

Present: Cllr's P Olko (Chair), PD Thomas, A McDonald, G Woodward, B Wortley, A Cope, four members of the Public, Nick Bramwell - Two Little Fishes (part) and the Clerk were in attendance.

1 Apologies for Absence: Cllr S Bishop

2 Declarations of Personal & Prejudicial Interest: None

3 Public Questions:

3.1 A further email has been received from a resident of Stonechurch View complaining about the damaged tree in the Cemetery and also speeding/illegal motor cycles/quad bikes entering the village. The tree in the Cemetery was discussed under item 5.6 below and the Parish Council recommend that all instances of anti-social behaviour are reported to the police immediately and a crime reference number obtained.

4 To accept the minutes of the meeting held on 7th April 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 New road name signage for Byron and Moseley Road to be requested from the relevant Authority.

5.2 a) Cemetery plans for areas B and C have now been updated with the current burial information that is available.

b) Investigate/review the "old archived" Cemetery records to add further burial information.

c) Physically check the Plans and burial information to the actual Cemetery.

5.3 Meeting held 15th April 2014 with John Saint (Caretaker) to review all Statutory Compliance testing procedures/records and also carry out an appraisal of the Caretakers performance against current job description. It was agreed that the current job description/cleaning schedule would be updated/agreed by all parties by 15th May 2014. Appraisals will then be held every 3 to 6 months.

5.4 Funding opportunities for a Community litter pick/skip. Awaiting response from Mark Rickers/Dave Wilby (ADC)

5.5 Investigate if any local bus companies would be prepared to provide a community bus service for residents who are unable to use the normal bus service. Cllr's A McDonald and A Cope contacted local bus companies and they confirmed that due to lack of funding they were unable to provide any additional community bus services.

5.6 Removal of the damaged tree in the Cemetery. Two quotes have been received, however the work specification has now been amended therefore both contractors will be asked to re-quote by 19th May 2014. The work will then be carried out after this date.

5.7 Make enquiries with ADC regarding any S106 funding available for the Play Area floor covering repairs and other Projects. With effect from 1st March 2014 ADC are developing a "Locality Plan" that will determine how Section 106 monies are allocated. Following Public/Member consultation the "Locality Plan" will be presented to the September 2014 Area Committee for adoption. Section 106 monies can be used for "purposes, which will in the opinion of ADC, tend to achieve the regeneration of the Electoral Ward of Woodhouse", including its commercial, leisure, transport, cultural and municipal facilities and environmental amenities. Cllr P Olko asked all Councillors to consider and recommend any suitable Projects for inclusion in the Locality Plan. Cllr P Olko agreed to co-ordinate the process.

5.8 Progress on the proposed Skate Park. Nott's CC has confirmed that work on the Project will commence on 12th May 2014.

5.9 The "out of hours" Parish Council contacts for the alarm company (AIS) were agreed - 1) J Saint, 2) Cllr PD Thomas, 3) Cllr S Bishop, 4) Cllr P Olko. It was also agreed that Fire Alarm monitoring would also be performed by the alarm company (AIS) and that the CCTV would be extended to include the inside of the Hall. Cllr P Olko agreed to inform the alarm company (AIS).

5.10 Residents of Felley should be invited to have a greater involvement in the Parish Council. This is to be achieved through personal contact by the Parish Councillors.

5.11 Contact Nott's CC regarding the new planters to establish who will be responsible for the on-going maintenance, who decided on the location and if any further planters were available. Awaiting response from Mark Rickers (ADC).

5.12 Trim shrubbery around the Recreation Road allotment pathways. A quote of £275, received from Clarkes Cemetery Services, was approved and accepted.

6 Chair's Urgent Items

6.1 A brief update on the "junction 27 car racing" issue was given.

6.2 Annesley Woodhouse is considering setting up a "Speed Watch Group". Cllr P Olko asked if any Parish Councillors or residents would be interested in participating in this scheme.

6.3 Cllr P Olko suggested that a "motor cycle/quad bike watch" should also be set up to monitor and report any instances of illegal or anti-social behaviour.

6.4 Cllr P Olko reported that he had recently attended a meeting with Lloyds Bank and the Coal Field Regeneration Trust to discuss funding opportunities. All Parish Councillors were asked to consider and recommend any suitable Projects that would benefit the community.

6.5 Draft "External Communications Policy" was reviewed and with a minor alteration was approved and adopted.

7 Members Items

7.1 Cllr PD Thomas reported that the Local Primary School had expressed an interest in taking on a second Community Allotment plot.

7.2 Cllr PD Thomas suggested that the Parish Council should consider making provision in the annual budget for the replacement of deteriorating assets. This would involve reviewing the "useful life" of each asset and making financial provision each year to enable the replacement of the asset at the appropriate time. It was agreed that this should not be considered until after the full effect of the increase in new housing and therefore the increase in the tax base numbers can be assessed.

7.3 Cllr S Bishop had arranged for Nick Bramwell (Two Little Fishes) to attend the meeting to demonstrate progress on the new web site. The format and layout of the new web site was agreed and approved. It was also agreed that the Councillors page would only contain contact telephone numbers and that photographs would be optional. No Councillors addresses or email addresses would be included on the web site.

8 Youth Club

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

8.2 Cllr PD Thomas reported that due to the availability of Youth Workers and also the varied age range of attendees the “opening hours/days” of the Youth Club may need to be reviewed.

9 Cemetery

9.1 None

10 Parish Hall

10.1 Hall bookings were reviewed and agreed.

10.2 Quote of £318 from Adrian Morgan was approved to carry out maintenance work to the outside of the Parish Hall.

10.3 It was agreed that maintenance work on the brick wall at the side of the Hall and the replacement fencing would be considered as part of other larger Projects. It was agreed that Clarkes Cemetery Services would be asked to quote for the removal of the old wooden fencing at the side of the Hall

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 None

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>
05-May-14	Two Little Fishes	DD	35.00	Web site maintenance
20-May-14	Ashfield DC	DD	15.00	Hall - business rates
20-May-14	Ashfield DC	DD	47.00	Cemetery - business rates
30-Apr-14	Norton Symantec Corp.	CC	29.99	Virus security software 2014/15
05-May-14	A Barnsley	100379	250.00	Internal Audit fee 2013/14
05-May-14	NALC	100380	30.00	Course fee – Planning Applications
05-May-14	SLCC	100381	147.00	Annual subscription 2014/15
05-May-14	Aon UK Limited	BACS	2,256.68	Insurance premium 2014/15
05-May-14	J Saint	BACS	212.33	Salary
05-May-14	Clarkes Cemetery Services	BACS	725.00	Contract work
05-May-14	HMRC	BACS	319.90	National Insurance & PAYE
05-May-14	J Barlow	BACS	959.92	Salary and Admin Costs
05-May-14	Ashfield Industrial Doors Ltd	BACS	342.00	Service of window/door shutters
05-May-14	P Olko	BACS	56.69	Travel and sundry expenses
05-May-14	A Barnsley	100100	60.00	Youth Club Internal Audit fee 2013/14
Total Payment value			£5,486.51	

15.2 Internal Audits of the Parish Council and Youth Club Accounts, for the year ended 31st March 2014, have now been completed, by Mrs Anita Barnsley, and no errors or issues had been reported.

15.3 The Annual Return and Governance Statement for the year ended 31st March 2014 were approved and signed by the Chair and Clerk.

15.4 Barclays “Base Rate Reward” deposit account has now been opened for any surplus funds. It was agreed that any surplus funds should be transferred to this account immediately.

15.5 Electronic banking is now in place for all Barclays Bank accounts; therefore suppliers/employees can now be paid electronically by bank transfer.

15.6 The Clerk confirmed that ADC has paid the 2014/15 Precept on 5th May 2014.

16 Statutory Compliance Checks

16.1 Children’s Play Area – the annual statutory inspection will be carried out in May 2014 by Playsafety Limited.

16.2 Parish Hall - Cllr P Olko reported that all statutory compliance checks had been completed.

The meeting closed at 8.10pm.

The next Parish Council meeting will be held on Monday 2nd June 2014 at the Parish Hall, Annesley commencing at 7.00pm.

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