

Present: Cllr's S Bishop, R Blazewicz-Bell, A Blazewicz-Bell, K Stanley, C Huskinson, A Meakin, J Bailey, D Martin, J Long, A Wortley, two members of the Public, Caretakers T Thomas, J Saint and Clerk J Barlow were in attendance.

The meeting was chaired by Cllr S Bishop.

1 Chair's Opening Remarks:

1.0 The Chair welcomed everyone to the meeting.

2 Apologies for Absence: Cllr J Bell.

3 Declarations of Personal & Prejudicial Interest: None

4 To accept the minutes of the meeting held on 3rd February 2025: Minutes of the meeting were accepted as a true record of the meeting and signed by the Chair of the meeting. The meeting due to be held on Monday 3rd March 2025 was cancelled due to not being quorate.

5 Matters Arising:

5.1 Damaged trees - Little Oak, Plantation - reference: letter sent by Bob Collier on 29th April 2024 to ADC to be followed up with Dave Simpkin (ADC).

Letter to be sent to local residents providing important information relating to any future tree maintenance.

5.2 Request refund from Lorraine Horrocks (The Pit Newstead) of the spare funding from the cancelled 2023 Fun Day event.

5.3 Vehicles are still being driven over the Middle Land to obtain access to the rear of Moseley Road. Report to ADC - Anti-Social Behaviour team.

5.4 Obtain more information on the application process for ADC Regeneration Projects.

6 Public Questions:

6.1 None

7 Members Items and ADC/NCC Report:

7.1 Cllr A Blazewicz-Bell informed the meeting that an Annesley and Newstead community litter pick will take place on Sunday 27th April 2025.

7.2 It was agreed that the proposed "afternoon tea" on Saturday 3rd May 2025 in celebration of the 80th anniversary of VE day would be cancelled due to lack of support..

8 Cemetery:

8.1 None

9 Parish Hall:

9.1 Hall bookings were reviewed and agreed.

9.2 It was agreed that with effect from 1st April 2025 the hourly wage rate for the Caretakers will increase to £12.54 per hour.

9.3 It was agreed that an appropriate PPL/PRS Music licence should be obtained.

10 Parish Plan Review:

10.1 New Parish Plan - relevant updates on progress were discussed and reported at the Parish Council meeting.

11 Report on External Meetings:

11.1 None

12 Planning Applications:

12.1 X/2025/0010 - 18th February 2025 - Portal Building Site 13B Sherwood Park, NG15 0DR - application to determine if prior approval is required for demolition of office building.

12.2 V/2025/0109 - 4th March 2025 - Turbine Surface Technologies Ltd, Little Oak Drive, NG15 0DR - application for approval of reserved matters (Landscaping ONLY) following outline approval V/2024/0471.

12.3 V/2025/0110 - 4th March 2025 - Turbine Surface Technologies Ltd, Little Oak Drive, NG15 0DR - application to discharge condition 5 - material samples/finishes, condition 6 - (CEMP: Biodiversity) and condition 7 - biodiversity enhancement of planning permission V/2024/0471.

12.4 V/2025/0159 - 25th March 2025 - 3 Byron Fields, NG15 0DE - application for works to trees within a conservation area.

No comments or objections were made on any of the above Planning Applications.

13 Correspondence requiring attention:

13.1 All relevant correspondence had been circulated to all Parish Councillors before the meeting.

14 Finance Statement and accounts for payment:

The Clerk presented the monthly financial statements.

14.1 Payments approved were as follows:

<u>Date</u>	<u>Payee</u>	<u>Pay type</u>	<u>Value</u>	<u>Description</u>
06-Mar-25	Boiler Room Digital	DD	46.00	Web site maintenance
31-Jan-25	Unity Trust Bank	DD	6.00	Bank charges
28-Feb-25	Unity Trust Bank	DD	6.00	Bank charges

31-Mar-25	Unity Trust Bank	DD	6.00	Bank charges
05-Feb-25	Clarkes Cemetery Services	BACS	420.00	Grave preparation
05-Feb-25	Clarkes Cemetery Services	BACS	250.00	Repairs to four headstones
12-Feb-25	PD Thomas	BACS	96.47	Decorating materials
18-Feb-25	E.ON Next Ltd	DD	700.80	Gas bill
18-Feb-25	E.ON Next Ltd	DD	691.84	Electric bill
18-Feb-25	PD Thomas	BACS	25.95	Community Hub expenses
21-Feb-25	Waterplus Ltd	DD	38.55	Hall water charges
01-Mar-25	Clarkes Cemetery Services	BACS	1,110.00	Contract work
01-Mar-25	J Saint	BACS	444.23	Salary
01-Mar-25	PD Thomas	BACS	485.63	Salary
01-Mar-25	J Barlow	BACS	1,357.35	Salary & Admin costs
05-Mar-25	British Telecom plc	DD	153.52	Telephone & Internet charges
07-Mar-25	Mettle	BACS	99.50	Annual PAT testing
20-Mar-25	HMRC	BACS	505.72	National Insurance & PAYE
21-Mar-25	Euro Office (UK) Ltd	CC	300.57	Janitorial/stationery supplies
22_Mar-25	Waterplus Ltd	DD	32.88	Hall water charges
	Total March		£6,777.01	
06-Apr-25	Boiler Room Digital	DD	46.00	Web site maintenance
20-Apr-25	Ashfield District Council	DD	81.49	Cemetery Business Rates
22-Apr-25	ICO	DD	47.00	GDPR/Data Protection - annual fee
08-Apr-25	Clarkes Cemetery Services	BACS	1,110.00	Contract work
08-Apr-25	PD Thomas	BACS	356.38	Salary
08-Apr-25	J Saint	BACS	351.68	Salary
08-Apr-25	J Barlow	BACS	1,352.40	Salary & Admin costs
07-May-25	HMRC	BACS	553.11	National Insurance & PAYE
08-Apr-25	P Clarke	BACS	380.00	2024/5 Internal Audit fee
08-Apr-25	Boiler Room Digital	BACS	15.59	Website hosting fee - 2 years
22-Apr-25	Microsoft	CC	84.99	Annual subscription - Microsoft 365
30-Apr-25	Unity Trust Bank	DD	6.00	Bank Charges
	Total April		£4,384.64	

14.2 The final statement of Income and Expenditure compared to Budget for the full financial year ended 31st March 2025 was distributed to all Councillors on 1st April 2025.

14.3 The 2025/26 budget summary, showing a break-even position, was circulated to all Councillors on 1st April 2025

14.4 The 2024/25 Annual Governance Statement and Accounting Statement were circulated to all Councillors on 1st April 2025 for review and consideration.

14.5 The 2024/25 Annual Governance Statement (Section 1) was considered and approved at this meeting and was signed by the Chair of the meeting and the Clerk.

14.6 The 2024/25 Accounting Statement (Section 2) was considered and approved at this meeting, after the 2024/25 Annual Governance Statement (Section 1) had been approved. The 2024/25 Accounting Statement (Section 2) was signed by the Chair of the meeting and the Clerk/RFO.

14.7 Financial Reserves at 31st March 2025 - General Reserves £62.5k and Earmarked Reserves £64.5 to deliver the Projects identified in the latest Parish Plan.

14.8 The 2024/25 Internal Audit of the accounting records, financial procedures, financial controls and accounting statements for the Parish Council was conducted by the appointed internal auditor Philip Clarke. No issues or problems were reported. The detailed Audit Report/Scope document and the 2024/25 Annual Internal Audit Report were circulated to all Parish Councillors on 4th April 2025.

15 Statutory Compliance Checks:

15.1 Children's Play Area and Skate Park - the Caretaker confirmed that a visual check had been completed.

15.2 Parish Hall - the Caretaker confirmed that all statutory compliance checks had been completed.

15.3 Kompan Ltd carried out the annual inspection of the play/fitness/skate park facilities on 26th March 2025. Overall, the risk assessment was low to moderate. However, any moderate risk areas/items will be reviewed by the Parish Council and the appropriate action taken.

The meeting closed at 8.45pm.

The Annual Parish, Annual Parish Council and May Parish Council meetings will be held on Monday 12th May 2025 commencing at 6.30pm.

Signed..... Chair of Meeting

Date.....