

# Minutes of the Annesley & Felley Parish Council meeting – Acacia Centre – 6th June 2012.

**Present:** Councillors PD Thomas (Vice chair), A McDonald, A Cope, P Olko and the Clerk were in attendance.

1. **Apologies for Absence:** Cllr's MA Thomas (Chair), B Wortley, R Madden and R Lawrence. Cllr PD Thomas requested that in future a reason for non-attendance should be recorded. All Parish Councillors would like to forward their sincere wishes for a speedy recovery to Cllr MA Thomas.
2. **Declaration of interest:** None
3. **To accept the minutes of the meeting held on Tuesday 8th May 2012:** The Minutes of the Annual Parish, Annual General and Parish Council meetings were accepted as a true record and signed by the Vice chair Cllr PD Thomas.
4. **Matters Arising:**

It was agreed that in future the origination date should be shown for all "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. New notice board to be sited near to the junction of Moseley Road and Annesley Cutting. The proposed site is Nott's CC Highways land. Nott's CC (LIS) have therefore agreed to go ahead with the installation.
  - 4.9. Cllr R Lawrence was asked to return his "Declarations of Interests" form. The completed form has now been returned.
  - 4.10. Review the current Parish Plan and report back with proposals at the June Parish Council meeting. This will now be discussed, at future meetings, under Agenda item 11.
  - 4.11. Cllr P Olko to return his "Declaration of Interests" form. The completed form has now been returned.
5. **Public Questions**
  - 5.1. None
6. **Chair's Urgent Items**
  - 6.1. None
7. **Members Items**
  - 7.1. Cllr PD Thomas reported that following the recent rain storms flooding had occurred on the road opposite no. 1 Newstead Road. The Clerk was asked to report this problem to Nott's CC – Highways.
  - 7.2. Cllr PD Thomas agreed to obtain written confirmation, from the manufacturer of the Bouncy Castle, of the specification in terms of height and weight recommendations.
  - 7.3. Cllr P Olko gave a brief update on Little Oak Plantation.

7.4. Cllr P Olko enquired what the Parish Councils policy was on the payment of “out of pocket expenses”. It was agreed that “out of pocket expenses” would be paid to Parish Councillors for travel to external training/meeting events and also any stationery/printing costs, subject to receipts being provided.

7.5. Cllr P Olko issued information on “The Mansfield and Ashfield Wildlife Group” and also the “Garden Partners” scheme.

#### **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. Cllr PD Thomas reported that a successful and well attended Ice Skating event had taken place and a trip to Conkers Activity Centre was planned for 16th June 2012.

8.3. It was agreed that the Youth Club would re-open, at the Parish Hall, on Wednesday 18th July 2012.

#### **9. Cemetery**

9.1. Any Memorials that had been identified as unsafe during the Cemetery Audit, that have not been repaired and made safe by 23rd June 2012, will be made safe by “Independent Memorial Inspection” shortly after this date.

#### **10. Parish Hall**

10.1. We have been advised by the Building Contractor that the Parish Hall extension and refurbishment will be completed on Friday 15th June 2012. Handover training will take place on this date.

10.2. It was agreed that the following Youth Club equipment would be purchased and funded from the Hall Project budget. Football table, Table Tennis table, Air Hockey table, two Flat Screen Televisions with stands and associated accessories.

#### **11. Parish Plan Review**

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

11.2. Cllr P Olko agreed to produce an initial list of draft questions, for the new Parish Plan, by 14th July 2012.

11.3. Cllr P Olko agreed to produce a draft of the new Parish Plan questionnaire by September 2012.

#### **12. Report of External Meetings**

12.1. None

#### **13. Planning Applications**

13.1. V/2012/0222 - Felley Priory, NG16 5FJ – Listed building consent for alterations to internal wall. No comments raised.

13.2. V/2012/0234 – Geneva Building, Sherwood Park, Annesley – Non-illuminated fascia sign. No comments raised

#### **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. A request to hire the Parish Hall on Sunday's, 11.00am to 1.00pm, for a Children's Craft Club had been received.

#### **15. Finance Statement and accounts for payment**

The Clerk presented the monthly financial statements.

15.1. Payments approved were as follows:

<b>Date</b>	<b>Payee</b>	<b>Chq No</b>	<b>Value</b>	<b>Description</b>
02-June-12	Two Little Fishes	DD	35.00	Web site maintenance

20-June-12	Ashfield DC	DD	45.00	Cemetery rates
13-June-12	Severn Trent Water	DD	12.71	Cemetery water rates
09-June-12	Severn Trent Water	DD	170.80	Parish Hall water rates
14-May-12	Acacia Centre Ltd	100216	25.50	Hire of meeting room
14-May-12	Ashfield District Council	100217	900.00	Legal fees - JCT contract
14-May-12	J Barlow	100218	39.99	Norton anti-virus software 2012/13
16-May-12	Acacia Centre Ltd	100219	9.00	Hire of meeting room
18-May-12	NALC	100220	17.50	Training course - Cllr P Olko
25-May-12	C Barlow	100221	105.00	Production of 500 June 2012 Newsletters
31-May-12	Harold Adkin & Sons Ltd	100222	115,252.10	Hall Project - interim payment no.4
06-June-12	Clarke's Cemetery Services	100223	905.00	Contract and non-contract work
06-June-12	Post Office Limited (HMRC)	100224	352.20	NI & PAYE on Salary
06-June-12	J Barlow	100225	983.20	Salary and Expenses
	<b>Total Payment value</b>		<b>£118,853.00</b>	

15.2. The following payments have been made (year to date) from the Youth Club bank account

<b>Date</b>	<b>Payee</b>	<b>Chq No</b>	<b>Value</b>	<b>Description</b>
17-Apr-12	A Bailey	100085	383.15	Youth Club trip
17-Apr-12	A Bailey	100086	140.00	Youth Club trip
08-May-12	A Barnsley	100087	60.00	Internal Audit fee
03-May-12	Freeway Coaches	100088	380.00	Coach Travel for Youth Club trips
	<b>Total Payment value</b>		<b>£963.15</b>	

The meeting closed at 9.30pm.

The next meeting will be held on Monday 2nd July 2012 at the Acacia Centre, Annesley Woodhouse commencing at 7.00pm.

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