

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

**20<sup>th</sup> June 2022**

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

**Present:** Cllrs J Allan, (Chair) J Cobley, V Hird, N Morrel & J Towleron,  
and Cllr R Blaney (part)

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

**Absent: None**

Nine members of the public were also present

AKS-22-34A	<b>Election of Chair</b> – Cllr Allan agreed to stand as Chair for the meeting. A vote was held and all agreed.	
AKS 22-35	<b>Apologies received.</b> Cllrs A Fereday, I Bradey, S Emeny and J Miller had sent apologies. A vote was held and apologies were accepted. Cllr S Saddington had also sent her apologies	
AKS 22-36	<b>Declarations of interest from Members in any item to be discussed.</b> None	
AKS 22-37	<b>Minutes of the previous meeting.</b> The minutes of the Annual Parish Council Meeting held 10 <sup>th</sup> May 2022 were approved & signed.	
AKS 22-39	<b>Updates required from the previous meeting for items not covered on the agenda.</b> <ul style="list-style-type: none"> <li>• Vacancies, co-option of new councillors. To consider co-opting Jemma Towleron onto the Parish Council. Proposed by Cllr Morrel, seconded by Cllr Cobley, a vote was held and all agreed. Cllr Towleron then signed the Acceptance of Offer Form and was welcomed onto the Parish Council.</li> <li>• Cllr Allan to update on catchment areas for schools for children in the Parish Council area. Dialogue is ongoing with The Minster School with regard to children who attend Lowes Wong School but don't currently qualify for a place at The Minster.</li> <li>• Cllr Hird to send The Clerk a map showing the footpath near the power station that has been closed, Response received from Notts CC to say that they have no funding to redevelop and maintain such a path and it was closed because it was in disrepair. Cllr Hird disputes this and will pursue the matter.</li> </ul> <p>The Chair to check the details on the new insurance policy with regard to values of items on the asset register.</p>	<b>The Chair</b>

	<ul style="list-style-type: none"> <li>• Cllr Morrel to convene the HR Sub Committee and review The Clerk's Contract of Employment with a view to issuing it. C/F meeting had to be postponed due to illness.</li> <li>• Cllr Emeny – Future location of Kelham History Boards. These will be moved to the tower of the church where they can be displayed.</li> </ul>	Cllr Morrel
AKS 22-38	<p><b>Reports from County Councillor and District Councillor</b></p> <p>Cllr Blaney arrived and gave the following update –</p> <p>Although the decision by NSDC that the Screening Opinion Request for an Environmental Impact Assessment was categorised as a Level 3 meaning an EIA was not required at this stage, this does not mean that any future Planning Application wouldn't have to complete an EIA. Battery Energy Storage System is a new concept in this form and if an appeal is made to The Secretary of State for Levelling Up, they may reconsider the classification. Cllr Blaney then left the meeting.</p> <p>The Members of the Public present expressed a great deal of concern over the proposed site and the way the Screening Application was dealt with by NSDC. It was agreed that the Parish Council would support the residents' objection to the proposal and the residents present thanked the Parish Council for the support shown so far.</p> <p>The Clerk to write to the SofS and publicise the Public Consultation taking place on 30<sup>th</sup> June on the website.</p>	The Clerk
AKS 22-29	<p><b>Questions and comments from Members of the Public:</b></p> <ul style="list-style-type: none"> <li>• <b>Insurance cover for events</b> – to clarify the remit of the Public Liability insurance held by the Parish Council. The provider, Zurich Insurance have confirmed - <i>Any event will need to be organised, managed and controlled by the Parish Council. The Parish Council's PL cover does not extend to cover events run by members of the public, and they will need to source their own cover.</i></li> <li>• <b>Litter Pick</b> – To consider a litter pick in the parish – whilst it was agreed a litter pick was a good idea, the Parish Council declined to organise one as they have not done so in the past, residents have organised their own. Residents may have been under the impression that the event was covered by the PC's Public Liability Insurance, but because it did not meet the criteria specified by the insurance provider, it was not covered. Proposed by Cllr Cobley, seconded by Cllr Morell, a vote was held and all agreed.</li> <li>• <b>Village Signs</b> – to consider budgeting for village signs for Averham and Kelham similar to the signs at Staythorpe. It was proposed that costs for signs are obtained and that local organisations be approached to</li> </ul>	



	<p>ask if they wish to contribute and feature on the artwork on the signs. Proposed by Cllr Morell, seconded by Cllr Cobley, a vote was held and all agreed.</p> <ul style="list-style-type: none"> <li>• <b>Proposed battery storage facility</b> – Emails received from residents expressing concern &amp; details of the Public Consultation. Already covered.</li> </ul>	
AKS 22-30	<p><b>Correspondence Received</b></p> <p>Jubilee Tree planned for Staythorpe – the following has been received from RWE –</p> <p><i>As discussed earlier I can confirm that RWE give permission for the Parish Council to plant a tree with a suitable small plaque to mark the Queen's Platinum Jubilee, on the landscaped area of our land at the site entrance which is accessible to the public walking past the site.</i></p> <p><i>You have confirmed that the planting will be of a tree sapling, the ground will be hand dug and that the planting will not take place until October or November this year, as this is the best time of year for tree planting. The tree must not become a hazard to pedestrians and road users as it grows.</i></p> <p><i>Please could you mark out where you would like the tree to be planted in this area? Could you also confirm</i></p> <ul style="list-style-type: none"> <li>• <i>the type of tree that is to be planted</i></li> <li>• <i>the ground depth requirements for the planting of the tree</i></li> <li>• <i>who will be responsible for maintaining the tree, the Parish and/or RWE, for example watering in first year and pruning in the future</i></li> <li>• <i>the wording on the plaque and its design will be provided to us for our approval before the planting takes place</i></li> <li>• <i>you agree for photographs to be taken of the planting for our internal news communications</i></li> </ul> <p><i>To support this event further we would like to offer to make a contribution to the cost of the tree and the commemorative plaque, please let me know if you would like to take up this offer and provide details of approximate costs.</i></p> <p>It was proposed an Oak Tree was planted at this location. Cllr Morrel to plant the tree in Kelham, Cllr Allan to plant the Holly tree requested in Averham church. Cllrs Allan and Morrel will discuss and look at the Staythorpe location.</p> <p>The wording on the plaques was agreed – <i>Planted by the local Parish with the support of the Parish Council to commemorate the Platinum Jubilee of HM Queen Elizabeth II 2022</i></p>	<p><b>Cllrs Morrel &amp; Allan</b></p>

	<ul style="list-style-type: none"> <li>• District Council Civic Service – Southwell Minster Sunday 9<sup>th</sup> October received from Cllr Saddington; Cllrs are invited to attend.</li> <li>• Loan form for equipment used for the Jubilee festivities – returned in good order</li> <li>• Cycling Tour of Britain – Stage 5 on 8<sup>th</sup> September 2022 in Nottinghamshire</li> <li>• New Councillor training from Notts ALC 28<sup>th</sup> July 2022 both Cllrs Towlerton and Morell expressed an interest in attending at a cost of £45 each. The Clerk to check if there are any places left.</li> <li>• To consider Cllr Morrell loaning the Gazebos for an event in July – Agreed.</li> </ul>	The Clerk
AKS 22-31	<p><b>Planning Applications:</b></p> <p><b>22/01152/HOUSE</b> Maple Cottage, Church La, Averham. Extensions and replace garage doors and windows. As this was only received on 20<sup>th</sup> June, The Clerk to request an extension so the matter can be discussed at the next meeting.</p> <p><b>Planning Decisions:</b></p> <p><b>22/00690/FUL St Wilfred's Church, Kelham.</b> Replace north porch gates. New gates to south porch. Granted.</p>	The Clerk
AKS-22-32	<p><b>Clerk's financial report, agree expenditure and other necessary action</b></p> <p><b>Balance at 15/6/22 - £9729.07</b> Cllr Miller (Chair of Finance Sub Committee) to give an update on accounts 2021/22 C/F</p> <p>Publication of AGAR Forms and Notice of Public Rights – the required documents have been published on the website</p> <ul style="list-style-type: none"> <li>• Clerk's Salary and Expenses Q1 <b>£404.10</b> Proposed by Cllr Cobley, seconded by Cllr Morrell, a vote was held and all agreed.</li> </ul>	
AKS 22-33	<p><b>Items Received from Previous Meeting</b></p> <p>Publishing of minutes after a meeting – to consider a deadline to publish draft minutes by following a meeting. It is proposed that – <i>Councillors to read and agree to the draft minutes within a week of the meeting. The Clerk to Publish the draft minutes on the website and notice boards within 3 working days of a that date. Approved minutes to be uploaded to the website as soon as is practicable following the meeting at which they are approved. Notices on the notice boards informing residents that approved minutes are on the website.</i> Proposed by Cllr Cobley, seconded by Cllr Hird, a vote was held and all agreed.</p>	

	To consider Cllr Emeny remaining as the PC's representative on ASK About now he is their Treasurer – C/F to next meeting.  <b>Item to be added to the agenda for the next meeting</b> <ul style="list-style-type: none"> <li>• .BESS proposed for Staythorpe</li> </ul>	
AKS 22-34	Date of the next meeting – Monday 18 <sup>th</sup> July 2022 at 7:00pm. To be held at the Robin Hood Theatre	
	<b>The meeting closed at 8.30 pm</b>	

Chairman: 

Date: 18/7/22