

ELKESLEY PARISH COUNCIL

UNAPPROVED Minutes of the Annual Meeting of the Elkesley Parish Council

The Annual Meeting of the Elkesley Parish Council was held in the Elkesley Memorial Hall, High Street, Elkesley on 19th May 2015 at 7.30pm.

1095/15 Present: Cllr Oldbury (outgoing Chair), Cllr Fish, Cllr Flear, Cllr McCaffrey, Cllr Simpson, Cllr Stronach, Cllr Raper and Cllr Woodcock

Others present: W Davies (Clerk) 8 members of the public and District Cllr Kevin Dukes

1096/15 Election of Chairperson

Cllr Raper proposed Cllr Oldbury for the position of Chair for 2015/16; this was seconded by Cllr Fish and resolved by the Council. Cllr Oldbury then signed his Declaration of Acceptance of Office.

1097/15 Election of Vice- Chairperson

Cllr Woodcock proposed Cllr Raper for the position of Vice-Chair for 2015/16; this was seconded by Cllr Oldbury and resolved by the Council. Cllr Raper then signed his Declaration of Acceptance of Office.

1098/15 To receive Declaration of Acceptance of Office forms

The Clerk received signed Declaration of Acceptance of Office forms from the Councillors, Cllr Hirst to complete his at a later date.

1099/15 To receive apologies for absence

Apologies received and approved from Cllr Hirst.

1100/15 To receive and record declaration of interests from Members in any item to be discussed

No declaration of interests received.

1101/15 To approve the minutes of the meeting held 21st April 2015

Cllr Stronach proposed to accept the minutes of the meeting held 21st April 2015; this was seconded by Cllr Oldbury and resolved by the Council.

1102/15 To hold a 10 minute public session

Matters raised:

1. Resurface work required on High Street and Low Street
2. The Church reported that the grass cutting equipment has been purchased and two volunteers are working on the church yard.

1103/15 To receive a report from the District Councillor

The Chair introduced Kevin Dukes, the new District Councillor for the Welbeck Ward during the Annual Parish Meeting.

1104/15 To appoint the Internal Auditor for 2015/16

It was resolved by 8 votes to appoint Mr Storr as Internal Auditor for 2015/16.

1105/15 To review signatories for the National Westminster Bank

It was resolved that Cllr Oldbury, Cllr Simpson, Cllr Stronach and Cllr Woodcock would be the signatories for 2015/16.

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1106/15 To review the Insurance Schedule for 2015/16

The Clerk read through the insurance schedule for 2015/16 and Cllr Stronach proposed to accept the Came & Co quotation using Hiscox on a three year contract; this was seconded by Cllr Oldbury and resolved by the Council.

1107/15 To approve the accounts for the year ending 31st March 2015 and sign the Annual Governance Statement

The Clerk circulated copies of the accounts for the year ending 31st March 2015 and read through the Annual Governance Statement which the Council resolved to approve and the Chairman and Responsible Finance Officer signed.

1108/15 To review Parish Council Fees, Policies and Procedures for 2015/16

The Clerk read through the Cemetery fees – it was resolved not to make any increases. Sports field fees – it was resolved to make charges to groups making a profit from the use of the field; any none profit community groups using the field for community benefit would be considered individually

The Clerk went through the policies and procedure which were approved by the council.

The Council resolved that Cllr Stronach and Cllr Simpson will be responsible for Health & Safety and the Clerk will be the employee representative.

1109/15 To appoint Parish Council Representatives.

Cllr Woodcock – representative for the Elkesley Play Committee
Cllr Fish – representative for the Elkesley Memorial Hall Committee
Cllr Flear – representative for the Poulter Valley Group

The Council resolved to approve the above representatives.

1110/15 To discuss roles and responsibilities

The Chair suggested that the Councillors what projects they would like to be involved in to help share the workload out i.e the Christmas tree event, the possibility of allotments in the future.

The Chair is happy to continue with the Changing room project and seek funding opportunities.

Cllr Raper and McCaffery are happy to take on the defibrillator project with Cllr Hirst.

It would be appreciated if the Councillors would have a think what they would like to do.

1111/15 To consider adoption of the General Power of Competence

Cllr Woodcock proposed to adopt the General Power of Competence; this was seconded by Cllr Stronach and the Parish Council resolved from 19th May 2015, until the next relevant Annual Meeting and SI965 The Parish Councils (General Power of Competence)(Prescribed Conditions)Order 2012, to adopt the General Power of Competence.

1112/15 Planning – To consider any planning applications, note any correspondence and decision notices

No applications received.

1113/15 To receive any updates on the Neighbourhood Plan

The Neighbourhood Plan has now been formally submitted and an Inspector will now be selected; the final consultation period will close on 30th June 2015.

1114/15 To consider options on the A1 garages following discussion with B.D.C

The Chair suspended the meeting to allow Mrs O'Brien give her report of the Council's meeting with the Estates Manager at Bassetlaw District Council; copy attached.

Following discussion it was resolved by the Council for Mrs O'Brien to continue to assist the Council with these discussions and to arrange for a survey to be carried out on the garages.

Cllr Woodcock proposed that the Council waits for B.D.C's report on the condition of the garages and a breakdown of costs before considering further options; this was seconded by Cllr Raper and resolved by the Council.

1115/15 To receive village reports**a) Sports field and play equipment inspection**

No new issues reported on the play equipment. Cllr Woodcock will liason with the play equipment inspection volunteer and also arrange for the removal of the damaged gates.

b) Highways and service faults

The overhanging branches on Tywford Bridge have not yet been cut back
The work requested on the overgrown vegetation on the A1 footpath has now been dealt with

c) Cemetery

Cllr Stronach reported that the seat requires re staining and that the grass cuttings and soil help is still being put in the wrong place. The Clerk suggested contacting the grave digger direct rather than the funeral directors.

The Chair asked Cllr Raper if he would consider being the contact with the grass maintenance contractors; Cllr Raper agreed to take on this role.

d) Update on the A1 bridge

No update received.

e) Update on the proposed village defibrillator

Cllr Raper reported that he has been with Cllr Hirst to Clayworth Parish Council to see their defibrillator and arranged from someone to come to speak at a future council meeting.

The defibrillator will cost between £1300-£1500 and around £17 per year to charge. A possible site for the defibrillator is on the farm wall on High Street.

1116/15 To approve payments

- a) Memorial Hall room hire – Youth Council £50.00 (1545)
- b) Street Cleaner's May wage £224.72 (1546)
- c) Clerk's April's wage & exps £284.45 (1547)
- d) Broker Network (Insurance) £843.61 (1548)
- e) Holmes Groundcare Maintenance £624.00 (1549)
- f) Memorial Hall room hire £20.00 (1550)
- g) Mr Johnson - strimmer for Churchyard maintenance £99.99 (1551)
- h) A Storr – Internal auditor £75.00 (1552)

The Clerk circulated copies of the finances for April 2015 and the bank statements were available for the Councillors to view.

1117/15 To receive items of information and for future agenda items

- Grass cutting for 2016
- Roles & Responsibility
- Staff appraisals & risk assessments
- Speed signs

1117/15 Time and date of next Parish Council meeting

The next meeting of the parish council is the 16th June 2015 at 7pm in the Elkesley Memorial Hall, High Street, Elkesley

The Chair closed the meeting at 8.55pm