

Minutes of the Annesley & Felley Council meeting – Acacia Centre – 8th May 2012.

Present: Councillors MA Thomas (Chair), PD Thomas (Vice-chair), R Madden, A McDonald, B Wortley, A Cope, R Lawrence, 3 members of the public (part), Peter Olko (part) and the Clerk were in attendance.

1. **Apologies for Absence:** None
2. **Declaration of interest:** Cllr R Madden – ADC and Nott’s CC
3. **To accept the minutes of the meeting held on Monday 2nd April 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 - Over 50’s club £300 and Parish Council £400.
 - 4.4. Liaise with Rev L Loisel to prepare a “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. Dog fouling is an increasing problem throughout the Village. Warning signs/notices to be produced.
 - 4.8. Contact details for ADC and Nott’s CC to be published to enable Residents to report any problems/issues directly. Details of contact telephone numbers will be published in the June 2012 newsletter.
 - 4.9. Ideas/suggestions for a new Parish Council Logo. The new Logo has now been designed and approved.
 - 4.10. Establish latest position on LIS funding for the proposed Skate Board Park near to the Parish Hall. It has now been confirmed that this funding bid was unsuccessful.
 - 4.11. The new notice board is to be sited near to the junction of Moseley Road and Annesley Cutting. Cllr R Madden agreed to obtain written approval from Nott’s CC Highways.
5. **Public Questions**
 - 5.1. A member of the public informed the meeting that a Moseley Road street party was being arranged on the 5th June 2012 to celebrate the Queen’s Diamond Jubilee. Funding to support this event was requested from the Parish Council. Due to the late timing of the request and the fact that the Parish Council had not budgeted for any funding of this type, the request was refused.
6. **Chair’s Urgent Items**
 - 6.1. Cllr R Lawrence was asked to return his “Declarations of Interests” form as soon as possible.
7. **Members Items**
 - 7.1. Cllr A McDonald reported that dog fouling was still a serious problem in the village particularly on School Hill.

7.2. Cllr R Madden informed the meeting that petitions were being organised for a road crossing near to Annesley Primary School and traffic weight restrictions on Longhill Rise.

8. Youth Club

8.1. Due to the extension and refurbishment of the Parish Hall the Youth Club has now closed until the Parish Hall reopens.

8.2. It was agreed that the Youth Club would be fully integrated/consolidated into the Parish Council. This ensures a consistent approach for accounting and management purposes. Full details of the agreed proposal will be circulated to all Councillors.

9. Cemetery

9.1. None

10. Parish Hall

10.1. The revised terms and conditions of hire and new booking form for the Hall were agreed.

10.2. The Hall extension and refurbishment Project is progressing well and should be completed on time.

10.3. It was agreed to hold a separate meeting on Tuesday 15th June 2012, at the Acacia Centre, at 6.00pm to finalise details for the re-opening of the Hall event to be held on 14th July 2012. All Councillors are invited to attend.

11. Parish Plan Review

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

11.2. Peter Olko agreed to review the current Parish Plan and report back with proposals at the June Parish Council meeting.

12. Report of External Meetings

12.1. Parish Councillors had attended various meetings including Safer Neighbourhood, ADC Hall Project and Country Park meetings.

12.2. Peter Olko gave an update on the initiatives that the ACCESS group are working on.

13. Planning Applications

13.1. Cllr R Madden expressed no opinions on any Planning Applications.

13.2. V/2012/0159 – land south of Forest Road NG17 9HA – construction of drainage system. Objection support submitted

14. Correspondence requiring attention and outstanding replies list.

14.1. Other correspondence received had been circulated to Councillors prior to the meeting and was dealt with at the appropriate place in the agenda.

14.2. Cllr's D Bedward and H Bedward had submitted their resignations with effect from 29th April 2012.

14.3. Peter Olko had submitted an application to become a Parish Councillor and also attended the meeting. It was agreed that Peter Olko should be co-opted with immediate effect. The "Declaration of Interests" form should be returned as soon as possible.

15. Finance Statement and accounts for payment

The Clerk presented the monthly financial statements.

15.1. Payments approved were as follows:

Date	Payee	Chq No	Value	Description
02-May-12	Two Little Fishes	DD	35.00	Web site maintenance

20-May-12	Ashfield DC	DD	45.00	Cemetery rates
05-Apr-12	Harold Adkin & Sons Ltd	100205	55,311.29	Hall Project - interim payment no.2
16-Apr-12	J Barlow	100206	92.00	Purchase of postage stamps
24-Apr-12	Ashfield DC	100207	167.50	Planning application - Allotments
03-May-12	Cancelled cheque	100208	0.00	Cancelled cheque
03-May-12	Harold Adkin & Sons Ltd	100209	68,097.47	Hall Project - interim payment no.3
08-May-12	A Barnsley	100210	205.00	Internal Audit fee
08-May-12	SLCC	100211	140.00	Annual subscription
08-May-12	Aon Ltd	100212	2,321.99	Annual insurance premium
08-May-12	Clarke's Cemetery Services	100213	655.00	Contract work
08-May-12	Post Office Limited (HMRC)	100214	345.33	NI & PAYE on Salary
08-May-12	J Barlow	100215	987.09	Salary and Expenses
	Total Payment value		£128,402.67	

- 15.2. The Clerk reported that the Internal Audit of the Parish Council's Accounts for the year ended 31st March 2012 had been performed by Mrs Anita Barnsley and no issues had been reported.
- 15.3. The Annual Return and Governance Statement (Audit Commission) for the year ended 31st March 2012 were approved and signed by the Chair and Clerk.
- 15.4. The Clerk presented the annual Risk Assessment document (dated March 2012) which was approved and signed by the Chair.
- 15.5. The Clerk reported that the Audit of the Youth Club's Accounts for the year ended 31st March 2012 had also been performed by Mrs Anita Barnsley and no issues had been reported.
- 15.6. It was agreed to review the insurance valuations for the contents of the mortuary chapel and computer equipment. It was also agreed that the CCTV equipment should be added to the insurance cover.

The meeting closed at 9.00pm.

The next 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