

# EDINGLEY PARISH COUNCIL

## MINUTES OF THE MEETING

held on Wednesday 13 January 2016 at 7.30 pm in the Old Schoolroom, Edingley

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**Present:** Mrs Diana Poole (Chair), Mr Derek Bradford, Mr Chris Clay, Mr John Hill, Mr Maurice Needoff, Mrs Sue Thornton (Vice Chair)

**In Attendance:** Councillor Roger Jackson and Councillor Penny Rainbow (attended at the end of the meeting); Janet Baily (Clerk)

1. **Apologies for absence:** there were no apologies for absence.

### 2. Minutes of the Meeting held on 18 November 2015

The Minutes had been pre-circulated. Following discussion, one change was approved and the action point was duly deleted referring to Matters Arising item 3a 'Use of the Phone Box'. Taking account of this revision, it was proposed and seconded that the Minutes were a true record of the meeting and they were signed by the Chairman.

### 3. Matters arising from the Minutes

- **Speed and flow data, Station Road:** it was noted that Mr Keeling, Nottinghamshire County Council had been contacted and he will make arrangements to meet the Chair and Councillors at Station Road. Difficulties with parking and stakes being placed at the perimeter of plots were noted.
- **Telephone Box:** the importance of ensuring that the Village could be proud of the telephone box was emphasized. Mr Nunn said he would be happy to clean and maintain the box and Mr Bradford agreed to temporarily remove the books and explore the provision of shelving to ensure that the books could be stored tidily and in an organized way.

**ACTION:** referred for further discussion at the March meeting

#### - Any Other Matters Arising:

- **Travellers:** Councillors discussed the current situation. A range of views were expressed with some problems being noted.
- **Better Broadband:** a question was raised about whether the improvements would also be available to Greaves Lane. Councillor Rainbow was not present at the meeting for this question and this will be followed up.

**ACTION: Councillor Rainbow**

- **Beacon on the Queen's Birthday, 21 April:** the Chair reported that NALC had written on 12 January and Councillor Rainbow had emailed on 13 January regarding the opportunity of lighting a beacon to celebrate the Queen's Birthday on 21 April.

Following discussion, it was agreed that the favoured site for the Beacon is off Edingley Hill and Mr Hill kindly offered to make the beacon using fallen branches. The importance of complying with Health and Safety requirements was emphasized.

**ACTION: Mr Hill**

#### **4. Declarations of Interest**

There were no declarations of interest.

***The meeting was opened to the public.***

**Street Lights:** Mr Compton reported that four street lights are not working on Main Street including 2 up the hill, one outside the allotments and another.

**ACTION: Mr Bradford will provide the reference number for the lights near the allotments to the Chair to follow up.**

**Allotments – hedge:** it was reported that the hedge has not yet been cut although this was commissioned last year. It was agreed that the hedge at the allotments and also at Lamb's Field should be cut annually.

**ACTION: Mr Hill will follow up**

**Trees falling down –** it was reported that some trees are falling down on the way to Halam and Farnsfield and near Carver's Hollow. It was noted that Western Power had taken action for the trees under the power lines. Mr Compton provided advice about crack willow trees. The question of responsibility for the trees was discussed and a reminder in the newsletter was suggested.

**Poppy Field:** Councillors were delighted to hear that £873.00 had been collected. This was excellent and congratulations were expressed.

**Queen's Award:** Mr Kevin Topham had kindly brought the Queen's Award to show Councillors and the public. The award had been given in recognition of Voluntary Services. Councillors expressed their congratulations for the hard work undertaken by Mr Topham.

**Ditch Clearing:** it was reported that the ditch outside the Church is filling up and requires clearing. The Vice Chairman noted that she thought the villagers would be happy for it to be cleared and funded via the Precept.

**ACTION: Chair**

***The meeting was closed to the public.***

#### **15. Allotments – sheds (taken out of agenda order whilst Mr Hill present)**

Mr Clay declared an interest in this item. It was noted that the allotments rules to date had stipulated that no structures were allowed but 6 allotment holders were now interested in installing a shed. Mr Clay tabled a paper outlining a draft set of rules. Mrs Thornton suggested the addition of 'other plot holders' to item 3 of the paper. Mr

Compton was concerned about vandalism if the sheds were installed. It was thought to be important that residents around the site should be consulted via an item in the newsletter signposting readers to the noticeboard to review the tabled document.

**ACTION Chair and Clerk:** it was agreed that an item should be included in the newsletter via the Chair and also that this subject should be on the Agenda for the March meeting.

(Mr Hill left the meeting)

## 5. Parish Council Vacancy: Election

The Chair reported that the vacancy had been advertised in the Parish Magazine and announced that two nominations had been received: Mr Chris Fryatt and Mr Tony Nicholls. Both gentlemen spoke at the meeting about their interest in standing for the Council. Following a vote by Councilors, the Clerk confirmed the election of Mr Nicholls. The Chair thanked Mr Nicholls and Mr Fryatt for standing.

## 6. Any Planning Matters

There were no planning matters for discussion.

## 7. Chairman's Report

The Chair reported that there were no items for discussion.

## 8. Clerk's Report and Correspondence

The Clerk tabled a new draft information page for the Noticeboard. No revisions were required and this will be posted on the board. The Clerk also reported that preparing the budget and undertaking new systems had resulted in a significant accrual of hours.

**Correspondence:** a wide range of correspondence was circulated in a folder for consideration by all councilors. In particular, the Clerk highlighted several items:

- **Nottinghamshire County Council** email 12.1.16.: Devolution: a great deal for our region
- **NALC** Opportunities Bulletin 8.1.16.: funding opportunities.  
**ACTION:** Clerk to send by email to councilors
- **NALC** re. Government's open consultation on National Planning Policy which has been extended to 22 February 2016.
- **NALC 22.12.15.:** invitation to WPD'S annual stakeholder workshop to address smart networks and energy affordability, Derby, 27th January 2016.
- **NALC 20.12.15.:** re. Provisional Local Government Finance Settlement 2016/17 and an offer to councils for future years.
- **Local Government Boundary Commission 17.11.15.: Electoral Review of Nottinghamshire – Final Recommendations**

## 9. Councillors' Reports

At the end of the meeting, Councillor Rainbow noted the forthcoming election for the Police Commissioner.

## 10. Invoices for payment

The Chair provided further information about the following two invoices which were formally proposed, seconded and **APPROVED for payment**:

- a) **Paul Garratt Builders Ltd., total £600.00 inc. VAT**, invoice dated 3.1.16. for repairs to the Church Wall carried out during November 2015 including additional work to underpin the entrance wall due to top water eroding the sub-base.
- b) **Newark and Sherwood District Council, total £67.62**, invoice 10096312 dated 26.11.15. re. recharge for election May 2015.

The Clerk tabled the NatWest Bank Statements dated 4.1.16. and the following balances were noted: Current Account £6,460.91, Business Reserve Account £229.45. The Clerk's proposal to transfer £3,500.00 from the Current Account to the Business Reserve Account was formally approved. Councillors also noted the monthly standing order payments for the Clerk's salary (each payment is monitored and authorized by the Chair).

## 11. Annual Budget 2016/17 and Precept

The draft budget prepared by the Clerk had been pre-circulated and additional copies were tabled. The Chair highlighted that this was the Clerk's first budget. The Newark and Sherwood District Council had written on 7<sup>th</sup> December to request Precept by 1<sup>st</sup> February and 1<sup>st</sup> March at the latest. Following detailed discussion about future expenditure, the Chair's proposal to maintain the Precept at the current value of £4,000 was approved.

**ACTION: Clerk**

## 12. Audit Procurement Arrangements and Transparency Code

**External Audit Procurement Arrangements:** information supplied by NALC had been pre-circulated to councilors. Following discussion, Councillors resolved to opt in to the arrangements proposed by NALC. It was noted that external audit costs under the new arrangements were likely to be approximately £100.00. No further action is required pro tem.

**Internal Audit Arrangements:** referring to the meetings held in September and November, the Clerk reported that a new internal auditor is required and noted that a draft list of auditors had been received from NALC. Councillors resolved to agree that the appointment of the new internal auditor should be delegated to the Chair and Clerk.

**Transparency Code:** Councillors agreed that the Chair and Clerk should review the Transparency Code to ensure that the Council is compliant.

**ACTION: Chair and Clerk**

### **13. Lamb's Field**

Councillors were very sad to hear that Mr Staton had died and expressed their condolences.

**ACTION:** Clerk to re-send the letter from the November meeting to Professor Freeman at Lamb's Charity and invite an urgent reply when able (Mrs Thornton confirmed that the Field can be used for the event below but permission is required to plant the trees).

### **14. Queen's Birthday Celebrations 12 June 2016 – Marquee on Lamb's Field**

Mrs Thornton provided an update about the plans which are being led by the Schoolroom Association in conjunction with the Parish Council. It was agreed that Mr Robert Clay should also be invited to join the proceedings. Key points included:

- a) The event should be free of charge to attend
- b) Mrs Thornton will follow up funding sources with the Council and Schoolroom Association. The Chair reported that the Parish Council could provide a grant, subject to guidelines.
- c) Street party food will be organized and picnic boxes compiled.
- d) The location will be Lamb's Field unless adverse weather requires transfer to the Schoolroom. Attenders will be asked to bring rugs.
- e) The ideas of May Pole dancing; a Folk Band; a Birthday Cake; an archery demonstration by the Sherwood Archers; Morris Men; a walk at John Hill's Meadow; Sack Races, egg and spoon race, bran tubs and also tree planting were put forward.
- f) A 'countdown to the event' poster was discussed. If this goes ahead it will need to have different branding compared with the Old Schoolroom's poster
- g) The idea of a 'Picture of the Queen' or Birthday Card competition was discussed.

#### **ACTIONS:**

- Mr Clay to contact the Sherwood Archers;
- Mrs Thornton agreed to arrange for a letter of invitation to the event to be sent to every household in the village including an RSVP
- Mrs Thornton will provide a progress report at each Parish Council meeting

### **16. Chapel Noticeboard – location**

The construction of the new noticeboard will be reviewed again in the Spring. In the meantime, Councillors agreed that there was no need to move the noticeboard until this became necessary.

### **17. Plans for the Annual Parish Meeting (April) and AGM (May)**

Councillors discussed a range of ideas for the topic at the Annual Parish Meeting, for example, the weather, the environment and solar energy. Following discussion, it was agreed that guest presentation would be archaeology. Mr Bradford agreed to make enquiries and liaise with the Clerk so that a date could be arranged for April 2016.

**ACTION: Mr Bradford and Clerk**

**18. Any Business for next meeting**

The following items will be included on the Agenda for the March meeting: Telephone Kiosk; Allotments; Parking outside the Nursing Home and the Queen's Birthday Beacons.

**19. Date of next meeting: 7.30 pm, Wednesday 9<sup>th</sup> March 2016**

**The meeting closed at 8.50 pm.**