

# Minutes of the Annesley & Felley Parish Council meeting held at Annesley Parish Hall on 3rd December 2012 at 7.00pm.

**Present:** Councillors PD Thomas (Vice chair), A McDonald, R Madden, P Olko, N Severn, M Leivers (Newstead Enterprise), one member of the Public and the Clerk were in attendance.

1. **Apologies for Absence:** Cllr's MA Thomas, B Wortley, N Thomas, A Cope and D Bedward.
2. **Declaration of interests:** None
3. **Public Questions**
  - 3.1. Mick Leivers (Newstead Enterprise) informed the meeting that a planning application had been submitted to carry out work to reduce the depth of some of the lagoons in the Newstead and Annesley Country.
  - 3.2. A resident reported that the Road drains on Warren Avenue required clearing out. The Clerk was asked to report the issue.
4. **To accept the minutes of the meeting held on Monday 5th November 2012:** The Minutes of the meeting were accepted as a true record and signed by the Vice chair Cllr PD Thomas.
5. **Matters Arising:**
  - 5.1. Dog fouling is an increasing problem throughout the Village. ADC Community Protection Officer is to be contacted.
  - 5.2. Produce draft questionnaire for the new Parish Plan. This will now be actioned by the Sub-Committee and updates provided at future Parish Council meetings.
  - 5.3. Define the relevant information/documentation to be issued to new Councillors.
  - 5.4. Request additional dog waste bins for the Annesley Cutting housing development.
  - 5.5. Update on progress of establishing public right of way to the Country Park from Annesley and also look at identifying all public footpaths and rights of way in the village. This will now be actioned by the Sub-Committee and updates provided at future Parish Council meetings.
  - 5.6. Large amount of litter on School Hill. Report to ADC.
  - 5.7. Obtain an up to date map of the Parish/Village.
  - 5.8. Trees on Moseley Road require cutting back. Reported in November 2012, follow up progress with Nott's CC.
  - 5.9. Road sweeping on Moseley Road had not been completed satisfactorily. The work has now been completed.
  - 5.10. Road drains on Moseley Road require clearing out. The work has now been completed.
  - 5.11. Grass verges on Moseley Road are not being cut on a regular basis. Reported in November 2012, follow up progress with Nott's CC and also establish the future planned maintenance schedule.
  - 5.12. ADC Local Development Framework proposals. The Parish Councils response was submitted on Friday 9th November 2012.
  - 5.13. Overgrown vegetation, at the top of Byron Road is a potential road safety issue. Cllr R Madden has reported the problem to Nott's CC and Cllr A Cope has also reported the issue to ADC.
  - 5.14. Overgrown tree between the old Post Office and the Bus Shelter is causing an obstruction. Cllr R Madden agreed to report the problem to Nott's CC.

- 5.15. Project proposals and funding sources to be considered at the January 2013 meeting for a MUGA type facility, Youth Shelter, Car Park extension, Playground improvements and additional Lighting.
- 5.16. Overgrown trees are causing an obstruction to the street lighting on Annesley Cutting. Cllr R Madden agreed to report the issue to Nott's CC.
- 5.17. Email received from a Youth Club member complaining about the Youth Club and the recent Dukes Barn trip. The Parish Councils response was sent by email on 7th November 2012.
6. **Chair's Urgent Items**
- 6.1. None
7. **Members Items**
- 7.1. Cllr P Olko suggested that a review should be carried out of any maintenance requirements relating to land managed by Savills.
- 7.2. Cllr P Olko produced the December 2012 newsletter. It will now be distributed to residents by the Parish Councillors.
- 7.3. Cllr P Olko proposed that the Parish Council should subscribe to the Nottingham Association of Village and Community Halls (NAVACH) at a cost of £50 per annum. This was agreed.
- 7.4. Cllr R Madden advised that ADC have issued a draft consultation on the Criteria for Local Heritage Asset Designation. Details can be found on the ADC web site.
8. **Youth Club**
- 8.1. Cllr PD Thomas reported that the Youth Club will be closed on the following dates – 26th December 2012 and 2nd January 2013.
9. **Cemetery**
- 9.1. Cllr N Severn agreed to put a proposal together including costs for new waste bins in the Cemetery.
10. **Parish Hall**
- 10.1. The Hall bookings were reviewed and agreed.
- 10.2. John Saint has been appointed part time Caretaker/Cleaner and commenced his employment on 2nd December 2012.
11. **Parish Plan Review**
- 11.1. The updated Parish Plan is now published on the Parish Council website.
12. **Report of External Meetings**
- 12.1. Cllr PD Thomas had attended the Newstead Country Park meeting.
13. **Planning Applications**
- 13.1. V/2012/0515 - Former Annesley Colliery, Newstead Road, five non-illuminated advertisement boards. Objection submitted 12th November 2012.
- 13.2. V/2012/0516 - Felley Priory Café, NG16 5FJ – Extension to Tearooms and provide accessible toilet. No objection.
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.
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
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02-Dec-12	Two Little Fishes	DD	35.00	Web site maintenance
20-Dec-12	Ashfield DC	DD	45.00	Cemetery Business rates
20-Dec-12	Ashfield DC	DD	15.00	Hall Business rates
03-Dec-12	British Telecom	DD	58.78	Telephone/Broadband costs
02-Dec-12	Severn Trent Water	DD	14.79	Cemetery water rates
02-Dec-12	Severn Trent Water	DD	125.00	Hall water rates
03-Dec-12	Clarke's Cemetery Services	100263	655.00	Contract work
03-Dec-12	Post Office Limited (HMRC)	100264	355.63	NI & PAYE
03-Dec-12	J Barlow	100265	948.35	Salary and Admin expenses
	<b>Total Payment value</b>		<b>£2,252.55</b>	

15.2. Payments approved for the Youth Club were as follows:

Date	Payee	Chq No	Value	Description
	<b>Total Payment value</b>		<b>£0</b>	

15.3. It was agreed that the Parish Council would grant a dispensation for all members having a Dis-closable Pecuniary Interest in the setting of the Precept during their term of office.

15.4. It was agreed that the Grounds Maintenance Agreement should be renewed, on the 1st April 2013, with Clarke's Cemetery Services. This in line with clause 11.1c of the Financial Regulations and acknowledges the service provided by Clarke's Cemetery Services for over ten years and also the fact that a consistent, flexible, reliable and value for money service has been provided during that time. It was agreed to hold a separate meeting to agree the details and specification of the new Grounds Maintenance Agreement.

15.5. It was agreed to hold a separate meeting to review/agree the latest income and expenditure estimates for 2012/13 and the 2013/14 Budget/Precept.

15.6. A quote of £1,155 was accepted to have the necessary maintenance work carried out on the Children's Play area, including work to both swings and seating.

The meeting closed at 9.30pm.

The next meeting will be held on Monday 7th January 2013 at the Parish Hall, Annesley commencing at 7.00pm.

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