

## Elkesley Parish Council

Minutes of the Elkesley Parish Council meeting held on Tuesday 20<sup>th</sup> June 2017, at 7.00pm in the Elkesley Memorial Hall, High Street, Elkesley.

**Present:** Cllr Oldbury (Chair), Cllr O'Brien, Cllr May, Cllr Raper, Cllr Wilkinson, Cllr Stronach, Cllr Fish and Cllr Flear  
**Others Present:** Mrs Davies (Parish Clerk) and members of the public

**1904/17 To receive signed Declaration of Acceptance of Office form from Cllr O'Brien**

Cllr O'Brien signed her Declaration of Acceptance of Office which was counter-signed by the Clerk

**1905/17 To receive apologies for absence**

Apologies received and approved from Cllr Ffolkes-Jones.

**1906/17 To receive and record declaration of interests from Members in any item to be discussed**

No declarations of interest received.

**1907/17 To suspend the meeting to hold a 10 minute public session**

The meeting was suspended to allow members of the public to speak.

A resident clarified that at the previous meeting he asked a question regarding the conifer hedge as a resident and not as a member of the Memorial Hall Committee; it was agreed to amend the minutes.

The meeting was reconvened.

**1908/17 To approve the minutes of the meeting held 16<sup>th</sup> May 2017**

After amendment to minute number 1882/17 point 1) to read '*Clarification was requested from a resident regarding the responsibility of the conifer hedge....*' Cllr May proposed to accept the minutes of the meeting as a true record; this was seconded by Cllr Flear and resolved by the Council.

**1909/17 To receive an update on actions from the previous meeting**

Cllr O'Brien read through the current actions and updated the items as required.

**1910/17 To receive reports from the District and County Councillors**

- District Cllr Dukes sent his apologies
- County Cllr Kevin Greaves introduced himself and gave a brief update on how the new County Council Leadership will running the services it provides

**1911/17 Planning – To consider any planning applications, note any correspondence and decision notices**

**Application:** 17/00706/HSE

**Location:** 5 Pepperly Rise, Elkesley

**Proposal:** Erect new front porch

After consideration that no material considerations had been breached, the Chair proposed not to make any objections; this was seconded Cllr O'Brien and resolved by the Council by votes.

**Decision notice****Application:** 17/00367/HSE

Location: 2 Elm Tree Place, Elkesley

Proposal: Proposed demolition of existing detached garage and erection of single storey side and rear extension, creation of rooms in roof space and replacement roof and new detached garage to front

Decision: Refused application

**1912/17 Finance – To approve payments and receive financial update**

The Clerk circulated copies of the financial accounts as at 31<sup>st</sup> May 2017 and copies of the bank statements for the Councillors to view.

The Chair proposed to approve the following payments; this was seconded by Cllr Flear and resolved by the Council.

- a) FCC Recycling (UK) Ltd – WREN BMX third party funding £1536.88 (1722)
- b) FCC Recycling (UK) Ltd – Poulter Valley Group third party funding £99.00 (1723)
- c) Mr Oldbury – new belt for lawn mower £41.00 (1724)
- d) SLCC subscription for 2017 £67.00 (1725)
- e) Information Commissioner – Data protection subscriptions £35.00 (1726)
- f) Street Cleaner’s June wage £257.10 (1727)
- g) Clerk’s May wage & expenses £259.70 (1728)
- h) Street Cleaner’s expenses – petrol for lawnmower £54.95 (1729)

**1913/17 Consider insurance quotation for the lawn mower**

Quotations for the lawn mower insurance were considered and the Chair proposed that that Cllr May contacts the insurance companies to clarify that they are both offering the same coverage; and decide which is more favourable as there is only £10 difference; this was seconded by Cllr Raper and resolved by the Council.

**1914/17 To consider request for a donation from the North Notts Community first Responders**

Following consideration Cllr Raper proposed to ask the first responders if they would visit the village and carry out another first aid training session and present them with a donation; this was seconded by the Chair.

**1915/17 To consider the request from the Memorial Hall for assistance with maintenance of the conifer hedge**

This item was deferred to a future meeting.

**1916/17 To receive village reports****a) Sports field and play equipment**

- Cllr Wilkinson reported that he had been unsuccessful in locating the supplier for the replacement caps on the fitness equipment. It was agreed that an alternative solution would be used
- The Chair reported that the Contractor has now dressed the existing surface on the BMX track

- The Chair reported that the Council had been successful in its WREN funding application to Construct a path, junior BMX track and groundworks, shelter base and seat fixings for new shelter and seats

**b) Highways and service faults**

- Cllr Raper reported that the damage street signs on the bridge had been patched up but now requires doing properly
- The road bollards on the Jockey Lane roundabout are not
- Cllr Stronach asked if Sandy Lane could be fenced off to prevent fly tipping?
- Cllr Raper will chase Highways with some outstanding issues.

**c) Cemetery**

Cllr Raper proposed the Cllr Stronach asks Mrs Bragg if the Council can half fill up the water barrel in the cemetery; this was seconded by the Chair.

**d) Defibrillator inspection report**

Cllr May reported that an inspection had been carried out and a new battery has been fitted.

**e) Allotments**

Cllr Fish reported that 6 residents definitely want an allotment and 5 residents that she is still waiting to hear from. The Chair asked if Cllr Fish would ask the residents to put their request in writing so that the Council can act on their request.

The Chair reported that the landowner has put some boulders around Crookford to prevent vehicles causing damage; at the cost of £28k. The owners have also taken photos of other vulnerable areas where 4x4s etc. are entering the wood and causing damage; with a view to taking some preventive measures. The owner is also keen to support the village and looked at the 'locked land' to see what can be done in the future.

1917/17

**To receive items of information and for future agenda items**

- Cllr O'Brien read out a letter from the Acting Chair of the Memorial Hall Committee complaining that Cllr O'Brien was searching in the Parish Council's archive cupboard which is in the village hall without having permission from Mrs Ransford first; and without a member of the Committee present. As a result of this the Committee asked that the Parish Council removes their files from the archive cupboard. The Cllr O'Brien explained that she had received permission from a committee member who was there with her until she had to leave; giving instructions for Cllr O'Brien to leave the door on the latch which she did. The committee member concerned said that she was unaware that permission was required and therefore neither did Cllr O'Brien; if this is the case then its own committee members and the Parish Council should be informed of any new procedures so any future misunderstanding can be avoided
- Cllr O'Brien asked for a future agenda item – if the Memorial Hall Committee doesn't want to work with the Parish Council then why are we here?
- To review the contribution to the Memorial Hall towards the costs of having the Post Office in the hall
- Conifer hedge at the Memorial Hall
- The Clerk reported that new Data Protection legislation is coming into force in 2018 and there is a big change to prepare for

**1918/17 To exclude members of public under the Public Bodies (Admissions to Meetings) Act 1960 to allow discussion on the following agenda item**

At this point members of the public left the meeting.

**1919/17 To discuss/consider employee matters**

In answer to Cllr Stronach's accusations of the Chair – the Clerk clarified that she had given in her notice for the role of Clerk but would continue as the Responsible Officer until a replacement was found. The role was advertised to 55 other parishes but no interest was shown (Elkesley has a reputation); the Clerk continued in the back ground with reduced hours to carry out the roles with the exception of attending meetings; Cllr O'Brien had kindly taken the notes for the Clerk to produce the minutes. The Clerk explained that legislation states that a Council must have an appointed Responsible Finance Officer; this is mandatory. A Clerk is employed as an independent objective person to ensure that the Council follows legislation in its decisions and doesn't act outside the law. Therefore the Clerk would not have left leaving the Council vulnerable until a suitable replacement was found. However; the Clerk was happy to continue in the full role of Clerk and Responsible Finance Officer when 8 Councillors voted her back in at the April meeting.

**1920/17 Time and date of the next Parish Council meeting**

The next Parish Council meeting will be held on 18<sup>th</sup> July 2017 at 7pm in the Elkesley Memorial Hall.