

# Minutes of the Annesley and Felley Council meeting – Acacia Centre – 2nd April 2012.

**Present:** Councillors MA Thomas (Chair), D Bedward (Vice-Chair), PD Thomas, R Madden, H Bedward, A McDonald and the Clerk were in attendance.

1. **Apologies for Absence:** Cllr's B Wortley, A Cope and R Lawrence
2. **Declaration of interest:** Cllr R Madden – ADC and Nott's CC
3. **To accept the minutes of the meeting held on Monday 5th March 2012:** The Minutes were accepted as a true record and signed by the Chair Cllr MA Thomas.
4. **Matters Arising:**
  - 4.1. Dog waste bins to be requested for the new housing development.
  - 4.2. Parish Council owned land is vulnerable to illegal access. Discuss with Nott's CC options available.
  - 4.3. Nott's CC outstanding funding requests - Over 50's club £300 and Parish Council £400.
  - 4.4. Liaise with Rev L Loisel to prepare the "Community Emergency Action Plan".
  - 4.5. All electrical equipment to be PAT tested before it is moved back into the Parish Hall.
  - 4.6. Full Asset listing (Asset Register) of all Parish Council and Youth Club assets to be produced when the assets are moved back into the Parish Hall.
  - 4.7. Contact Persimmon regarding the provision of a doctor's surgery on the new housing development. Persimmon have confirmed that Gareth Hankin (Land manager - [gareth.hankin@persimmonhomes.com](mailto:gareth.hankin@persimmonhomes.com)) will be in contact shortly. Persimmon state that they are actively marketing the site and are doing a mail drop to all relevant potential purchasers through their agent Mather Jamie. Copy of the mail drop has been requested to be sent to the Parish Council.
  - 4.8. Community Event to celebrate the re-opening of the Parish Hall. It was agreed that Cllr's MA Thomas and A McDonald will plan/organise the Youth Club launch and Cllr's D Bedward and H Bedward will plan/organise the Parish Hall launch. Provisional date for the event was Saturday 14th July 2012.
  - 4.9. The Cemetery safety audit and risk assessment has now been completed. The actions that were agreed at the March 2012 meeting have now been completed:
    - 4.9.a) All "old" signs/notices removed 7th March 2012
    - 4.9.b) IMI attached new "warning notices" to all unstable monuments in Area A on 23rd March 2012.
    - 4.9.c) Letter sent on 10th March 2012, if contact details were available, to the "owners" of the unstable monuments in Area A.
    - 4.9.d) It was agreed to not attach notices or contact the "owners" of the unstable monuments identified in sections B & C, due to their age and having received no contact at last audit in 2004.
    - 4.9.e) Notice placed on Cemetery notice board and website on 8th March 2012, detailing the monuments that required attention.
    - 4.9.f) Agreed to allow 3 months from the warning notices being attached. IMI have been instructed to carry out the necessary work on all monuments that are still unsafe, after 23rd June 2012, and to make the monuments safe by lying flat.
    - 4.9.g) Notes distributed to all Councillors of the Parish Council's response to queries/questions relating to the Safety Audit.

- 4.10. Two pot holes on Annesley Cutting (near lamp post no. 11) required repairing. Reported to ADC on 6th March 2012.
- 4.11. Waste bins not being emptied on Annesley Cutting, Byron and Moseley Road. Reported to ADC on 6th March 2012.
- 4.12. Dog fouling is an increasing problem throughout the Village, particularly on School Hill. Warning signs/notices to be produced.
- 4.13. ADC to confirm the remaining balance and spend against the £30k Project contingency. Still waiting for confirmation from ADC.
- 4.14. To play pre-recorded music in the Parish Hall a PRS and PPL licence is required. It was agreed that the initial licences should cover 26 occurrences, per annum, for the Youth Club. The Youth Club agreed to pay this fee.
- 4.15. Barclays Bank have now confirmed that all of the requested mandate changes have been actioned.
5. **Annesley Colliery site:**
  - 5.1. Updates to be given as and when appropriate.
  - 5.2. It was agreed that this Agenda item should be removed from future Agenda's
6. **Policing Issues**
  - 6.1. Any policing issues should be reported and a crime reference number obtained.
  - 6.2. PCSO Jenny Hudson contact details [jenny.hudson.4730@nottinghamshire.pnn.police.uk](mailto:jenny.hudson.4730@nottinghamshire.pnn.police.uk) and Mobile 07889702834.  
The non-emergency contact number is 101
  - 6.3. It was agreed that this Agenda item should be removed from future Agenda's
7. **Public Questions**
  - 7.1. None
8. **Chair's Urgent Items**
  - 8.1. It was agreed that the Clerk's contracted hours are increased to 16 hours per week and the hourly rate amended to NJC Scale 5, SCP 22.
9. **Members Items**
  - 9.1. It was agreed that Cllr D Bedward could keep up to ten hens on his allotment space at the rear of Byron Road.
  - 9.2. It was agreed that the minutes of the latest meeting should be put on the notice boards and web site as soon as available.
  - 9.3. It was agreed that contact details for ADC and Nott's CC should be published to enable Residents to report any problems/issues directly. Cllr R Madden agreed to supply details to Cllr D Bedward.
  - 9.4. Cllr D Bedward informed the meeting that the next Newsletter will be produced in June 2012.
  - 9.5. Cllr D Bedward asked all Councillors for ideas/suggestions for a new Parish Council logo.
  - 9.6. It was recommended that the Consultation Questionnaire relating to the proposed Skate Board Park at the Acacia Centre should be completed by Residents. Cllr MA Thomas agreed to establish the latest position on the LIS funding for the proposed Skate Board Park near to the Parish Hall.
  - 9.7. Cllr R Madden gave an update on the Waste Core Strategy.
  - 9.8. Cllr H Bedward reported that the traffic congestion around Derby Road and Annesley Business Park was getting worse. It was suggested that a letter of complaint should be sent to Cllr Richard Jackson ([cldr.richard.jackson@nottscc.gov.uk](mailto:cldr.richard.jackson@nottscc.gov.uk)) and copied to Cllr R Madden.

## 10. Youth Club

- 10.1. Due to the extension and refurbishment of the Parish Hall the Youth Club has now closed until the Parish Hall reopens.
- 10.2. Three trips have been arranged. Full details are shown on the Parish Council web site.

## 11. Cemetery

- 11.1. A letter had been received from a Resident on Stonechurch View regarding a tree in the Cemetery that was overhanging the property. The necessary tree maintenance work has now been carried out by the Parish Council.

## 12. Parish Hall

- 12.1. The next Parish Hall project meeting will be held at 3.00pm on Thursday 5th April 2012 on site.

## 13. Parish Plan Review

- 13.1. The update to the Parish Plan is now published on the Parish Council website.
- 13.2. Cllr's D Bedward and H Bedward agreed to commence work on the new Parish Plan.

## 14. Report of External Meetings

- 14.1. Cllr R Madden had attended meetings in connection with Newstead Country Park and Friends of Annesley Church.

## 15. Planning Applications

- 15.1. Cllr R Madden expressed no opinions on any Planning Applications.

## 16. Correspondence requiring attention and outstanding replies list.

- 16.1. Other correspondence received had been circulated to Councillors prior to the meeting and was dealt with at the appropriate place in the agenda.
- 16.2. Cllr R Marsden has submitted her resignation with effect from 29th March 2012.
- 16.3. A new notice board has been sourced through the Nott's CC LIS scheme. The exact location and also permission from the land owner must be obtained as soon as possible.

## 17. Finance Statement and accounts for payment

The Clerk presented the monthly financial statements.

- 17.1. Payments approved were as follows:

Date	Payee	Chq No	Value	Description
02-Apr-12	Two Little Fishes	DD	35.00	Web site maintenance
20-Apr-12	Ashfield DC	DD	45.00	Cemetery rates
29-Mar-12	E-ON	DD	86.81	Electric bill
08-Mar-12	Harold Adkin & Sons Ltd	100198	56,408.71	Hall Project - interim payment no. 1
02-Apr-12	Ind. Memorial Inspections	100199	175.50	Attaching 65 Cemetery warning notices
02-Apr-12	Ashfield DC	100200	372.44	Annual trade refuse collection to 31st March 2013
02-Apr-12	Clarkes Cemetery Services	100201	705.00	Contract & non contract work
02-Apr-12	Post Office Limited (HMRC)	100202	284.24	NI & PAYE on Salary

02-Apr-12	J Barlow	100203	865.55	Salary and Expenses
02-Apr-12	Z Flanders	100204	180.00	Tree work in cemetery
	<b>Total Payment value</b>		<b>£59,158.25</b>	

17.2. The Youth Club cash float of £309.42 was checked and agreed by Cllr H Bedward.

17.3. The Risk Assessment (March 2012) and General Risk Assessment (2011/12) documents were reviewed and agreed.

The meeting closed at 9.05pm.

The next meeting will be held on Tuesday 8th May 2012 commencing at 6.00pm. The Annual Parish and Annual General meeting will also take place on this date.

Due to Bank Holidays the June meeting will be held on Wednesday 6th June 2012 at the Acacia Centre, Annesley Woodhouse commencing at 7.00pm.

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