

EDINGLEY PARISH COUNCIL

MINUTES OF THE MEETING

held on Wednesday 9 September 2015 at 7.30 pm in the Old Schoolroom, Edingley

Present: Mrs Diana Poole (in the Chair), Mr Derek Bradford, Mr Chris Clay, Mr John Hill, Mr Maurice Needoff, Mrs Sue Thornton, Mrs Zelia Tunnicliffe

In Attendance: Councillor R Jackson, Councillor P Rainbow, Mrs J Baily (Clerk)

Loyal Toast: The Chairman welcomed everyone to the meeting and led Councillors and members of the public in celebrating a Loyal Toast. This was accompanied by Mr Richard Nunn on the piano playing the National Anthem and apple juice from the Sandringham Estate.

1. Apologies for absence

Apologies had been received from Councillor B Laughton.

2. Minutes of the Meeting held on 22nd July 2015

The Minutes had been pre-circulated. One amendment was noted on page one, paragraph 3 of the minute regarding the Public Meeting which would now read '....The Management Group had made an application to WREN to modernize the Schoolroom itself

3. Matters arising from the Minutes

Item 12 Speed and Flow Count, Station Road: The Chairman read an email received from Mr Mike Keeling dated 20th August and also reported that significant tyre skid marks had just appeared on the road. It was agreed that the survey should be repeated as data taken at the end of July during the school holidays did not represent a true test. It was noted that at times it was treacherous to walk in the area surveyed. **ACTION: The Clerk will request a repeat survey to take place in mid-February and not during a school holiday. It was also AGREED that a request for a 'speed gun' would be put forward so that Councillors could collect independent data. Councillor Rainbow noted that training including identifying a safe place to stand whilst monitoring is available from 'Community Speed Watch'.**

Item 15 Edingley Plaque: Mr Bradford reported that he had explored the possibility of flattening the plaque. **The Chairman will pass the plaque on to Mr Bradford so that he can seek the opinion of a metallurgist.**

4. Declarations of Interest

There were none.

The meeting was opened to the public.

Telephone Box: it was reported that a notice notifying the change in ownership was now displayed in the box although the £1.00 cost had not yet been invoiced to the Council. The box is illuminated but it was hoped that this was not going to be a cost to the Parish Council. The Chairman reported an email from Mr Tebbs describing the maintenance schedule and the availability of special paint in Newark. **ACTION: Chairman to forward the maintenance email to Mr Richard Nunn.**

Church Wall: the Chairman reported that a quotation to repair the Church wall had been received from P Garrett. The quotation was passed around the Council but the sum was not revealed in public until a decision had been reached. Although ownership of the wall is unclear, the Parish Council have assumed responsibility for the boundary by historic precedent. The Chairman reported that a grant of £300 had kindly been arranged by Councillor Jackson. Following a discussion, it was agreed that the quotation from P Garrett for £492.00 should be accepted (proposed Mrs Tunnicliffe and seconded Mr Needoff) and that the balance of £192.00 should be paid from Council funds. **ACTION: the Clerk was instructed to write to P Garrett to accept the quotation and commission the works.**

Drain covers: it was reported that some metal drain covers in Station Road had sunk and were thought to be dangerous with the tarmac crumbling around the perimeter of the cover. **ACTION: Clerk to contact Severn Trent on Friday 11th September to report the covers.**

Chapel: the Council discussed whether a planning application might have been made for the change of use. Councillor Rainbow thought that this should have happened. **ACTION: the Chair will investigate.**

The meeting was closed to the public.

5. Any Planning Matters

- a) The Chairman reported that no planning results had been received. However, one new planning application for photo voltaic cells was noted. **ACTION: Councillors to meet at Lamb's Field at 6.30 pm on Monday 14th September to discuss the ideas for Lamb's Field (see item 14) and discuss this application. Mrs Thornton will also invite Mr Statton to attend. Mr Needoff presented his apologies but will forward views in advance.**
- b) **Footpath 5:** it was noted that this area had been defined as 'low priority' in 2012 but the work remained on the 'to do' list.
- c) **Footpath 16:** a letter had been received in May offering 'geogrid'. This had not yet taken place. **ACTION: Chairman to follow up.**
- d) **Stile:** it was noted that the stile in a field in Main Street, opposite Ashbourne House requires repair. **ACTION: Chairman to report site to Rob Percy.**
- e) **Bilsthorpe Incinerator:** Councillor Jackson reported that plans for a digester had been withdrawn. The enquiry will take place on 3rd November. He noted that the Kirklington Parish Council will be represented and also that Edingley will be in the prevailing wind from the site.

6. Chairman's Report

The Chairman discussed items as on the agenda and had no additional areas to report separately.

7. Clerk's Report and Correspondence

The Clerk expressed her thanks to Mrs Gill Wahlers and the Chairman for their kind support during the transition. She reported that the Edingley Parish Council web page had been updated with a new email address: edingley-clerk@sky.com and the postal address will be listed as the Old Schoolroom. **ACTION: Mrs Thornton to report to the Schoolroom Association.**

The following items of correspondence were reported and passed around in the folder:

- a) **Annual Parish Conference**, 5th October at 5.30 for 6.00 pm at Kelham Hall. Questions were invited to be put forward in advance. **ACTION: Councillors to submit any questions to the Clerk by 27th September**
- b) **NALC AGM**, 18th November at 7.30 pm at Epperstone Village Hall. Councils are invited to nominate two voting delegates; put forward nominations to stand as an Officer and submit Long Service Nomination forms. **ACTION: Councillors to submit to the Clerk by 10th October**
- c) **Nottinghamshire Police and Crime Commissioner's Office:** volunteers are invited for the post of 'Independent Custody Visitor', deadline 18th September.
- d) **Clerks and Councils Direct Newsletter**
- e) **NALC Training Course** 'Employing Staff with Confidence', 29th September, £25.00 for members. It was proposed (Mr Hill) and seconded (Mrs Tunnicliffe) that the Clerk may attend if she wishes.

8. Councillors' Reports

New Councillor, Mr Chris Clay, had attended a training session in Ollerton and provided information about the topics covered. He had been asked to obtain copies of the Code of Conduct and Standing Orders for Parish Councils. Councillors agreed to consider whether to invite a Planning Officer to a future Council Meeting to provide more knowledge about dealing with planning applications. **ACTION: Councillors to decide whether to invite a Planning Officer to speak at a future meeting. Clerk to arrange for the Code of Conduct and Standing Orders to be sent to Mr Clay.**

Mrs Thornton reported that some pipes under the road near her house had become clogged with silt. The Chairman had previously reported this to Mr Duckworth. **ACTION: Mrs Thornton to follow up if no reply has been received.**

Mr Bradford referred to the election for a new Councillor which was held at the Parish Council meeting on 22nd July. The Chairman reported that she had contacted the Newark and Sherwood District Council for guidance about Council numbers and been told that the residents of Edingley were well represented by the current number.

9. Invoices for payment

It was noted that a new auditor will be required for 2015/16. **ACTION: Councillors to bring forward ideas to the next meeting.**

The bank mandates had been updated following the appointment of the new Clerk and it was noted that statements will now be sent to the Clerk's home address.

It was proposed (Mrs Tunnicliffe) and seconded (Mr Hill) that Mrs Wahlers' invoice for £232.87 being the sum covering printing, salary, phone, etc. as described by the Chairman should be paid and a cheque will be authorized by the Chairman at the end of the meeting.

It was noted that cheque 369 for £25.00 had been paid to the NALC to cover the costs of training for Mr Clay in his new role as Parish Councillor. An email receipt had been received. It was proposed and seconded that this expenditure had taken place with the Council's retrospective approval.

The Chairman proposed that the Clerk should be able to vire funds from the current account to the business reserve account without seeking individual approval for transactions but that any transfers should be reported at the next Council Meeting. The Chairman reiterated that the Clerk does not have access to any cash. The new procedure was APPROVED by the Council.

10. Precept

The Chairman reported regarding the Precept. The Council noted the following bank balances and bank statements will be presented to the Chairman at the end of the meeting:

Business Current Account:	£5,157.23
Business Reserve Account:	£229.41.

11. Welcome Pack – deferred to next meeting.

12. Notice Boards and Signs

Councillors discussed the new notice board. **ACTION: Clerk to contact Mr Turk to ask if the wood was now ready to use to make the new notice board.**

The Chairman reported that there had been no request for the Parish Noticeboard to be removed from the Old Chapel noticeboard so it would be left in situ pro tem.

13. Queen's Birthday Celebrations 12 June 2016 – Marquee on Lamb's Field

It was noted that Council funding would not be available to support this event although it might be possible to apply for development money. Councillors thanked District Councillor Jackson for his contribution to the Church Gate Fund noting that the repair will now be commissioned, (see item 2 of the public section of the meeting).

14. Management of Lamb's Field

Mrs Thornton proposed the idea of planting 9 apple trees to celebrate each of the Queen's decades. It was noted that the site is classified as an agricultural field and permission would be required from the Lamb's Charitable Trust. **ACTION: Mr Hill will arrange for Councillors to meet on-site to consider ideas for further discussion and decision. Mrs Thornton agreed to consult Lamb's Charity regarding the use of the site.**

15. Footpaths – Lamb's and field at side of Methodist Chapel

Discussed under section 5 of the agenda.

16. Water – Allotments

It was agreed that Mr Bradford would turn off the water supply and record a meter reading on 1st October 2015. It was noted that Mr Bradford had kindly insulated the cover. **ACTION: Clerk to contact Severn Trent to book a meter reading soon after 1st October. Mr Bradford will check with Severn Trent regarding the possibility of a lockable cover.**

17. Hedges

It was agreed that the side and front hedges at the allotments should now be cut before February 2016 to avoid disruption to nesting birds. **ACTION: Clerk to ask Henry Perry to cut the hedges.**

18. **Phone Box** – see item 1 of the public section of the meeting.

19. **Station Road, Travellers**

The Chairman read an email from the MP's Office. The travellers had requested a refuse collection and also noted that they would be on site for only two weeks. Further correspondence from the owner of the adjacent field was noted. There had been no damage entering the site due to the absence of a gate. The District Councillors offered their support to the Parish Council but it was noted that the owner is already following up an action. The fifth caravan on Allesford Lane and the Station Road occupancy had also been brought to the attention of the Leader of the Council and the Chief Executive Officer. There was speculation about whether enforcement action would be taken or a retrospective planning application would be made.

20. **Any Business for next meeting**

- a) **Transparency Code for Small Councils:** this document will be placed in the Correspondence folder for circulation. **ACTION: Clerk to scan and circulate by email to Parish Councillors**
- b) **Foliage on Edingley Hill:** as discussed at the last Parish Council meeting, Edingley Hill needed clearing of greenery on the banks on either side as the hedges were encroaching onto the road. **ACTION: Councillor Jackson had reported this previously.**
- c) **Water retention** caused by vehicle road cleaners blocking the exits to the water flow into the beck. **ACTION: Councillor Jackson noted.**
- d) **Warning speed sign:** although the sign was working on the day of this meeting, it was reported that it is inconsistent and also that the sensor is located in the wrong place.
- e) **Parish Council Accounts:** the Chairman reported that the accounts are being externally audited as part of a routine procedure to sample some accounts each year. The auditor had requested further information regarding the increase of the Precept and an unpresented cheque for £15.00. The Chairman is responding to the auditor directly. It was agreed that if the auditor has further questions, they should be invited to attend a Parish Council meeting so that the questions can be raised in public. The Chairman confirmed that stringent controls are applied with all expenditure approved at Parish Council meetings; two signatures required on every cheque and the Clerk does not deal with any cash. **ACTION: Chairman to reply to auditor.**
- f) **Allotment Rents** to be discussed at the next meeting.
- g) **Carver's Hollow:** Mr Hill proposed that this should be discussed at the next meeting as many residents are unaware of the location.
- h) **Retirement from the Parish Council:** Mrs Tunnicliffe announced that she intends to retire from the Council if another Greaves Lane representative comes forward. A Greaves Lane resident present at the meeting expressed an interest in standing and nominations will be put forward and a vote taken if necessary at the next meeting. Mrs Tunnicliffe's resignation was therefore accepted and she was thanked for her kind years of service to the Council. **ACTION: nominations should be submitted to the Clerk or Chairman prior to the next meeting.**

21. **Date of next meeting**

The next meeting will be held at 7.30 pm on Wednesday 18th November 2015 at the Old Schoolroom, Edingley.

Closing Remarks

The Chairman thanked everyone for attending and in particular, Mr Nunn for playing the piano and bringing Sandringham Estate apple juice for the Loyal Toast.

The meeting closed at 8.50 pm.