

Minutes of Annesley & Felley Parish Council meeting held on 5th October 2026 at the Annesley Parish Hall commencing at 7.00pm.
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Present: Cllr's S Bishop, A Blazewicz-Bell, K Stanley, C Cutts, T Bamford, one representative from Little Chicks, two members of the Public, Caretaker T Thomas and Clerk J Barlow were in attendance.

On 15th September 2026 Julie Bailey resigned as Parish Councillor for the Annesley Ward.

On 5th October 2026, having attended a previous Parish Council meeting, Trevor Bamford was co-opted as Parish Councillor for the Annesley Ward - after signing the acceptance of office declaration he joined the meeting.

It has been brought to the Parish Council's attention that due to the number of Councillors resigning the Parish Council may be unable to achieve the number required to form a quorum. If this is correct the Parish Council would be unable to conduct its normal business or make decisions at properly constituted Parish Council meetings. Due to the complexity of the legislation the Parish Council has requested clarification from the ADC Monitoring Officer and are still awaiting a response. If any remedial action is required it will be addressed at the earliest opportunity.

The meeting was chaired by Cllr S Bishop.

1 Chair's Opening Remarks:

The Chair welcomed everyone to the meeting and reported that £175 had been raised at the recent McMillan event and an invite has been sent to County Councillor Rory Green and also the Police to attend the November PC meeting.

2 Apologies for Absence: Cllr B Adkins

3 Declarations of Personal & Prejudicial Interest: Cllr C Cutts declared an interest in Little Chicks therefore does not participate in any discussions or decisions relating to Little Chicks.

4 To accept the minutes of the meeting held on 7th September 2026: Minutes were accepted as a true record of the meeting and signed by the Chair of the meeting.

5 Matters Arising:

5.1 Drive leading to the Parish Hall - warning sign to be erected.

5.2 Apply for Village Green status for the middle land. Investigate/research further to establish the process and associated costs.

5.3 Middle Land Grounds Maintenance contract - 2027/2028 to 2030/2031. It was agreed that Tom Thomas would contact two local contractors to establish if they wish to quote for the contract.

5.4 The Cemetery & Playing Field Grounds Maintenance contracts (April 2027 to March 2030) have now been signed by the Contractor (Anthony Clarke) and Clerk on behalf of the Parish Council.

5.5 Application has been submitted to join the VIA NCC Lengthsman scheme, if successful funding of £1,150 will be awarded to be utilised for maintenance activities carried out on land which is under the ownership or responsibility of either the County Council or Parish Council.

5.6 The proposed recruitment plan and process was agreed for the recruitment of a new Parish Clerk.

a) Interview/selection committee to consist of Cllr S Bishop, J Barlow, Cllr K Stanley

b) Place advert on the web site and Parish Hall notice board for a period of three weeks commencing 1st November 2026

c) Prepare short list of applicants to interview by 1st December 2026

d) Arrange for all interviews between 15th December and 22nd December 2026

e) Make final selection decision on 22nd December 2026 and offer the position to the successful applicant

f) Start date to be early February 2027 to allow a two-month handover period

6 Public Questions:

6.1 Simon Gray provided an update to the meeting on the following:

a) Refurbishment of the Parish Hall notice board - new poly carbonite sheets have now been purchased.

b) National Lottery bid - funding bid submitted for Parish Hall energy saving

c) Parish Council workwear - employee workwear has now been delivered and further items have been ordered.

d) NHS social prescribing - the Parish Hall now registered as a social prescribing centre/hub

e) Current state of volunteering - the PC is now registered with Ashfield Volunteer Service and several new volunteers have now been recruited.

6.2 Member of the Public raised concerns over a large tree on Byron Fields. The Parish Council agreed to contact ADC to request that they inspect the tree and advise on any action to be taken.

7 Parish Plan Review:

7.1 Parish Plan - relevant updates on progress were discussed and reported at the Parish Council meeting. The latest Parish Plan is available on the Parish Council website.

7.2 Quote from HD Tree Services of £14,000 had been considered and approved to carry out all of the work identified in the recent tree survey/audit.

7.3 NUM banner - subject to confirmation of future ownership/control of the banner it was provisionally agreed to site the

banner at the Parish Hall. The banner would be placed in a frame with a Perspex front and the Parish Council agreed to carry out the necessary work to accommodate the banner and also make a small donation towards the cost of the frame.

8 Members Items:

8.1 Cllr B Adkins - requested approval for the following:

- a) Additional months amnesty to resolve mole problem in the Cemetery - request refused.
- b) Removal of weeds from the Parish hall driveway - Anthony Clarke to carry out the work.
- c) Cut back bushes next to the Parish Hall back door – agreed to just lightly trim the overgrown foliage.

8.2 Cllr C Cutts informed the meeting that Little Chicks were proposing to start a Friday luncheon event (Plot to Plate Café) starting mid November 2026 - more details to follow.

8.3 It was agreed that additional lamp post poppies and a poppy wreath will be purchased for Remembrance Sunday and also the order for the Christmas tree will be raised.

9 Cemetery:

9.1 None

10 Parish Hall:

10.1 Hall bookings were reviewed and agreed.

11 Report on External Meetings:

11.1 None

12 Planning Applications:

12.1 None

13 Correspondence requiring attention:

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

14 Finance Statement and accounts for payment:

The Clerk presented the monthly financial statements.

14.1 Payments approved were as follows:

<u>Date</u>	<u>Payee</u>	<u>Pay type</u>	<u>Value</u>	<u>Description</u>
06-Oct-26	Boiler Room Digital	DD	46.00	Web site maintenance
20-Oct-26	Ashfield District Council	DD	81.00	Cemetery business rates
09-Sept-26	Little Chicks Comm. Shop	BACS	165.07	Summer Family Event
09-Sep-26	T J Workwear Ltd	BACS	160.30	Employee workwear
07-Sep-26	AFM UK Mansfield Elim	BACS	75.00	Refund - cancelled Hall booking
07-Sep-26	Simon Gray	BACS	16.50	Mileage/petrol expenses
07-Sep-26	Rich's Plumbing & Heating	BACS	550.00	Boiler repair
08-Sep-26	Clarkes Cemetery Services	BACS	250.00	Ashes burial x 2
08-Sep-26	C Cutts (Little Chicks)	BACS	635.00	Summer Family Event
09-Sep-26	Simon Gray	BACS	59.90	Land registry title plan & register
14-Sep-26	Hoot Fire & Security Ltd	BACS	2,718.00	Installation of security system/CCTV
16-Sep-26	Clarkes Cemetery Services	BACS	450.00	Grave preparation
22-Sep-26	ES Solutions Ltd	BACS	220.80	Notice board repairs
29-Sep-26	Water Plus Ltd	DD	71.43	Hall water charges
01-Oct-26	Clarkes Cemetery Services	BACS	1,185.00	Contract
01-Oct-26	J Saint	BACS	317.41	Salary
01-Oct-26	PD Thomas	BACS	2,398.18	Salary
01-Oct-26	J Barlow	BACS	1,853.80	Salary & Admin costs
07-Nov-26	HMRC	BACS	1,674.87	National Insurance & PAYE
31-Oct-26	Unity Trust Bank plc	DD	10.00	Bank charges
Total October			£12,938.26	

15 Statutory Compliance Checks:

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

15.2 Parish Hall - the Caretakers confirmed that all statutory compliance checks had been completed. .

The meeting closed at 8.30pm.

The next Parish Council meeting will be held on Monday 2nd November 2026 commencing at 7.00pm.

Signed..... Chair of Meeting

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