

# Minutes of the Annesley & Felley Parish Council meeting held at Annesley Parish Hall on 4th February 2013 at 7.00pm.

**Present:** Cllr's P Olko (Chair), PD Thomas (Vice chair), B Wortley, R Madden, two members of the Public and the Clerk were in attendance.

1. **Apologies for Absence:** were received from Cllr's D Bedward and N Thomas.
2. **Declarations of Personal & Prejudicial Interest:** None
3. **Public Questions:**
  - 3.1. A member of the Public reported that following repairs to a lamp on School Hill the Contractor left a glass bulb near the lamp that was subsequently broken. Cllr R Madden agreed to report this to the appropriate Authority.
  - 3.2. A member of the Public reported graffiti on the factory building at the top of Byron Road. The Clerk was asked to report the issue to ADC and the PCSO.
4. **To accept the minutes of the meeting held on Monday 7th January 2013:** The Minutes of the meeting were accepted as a true record and signed by the Chair Cllr P Olko.
5. **Matters Arising:**
  - 5.1. Dog fouling is an increasing problem throughout the Village. A meeting is to be arranged with the ADC Community Protection Officer.
  - 5.2. Define the relevant information/documentation to be issued to new Parish Councillors.
  - 5.3. Request additional dog waste bins for the Annesley Cutting housing development. Cllr R Madden reported that two new dog waste bins should now have been installed.
  - 5.4. Large amount of litter on School Hill. As there has been a significant improvement this item is now discharged.
  - 5.5. Obtain an up to date map of the Parish/Village. Maps have now been received.
  - 5.6. Trees on Moseley Road require cutting back. Nott's CC have now inspected the area and report that in their opinion "there is no significant overgrowth at present".
  - 5.7. Grass verges on Moseley Road are not being cut on a regular basis. Nott's CC have now inspected the area and report that in their opinion "there is no significant overgrowth at present".
  - 5.8. 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.
  - 5.9. 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.
  - 5.10. Project proposals and funding sources to be considered for a MUGA type facility, Youth Shelter, Car Park extension, Playground improvements and additional Lighting. A separate meeting will be arranged to produce a full Project proposal and plan.
  - 5.11. 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.
  - 5.12. Produce proposal and obtain costs for new waste bins in the Cemetery.
  - 5.13. Due to the lack of response and action from Nott's CC and ADC Cllr R Madden agreed to submit a formal complaint regarding 5.8, 5.9 and 5.11 above.
  - 5.14. Flooding outside number 2 Newstead Road is causing serious problems to oncoming vehicles. Problem reported to Nott's CC on 8th January 2013 – ref 102586084.
  - 5.15. Street lamp number 4 on School Hill not working. Now repaired and working.
  - 5.16. Liners in the waste bins around the Hall require replacing. Cllr N Severn agreed to look at options and costs.

- 5.17. Rules and Regulations for the Cemetery to be reviewed. Cllr PD Thomas agreed to revise the Cemetery Rules and Regulations for approval at the March meeting.
- 5.18. Improve advertising and marketing for the Hall to increase bookings. A meeting has been arranged with NAVACH to establish what advice they can provide to increase Hall bookings.
6. **Chair's Urgent Items**
  - 6.1. Following the resignation of Michelle Thomas, as Chair/Parish Councillor, Cllr P Olko on behalf of the Parish Council gave thanks to Michelle for all of her commitment and hard work during her period of office. It was agreed that a bouquet of flowers should be presented to Michelle in appreciation of her service.
  - 6.2. Cllr P Olko gave brief details of the proposed High Speed Rail proposal and the possible impact on the local area. All Parish Councillors were invited to attend the ACCESS Group meeting at which the High Speed Rail proposal will be discussed.
  - 6.3. Cllr P Olko reported that he will be producing an information booklet detailing the responsibilities/duties undertaken by the Parish Council. Also included will be contact information for Local Authorities to enable Residents to report issues promptly and efficiently.
7. **Members Items**
  - 7.1. Cllr R Madden gave a brief update on the LDF Consultation and the Green Belt Review.
8. **Youth Club**
  - 8.1. Cllr PD Thomas reported that at the recent Youth Club meeting the following appointments were agreed. Michelle Thomas was appointed Chair, John Longden Vice-Chair, Cllr PD Thomas Youth Leader and Danielle Danaldson Secretary. John Longden also agreed to look for external funding opportunities for the Youth Club.
9. **Cemetery**
  - 9.1. See item 5.17
10. **Parish Hall**
  - 10.1. The Hall bookings were reviewed and agreed.
  - 10.2. Cllr P Olko is producing an information pack for "users" of the Hall to include maps, bus routes, car parking information etc.
  - 10.3. A new projection screen has now been purchased for use in the Hall and the obsolete computer equipment should be sold by the end of February 2013.
  - 10.4. Cllr P Olko agreed to follow up with ADC the outstanding issues - plaster cracks, heating system controls and additional light switch in the Youth Club.
  - 10.5. Cllr P Olko agreed to arrange the purchase of a quantity of salt/grit to be stored at the Hall.
  - 10.6. Cllr PD Thomas gave thanks to Ashley Severn for the work in helping to move the snow during the recent bad weather.
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 B Wortley had attended several meetings with Nott's CC regarding the Allotment Project. The Project is now progressing well following the recent bad weather. Cllr B Wortley will provide further updates on progress.
13. **Planning Applications**
  - 13.1. None
14. **Correspondence requiring attention and outstanding replies list.**
  - 14.1. All correspondence received had been circulated to Councillors prior to the meeting and was therefore dealt with at the appropriate place in the agenda.

14.2. Letter dated 29th January 2013 from Nott's CC (Tim Hart) relating to Annesley footpaths nos. 21-23, Selston footpaths nos. 75-78, Bridleway no. 79 and footpaths nos. 80-87 was distributed at the meeting.

#### 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-Feb-13 | Two Little Fishes          | DD     | 35.00            | Web site maintenance                           |
| 20-Feb-13 | Ashfield DC                | DD     | 15.00            | Hall Business rates                            |
| 15-Jan-13 | J Barlow                   | 100218 | -39.99           | Cancelled cheque                               |
| 04-Feb-13 | J Saint                    | 100273 | 212.33           | Salary   |
| 04-Feb-13 | P Olko                     | 100262 | -35.92           | Cheque (dated 5th November - cancelled - lost) |
| 04-Feb-13 | P Olko                     | 100274 | 188.32           | Purchase of projection screen and spare keys   |
| 04-Feb-13 | NALC                       | 100275 | 176.84           | Annual subscription to 31st March 2014         |
| 04-Feb-13 | Clarke's Cemetery Services | 100276 | 1605.00          | Contract and Non contract work                 |
| 04-Feb-13 | Post Office Limited (HMRC) | 100277 | 307.54           | NI & PAYE                                      |
| 04-Feb-13 | J Barlow                   | 100278 | 907.59           | Salary and Admin expenses                      |
| 04-Feb-13 | RCAN                       | 100279 | 40.00            | Playground Inspection training course          |
| 04-Feb-13 | P Olko                     | 100280 | 45.00            | December newsletter printing                   |
|           | <b>Total Payment value</b> |        | <b>£3,456.71</b> |  |

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

| Date | Payee                      | Chq No | Value        | Description |
|------|----------------------------|--------|--------------|-------------|
|      | None                       |        |              |             |
|      | <b>Total Payment value</b> |        | <b>£0.00</b> |             |

15.3. Following the 2013/14 Precept/Budget meeting with ADC the following was agreed Precept £32,000, Revenue Grant/Aid £9,240 and Tax Base adjustment funding £2,405.

The meeting closed at 8.40pm.

The next meeting will be held on Monday 4th March 2013 at the Parish Hall, Annesley commencing at 7.00pm.

Signed.....Date.....

Chair of Annesley and Felley Parish Council