

**Minutes of Annesley & Felley Parish Council meeting held at Annesley Parish Hall on 6<sup>th</sup> January 2014 at 7.00pm.**

**Present:** Cllr's P Olko (Chair), PD Thomas, A McDonald, B Wortley, A Cope, G Woodward, S Bishop, one member of the Public and the Clerk were in attendance.

1. **Apologies for Absence:** Cllr D Bedward (Vice-Chair)

2. **Declarations of Personal & Prejudicial Interest:** None.

3 **Public Questions:**

3.1 None

4. **To accept the minutes of the meeting held on 2<sup>nd</sup> December 2013:** Minutes of the meeting were accepted as a true record of the meeting and signed by the Chair Cllr P Olko.

5. **Matters Arising:**

5.1 Building waste dumped on Parish Council owned land to the rear of Byron Road. This issue has now been resolved.

5.2 Building work taking place on Byron Fields/Byron Road close to land leased by the Parish Council. Establish further details from ADC Planning Department.

5.3 Improve Hall advertising/marketing to increase bookings. Cllr P Olko agreed to issue a draft document to all Councillors for comments.

5.4 Information booklet detailing the responsibilities/duties undertaken by the Parish Council. A further copy of the draft document is to be sent to Cllr G Woodward by Cllr P Olko for review/comments.

5.5 Self-inspection safety check-list for the Children's Play Area is agreed/approved. Cllr P Olko agreed to ask Cllr N Severn to complete the checks and report the results at future Parish Council meetings.

5.6 Speeding vehicles on Annesley Cutting (top of Byron/Moseley Road) are creating a serious safety issue for pedestrians. Cllr R Madden agreed to discuss this issue at the next Safer Neighbourhood meeting.

5.7 New road name signage for Byron and Moseley Road. Request to be made to the relevant Authority.

5.8 Rubble dumped on Parish Council owned land to the rear of 74 Byron Road. This issue has now been resolved.

5.9 Garden waste dumped on the Middle Land is to be reported to ADC as a fly tipping issue.

5.10 Plans and records for Cemetery areas B and C to be prepared to the same standard as area A. Meeting to be arranged to establish the scope and resource required.

5.11 Review the current Parish Council web site and propose any improvements/changes required.

6 **Chair's Urgent Items**

6.1 None

7 **Members Items**

7.1 Cllr A Cope informed the meeting that she had reported a number of pot holes on Annesley Cutting to the relevant authority.

7.2 Cllr B Wortley informed the meeting that he would be purchasing compost bins, water barrels and fencing for the new allotments.

7.3 Cllr S Bishop raised concerns over the limited access for emergency vehicles to the old pit site housing development. Cllr P Olko agreed to review and give advice on the action to be taken.

8 **Youth Club**

8.1 The Youth Club continues to be successful and well attended.

8.2 Cllr P Olko requested that a fire alarm drill should be carried out as soon as possible.

9 **Cemetery**

9.1 Cllr PD Thomas reported that the recent bad weather had caused damage to the mortuary chapel roof. Cllr PD Thomas agreed to assess the damage and obtain a quote for the repairs.

10 **Parish Hall**

10.1 Hall bookings were reviewed and agreed.

10.2 Cllr P Olko confirmed that all alarm, lighting and electrical testing was now up to date.

10.3 Meeting is to be arranged with John Saint (Caretaker) to review all testing procedures and records.

11 **Parish Plan Review**

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

12 **Report of External Meetings**

12.1 None

### 13 Planning Applications

- 13.1 V/2013/0628 - Merriman Ltd - former Annesley colliery site - modification S.106 agreement - affordable housing contribution. Cllr P Olko prepared a response on behalf of the Parish Council to ADC Planning and this was submitted on 16th December 2013.
- 13.2 V/2013/0292 - Travellers Rest Felley Mill Lane, NG16 5FQ - change of use of land to private residential caravan site for an extended traveller family - notification of appeal hearing date 8<sup>th</sup> April 2014 - appeal ref. APP/W3005/A/13/2208844.
- 13.3 V/2013/0669 - 31<sup>st</sup> December 2013 - Land off Willow Avenue, NG15 0DP - change of use of land to car park, including CCTV, barriers and lighting. Cllr P Olko agreed to draft a response on behalf of the Parish Council and circulate to all Councillors before 17<sup>th</sup> January 2014.

### 14 Correspondence requiring attention and outstanding replies list.

14.1 None

### 15 Finance Statement and accounts for payment

The Clerk presented the monthly financial statements.

15.1 Payments approved were as follows:

<u>Date</u>	<u>Payee</u>	<u>Cheque No.</u>	<u>Value</u>	<u>Description</u>
20-Jan-14	Ashfield District Council	DD	15.00	Parish Hall - Business Rates
20-Jan-14	Ashfield District Council	DD	46.00	Cemetery - Business Rates
05-Jan-14	Two Little Fishes	DD	35.00	Web Site Maintenance
17-Dec-13	British Telecom	DD	36.00	Broad Band Charges
09-Dec-13	Tesco Ltd	CC	63.10	Stationery and Postage Stamps
01-Jan-14	E-ON Ltd	DD	428.25	Electricity Bill
14-Jan-14	E-ON Ltd	DD	303.45	Gas Bill
06-Jan-14	Ultimate Print Limited	100352	15.00	Printing Costs
06-Jan-14	J Saint	100353	212.33	Salary
06-Jan-14	Clarkes Cemetery Services	100354	710.00	Contract Work
06-Jan-14	HMRC	100355	398.59	National Insurance & PAYE
06-Jan-14	J Barlow	100356	1,032.06	Salary and Admin Costs
06-Jan-14	Dean Severn	100357	240.00	Hedge trimming work
<b>Total Payment value</b>			<b>£3,534.78</b>	

15.2 Payments approved for the Youth Club were as follows:

<u>Date</u>	<u>Payee</u>	<u>Cheque No.</u>	<u>Value</u>	<u>Description</u>
<b>Total Payment value</b>			<b>£ nil</b>	

15.3 The revised Financial Regulations dated 6<sup>th</sup> January 2014 were approved and adopted with immediate effect.

15.4 It was agreed that a separate meeting would be arranged to discuss the 2014/15 Precept/Budget after the Tax Base has been agreed by ADC.

### 16 Children's Play Area

16.1 None

The meeting closed at 8.00pm.

The next Parish Council meeting will be held on Monday 3<sup>rd</sup> February 2014 at the Parish Hall, Annesley commencing at 7.00pm.

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