

WELLOW PARISH COUNCIL

ANNUAL MEETING OF WELLOW PARISH COUNCIL HELD IN THE MEMORIAL HALL MONDAY 13th MAY 2013

PRESENT: Councillors Andrew Baugh (Chairman), John Harvey, Ann Hatcher, Eddie Meyer, Carrie Young, Karen Birks (Clerk).

1. ELECTION OF CHAIRMAN

Councillor John Harvey proposed Councillor Andrew Baugh for the post of Chairman and this was seconded by Councillor Eddie Meyer. Councillor Andrew Baugh was elected chairman by a unanimous vote and he signed the declaration of acceptance of office.

2. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Paul Nuthall and Sylvia Michael.

3. DECLARATIONS OF INTEREST IN AGENDA ITEMS

There were no declarations of interest.

4. ELECTION OF VICE CHAIRMAN

Councillor Andrew Baugh proposed Councillor John Harvey for the post of Vice Chairman. This was seconded by Councillor Ann Hatcher and approved by all members. Councillor John Harvey accepted the position of vice chairman.

5. ELECTION OF REPRESENTATIVES

Councillor Andrew Baugh proposed Councillor Paul Nuthall for the posts of Community Safety Representative, Snow Warden and Accident Coordinator. This was seconded by Councillor Eddie Meyer and approved by all members.

6. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 15th April 2013 were read. The acceptance of the minutes was proposed by Councillor Ann Hatcher, seconded by Councillor John Harvey and approved by all members.

7. MATTERS ARISING FROM PREVIOUS MINUTES

Cllr Baugh informed the meeting that the footpath between Wellow Road and Newark Road near the traveller site did not appear on the 1960 map but was marked on earlier maps. The footpath falls into Ollerton Parish and it was decided not to pursue the matter any further.

8. PAY DUE ACCOUNTS

Payments were approved to:

Came and Company	Insurance	£349.88
Lisa Adams	Internal Audit	£60.00
Gavin Wagstaff @Forest Pavings	Removal of wooden play equipment	£400.00

Councillor Carrie Young proposed these payments; this was seconded by Cllr. Eddie Meyer and approved by all members.

9. CORRESPONDENCE

The planning application for The Durham Ox on Newark Road was discussed and approved at the N&SDC Planning committee on 7th May. This is subject to a condition that a Travel Plan is submitted and approved by the Local Planning Authority to ensure sustainable travel is promoted and to mitigate the impact of the development on the local highway network in the interests of highway safety. The Parish Council had objected to this application on the grounds of insufficient parking and Cllr Carrie Young commented that she felt it was inevitable that cars visiting the new premises would park both on Newark Road and around the village green. She asked the Parish Council to request that a section of Newark Road and the roads around the green be marked with double yellow lines but this suggestion was rejected due to the fact that Newark road is a clearway and therefore parking is not allowed and yellow lines around the green could encourage people to park on the grass. Cllr. Young felt that this was the wrong decision from the Parish Council and that parking from these premises would become an issue which would be brought back to the Parish Council at a later date.

The Parish Council has been copied in on a letter from Steve Cattle to the Headmaster of Wellow House School. This letter again outlines concerns about the nuisance and safety issues of use by staff and parents of the rear access to the school and requests that all vehicular use ceases with immediate effect.

The Parish Councils request to fund a new bench from the Notts County Council Local Improvement Scheme has been approved. The original request was for a bench to replace the one outside the Durham Ox but as this has already been replaced it was agreed that the request will be changed to replace the seat in the play area instead. It was also agreed that a new request will be placed for three village signs to be funded through the Local Improvement Scheme for the 2014/15 financial year.

10. PLANNING APPLICATION FOR PORCH AND REPLACEMENT SIDE EXTENSION AT THE VICARAGE, POTTER LANE App.no. 13/00399/FUL

The Parish Council support this application and have no comments to make.

11. ANNUAL RISK ASSESSMENT AND REVIEW OF ASSETS REGISTER

The Clerk circulated copies of the Risk Assessment approved in May 2012. All the risks recorded on the list were assessed and the associated controls were approved. No additional risks were identified since the last risk assessment and the council approved this document.

The assets register was reviewed. One addition of a new bench has been made since the review in May 2012. The assets have been given values based on original purchase cost rather than the nominal value of £1 which was previously listed and the total value now amounts to £23,646. The slide and two sets of swings have previously not been included on the assets register and it was agreed that these should be added with an appropriate value. It was also agreed that the assets register would no longer be kept in the large green book but would be transferred to an electronic document which is easier to update.

12. REVIEW OF INTERNAL CONTROL AUDIT PLAN

The Clerk circulated copies of the Internal Control Audit Plan which lists all parts of the Council's system of internal control and enabled councillors to review the system and review its effectiveness. The council approved this document and agreed that no changes are required.

13. ANY OTHER MATTERS FOR REPORT OR DISCUSSION

- The Potter Lane road name sign has been knocked over and requires re-installing.
- The interactive speed sign and been turned to the correct way around.
- The clerk will request a quote from STS for clearing out the dyke.

The chairman closed the meeting at 8:40pm

Chairman

Date