

## Minutes of Annesley & Felley Parish Council meeting held at Annesley Parish Hall on 3<sup>rd</sup> February 2014 at 7.00pm.

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

Cllr Dan Bedward resigned as Parish Councillor on the 24<sup>th</sup> January 2014.

A fire alarm and evacuation test was carried out at the start of the meeting.

**1 Apologies for Absence:** Cllr's N Severn, A Cope and PD Thomas

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

**3 Public Questions:**

3.1 A member of the Public reported that a tree on Annesley Cutting was unstable and a potential safety hazard. Cllr P Olko confirmed that Nott's CC will be undertaking a safety inspection of all trees that are the Parish Council's responsibility, during w/e 7<sup>th</sup> February 2014.

**4 To accept the minutes of the meeting held on 6<sup>th</sup> January 2014:** 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 work taking place on Byron Fields/Byron Road close to land leased by the Parish Council. Establish further details from ADC Planning Department.

5.2 Improve Hall advertising/marketing to increase bookings. Issue draft brochure to all Councillors for comments.

5.3 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.

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

5.5 Speeding vehicles on Annesley Cutting (top of Byron/Moseley Road) are creating a serious safety issue for pedestrians. Cllr R Madden discussed this issue at the January 2014 Safer Neighbourhood meeting and it was confirmed that no action or speed checks were planned for this area.

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

5.7 Garden waste dumped on the Middle Land is to be reported to ADC as a fly tipping issue. This problem has now been resolved.

5.8 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 of the project and the resource required.

5.9 Review the current Parish Council web site and propose any improvements/changes required. Cllr S Bishop met the web site provider, on 10<sup>th</sup> January 2014, to discuss improvements to the web site. It is hoped that proposed changes to the website could be presented at the March Parish Council meeting for consideration.

5.10 The compost bins and water barrels for the new allotments have now been ordered.

5.11 Concerns over the limited access for emergency vehicles to the old pit site housing development. Following discussions with ADC Planning, Cllr P Olko distributed details of the discussions and proposals to all Councillors by email.

5.12 Youth Club fire alarm drill to be carried out as soon as possible.

5.13 Damage to the mortuary chapel roof. A quote of circa £200 was accepted for the repairs.

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

5.15 V/2013/0669 - Land off Willow Avenue - change of use of land to car park. Cllr P Olko agreed to circulate a copy of the response submitted by the ACCESS Group.

5.16 Meeting was held on 14<sup>th</sup> January 2014 to discuss and agree the 2014/15 Tax Base, Precept and Budget. The 2014/15 Tax Base was agreed at 464.1, the 2014/15 Budget was agreed showing a deficit of £1,955 and it was agreed to increase the Precept (Band D property) from £88.21 pa to £92.62 pa - an increase of 5%.

**6 Chair's Urgent Items**

6.1 None

**7 Members Items**

7.1 Cllr R Madden gave a brief summary of the proposed changes recommended by the Boundary Commission relating to Wards and Councillors. No changes had been recommended for the Woodhouse Ward.

7.2 Cllr P Olko confirmed that the Skate Park Project, funded by ADC and Nott's CC, would be going ahead.

7.3 Cllr R Madden confirmed that Councillors Divisional funding was still available for Community Group projects.

7.4 Cllr B Wortley reported that a number of pot holes on Moseley Road and Annesley Cutting required repairs. It was recommended that these types of issues are reported directly to Nott's CC.

7.5 Cllr S Bishop raised concerns over the proposed access route for lorries delivering infill for the lakes at the Country Park. Cllr P Olko agreed to contact Nott's CC Planning Department for further details on the decision process.

**8 Youth Club**

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

**9 Cemetery**

9.1 None

**10 Parish Hall**

10.1 Hall bookings were reviewed and agreed.

**11 Parish Plan Review**

11.1 The 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/2014/0029 - 28<sup>th</sup> January 2014 - Parkside Steel Ltd, Little Oak Drive, NG15 0DJ - Alterations to existing car park. Cllr P Olko confirmed that the ACCESS Group will be submitting comments/objections.

13.2 V/2014/0033 - 30<sup>th</sup> January 2014 - 8 Little Oak Ave, NG17 9BG - Front, side and rear extension. No comment or objection.

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

14.1 Letter received from the Local Government Boundary Commission outlining the draft recommendations on the future electoral arrangements for Ashfield District Council. Representations can be made through consultation.lgbce.org.uk or by email to reviews@lgbce.org.uk

**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>
05-Feb-14	Two Little Fishes	DD	35.00	Web Site Maintenance
03-Feb-14	Horton Automatics Ltd	100358	480.00	Service of Shutter Doors
03-Feb-14	NALC	100359	176.78	2014/15 Subscription
03-Feb-14	J Saint	100360	212.33	Salary
03-Feb-14	Clarks Cemetery Services	100361	1,410.00	Contract and Non Contract Work
03-Feb-14	HMRC	100362	402.00	National Insurance & PAYE
03-Feb-14	J Barlow	100363	1,045.71	Salary and Admin Costs
30-Jan-14	B & Q	CC	473.64	Compost bins and Water butts - Allotments
03-Feb-14	B Wortley	100364	47.94	Water butt stands - Allotments
	<b>Total Payment value</b>		<b>£4,283.40</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 Financial and General Risk Assessments for 2013/14 were reviewed, approved and signed by the Chair and the Clerk.

**16 Children's Play Area**

16.1 Cllr G Woodward agreed to attend the next training course for the safety inspection of Children's Play Areas.

16.2 It was agreed that this item on the Agenda should include a report on all Statutory Compliance checks that have been carried out during the month.

The meeting closed at 8.30pm.

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

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