

Elkesley Parish Council

I hereby give you notice of a Meeting of the Elkesley Parish Council to be held on Tuesday 19th April 2022 at 7.00pm in the Elkesley Memorial Hall, High Street, Elkesley.

Dated this 12th April 2022
W Davies
 Clerk to the Parish Council

AGENDA

- 1) To receive apologies and reasons for absence
- 2) To receive and record declaration of interests from Members in any item on the agenda
- 3) To receive the Chair's report
- 4) To suspend the meeting to hold a 10 minute public session
- 5) To receive reports from the District & County Councillors
- 6) To approve the minutes of the meeting held 15th March 2022
- 7) To approve payments and receive financial reports for 31st March 2022
- 8) To consider using a payroll provider to process the wages
- 9) To consider purchase of a notice board for the new cemetery as previous approved
- 10) To update the bank standing order for wages
- 11) To consider any planning applications as listed or planning correspondence

Application: 22/00416/HSE
 Proposal: Rear ground floor extension, front bay window, porch and canopy and rear detached store to domestic dwelling
 Location: 43 Headland Ave, Elkesley
- 12) To discuss a Platinum Jubilee event and consider expenses
- 13) To receive reports and consideration of any expenses on the following:
 - a. Sports field & play area safety inspections
 - b. Cemetery
 - c. Defibrillator inspections
- 14) To receive highways and service faults
- 15) To receive items for information
- 16) Time and date of the next Parish Council meeting

Minutes of the meeting held 19th April 2022 Signed: *JO'Brien*

Date: *17th May*

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Minutes of the Elkesley Parish Council meeting held on Tuesday 19th April 2022 at 7.00pm in the Elkesley Memorial Hall, High Street, Elkesley.

Present: Cllr Skelton (Chair), Cllr O'Brien, Cllr Savill, Cllr Stronach and Cllr Jefferson

Others: District Cllr Kevin Dukes and members of the public

2677/22 To receive apologies and reasons for absence

Apologies and reasons received from Cllr Grounsell and Cllr May. Cllr Savill proposed to approve the apologies and reasons; this was seconded by Cllr O'Brien and resolved by the Council – 5 votes.

2678/22 To receive and record declaration of interests from Members in any item on the agenda

No declaration of interests received.

2679/22 To receive the Chair's report

The Chair's report included work that the parish councillors throughout the month which totalled 45 hours of their time.

The Chair also reported the pot holes on Park Lane which was mentioned at the last meeting.

2680/22 To suspend the meeting to hold a 10 minute public session

- Pot holes reported on Yew Tree Road – the Chair will report to Highways
- A request to consider installing a small sand pit in the play area – to be included on the next agenda
- It was noted that Open Reach has left wires on the floor when they have been working into the phone exchange box – Cllr O'Brien will mention this to Open Reach

At this point the Chair asked for a minutes silence in remembrance of Mervin Headland who has passed away.

2681/22 To receive reports from the District & County Councillors

District Councillor Kevin Dukes gave his District Report

- The Bassetlaw Local Plan has been put back again; there will be another round of consultation due to the garden village that was to be sited near Five Lanes End roundabout; has been withdrawn by the land owners
- Traveller's site in Elkesley has been withdrawn from the Local Plan. The land owner now has to comply with planning regulations and submit a planning application whereby it will go through due process or enforcement action by the District council
- The District Council is also running allotment consultation

At this point Cllr Dukes gave an update on the Bassetlaw Food Bank which has had its busiest day today. It was noted that food bags are now being delivered to homes rather than people having to travel to the centres to collect the food. Anyone that needs help please contact the food bank; they

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can also help by passing those in need on to other areas of support should they need it. Please contact the District Council on 01909 533 533.

2682/22 To approve the minutes of the meeting held 15th March 2022

Cllr Stronach proposed to accept the minutes of the meeting held 15th March 2022 as a true record; this was seconded by Cllr Savill and resolved by the Council – 5 votes. The Chair duly signed the minutes.

2683/22 To approve payments and receive financial reports for 31st March 2022

The Clerk previously circulated copy of the March 2022 finances, bank statements and budget figures for the councillors to view.

Cllr Stronach proposed to accept the above finances and the following payments; this was seconded by Cllr Jefferson and resolved by the council – 5 votes.

- a) Catcher pest control – Mole catcher £150.00 £2190 (2190)
- b) C.P.S (Contractors) Ltd – resurface of small BMX track £2,361.00 (2191)
- c) Elkesley Memorial Hall – room hire and Post office contribution £45.00 (2192)
- d) Wages & p.a.y.e £635.00 (s/o + 2193/4)
- e) R May – reimbursement of fuel for grass cutting & Mileage £51.02(2195)

2684/22 To consider using a payroll provider to process the wages

The Clerk requested that the council uses a payroll provider to process the wages; this is due to the age of the laptop which contains the wage software. The cheapest provider is £90.00 per year which is only a few pounds more than the current software programme less the clerks wage.

Cllr O'Brien proposed to appoint Darbys Accountants; this was seconded by Cllr Jefferson and resolved by the council – 5 votes.

2685/22 To consider purchase of a notice board for the new cemetery as previous approved

The Clerk reported that previously the council had approved the purchase of a notice board for the cemetery; this is to be able to put the rules and regulations of the cemetery and any other information. The funds put aside and donation from District Cllr Dukes is now enough to be able to purchase a notice board up to £500 plus v.a.t.

Cllr Savill proposed that the council purchases the notice board; this was seconded by Cllr Jefferson and resolved by the Council – 5 votes. The Clerk will obtain prices off the internet.

2686/22 To update the bank standing order for wages

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The Clerk reported that further to the budget discussion for 2022-23; the living wage limit has increased by 59p per hour and the Clerks column point by 60p per hour. Therefore, the standing order for the wages will need to be updated to the new amount.

Cllr O'Brien proposed to increase the wage standing orders for the above amounts; this was seconded by Cllr Savill and resolved by the Council – 5 votes. The letter to the bank was signed by both councillors.

2687/22 To consider any planning applications as listed or planning correspondence

Application: 22/00416/HSE

Proposal: Rear ground floor extension, front bay window, porch and canopy and rear detached store to domestic dwelling

Location: 43 Headland Ave, Elkesley

Cllr Stronach proposed not to make any objections to the above application; this was seconded by Cllr Jefferson and resolved by the Council – 5 votes.

At this point Cllr Stronch reported that he had spoken with the Homes Manager of Poppyfields Childrens Home on Headland Ave; regarding their staff parking cars on Headland Ave.

At this point the Clerk read out an email from the Manager of Poppyfields; introducing himself to the Council and about what they do and the child that they look after there. The Clerk passed on the Manager's contact number for Cllr Stronch to contact him to make an appointment to visit the home.

2688/22 To discuss a Platinum Jubilee event and consider expenses

Cllr Jefferson discussed what is currently proposed for the parish council's part of the event:

- Cllr Savill has offered the use of her large gazebos
- Third party insurance is required for the Shetland pony rides
- Look at music licence
- All profit making stalls will have to have their own public liability insurance
- All non-profit making stalls that come under the Parish Council *may* come under its public liability insurance
- The Clerk asked for a list of what exactly the parish council is organising to check with the insurers.
- Cllr Jefferson will be carrying out the event risk assessment

Further working party meetings will be taking place.

The Memorial Hall will be arranging the catering side of things.

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District Cllr Dukes is able to give a contribution towards the event; the Memorial Hall committee will apply for this. The Parish Council will apply to the County Councillor for any funding available.

2689/22 To receive reports and consideration of any expenses on the following:

Sports field & play area safety inspections

- No issues raised by Cllr Jefferson
- As part of the Chair's report – it was noted that general tidy up and stones removed from the BMX area.

Cemetery

- No problems with the cemetery. It was approved to purchase a rainwater diverter for the water supply

Defibrillator inspections – no issues reported.

2690/22 To receive highways and service faults

- Potholes on Park Lane and Yew Tree Road
- Quad bikes in the village and wood areas – the police are already aware and are patrolling the area
- An email has been received from a resident regarding flooding on Jockey Lane and Brickyard Road. Cllr O'Brien has contacted the resident
- Cllr Savill suggested an additional seat in the village

2690/22 To receive items for information

- Notts County Council reminder of a face to face consultation on their Nottinghamshire Plan that is taking place on 5th May at The Crossing in Workshop. Cllr Dukes commented that this is regarding their Devolution plan.
- A reminder that it is the village clean up on Sunday at 10.30am, meet at the Memorial Hall

The Clerk reminded councillors that any proposals for items to be put on the agenda must complete a report form to submit to the Clerk.

2691/22 Time and date of the next Parish Council meeting

The next meeting will be the Annual Meeting of the Parish Council on the 17th May 2022 at 7pm in the Elkesley Memorial Hall, High Street, Elkesley.