

**Minutes of Annesley & Felley Parish Council meeting held at Annesley Parish Hall on 7<sup>th</sup> March 2016 at 7.00pm.**

**Present:** Cllr's PD Thomas, K Channer, R Madden, W O'Brien, H Wortley, A Wortley, V Heslop, T Smith, J Zadrozny, C Jeffs, one member of the Public, Cllr David Martin (Nott's CC/Selston PC), John Saint and the Clerk were in attendance.

Neil Oxby (ADC) and Stuart Wiltshire (ADC) attended the start of the meeting to provide further information on the new Ashfield Local Plan. The Parish Council agreed to support the proposals relating to the Green Belt Boundaries - Forest Road, Annesley Woodhouse and Land off Willow Drive, Sherwood Park.

The meeting was chaired by Cllr PD Thomas.

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

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

**3 Public Questions:**

3.1 Member of the Public reported concerns on vehicles speeding on Annesley Cutting (top of Moseley Road). The Parish Council recommended that any road traffic violations are immediately reported to the police.

3.2 Member of the Public reported that the dog waste bin close to Warren Avenue had been removed. Cllr H Wortley has reported the issue and was awaiting response from ADC.

3.3 Member of the Public requested that a new dog waste bin should be sited at the top of Byron Road. Cllr R Madden agreed to discuss with ADC.

**4 To accept the minutes of the meeting held on 1<sup>st</sup> February 2016:** Minutes of the meeting were accepted as a true record of the meeting and signed by the Chair.

**5 Matters Arising:**

5.1 Signage relating to the location of the gas supply valve should be displayed in an appropriate location. Cllr T Smith agreed to purchase the appropriate signage.

5.2 A number of road drains, particularly on Warren Avenue and the top of Byron and Moseley Road, had not been cleared out. The drains have now been cleared out - w/c 7<sup>th</sup> March 2016.

5.3 The road speed bump at the junction of Byron Fields and Byron Road requires urgent maintenance. Discuss the issue with Nott's CC - Highways.

**6 Chair's Urgent Items**

6.1 None

**7 Members Items**

7.1 Cllr PD Thomas reported that a number of complaints have been received regarding the amount of litter on School Hill. It was agreed that the issue would be reported to ADC and in addition a Community Litter Pick would be arranged. Contact ADC to request their support and obtain suitable dates.

7.2 Cllr R Madden informed the meeting that she will be submitting comments regarding the Nott's CC - Nottinghamshire Minerals Local Plan. It was agreed that copies of the response would be circulated to all Parish Cllr's.

7.3 Cllr K Channer asked if the fly tipping problem on the Middle Land had been resolved. Cllr PD Thomas agreed to check the area and report back.

7.4 Cllr J Zadrozny suggested that "external" attendees should be invited to future Parish Council meetings to help establish better working relationships. It was proposed that representatives from Nott's CC, ADC and the Police should be asked to attend future meetings.

**8 Youth Club**

8.1 The Youth Club continues to be successful.

8.2 The support Youth Workers have settled in well.

**9 Cemetery**

9.1 None

**10 Parish Hall**

10.1 Hall bookings were reviewed and agreed.

10.2 John Saint reported that minor vandalism around the Hall continues to be a problem.

**11 Parish Plan Review**

11.1 It was agreed that three quotes should be obtained for each of the following Projects.

Cemetery Extension

Children's Play Area - replace floor covering

Extend Parish Hall car parking

## 12 Report of External Meetings

12.1 Cllr R Madden informed the meeting that the next Safer Neighbourhood meeting would be held at the Acacia Centre, starting at 6.30pm on 21<sup>st</sup> March 2016.

## 13 Planning Applications

13.1 V/2016/0069 - 4<sup>th</sup> February 2016 - Bears Wood, 1 School Hill, NG17 9BB - Felling of five horse chestnut trees.

13.2 V/2016/0109 - 23<sup>rd</sup> February 2016 - Annesley Colliery, Plot 58, NG15 0AX - Remove Condition 13 of planning permission V/2014/0090 - Substitute House type.

13.3 V/2016/0143 - 3<sup>rd</sup> March 2016 - Chaworth Lodge, Mansfield Road, NG15 0AS - Barn extension for household storage.

13.4 Linby Parish Council - 1<sup>st</sup> March 2016 - application to designate a Neighbourhood Area - small part of the Linby Parish is adjacent to the Parish boundary for Annesley & Felley.

**No comments/objections were raised on any of the Planning Applications above.**

## 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-Mar-16	Two Little Fishes	DD	31.00	Web site maintenance
08-Feb-16	Tesco Stores Ltd	DC	15.12	Postage stamps
15-Feb-16	Tesco Stores Ltd	DC	14.85	Stationery
19-Feb-16	Nott's HC NHST	BACS	10.00	Key deposit refund - Sure Start
19-Feb-16	A & F PC - Youth Club	Transfer	271.41	VAT reclaimed by PC for YC
23-Feb-16	Elektra Technology	BACS	714.00	Electronic/magnetic door lock system
29-Feb-16	Clarkes Cemetery Services	BACS	230.00	Grave preparation
01-Mar-16	J Saint	BACS	266.67	Salary
01-Mar-16	Clarkes Cemetery Services	BACS	740.00	Contract work
31-Mar-16	HMRC	BACS	339.51	National Insurance & PAYE
01-Mar-16	J Barlow	BACS	952.55	Salary and Admin costs
02-Mar-16	British Telecom plc	DD	74.03	Telephone line rental/calls
15-Mar-16	British Telecom plc	DD	36.00	Broadband charges
03-Mar-16	Nott's Club for Young People	BACS	280.00	Youth worker support costs
	<b>Payment value</b>		<b>£3,975.14</b>	

15.2 The Financial and General Risk Assessments for 2015/16 were approved and signed by the Chair and the Clerk.

There are a number of important areas that require attention:

- Annual safety check of the Youth Club Bouncy Castle has not been carried out since July 2012. The equipment **MUST NOT** be used until the safety check has been completed, as the insurance cover is now invalid.
- Barclays Bank mandate (cheque signatories) requires updating due to Parish Councillors resignations. This will be updated when there is an established group of Parish Councillors.
- CRB checks for the Youth workers/Caretaker need to be updated as soon as possible
- Youth Club Constitution requires updating.

15.3 Mr Philip Clarke of Southwell has been appointed as Internal Auditor for the 2015/16 financial year end.

15.4 Due to satisfactory performance it was agreed that the Clerk's pay scale would change from NJC scale 5 - 24 to 5 - 25 with effect from 1<sup>st</sup> March 2016.

## 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 9.15pm.

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

Signed.....Date.....  
Chair of Meeting