

# Minutes of the Averham, Kelham and Staythorpe Parish Council Meeting

20<sup>th</sup> February 2023 7pm,  
Robin Hood Theatre, Averham.

**Present:** Cllr I Bradey (Chair), Cllrs J Allan, J Towleron, S Emeny, V Hird & J Cobley  
Cllrs S Saddington (NCC) & R Blaney (NSDC) (part).

**Ex-officio:** Sue Jackson, Clerk

**Absent:** Cllr Miller

## 2 Members of the public were in attendance

AKS 22-106	<b>Apologies received.</b> Cllr Fereday those present voted to accept this apology. Prop by Cllr Allan, Sec by Cllr Cobley, all agreed.	
AKS 22-107	<b>Declarations of Interest from Members in any item to be discussed.</b> Cllr Allan declared an interest in the Planning Application to be considered.	
AKS 22-108	<b>Minutes of the previous meeting.</b> The minutes of the Parish Council Meeting held 17 <sup>th</sup> January 2023 were approved as a true record & signed. Proposed by Cllr Allan, Sec by Cllr Bradey, all agreed.	
AKS 22-109	<b>Questions and comments from members of the public</b> <ul style="list-style-type: none"> <li>Members of the BESS Action Group were in attendance and requested that they be allowed to liaise with the councillor who attends the NSDC Planning Committee to present the Parish Councils views on the development prior to the presentation.</li> <li>ASK About requested the use of the PA system on 6<sup>th</sup> May and Kelham church requested the loan of the PA and 4 tables on both 6 June and 1<sup>st</sup> &amp; 2<sup>nd</sup> July. This was agreed subject to the loan request forms being submitted prior to the dates. Cllr Blaney arrived</li> </ul>	
AKS 22-110	<b>Updates Required from the Previous Meeting for Items Not Covered on the Agenda.</b> <ul style="list-style-type: none"> <li>The Clerk's <b>Contract of Employment.</b> Now issued, awaiting signing by the Chair and the Clerk</li> <li>Response to <b>Minster School Consultation</b> submitted. Done. Report previously submitted; copy kept for record.</li> <li>Clarification statement to NSDC in relation to the Council's response to the <b>BESS planning application.</b> Done</li> <li>Report on the <b>Liaison Meeting held with RWE.</b> Report previously submitted; copy kept for record.</li> </ul>	

	<ul style="list-style-type: none"> <li>Report on the <b>BESS Working Party</b> meeting held 23<sup>rd</sup> January. Report previously submitted; copy kept for record.</li> <li>Update on the provision of <b>decorative signs</b> for Averham and Kelham. Cllr Bradey has spoken to NCC and signs could be funded by the Local Improvement Scheme. A new round of funding opens in April. Cllr Bradey to obtain prices for both signs and fitting. An application could also be made to the National Lottery Community Fund who issue grants for between £300 and £10,000</li> <li><b>Precept form</b> submitted to NSDC for 2023/2024. Done. Cllr Saddington arrived</li> </ul>	Cllr Bradey
AKS 22-111	<p><b>Reports from County Councillor and District Councillor</b></p> <p>Cllr Saddington - Council Tax will be increased by 2.4% next year plus 2% Social Care Tax.</p> <p>A grant of £200 is available to all parishes to help celebrate the Coronation. To be paid direct to ASK About who applied for the funding.</p> <p>Cllr Saddington confirmed she had not received a copy of the PC's submission re the Minster School consultation nor submitted a response herself.</p> <p>Cllr Blaney - Network Rail have agreed to reduce the word count on the signs at level crossings for ease of reading. Cllr Blaney anticipated the BESS Planning Application will be included at the planning meeting on 16<sup>th</sup> March. The Chair of a Parish Council usually speaks and should support and add detail to the original submission made by the PC.</p> <p>Cllrs Saddington and Blaney then left the meeting.</p>	
AKS 22-112	<p><b>To Consider Items Requiring a Decision:</b></p> <ul style="list-style-type: none"> <li>To install a <b>dog waste bin</b> on the grass verge near the end of Home Farm Close, approximate cost, £260.00 plus ongoing costs for emptying. Initially, bin to be emptied fortnightly and the use of it monitored. Proposed by Cllr Emeny, seconded by Cllr Towlerton, all agreed subject to confirmation by the Chair of the Finance Cttee (Cllr Miller) that funding is in the budget. The Clerk to ask.</li> <li>To consider how the Parish Council marks the upcoming <b>Coronation of King Charles III</b>. Options were discussed including a gift to each child in the Parish or something more permanent such as benches or planters. The Clerk to request suggestions from residents via The Plough</li> <li><b>A Civility and Respect Policy</b> is available for adoption by the Parish council, defer until the Clerk's Contract of Employment has been issued. Contract issued but not signed, C&amp;RP to be added to the March Agenda</li> <li>To consider hosting a <b>First Aid Course</b> for members and residents. Adult Basic Life Support courses are available from Newark Community 1<sup>st</sup> Aid. The Clerk to publicise via The Plough to gauge interest.</li> <li>To consider opening a <b>savings account</b> with Nationwide Building Society as agreed at the Finance Committee</li> </ul>	<p>The Clerk</p> <p>The Clerk</p> <p>The Clerk</p> <p>The Clerk</p>



	Meeting in January. Proposed by Cllr Cobley, seconded by Cllr Emeny, all agreed	<b>The Clerk</b>
AKS 22-113	<p><b>To review/respond to correspondence sent and received by the Parish Council</b></p> <ul style="list-style-type: none"> <li>• Email from Newark Community 1<sup>st</sup> Aid asking for volunteers. Noted</li> <li>• Email from Notts ALC with information regarding the upcoming elections and the Pre-Election Period of Sensitivity. Noted, Information relating to the election to be included in The Plough article</li> <li>• Email from NSDC with a poster reminding people photo ID is needed to vote. Noted</li> <li>• Email from NSDC to advise it is hoped grants will be available to help celebrate the upcoming Coronation. Noted</li> <li>• Email from a resident asking if the PC should publicise the locations of defibrillators. Information is available in The Plough but it will also be added to the website</li> </ul> <p>Email from Planning at NSDC re Permitted Development Rights. The Clerk to forward email to all members.</p>	<p><b>The Clerk</b></p> <p><b>The Clerk</b></p>
AKS 22-114	<p><b>Planning Applications:</b>  <b>23/00227/HOUSE Flo's Cottage, Averham.</b> Single storey rear extension. All agreed 'No observations' Cllr Allan abstained.</p> <p><b>Planning Decisions:</b> None</p>	
AKS-22-115	<p><b>Clerk's financial report, agree expenditure and other necessary action</b>  <b>Balance at 13/02/23 £9358.43</b>  Robin Hood Theatre Room Hire Jly – Dec 2022 <b>£98.00</b>  Notts ALC Membership 2023/24 <b>£136.84</b>  Domain Name Renewal 2023/24 <b>£14.39</b>  Bank Charges <b>£5.00</b>  Donation from RWE for Jubilee Tree <b>£92.80</b>  Cllr Allan proposed acceptance of the above, seconded by Cllr Cobley, All agreed.</p>	
AKS 22-116	<p><b>Item to be added to the agenda for the next meeting</b></p> <ul style="list-style-type: none"> <li>• Review of Standing Orders</li> <li>• Terms of Reference for the Finance Committee</li> <li>• Coronation Commemoration</li> </ul> <p>It was noted that completed election forms to be submitted to NSDC between 21<sup>st</sup> March and 4<sup>th</sup> Apr. The Clerk to deliver completed forms brought to the next meeting.</p>	
AKS 22-117	<p>Date of the next meeting –  <b>Monday 20<sup>th</sup> March 2023</b> at 7:00pm.  To be held at the Robin Hood Theatre</p>	
	<b>The meeting closed at 8.22pm</b>	