

**Minutes of Annesley & Felley Parish Council meeting held at Annesley Parish Hall on 8<sup>th</sup> January 2018 at 7.00pm.**

**Present:** Cllr's J Zadrozny, PD Thomas, R Madden, V Heslop, W O'Brien, T Smith, H Wortley, A Wortley, D Martin, A Cope, T Walters, D Williamson, two members of the Public and the Clerk were in attendance.

With effect from 4<sup>th</sup> December 2017 Wendy Beasley resigned from her position of Parish Councillor. As no election was called to fill this vacancy the Parish Council can now co-opt to fill the vacancy.

Daniel Williamson was co-opted as Parish Councillor for the Annesley Ward with effect from 8<sup>th</sup> January 2018.

The meeting was chaired by Cllr J Zadrozny.

**1 Apologies for Absence:** Cllr J Bell

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

**3 Public Questions:**

- 3.1 Member of the Public reported that there were a number of pot holes on Byron and Moseley Road that require repairing. It was agreed that the Clerk and Cllr R Madden would contact Dave Walker (Nott's CC) to get the issue resolved.
- 3.2 Member of the Public reported that there was no plaque or information board on the pit wheel monument. It was agreed that Cllr D Martin would discuss this issue with David Amos.

**4 To accept the minutes of the meeting held on 4th December 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 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.
- 5.2 Speeding traffic is an ongoing problem within the village. Cllr R Madden is to look at the feasibility of having "sleeping policeman" installed on Mosely Road.
- 5.3 The potential use of the Cemetery Mortuary Chapel has been discussed with the Kirkby & District Conservation Society. An outline proposal is to be obtained for discussion.
- 5.4 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.
- 5.5 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.
- 5.6 Cllr R Madden confirmed that the closing date for the submission of LIS funding applications was 31<sup>st</sup> January 2018. Cllr's R Madden and D Martin agreed to complete and submit the LIS funding application for the improvement to Play Facilities Project.
- 5.7 Bus stop on Annesley Cutting, opposite the entrance to Stonechurch View requires maintenance to make it more accessible, safer and more usable. The bus stop area has now been cleared and plans to erect a bus shelter on the opposite side of the road are being considered.
- 5.8 Contact ADC to obtain the fly tipping signage that they had previously agreed to provide. It was agreed that Cllr R Madden would provide full details to the Clerk who will then formally report the issue on behalf of the Parish Council.
- 5.9 Provide details to Cllr PD Thomas of the two day residential course being run by Mill Centre. Details provided on 6<sup>th</sup> December 2017.

**6 Chair's Urgent Items**

- 6.1 None

**7 Members Items**

- 7.1 It was agreed that two snow shovels should be purchased by the Parish Council.

**8 Youth Club**

- 8.1 None

**9 Cemetery**

- 9.1 Clarkes Cemetery Services have issued their revised 2018 price list for grave preparation.
- 9.2 Grave preparation prices, charged by the Parish Council for 2018, will be increased in line with the increases applied by Clarkes Cemetery Services.

**10 Parish Hall**

- 10.1 Hall bookings were reviewed and agreed.

**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.

11.2 It was agreed that the updated Parish Plan should be circulated to all Councillors.

11.3 It was agreed that the purchase of a defibrillator would be included in the 2018/19 Parish Plan.

**12 Report of External Meetings**

12.1 None

**13 Planning Applications**

13.1 V/2017/0681 - 5<sup>th</sup> December 2017 - 3 Little Oak Avenue, NG17 9BG - two storey side & single storey rear extensions, dormer windows to front and rear to form new rooms in roof space. No comments or objection.

**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-Jan-18	Boiler Room Digital	DD	36.00	Web site maintenance
20-Jan-18	Ashfield District Council	DD	51.00	Cemetery business rates
04-Dec-17	Clarks Cemetery Services	BACS	90.00	Burial of cremated remains
15-Dec-17	LT Horticulture	BACS	120.00	Storm damage - tree Byron Road
16-Dec-17	British Telecom	DD	55.44	Internet/broadband charges
31-Dec-17	J Barlow	BACS	19.99	Printer ink cartridges
01-Jan-18	Clarks Cemetery Services	BACS	815.00	Contract work (incl. new Cemetery area)
01-Jan-18	J Saint	BACS	187.47	Salary
07-Feb-18	HMRC	BACS	346.41	National Insurance & PAYE
01-Jan-18	J Barlow	BACS	914.55	Salary and Admin costs
02-Jan-18	EON Ltd	DD	278.44	Gas bill
02-Jan-18	EON Ltd	DD	442.92	Electric bill
02-Jan-18	R Smith (Contractors)	BACS	1,824.00	Cemetery path refurbishment
06-Dec-17	Nott's Club for Young People	BACS	410.00	Youth worker support
21-Dec-17	Nott's Club for Young People	BACS	270.00	Youth worker support
<b>Payment value</b>			<b>£5,861.22</b>	

15.2 It was agreed that no increases will be applied to Parish Hall rental charges and Allotment rents for 2018. The next review of rental charges will be 1<sup>st</sup> January 2019.

15.3 It had been agreed that Philip Clarke will be appointed as Internal Auditor for the 2017/18 financial year end.

**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 7.40pm.

The next Parish Council meeting will be held on Monday 5<sup>th</sup> February 2018, at the Parish Hall, Annesley, commencing at 7.00pm.

Signed.....Chair of Meeting

Date.....