

I hereby give you notice of a **Virtual Zoom** Meeting of the Elkesley Parish Council to be held **remotely** on Tuesday 21st July 2020, at 7.00pm.

Public access to the meeting will be via the email link - please email the Clerk at: elkesleyclerk@gmail.com or ring 0750 485 0295

Dated this 14th July 2020

Mrs Davies

Clerk to the Parish Council

AGENDA

- 1) To receive and accept apologies for absence
- 2) To receive and record declaration of interests from Members in any item on the agenda
- 3) To receive reports from the District & County Councillors
- 4) To approve the minutes of the meeting held 7th July 2020
- 5) To consider deferral of the Annual Meeting of the Council to May 2021 as per Government Legislation
- 6) To receive the Internal Audit Report for 2019-20
- 7) To approve the Annual Governance Statements for the year ending 31st March 2020
- 8) To approve the Statement of Accounts for the year ending 31st March 2020
- 9) To receive confirmation that the Council meets the criteria to apply for External Audit exemption for the financial year ending 2019-20
- 10) To review the Council Asset List as at 31st March 2020
- 11) To approve payments
- 12) To suspend the meeting to hold a 10 minute public session
- 13) To consider ways of assisting Lime Tree Road residents on match days
- 14) To consider any planning applications and note any planning correspondence
- 15) To receive reports and consideration of any expenses on the following:
 - a. Sports field & play area safety inspections; requirement for lawnmower for the play area
 - b. Cemetery
 - c. Defibrillator inspections
 - d. Highways and service faults
- 16) To receive items for information or for the next agenda
- 17) Time and date of next Parish Council meeting

Minutes of the Elkesley Parish Council Meeting held remotely on Tuesday 21st July 2020, at 7.00pm.

Present: Cllr Skelton (Chair), Cllr O'Brien, Cllr May, Cllr Davis, Cllr Stronach, Cllr Roberts, Cllr Savill

Others: Mrs Davies (Clerk) District Cllr Dukes and members of the public

3291/20 To receive and accept apologies for absence

Apologies received from Cllr Fish – Cllr Stronach proposed to accept the apologies; this was seconded by Cllr O'Brien and resolved by the Council – 7 votes

3292/20 To receive and record declaration of interests from Members in any item on the agenda

No declaration of interests received.

3293/20 To receive reports from the District & County Councillors

District Councillor Kevin Dukes gave the following report:

Retford and Worksop town centres are now opening where possible. The District Council is now moving on to recovery; all council meetings are being broadcasted and stored online for people to view. The next cabinet meeting will be held on the 1st September.

One item of interest at the moment is the Local Plan is now getting to a point where it is ready to go out for its final consultation with residents. There is now a problem with Neighbourhood Plans – the Government has decided to reduce what they see as the statue on the neighbourhood planning and only giving it a two year life. The District Council is complaining quite vigorously against this because it takes around three years to write a Neighbourhood Plan. If it only has a two year life then it will become a continual situation where people are just rewriting all the time. The District Council is waiting for a judicial review at the moment; Cllr Dukes suggested that we hold off our Neighbourhood Plan review till this issue has been resolved.

3294/20 To approve the minutes of the meeting held 7th July 2020

Cllr May proposed to accept the minutes of the meeting held 7th July 2020 as a true record; this was seconded by Cllr Stronach and resolved by the Council – 7 votes.

3295/20 To consider deferral of the Annual Meeting of the Council to May 2021 as per Government Legislation

Cllr Savill proposed to defer the Annual Meeting of the Council to May 2021; this was seconded by Cllr O'Brien and resolved by the Council – 7 votes.

3296/20 To receive the Internal Audit Report for 2019-20

The Clerk previously circulated copies of the Internal Audit report for the Councillors to view.

Cllr O'Brien proposed to note the Internal Audit report showing no matters have been raised; this was seconded by Cllr Savill and resolved by the Council – 7 votes.

3297/20 To approve the Annual Governance Statements for the year ending 31st March 2020

The Clerk previously circulated copies of the Annual Governance Statements for the Councillors to consider.

Cllr May proposed to approve the Annual Governance Statements for the year ending 31st March 2020; this was seconded by Cllr Stronach and resolved by the Council – 7 votes.

3298/20 To approve the Statement of Accounts for the year ending 31st March 2020

The Clerk previously circulated copies of the Statement of Accounts for the Councillors to consider.

Cllr Savill proposed to approve the Statement of Accounts for the year ending 31st March 2020; this was seconded by Cllr O'Brien and resolved by the Council – 7 votes.

3299/20 To receive confirmation that the Council meets the criteria to apply for External Audit exemption for the financial year ending 2019-20

The Clerk previously circulated copies of the criteria and certificate to apply for the External Audit exemption for the Councillors to view and consider.

Cllr O'Brien proposed to apply for the exemption as above; this was seconded by Cllr May and resolved by the Council – 7 votes.

3300/20 To review the Council Asset List as at 31st March 2020

The Clerk previously circulated copies of the asset list as at 31st March 2020 for the Councillors to view. A request was received to show on the asset list that one of the field shelters was part of the phase one play area installation; the Clerk will adjust as requested.

Cllr O'Brien proposed to approve the asset list as at 31st March 2020; this was seconded by Cllr Savill and resolved by the Council – 7 votes.

3301/20 To approve payments as listed

Cllr Stronach proposed to approve the following payments; this was seconded by Cllr May and resolved by 8 votes.

- a) Grounds Maintenance July wages £305.20 (2029)
- b) HMRC – p.a.y.e £58.00 (2030)
- c) Clerk's June wages £231.30 (2031)
- d) Blyth Pest Control – removal of wasp nest off small slide frame £50.00 (2034)
- e) A Palfreyman – Internal audit £50.00 (2035)
- f) R May – reimbursement of lawnmower parts £10.48 (2036)
- g) J O'Brien – reimbursement of 'Dogs on Lead' signs £16.76 (2037)

Cllr Downing joined the meeting during this agenda item.

3302/20 To suspend the meeting to hold a 10 minute public session

The Chair suspended the meeting to allow members of the public to speak; no questions asked. The Chair reconvened the Council meeting.

3303/20 To consider ways of assisting Lime Tree Road residents on match days

Cllr May suggested as way to stop visitors parking on Lime Tree Road during football match days; to put some signs on the road down from the village hall to say that parking for the football match is at the village hall; plus a larger sign at the top end of the Village Hall drive on match days.

Cllr Savill asked if a sign could direct people to the pub car park as an overflow parking area and a sign at the end of Lime Tree Road saying 'please do not park'. The Chair commented that people can park anywhere on the highway – it would better to give directions to somewhere more appropriate; which would be Village Hall car park. We can do all we can and hope that visitors are considerate to other people's houses and drive ways.

Cllr O'Brien has spoken to the Football Club Manager and he said that the Sat Navs directs you into Lime Tree Road. However, he would ensure the team parked down at the Memorial Hall and let the visiting football team know as well; he would work with us on this matter. The Chair will make some signs up and do everything we can to push people in the right direction

The Chair reported that he has spoken with Mr Headland regarding the history of the sports field. Mr Headland had agreed to swop some of his land (the sports field) for some land near the then airport runway that the Council owned; this land swop would be for use for the benefit of the village as a sports field. The field is designated as a QE II Fields in Trust to be used as a sports field.

The Chair asked if there is anyone who wishes to raise anything regarding Lime Tree Road – no matters raised.

Cllr O'Brien hoped that any residents from Lime Tree Road would come to the Parish Council if they do have issues with parking. The Parish council cannot do much to help as far has any enforcement; but what we can, do if there is an issue then we can work with the football club to help sort it out for them.

The Chair is happy to get involved and type up some flyers, print off and laminate; then if any cars are being parked inconsiderately; then put a flyer under the cars windscreen wiper as a polite reminder that there are other places where they can park out of the way.

3304/20 To consider any planning applications and note any planning correspondence

Application: 20/00692/FUL

Proposal: Install 2 external air source head pumps

Location: The Bungalow, Crookford Hill, Brough Lane, Elkesley

Cllr May proposed not to make any objection to the above application; this was seconded by Cllr Savill and resolved by the Council – 8 votes.

Planning correspondence received

The Clerk read out a letter from the District Council's solicitor as follows:

Notice of Removal from Local Authority's list of Assets of Community Value (ACV) **Robin Hood Inn, High Street, Elkesley – Localism Act 2011**

I am writing to give you notice of removal of the above from the Local Authority's list of Assets of Community Value. The Local Authority is required to give you notice under section 91 of the Localism Act 2011 ("the Act")

Reason for removal – Under section 97 (3) of the Act an entry for the land must be removed from the list with effect from the end of the period of 5 years beginning with the date of that entry.

The land was entered onto the list on 12th May 2015, which means that the period of 5 years, specified in section 87 (3) of the Act, has expired.

The Clerk reminded the Council that there are two people present at the meeting who are able to have information on Assets of Community Value; one is the District Cllr Dukes and the other is the previous Chair of the Parish Council, Neil Oldbury who worked hard on getting the pub listed as a Community Asset.

Cllr Dukes commented that there is a time frame for a Community Asset; 'unless something happens to make it a Community Asset (e.g. turn it into a shop/pub/hub etc.). You can only re-apply if there is enough evidence (e.g. funds/plans in place to start the project or you are already working on the project) otherwise the Community Asset will cease at the end of the 5 year period.

(Note – the Clerk has put the examples in the above brackets)

At this point the Chair commented that there is some news of an interest in opening a pub at the other end of the village.

Mr Oldbury then made the followings comments:

There is a five year time limit in which to try to do something with the asset if that is possible; this was not possible as the developer was never going to let it go to the village. His current planning application at the moment is one year down the line of three; if he does not do anything within the next two years then he will have to reapply. The last plans was to leave the pub standing as it is and to build on the field and car park; leaving the pub to become a pub again but the developer never made any contact or offered a price.

The other development the Chair mentioned is one of the land owners who has land available for development; this is on face book called Elkesley Fields. This is for housing and a separate plot of land suggesting a possibility of a pub there.

As part of the District Council's Local Plan; local land owners were asked to put forward land that they are willing to develop and three landowners have put land forward. The developers

will be asked to put together a consultation exercise in the village hall, once the guidance on Covid-19 allows gatherings.

Cllr O'Brien pointed out that it is the villagers' decision on the above proposed developments; as part of updating the village neighbourhood plan, not the Parish Councils.

Mr Oldbury then commented that at the moment there is not an application for the pub to be demolished. If the developer wishes to do so; then he would have to put in a planning application to do so.

3305/2 To receive reports and consideration of any expenses on the following:

Sports field & play area safety inspections; requirement for lawnmower for the play area

The Chair reported that he carried out a health and safety walk around the sports field and play area a couple of weeks ago that highlights some bits of work to do – at the moment the play area remained closed.

Cllr May reported that usually the ride on lawnmower is serviced over winter when it is not needed as much; however it currently requires three new blades. Rather than have the machine sent away for its service when it is in full use; Cllr May proposed that the Council purchases the three blades now at a cost of £89 and then have it serviced over winter; this was seconded by Cllr Davis and resolved by the council by 8 votes.

The Chair reported that the new basket swing has now been installed. He will be carrying out another H&S inspection and will carry out a further risk assessment; plus new signage and visual displays will be going up. Once this work has been carried out then the park can be reopened.

The football team have asked when they can start playing friendly matches on the park; they have now been given the go ahead to have friendly matches. The team will be still practising in Kings Park but would like to start planning for their friendly matches. A copy of their insurance has been received; they now have to complete their own Covid and risk assessment of the field as they are the ones that will be managing the event. Once the H&S risk assessment is completed then the Council is ready to hold the football matches.

A contract is not yet in place; but the Chair will be looking at this and we can ask other councils with football teams for information on their contracts or agreements. Cllr Savil asked if parking could be included in the contract; this is possible for the team but we can't say that to the members of the public; however the club is willing work with this on this.

At this point Cllr Stronach asked why the Memorial Hall Committee has not yet stood down as they said they would at the end of June. The chair advised Cllr Stronach that the Memorial Hall Committee is not part of the Parish Council; so we cannot answer that question. Cllr Stronach asked if he can find some information out and report it at the next meeting.

Cemetery

Cllr Stronch reported:

- The cemetery is looking well; the hedge in the corner has been taken down and just needs removing
- Water butt to be moved into the corner and then it can be filled up

Cllr Roberts asked if the Holly tree can be pruned again – Cllr Stronach will have another look later in the week.

There were thanks given to all the people have been working hard in the cemetery.

Defibrillator inspections

Cllr Savill reported that the defibrillators were inspected the previous week and they were both ok.

Highways and service faults

Cllr O'Brien reported:

- Work has been carried out to the large hole in Low Street
- The smashed light sign at the top of the slip road on the bridge road has been reported but not repaired as yet
- The hump on the bridge road is still not repaired

At this point District Cllr Dukes reported the he and County Councillor Greaves have walked around the village a couple of weeks ago; and took photos of various areas that still need highways to carry out work on. Cllr Greaves will be discussing work that needs to be done with Highways.

- Rats coming from Highway's land in front of the farm entrance needs to be reported; the Chair is happy to also speak with the farmer

3306/20

To receive items for information or for the next agenda

- Cllr Stronach proposed to give an update on the Memorial Hall subject to having some information
- Football contract

3307/20

Time and date of next Parish Council meeting

The next Parish Council will be held on 15th September 2020 at 7pm.

Meeting closed at 8pm.