

**Minutes of the Averham, Kelham and Staythorpe Parish Council**

**Tuesday 24 October 2017**

**7pm, Robin Hood Theatre, Averham**

**Present:** Cllr S. Emeny, Cllr J. Allan, Cllr A. Fereday, Cllr T. Williams, Cllr. J. Mills, Cllr J. Miller

**Ex-officio:** Nicola Walker, Clerk

AKS 17-001	<p><b>Apologies for absence.</b> Apologies from Cllr. S. Saddington, Cllr I. Bradey, Cllr J. Cobley, and Cllr I. Justice</p>	
AKS 17-002	<p><b>To receive declarations of interest from Members in any item to be discussed.</b> None.</p>	
AKS 17-003	<p><b>Minutes of the meeting Monday 12 September.</b> Minutes of the previous meeting were received and signed as a true record of the meeting of 12 September.</p>	
AKS 17-004	<p><b>Matters arising from the previous meeting, not covered in the agenda.</b></p> <ul style="list-style-type: none"> <li>• Banking Mandate: to be discussed at Finance Committee, recommendations to be brought to PC for vote</li> <li>• HMRC: to be discussed at next Finance Committee</li> <li>• Home Farm Close letter: waiting for timeline, then will be sent to Planning, Environmental Health, Crime Commissioner and Fire Service</li> <li>• Parish Council Website: defer, Council is happy to keep current hosting. Clerk and Cllr Brady to investigate if/how additional content can be added.</li> <li>• Road Survey: road work in Kelham completed, Home Farm Close garages being monitored for damp</li> <li>• Defibrillator Installation: installed at Manor Farm with light above. Clerk to send letter of thanks to electrician. Possible installation of marker to make the defibrillator easier to locate in an emergency.</li> <li>• Road Salt order: five free bags ordered, will offer one to PCC when they arrive</li> <li>• Level Crossings: two letters, one from ORR and one from Robert Jenrick MP: Noted</li> <li>• Parish Event: two attended</li> </ul>	<p>JM JM AF/Clerk  IB/Clerk  JAM  JM/Clerk  Clerk</p>
AKS 17-005	<p><b>Reports from County Councillor and District Councillor</b> Apologies from both Cllrs, a report from Cllr S. Saddington was read out</p> <ul style="list-style-type: none"> <li>• Cllr Saddington has nominated Church Lane, Averham for resurfacing.</li> <li>• Both Cllrs have met with Network Rail regarding the crossing problems. The work is ongoing.</li> <li>• On November 23<sup>rd</sup> a new Draft Local Minerals Plan will go before the full County Council, if approved it will then go out for</li> </ul>	

	consultation. It is thought lower figures will be used for the quantities required which may reduce the number of new quarries.	
AKS 17-006	<b>Questions and comments from Members of the Public:</b> none	
AKS 17-007	<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>Letter re insurance for NYE Party: PC insurance to cover – Clerk to inform organisers</li> <li>Letter from R. Jenrick MP re illegal encampments: noted</li> </ul>	Clerk
AKS 17-008	<p><b>Planning Applications:</b> None</p> <p><b>Planning Decisions:</b></p>	
AKS 17-009	<p><b>Clerk's Financial Report and Administrative Matters</b></p> <p><b>Finance</b></p> <ul style="list-style-type: none"> <li>Clerk's Financial report 24 October 2017: received and noted</li> <li>Notts ALC training cost: £90.00: Clerk to make payment</li> <li>Invoice for cable for PA: £10.98: Clerk to make payment</li> <li>Vote to purchase wreath for Remembrance Service est. £20-25- unanimously agreed: JAM to contact PCC</li> <li>Guidelines on Expenditure to be reviewed by Finance Committee: Agreed.</li> </ul> <p><b>Administration</b></p> <ul style="list-style-type: none"> <li>Request to share Bullguard license with ASK About laptop: Agreed. Clerk to inform ASK About</li> <li>Request include ASK About laptop on PC insurance policy. Discussion concluded that insurance could only insure if PC owned equipment. Clerk/Chair to propose that ASK About donate laptop. It will then be entered onto Asset Register.</li> <li>One Councillor Vacancy (Averham Ward): Noted</li> </ul>	<p>Clerk</p> <p>Clerk</p> <p>JAM</p> <p>JM</p> <p>Clerk</p> <p>SE/Clerk</p>
AKS 17-010	<p><b>Highways and Environmental Issues</b></p> <ul style="list-style-type: none"> <li>Dog Fouling Signs: Clerk, Cllrs Allen and Miller agreed to install these on lampposts: 1 in Staythorpe; 2 in Averham, 1 in Kelham</li> </ul>	JA/JM/Clerk
AKS 17-011	Date of the next Parish Council Meeting at 7:00pm 28 November 2017 at the Robin Hood Theatre, Averham.	
	<p><b>Additional Item</b></p> <p>Cllr Emeny announced that he wishes to resign as Chairman. He is happy to continue as Chair until a new Chair is elected or the end of the Council Year. He is also happy to continue as a Parish Councillor for Kelham.</p>	
	<b>The meeting closed at 8.36pm</b>	