

Minutes of Annesley & Felley Parish Council meeting held on 7th October 2024 at the Annesley Parish Hall commencing at 7.00pm.

Present: Cllr's S Bishop, R Blazewicz-Bell, A Blazewicz-Bell, D Martin, K Stanley, A Wortley, J Long, two members of the Public, Caretaker T Thomas and Clerk J Barlow were in attendance.

The meeting was chaired by Cllr S Bishop.

1 Chair's Opening Remarks:

1.0 The Chair welcomed everyone to the meeting.

2 Apologies for Absence: Cllr's C Huskinson, A Meakin and J Bailey

3 Declarations of Personal & Prejudicial Interest: None

4 To accept the minutes of the meeting held on 2nd September 2024: Minutes of the meeting were accepted as a true record of the meeting and signed by the Chair of the meeting.

5 Matters Arising:

5.1 Junction of Annesley Cutting/ Derby Road - overgrown vegetation making it unsafe for pedestrians/vehicles. Issue was reported to NCC, by Cllr D Martin, on 6th September 2024 - NCC response received - "this will be dealt with in due course. We will arrange a site visit to locate and photograph the overhang to gather evidence to have the issue resolved."

5.2 Damage to trees - Little Oak, Plantation - the PC agreed to chase up a response, from ADC - C Sarris, to the letter sent by Bob Collier on 29th April 2024.

6 Public Questions:

6.1 Member of the Public reported that dog fouling was becoming a significant issue. It was agreed to report to ADC - Enforcement Officer.

7 Members Items and ADC/NCC Report:

7.1 Cllr R Blazewicz-Bell:

Macmillan event - event held on 21st September 2024 raised £163.35 - next event will be held on 20th September 2025. Results from Facebook poll on Derby Road/Annesley Cutting junction - the poll was held over a 15-day period with 303 responses - the poll concluded that 45% had to wait over 4 minutes at the junction.

7.2 Cllr A Blazewicz-Bell:

Litter Pick - next Community Litter Pick will be held on 9th November 2024 commencing at 1.00pm.
Poppies - lamp post poppies will be in place by end of October 2024.
Christmas Tree - order has been placed for the tree from Reuben Shaw & Sons.

7.3 Cllr S Bishop:

Attendance at Parish Council Meetings - Members attendance record, updated monthly, will be published on the PC website and Face Book page.

7.4 Christmas 2024 event - Lorraine Horrocks (The Pit Newstead) has offered to arrange an event utilising the spare funding from the cancelled 2023 Fun Day event. It was agreed that any spare funding should be refunded to the PC to fund the Christmas tree on Annesley Cutting.

7.5 Cemetery tree work- it was agreed that the oak tree at the side of the mortuary chapel and the three holly trees to the left of the chapel should be removed. Final quotes to be obtained for approval.

It was agreed to not remove the two lime trees and sycamore tree at the top of the Cemetery until alternative replacement tree planting had been agreed.

7.6 It was agreed that a list of jobs would be prepared and updated at each PC meeting for the Caretakers to undertake as part of their caretaker role. Any additional work required around the parish will be discussed and approved at the next PC meeting.

8 Cemetery:

8.1 A member of the Public has volunteered to undertake some path edging work in the Cemetery. It was agreed that this work cannot be considered until the PC had checked its Public Liability Insurance cover for volunteers, received a copy of the volunteers' insurance, prepared a detailed risk assessment and method statement. Under no circumstances can any future work be undertaken, by any volunteer or contractor, until fully approved at a full Parish Council meeting. The volunteer would also like to undertake some smaller tasks in the Cemetery such as painting benches, jet washing pathways and general tidying up work. It was agreed that Cllr S Bishop will meet with the volunteer at the cemetery to assess these tasks and report back to the next PC meeting. The PC will then decide what if any of these tasks will be approved and determine the process for the management of the volunteer as appropriate.

9 Parish Hall:

9.1 Hall bookings were reviewed and agreed.

10 Parish Plan Review:

10.1 New Parish Plan - relevant updates on progress were discussed and reported at the Parish Council meeting.

11 Report on External Meetings:

11.1 None

12 Planning Applications:

12.1 X/2024/003 - 1st October 2024 - Land associated to Mosley Farm, Annesley NG15 0AB - Application to determine if prior approval is required for a proposed agricultural building. No comment or objection

13 Correspondence requiring attention:

13.1 All relevant correspondence had been circulated to all Parish Councillors before the meeting.

14 Finance Statement and accounts for payment:

The Clerk presented the monthly financial statements.

14.1 Payments approved were as follows:

<u>Date</u>	<u>Payee</u>	<u>Pav type</u>	<u>Value</u>	<u>Description</u>
06-Oct-24	Boiler Room Digital	DD	46.00	Web site maintenance
20-Oct-24	Ashfield District Council	DD	63.00	Cemetery Business rates
03-Sep-24	PD Thomas	BACS	147.60	Repair materials & fuel
10-Sep-24	Clarkes Cemetery Services	BACS	500.00	Grave preparation
20-Sep-24	Kompan Ltd	BACS	343.96	Play/Fitness facilities inspection
21-Sep-24	Water Plus Ltd	DD	48.13	Hall water charges
25-Sep-24	Clarkes Cemetery Services	BACS	620.00	Grave preparation x 2
01-Oct-24	Clarkes Cemetery Services	BACS	1,110.00	Contract work
01-Oct-24	J Saint	BACS	322.08	Salary
01-Oct-24	PD Thomas	BACS	943.88	Salary
01-Oct-24	J Barlow	BACS	1,308.15	Salary & Adnin costs
07-Nov-24	HMRC	BACS	480.10	National Insurance & PAYE
Total October			£5,932.90	

15 Statutory Compliance Checks:

15.1 Children’s Play Area and Skate Park - the Caretaker confirmed that a visual check had been completed.

15.2 Parish Hall - the Caretaker confirmed that all statutory compliance checks had been completed.

15.3 Kompan Ltd conducted an Operational Inspection of all Play/Fitness/Skatepark areas on 11th September 2024 - the overall risk was assessed as low; however, several small maintenance issues were identified that need to be addressed.

The meeting closed at 8.50pm.

The next Parish Council meeting will be held on Monday 4th November 2024 commencing at 7.00pm.

Signed..... Chair of Meeting

Date.....