

# **Minutes of the Annesley & Felley Parish Council meeting held at Annesley Parish Hall on 13th May 2013 at 6.30pm.**

**Present:** Cllr's P Olko (Chair), PD Thomas, D Bedward, N Severn, R Madden, A McDonald, the Clerk and John Saint were in attendance.

1. **Apologies for Absence:** Cllr's B Wortley, A Cope and N Thomas.
2. **Declarations of Personal & Prejudicial Interest:** None
3. **Public Questions:**
  - 3.1. None
4. **To accept the minutes of the meeting held on 2nd April 2013:** The Minutes of the meeting were accepted as a true record of the meeting and signed by the Chairman Cllr P Olko.
5. **Matters Arising:**
  - 5.1. Dog fouling is an increasing problem throughout the Village. Attempts to contact the ADC Community Protection Officer have been unsuccessful therefore Cllr P Olko agreed to escalate the issue with ADC.
  - 5.2. Define the relevant information/documentation to be issued to new Parish Councillors.
  - 5.3. Overgrown vegetation at the top of Byron Road is a potential road safety issue.
  - 5.4. Overgrown tree between the old Post Office and the Bus Shelter is causing an obstruction. Work has now been completed.
  - 5.5. Overgrown trees are causing an obstruction to the street lighting on Annesley Cutting. Work has now been completed.
  - 5.6. Cemetery Rules and Regulations have now been reviewed, amended and approved. (Dated April 2013)
  - 5.7. Improve advertising and marketing for the Hall to increase bookings. Cllr P Olko agreed to produce an advertising and information brochure for the Parish Hall.
  - 5.8. Bouquet of flowers has been sent to Michelle Thomas in appreciation of her service.
  - 5.9. Produce information booklet detailing the responsibilities/duties undertaken by the Parish Council.
  - 5.10. Produce an information pack for "users" of the Hall.
  - 5.11. Contact the relevant Authorities to establish the frequency and timing of grit bin restocking.
  - 5.12. Formulate a self-inspection program for the Children's Play Area and also include as an Agenda item.
  - 5.13. Prepare weekly and monthly testing schedules/records for the Parish Hall fire, security and electrical systems. Quotes are to be obtained from a qualified professional for the annual safety inspections.
  - 5.14. RCAN/NAVACH to be commissioned to produce the new Parish Plan including funding opportunities.
  - 5.15. Registration of the Nott's CC lease for the Middle Land. Marchants Solicitors (Mansfield) have now been instructed to carry out the registration of the lease with the Land Registry.
6. **Chair's Urgent Items**
  - 6.1. None
7. **Members Items**
  - 7.1. Cllr D Bedward stated that a number of Residents had enquired about the proposed work to the lagoons in the Country Park and the potential increased lorry traffic. The Clerk was asked to establish the current status of the planning application submitted to Nott's CC.

- 7.2. Cllr A McDonald reported an increase in quad bikes speeding in the village. The Parish Council recommends that all instances are immediately reported to the police.
  - 7.3. Cllr A McDonald reported an increase in the amount of litter on School Hill. The Clerk was asked to report the problem to ADC.
  - 7.4. Cllr PD Thomas asked if any information was available on the landscaping taking place to the rear of Warren Avenue. Cllr R Madden agreed to make enquiries with the relevant Authorities.
  - 7.5. Cllr PD Thomas reported that several Residents had raised concerns over the illegal parking at the top of Mosley Road and the potential road safety issue caused by this.
  - 7.6. A local youth football club had enquired about hiring the Hall for two events. It was suggested that they should approach local County and District Cllr's to establish if any funding is available towards the cost of these events.
  - 7.7. Cllr PD Thomas reported that the local school may be interested in utilising the new Community allotment plots.
  - 7.8. Cllr R Madden reported that funding for Community Groups/Projects was now available from the Cllr's Divisional Fund.
  - 7.9. Cllr R Madden reported that a Nott's CC pilot scheme, to dim the street lighting in the Village, had taken place over the past two months.
- 8. Youth Club**
- 8.1. The Youth Club is still successful and well attended.
  - 8.2. Two Youth Workers/Volunteers will soon be taking maternity leave.
  - 8.3. The Youth Club have recently purchased gaming equipment and a small freezer.
- 9. Cemetery**
- 9.1. Cemetery Rules and Regulations, dated April 2013, have been approved and adopted with immediate effect.
  - 9.2. New waste bins have now been installed in the Cemetery.
  - 9.3. Recent strong winds have removed a slate from the Mortuary Chapel roof. Cllr PD Thomas agreed to assess the damage and obtain a quote for repair if necessary.
- 10. Parish Hall**
- 10.1. The Hall bookings were reviewed and agreed.
- 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 R Madden had attended the Safer Neighbourhood meeting.
- 13. Planning Applications**
- 13.1. V/2013/0198 - 16th April 2013 - Willow Drive, NG15 0DP - Agricultural development - proposed road. No comments.
  - 13.2. V/2013/0203 - 12th April 2013 - 15, Owston Road, Annesley - Balcony to front of property. No comments.
  - 13.3. V/2013/0204 - 12th April 2013 - Colliery Site, Hucknall Road, Annesley - Substitution of house types (plots 1 & 2). No comments.
  - 13.4. V/2013/0208 - 23rd April 2013 - Leedale, Salmon Lane, NG17 9LA – Removal of condition 2 from Planning Application 1996/0624 - Restriction of Agricultural Occupancy. No comments.
  - 13.5. V/2013/0230 - 1st May 2013 - Colliery Site, NG15 0AX - Modify S106 agreement for affordable housing provision. An objection is to be submitted.
  - 13.6. V/2013/0238 – 8th May 2013 – Salmon House, NG17 9LA – Barn extension. No comments.
- 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.

#### 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>
20-May-13	Ashfield District Council	DD	15.00	Parish Hall Business rates
20-May-13	Ashfield District Council	DD	46.00	Cemetery Business rates
02-May-13	Two Little Fishes	DD	35.00	Web site maintenance
13-May-13	J Saint	100295	237.46	Salary
13-May-13	Clarke's Cemetery Services	100296	1430.00	Contract and non-contract work
13-May-13	AON Limited	100297	2546.79	Insurance Premium 2013/14
13-May-13	A Barnsley	100298	240.00	Internal Audit fee 2012/13
13-May-13	Society of Local Council Clerks	100299	145.00	Annual subscription 2013/14
13-May-13	Marchants Solicitors	100300	169.00	Legal fees—lease registration
13-May-13	HMRC	100301	317.92	NI & PAYE
13-May-13	J Barlow	100302	967.19	Salary and Admin expenses
	<b>Total Payment value</b>		<b>£6,149.36</b>	

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

<b>Date</b>	<b>Payee</b>	<b>Chq No</b>	<b>Value</b>	<b>Description</b>
25-Apr-13	J Longden	100096	684.99	Equipment
27-Apr-13	A Barnsley	100097	60.00	2012/13 Audit Fee
01-May-13	J Longden	100098	290.71	Equipment
	<b>Total Payment value</b>		<b>£1,035.70</b>	

15.3. The Clerk reported that the Internal Audit of the Parish Council's Accounts for the year ended 31st March 2013 had now been completed by Mrs Anita Barnsley and no errors or issues had been reported.

- 15.4. The Annual Return and Governance Statement for the year ended 31st March 2013 were approved and signed by the Chair and Clerk.
- 15.5. The Clerk reported that the Audit of the Youth Club's Accounts for the year ended 31st March 2013 had also been completed by Mrs Anita Barnsley and no errors or issues had been reported.
- 15.6. Cllr's D Bedward and A Cope have now been added to the Youth Club Barclays bank mandate for the signing of cheques/bank instructions and M Thomas has been removed.
- 15.7. Confirmation received from Barclays Bank that they will not make any charges for the operation of the bank account.

The meeting closed at 8.15pm.

The next Parish Council meeting will be held on Monday 3rd June 2013 at the Parish Hall, Annesley commencing at 7.00pm.

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