AIS Total Security Limited	BACS	1,248.00	Annual maintenance 2014/15
21-Jun-14	Charles Letts & Co Limited	DC	22.48	Maintenance diaries
26-Jun-14	Performing Rights Society	BACS	258.02	Music licence 2014/15
07-Jul-14	J Saint	BACS	424.66	Salary (June and July)
07-Jul-14	Clarkes Cemetery Services	BACS	1,450.00	Contract work (June and July)
07-Jul-14	HMRC	BACS	573.42	National Insurance & PAYE (June and July)
07-Jul-14	J Barlow	BACS	1,695.77	Salary and Admin costs (June and July)
07-Jul-14	A Morgan	BACS	318.00	External repairs to Hall
07-Jul-14	WRS Tree Services Ltd	BACS	400.00	Removal of tree in Cemetery
07-Jul-14	Tesco Stores Limited	DC	28.04	Stationery and postage stamps
	<b>Total Payment value</b>		<b>£6,945.16</b>	

**16 Statutory Compliance Checks**

16.1 Children’s Play Area - all statutory compliance checks were completed in May 2014 by Playsafety Ltd. In addition Cllr G Woodward is now also conducting a monthly safety check of the Play Area and reporting the results at the next Parish Council meeting. It was agreed that Anthony Clarke should be engaged to undertake the minor maintenance work identified during the inspections.

16.2 Parish Hall - all statutory compliance checks have been completed.

The meeting closed at 9.00pm.

The next Parish Council meeting will be held on Monday 1<sup>st</sup> September 2014 at the Parish Hall, Annesley commencing at 7.00pm.

Signed.....Date.....  
Chair of Annesley and Felley Parish Council