

**AVERHAM KELHAM & STAYTHORPE  
PARISH COUNCIL**

<b>Minutes of the Parish Council Meeting held on 20 October 2015</b>	
	<b>Action</b>
<p><b><u>Present</u></b></p> <p>Cllr. Steve Emeny ( Chairman )            Cllr. Judith Mills            Cllr. John Allan            Cllr. Hilary Snell            Cllr. Adrian Hatton            Cllr. John Cobley            Cllr John Miller            Cllr Ian Justice</p> <p>In Attendance            Cllr. Sue Saddington</p> <p>MEMBERS OF THE PUBLIC PRESENT: 3</p>	
<p><b><u>1. OPENING FORMALITIES</u></b></p> <p>Cllr. Steve Emeny opened the meeting.</p>	
<p><b><u>2. APOLOGIES</u></b></p> <p>Cllr. Ian Brady</p>	
<p><b><u>3. DECLARATION OF INTEREST</u></b></p> <p>None</p>	
<p><b><u>4. APPROVAL OF MINUTES</u></b></p> <p>Unanimously Approved.</p>	
<p><b><u>5. MATTERS ARISING</u></b></p> <p>08.04 Flash Farm: Cllr Judith Mills reported that the dates of the Action Group had coincided with the Parish Council Meeting. There was no further information at the moment.</p> <p>12.15 Parish Defibrillator: Cllr Hilary Snell reported that the last Working Group meeting had been cancelled. Hilary said that the PC had received £300.00 from Sue Saddingtons community fund. The total was now £365.00. Hilary said that she would keep the PC informed on any further developments at the next meeting.</p> <p>12.04 Kelham Hall Gate: Cllr. John Allan had met with Julia Lockwood from N&amp;SDC Asset management, to discuss relevant issues in relation to the gate furniture that had been changed. It was agreed to remove this item from the agenda. However John said he would keep the PC informed when he had any further information.</p>	<p>HS</p> <p>JA</p>

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<p>12.28 Proposed Agenda/Minutes: Cllr Judith Mills reported that the PC should hold a Parish / Town meeting, This would be additional to the AGM to allow parishioners the opportunity to bring suggestions about future projects. It was agreed that under the current agenda the general public have the opportunity to discuss any issues under item 6 Parishioners Participation. It was agreed that two Councillors would have a pre meeting with the public prior to the AGM in May. It was also agreed that the draft minutes would be circulated a minimum of 3 working days prior to the full council meeting.</p> <p>Standing Orders Cllr Steve Emeny reported that the draft SO had been circulated. It was agreed that a quorum for the PC would be 5 members. Once the changes had been made these would replace the existing SO on the 1 November 2015. This was proposed by Judith Mills and seconded by John Allan</p> <p>12.29 Electronic Signature: Cllr Emeny said that he considered it essential that all documents circulated by the Clerk should have an Electronic Signature Steve said that he would pursue this item with Ian Brady and report back when they had further information.</p>	<p>JB</p> <p>SE</p> <p>SE IB</p>
<p><b><u>6. Parishioners Participation</u></b></p> <p>6.02 Public Right of Way: (Staythorpe Ward) Three residents from Staythorpe Village reported that a sign had been erected, informing the public that the area at the bottom of Pingley Lane, was not a Right of Way only by prior permission. They said that it had been walked for over 40 years. They went on to say that they currently had 30 local residents to support an application to NCC to make this a “Right Of Way” to connect this area to the local Foot Path 3 The PC supported the application and would send a supporting letter with the full application.</p>	<p>JB</p>
<p><b><u>7. Delegates/District Councillors Reports</u></b></p> <p>7.14 Cllr Sue Saddington advised that any Community Funding would probably be allocated to deprived areas.</p> <p>7.15 PCSO, Sue said that Richard and Keith had been retained. How ever their areas of responsibility had increased.</p> <p>7.16 Speed reductions on the A617 were currently being considered by Paul Hiller Policy Officer Highways or moving the existing 30mph signs on Staythorpe Road and barriers before Kelham Bridge.</p>	
<p><b><u>8. Correspondence</u></b></p> <p>8.10 Public Right Of Way (Staythorpe Ward).</p> <p>8.11 N&amp;SDC Local Development Framework Review The Clerk reported that this document had been circulated. Cllrs had responded with identifiable points. The Clerk would co ordinate a PC response.</p> <p>8.12 Support Local Community Fund 2016/17. This agenda item had been resolved under agenda item 7.14.</p>	<p>JB</p>
<p><b><u>9. Planning Matters</u></b></p> <p>9.06 15/01667/FUL Household Application for single storey extension to rear. Replacement of Existing roof lights with Velux Windows. 4 Home Farm, Kelham. Mr. R. Allen. NO OBSERVATIONS <b>DECISION</b></p> <p>9.03 15/01359/FUL Side Extension; and Bathroom Cloakroom. The Bothie Mrs. A. Miller. <b>APPROVED</b></p>	<p>JB</p>

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<p><b><u>10. Late Notice of Planning Matters (Standing Orders)</u></b></p> <p>None</p>	
<p><b><u>11. ADMINISTRATION / FINANCE</u></b></p> <p>11.34 Clerks Financial Report 20 October 2015  11.35 Parish Council (Standing Orders)  11.36 Grant Thornton Audit Report 2014/15 The Clerk reported that the Audit had been returned with two recommendations. The Clerk said that we had incurred no audit fee costs.  11.37 Cheque Signatures (Yorkshire Bank) Cllr Hilary Snell said that the new signatories where now in place  11.38 Parish Council Casual Vacancies 1 Kelham to be advertised in the Plough magazine.  11.39 IT Repairs £50.00. Unanimously agreed  11.40 Ink Cartridges £ 17.64 Unanimously agreed</p> <p><b><u>12. HIGHWAYS / ENVIRONMENT</u></b></p> <p><b><u>Parish Council/ Delegates Reports.</u></b>  12.13 Capital Projects. Kelham Bells, Village Defibrillator,  12.14 The manhole covers on A617 have been identified for repair.  12.15 Safety Barriers Staythorpe Ward Cllr John Cobley reported that these barriers had been replaced.  12.16 Kelham Bells Cllr Adrian Hatton said that prior to the four Bells being restored into the Church Tower they were going to take the Bells to Averham School on the 22 October 2015.</p>	<p>JB  HS JB  JM</p> <p>JB  AH</p>
<p><b><u>13. CLOSING FORMALITIES</u></b></p> <p>The Chairman declared the meeting closed at 8.58pm</p> <p>The next Parish Council Meeting will be on Tuesday 1 December 2015 at 7.00pm at Kelham Hall Room G23.</p> <p>Chairman: ..... Date: .....</p>	