

**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 20<sup>th</sup> May 2014 at 7pm.

**875/14 Present:** Cllr Oldbury (Chair), Cllr Baines, Cllr Fish, Cllr Hirst, Cllr O'Brien, Cllr Raper, Cllr Simpson and Cllr Woodcock

**Others present:** Mrs Davies (Clerk) District Councillor Mrs Douglas and members of the public

**876/14 Election of Chairperson**

Cllr Raper proposed Cllr Oldbury for the position of Chairman; this was seconded by Cllr Stronach and approved by the rest of the Members. Cllr Oldbury signed his Declaration of Acceptance of Office.

**877/14 Election of Vice-Chairperson**

Cllr Woodcock proposed Cllr Raper for the position of Vice-Chairman; this seconded by Cllr Baines and approved by the rest of the Members. Cllr Raper signed his Declaration of Acceptance of Office.

**878/14 To receive and approve apologies for absence**

Apologies received and approved from Cllr O'Brien.

**879/14 To receive and record declaration of interests from Members in any item to be discussed**

Cllr Baines declared an Interest in agenda item 22 – planning application for 85 Lawnwood Ave.

**880/14 To approve minutes of the meeting held 15<sup>th</sup> April 2014**

Cllr Stronach proposed to accept the minutes of the meeting held 15<sup>th</sup> April 2014 as a true record; this was seconded by Cllr Baines and **resolved** by 8 votes; the Chairman duly signed the minutes.

**881/14 To hold a 10 minute public session**

Matters raised:

- Holes to fill on the sports field where the goal posts have been
- The Memorial Committee has made enquiries into putting a CCTV camera on a pole at the hall, and has been told that the data protection registration for the use of CCTVs is not a legal requirement but a voluntary one

**882/14 To receive a report from the District Councillor**

District Councillor Douglas reported that she has put a request in to support the Parish Council with A1 Housing and B.D.C; that the finalized compulsory purchase monies for the A1 garage is put towards the cost to refurbish the rest of the garages in the village

**883/14 To discuss incidents on the sports field with PCSO Champion**

At this point PCSO Champion joined the meeting and reported on the current situation of the incidents on the sports field play equipment. It would be appreciated if any witnesses to damage being caused on the site could report the incident on 101 so that it can be recorded and investigated.

PCSO Champion has distributed letters via an insert in the Idle Times and visited the primary school to speak with the children about taking responsibility for their village. A competition is being run for the children to design a poster about taking responsibility and the winning poster will be made into a sign for the village.

#### **884/14 Finance – to approve payments and receive financial update**

Cllr Raper proposed to approve the following payments which was seconded by Cllr Woodcock; and resolved by 8 votes.

- a) B.D.C – Neighbourhood Plan expenses £5580.00 (1442)
- b) Holme Groundcare Maintenance – April grass cuts £708.00 (1443)
- c) A Storr – Internal Auditor £75.00 (1444)
- d) Street Cleaner's May wage £218.73 (1445)
- e) Parish Clerk's April wage & expenses £238.20 (1446)
- f) Garage rent £TBA (1447)
- g) Broker Network – Insurance renewal 2014-15 £864.31 (1448)
- h) Parish Clerk's sports field expenses £19.99 (1449)

At this point the Chairman asked if any members would like to attend a Planning Workshop run by N.A.L.C which is taking place in the Elkesley Village Hall – Members were happy for the Chair and Clerk to attend the course at £30 each.

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

#### **885/14 To consider 3 year grass cutting contract**

The Clerk has asked the grass cutting contractor if he wished to quote for a three year contract which the council has done previously. The price for a three year contract will remain fixed at the current rate.

However, discussion took place on the grass cutting which has taken place in May and the Clerk was asked to contact the contractor re visiting the village to tidy up some areas prior to payment. The Clerk reported that she has spoken with the contractor the previous week and was told that he is unable to cut the grass verges when cars are parked on them.

#### **886/14 To appoint the Internal Auditor for 2014/15**

Cllr Baines proposed to appoint Mr Storr as the Internal Auditor for 2014/15; this was seconded by Cllr Simpson and resolved by 8 votes.

#### **887/14 To review signatories for the National Westminster Bank**

The Council reviewed the current signatories and it was resolved by 8 votes to continue with the same signatories; Cllr Oldbury, Cllr Stronach, Cllr Woodcock and Cllr Simpson.

#### **888/14 To review Insurance Schedule for 2014/15**

The Clerk read through the insurance schedule for 2014/15 due on the 1<sup>st</sup> June; Cllr Stronach proposed to accept the schedule; this was seconded by Cllr Baines and resolved by 8 votes.

#### **889/14 To approve the accounts for the year ending 31<sup>st</sup> March 2014 and sign the Annual Governance Statement**

The Clerk circulated copies of the accounts for the year ending 31<sup>st</sup> March 2014 and read through the Annual Governance Statement. Cllr Stronach proposed to accept the accounts; this was seconded by Cllr Raper and resolved by 8 votes.

The Council agreed with the Annual Governance Statements and resolved to approve by 8 votes. The Chairman and Clerk/Financial Responsible Officer signed the statement.

#### **890/14 To review Standing Orders, Financial Regulation and Fees for 2014/15**

The Councillors reviewed the Standing Orders and Financial Regulations and approved them with no alterations by 8 votes. The Cemetery fees were reviewed and approved by 8 votes to keep them at.

#### **891/14 To review Parish Council Policies and Procedures**

The Councillors reviewed the policies and procedures and approved them with no alterations by 8 votes.

Cllr Baines agreed to continue to be the Health & Safety Representative for 2014/15.

#### **892/14 To appoint Parish Council Representative for the Memorial Hall Committee and Elkesley Play Committee**

Cllr Simpson proposed Cllr Stronach to be the Parish Council representative for the Memorial Hall Committee. The Council resolved to approve the above by 7 votes.

Cllr Baines proposed that Cllr Oldbury and Cllr Woodcock to act as Parish Council Representatives (alternate as required) of the Elkesley Play Committee, the Clerk will continue as a Committee Member. The Council resolved to approve by 6 votes.

#### **893/14 To receive information from the Planning Working Party**

Nothing to report at the moment.

#### **894/14 To receive update on the BMX track**

The Chairman reported the Environment Agency permit to move materials into the village will enable more donations to be delivered but the land needs to dry out first.

#### **895/14 To receive any updates on the A1 bridge**

It was agreed to contact Carillion and arrange a meeting with the Parish Council prior to the next meeting so that an update can be given at the council meeting on the 17<sup>th</sup> June.

Carillion reported that they are receiving lots of requests for donations and they have suggested that any requests should come through the Parish Council to save duplication.

#### **896/14 To receive village reports**

##### **a) Sports field inspection**

- Cllr Simpson reported that there was a lot of rubbish on the field
- Holes from the goal posts to fill in as previous mentioned
- A request for better litter bins has been made

The Chairman suggested that the Street Cleaner is given areas to prioritise to clean up

##### **b) Play equipment inspection**

- Mr Schofield has now been on a RoSPA training course
- The dome on the new fitness equipment requires repairing – this is part of the LIS equipment
- Cllr Simpson reported that inspection of the Scorpion equipment has taken place by the SMP play company – no report has been submitted to the Council

c) **Highways and service faults** -Nothing to report.

##### **d) Cemetery**

Cllr Stronach has now carried out maintenance on the tree seat and installed a memorial plaque.

e) **Memorial Hall Committee** –Nothing to report.

**897/14 Planning – To consider any planning applications, note any correspondence and decision notices**

**Application: 14/00510/HSE**

Location: Yew Tree Barn, High Street, Elkesley

Proposal: Demolish existing garage and outbuildings and erect single storey rear extension and detached garage and garden shed

The Council considered the above application and resolved by 8 votes not to make any objections but commented that it was a substantial development for the size of the plot and there could be possible access issues.

Cllr Baines left the meeting whilst the following application was being considered.

**Application: 14/00558/HSE**

Location: 85 Lawnwood Ave, Elkesley

Proposal: Erect single storey front and rear extensions

The Council considered the above application and resolved by 7 votes not to make any objections.

**898/14 To receive information for future agenda items**

- Bins for the sports field
- Contribution towards the WWI memorial
- Grass cutting
- Update from Carillian

**899/14 Time and date of next Parish Council meeting**

The date of the next Parish Council meeting will be on 17<sup>th</sup> June 2014 at 7.00pm in the Elkesley Memorial Hall, Elkesley.

The Chairman closed the meeting at .8.45pm.