

Minutes of Annesley & Felley Parish Council meeting held on 4th September 2023 at the Annesley Parish Hall commencing at 7.00pm.

Present: Cllr's R Blazewicz-Bell, A Blazewicz-Bell, C Huskinson (part), A Meakin, D Martin, S Bishop, J Long, A Wortley, K Stanley, two members of the Public, Caretakers T Thomas and J Saint and Clerk J Barlow were in attendance.

The meeting was chaired by Cllr S Bishop

1 Chair's Opening Remarks:

1.0 The Chair welcomed everyone to the meeting.

2 Apologies for Absence: Cllr's T Smith, J Bell, J Robinson and L Fagan.

3 Declarations of Personal & Prejudicial Interest: None

4 To accept the minutes of the meetings held on 3rd July 2023: Minutes were accepted as a true record of the meeting and signed by the Chair of the meeting.

5 Matters Arising:

5.1 Carl Whitley (Nott's CC) had attended the February PC meeting to discuss the following issues - included below is the response eventually received on 9th August 2023:

a) Overgrown vegetation/road side bank erosion on Annesley Cutting. *Nott's CC has checked this location and at the time of inspection there was no vegetation which warranted action. If there are any other reports of vegetation overhanging the highway, these can be reported online ([Highways reporting hub / Nottinghamshire County Council](#)) or on the MyNotts APP and a member of the team will inspect and action as necessary.*

b) Speeding vehicles on Moseley Road and Annesley Cutting. *Speed and flow surveys have been requested and should be carried out before the end of autumn and once the data has been validated it will be shared with you.*

c) Track to the rear of Moseley Road requires repairs and the shrubbery cut back. *The track is not on or part of the adopted highway therefore is not the responsibility of Nott's CC highways.*

d) Additional foot path warning signage to be installed on Salmon Lane. *This has been added to the provisional Highways Programme for 2024/25, works completion will be subject to detailed design following programme approval by NCC Councillors.*

e) Additional "give way" signage on Moseley Road to assist with the traffic flow. *This will be checked further once the speed and flow survey results have been compiled.*

f) Yellow traffic grid box at the junction of Annesley Cutting and Derby Road requires repainting. *The box junction has been programmed for re-painting - works are expected to commence on 18th September 2023.*

g) Annesley Cutting is prone to flooding due to blocked drains and gully's. *The gullies are next due for cleansing before the end of November 2023. Road gullies are cleansed as part of a cyclical programme and the frequency ranges from 1 to 3 years.*

h) Community benches - benches have now been installed at the Cemetery and Parish Hall. Approval has now been received from NCC Highways to install the Felley bench.

5.2 Sign near the pit wheel has now been rotated to face the pavement.

5.3 Notice board at the top of Moseley Road to be refurbished.

5.4 Progress on the potential new football pitch on the old Welfare site. Update to be provided.

5.5 Overgrown tree to the rear of 19 Byron Fields - *Carl Whitley (Nott's CC) has confirmed that the tree is behind the boundary fencing and in the garden of the private property.*

5.6 Fence on the middle grassed area on the new estates has still not been repaired - contact Danny King (Persimmon Homes).

5.7 Footpath between Byron Road and Mosely Road. Permission was granted by Nott's CC (Green Spaces Service) on 8th August 2023 for the installation of barriers. Quote has been received and accepted from Andenor Limited for four barriers - £1,800 + VAT - the Parish Council will have to arrange collection and installation.

5.8 Tree at 14 Byron Fields causing damage to paving - reported to Nott's CC by Cllr S Bishop.

5.9 Adoption of the new estates still has issues to be resolved by Persimmon Homes, ADC and Nott's CC. Update to be provided.

5.10 Tree opposite 14 Byron Road requires reducing in height - further to the recent tree survey, although in good condition, the tree will benefit from a crown lift and height reduction.

5.11 Work taking place in Annesley Woods - pursue the recognition of the already established public footpaths in Annesley Woods.

5.12 Caretakers to undertake the minor repairs identified during the Play/Fitness areas inspection.

6 Public Questions:

6.1 Email received from resident querying the quality and cost of the recent PC newsletter. Cllr S Bishop responded by email.

6.2 Email received from resident regarding overgrown vegetation on the pavement on Annesley Cutting/Newstead Road. Cllr S Bishop responded by email.

7 ADC Report:

7.1 None

8 NCC Report:

8.1 Main issues relating to the Parish are highway issues - pot holes and road repairs.

9 Updates from Working Party Leads:

9.1 **Events** - arrangements for Xmas party on 16th December 2023 to be finalised soon.

Wildlife and Green Spaces - work has started to get foot paths in Little Oak Plantation recognised on the Nott's CC definitive map.

Communications - Autumn newsletter to be produced - suggested articles to include: history of Annesley & Felley, Councillor profiles, working group reports. Also the Parish Council Facebook page has just been launched.

10 Members Items:

10.1 Nottinghamshire County Council - Lengthsman Scheme - it was agreed that the Parish Council would not join this scheme at this time.

10.2 Cllr R Blazewicz-Bell confirmed that Macmillan Coffee mornings will be held on 26th and 30th September 2023 - 10.00 am to 12 noon - at the Parish Hall.

10.3 Cllr A Blazewicz-Bell confirmed that the Xmas tree had been ordered from Reuben Shaw & Sons Ltd.

10.4 Cllr A Blazewicz-Bell confirmed that a Community litter pick will be taking place on 1st October 2023 - 9.30am to 11.30am.

10.5 Cllr S Bishop and Tom Thomas will carry out a review of all maintenance work in the Parish that the Parish Council could potentially undertake - results and proposal to be discussed at the next Parish Council meeting.

11 Cemetery:

11.1 None

12 Parish Hall:

12.1 Hall bookings were reviewed and agreed.

12.2 It was agreed that the Parish Hall will continue to be offered to the Tuesday Community Hub group free of charge until 31st March 2024.

13 Parish Plan Review:

13.1 It was agreed that a new draft Parish Plan will be produced for discussion at the next Parish Council meeting.

14 Report on External Meetings:

14.1 None

15 Planning Applications:

15.1 V/2023/0403 - 18th July 2023 - 36 Byron Fields, NG15 0DE - Work to blossom tree in a Conservation Area.

15.2 V/2023/0446 - 26th July 2023 - Moseley Farm, NG15 0AB - Change of use of annexe to independent dwelling.

15.3 V/2023/0475 - 15th August 2023 - 14 Dane Grove, NG15 0DA - Hornbeam tree measuring 6 metres - crown reduction and pruning to reduce to 3 metres.

No comments or observations were made on any of the Planning Applications above

16 Correspondence requiring attention:

16.1 All relevant correspondence had been circulated to all Parish Councillors before the meeting.

17 Finance Statement and accounts for payment

The Clerk presented the monthly financial statements.

17.1 Payments approved were as follows:

<u>Date</u>	<u>Payee</u>	<u>Pay type</u>	<u>Value</u>	<u>Description</u>
08-Aug-23	Boiler Room Digital	DD	40.00	Web site maintenance
20-Aug-23	Ashfield District Council	DD	58.00	Cemetery Business rates
05-Jul-23	VistaPrint	DC	125.29	Newsletter printing
10-Jul-23	Tesco Stores Ltd	CC	15.60	Postage stamps
12-Jul-23	AD Electrical Services Ltd	BACS	66.00	Call out - electrical fault
19-Jul-23	M Sherlock	BACS	45.69	Plants - pit tub
27-Jul-23	HD Tree Services	BACS	850.00	Tree survey/audit
27-Jul-23	Ashfield Industrial Door Ltd	BACS	588.00	Annual service of doors/shutters
28-Jul-23	PKF Littlejohn LLP	BACS	378.00	2022/23 external audit fee
30-Jul-23	Waterplus Ltd	DD	54.88	Hall - water charges
01-Aug-23	Clarkes Cemetery Services	BACS	1,050.00	Contract work
01-Aug-23	J Saint	BACS	292.77	Salary
01-Aug-23	PD Thomas	BACS	324.53	Salary

01-Aug-23	J Barlow	BACS	1,098.03	Salary & Admin costs
04-Aug-23	Ashfield District Council	BACS	510.00	Install 2 benches & rotate sign
06-Aug-23	Waterplus Ltd	DD	22.18	Cemetery - water charges
07-Sep-23	HMRC	BACS	343.56	National Insurance & PAYE
	Total August		£5,862.53	
08-Sep-23	Boiler Room Digital	DD	40.00	Web site maintenance
20-Sep-23	Ashfield District Council	DD	58.00	Cemetery Business rates
21-Aug-23	Euro Office Ltd	BACS	275.90	Cleaning/janitorial consumables
22-Aug-23	EON Next Ltd	DD	634.71	Electric bill
22-Aug-23	EON Next Ltd	DD	369.09	Gas bill
30-Aug-23	Waterplus Ltd	DD	55.68	Hall – water charges
01-Sep-23	Clarkes Cemetery Services	BACS	1,050.00	Contract work
01-Sep-23	J Saint	BACS	412.57	Salary
01-Sep-23	PD Thomas	BACS	324.53	Salary
01-Sep-23	J Barlow	BACS	1,096.73	Salary & Admin costs
02-Sep-23	British Telecom plc	DD	184.97	Telephone & Internet charges
07-Oct-23	HMRC	BACS	373.36	National Insurance & PAYE
	Total September		£4,875.54	

17.2 RCAN paid the 2023/4 "Wind Turbine Annual Community Funding" of £1,500 on 14th July 2023.

17.3 The external auditors (PKF Littlejohn LLP) approved the 2022/23 Financial and Governance statements on 26th July 2023 with no recommendations or comments.

17.4 HD Tree Services carried out a tree survey/audit in July 2023 covering the Middle Land, Parish Hall and Cemetery. A number of trees were identified as requiring attention however none were classified as likely to cause an immediate risk to life or property, therefore the Parish Council have agreed to carry out the work phased over the next few months.

17.5 Summary of actual income/expenditure compared to budget was circulated to all Parish Councillors on 12th August 2023.

17.6 Due to potential issues with Barclays Bank two new accounts have been opened with Unity Trust Bank with a £500 opening deposit. Initially the Unity Trust accounts will be run in parallel with the Barclays accounts.

18 Statutory Compliance Checks

18.1 Children's Play Area and Skate Park - the Caretaker confirmed that a visual check had been completed.

18.2 Parish Hall - the Caretaker confirmed that all statutory compliance checks had been completed.

18.3 Update on KOMPAN Play Area inspection (medium risk item identified) - KOMPAN has confirmed that the equipment had been installed correctly and the ground covering is adequate. This equipment is located in the fitness area with appropriate warning signage; therefore no further action is required as this type of equipment does have an inherent moderate risk - however the Parish Council has now made a modification to the equipment to improve safety and reduce the risk of injury.

The meeting closed at 9.10pm.

The next meeting will be held on Monday 2nd October 2023 commencing at 7.00pm.

Signed.....Chair of Meeting

Date.....