

**AVERHAM KELHAM & STAYTHORPE
PARISH COUNCIL**

Minutes of the Parish Council Meeting held on 15th September 2015	
	Action
<p><u>Present</u></p> <p>Cllr. Steve Emeny (Chairman) Cllr. Judith Mills Cllr. John Allan Cllr. Hilary Snell Cllr. Adrian Hatton Cllr. Ian Brady Cllr. John Cobley Cllr John Miller Cllr Ian Justice</p> <p>In Attendance Cllr. Sue Saddington Cllr. Roger Blaney</p> <p>MEMBERS OF THE PUBLIC PRESENT: 0</p>	
<p><u>1. OPENING FORMALITIES</u></p> <p>Cllr. Steve Emeny opened the meeting.</p>	
<p><u>2. APOLOGIES</u></p> <p>JOHN BURBIDGE -CLERK</p>	
<p><u>3. DECLARATION OF INTEREST</u></p> <p>Agenda item 9.3 Cllr John Miller Agenda item 9.4 Cllr Adrian Hatton</p>	
<p><u>4. APPROVAL OF MINUTES</u></p> <p>Subject to following change, the Minutes were Unanimously Approved (Minutes 21 July 2015) 11.28 To be corrected to read: Cllr Allan had thanked the PC for the loan of the event shelters and PA system for the school fete, not the speed restriction around the school.</p>	
<p><u>5. MATTERS ARISING</u></p> <p>08.04 Flash Farm Cllr Judith Mills reported that the Residents Action Group had been formed with Mrs Linda White as chair and Dr Valerie Willcocks as secretary, also tasks had been allocated to other members to follow up and the next meeting was 22nd September at Kelham Hall. The RAG group were seeking clarification from the PC re view ability of the planning documentation once an application was received by NCC. Cllr Sue Saddington advised that all reports from the statutory bodies would be in the report from planning</p>	ALL

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<p>department at NCC and would be published online. Also the PC would be able to speak at the planning meeting when the proposed application was discussed. Secondly the PC agreed that communications & minutes from the RAG could be displayed in the PC noticeboards in the 3 villages, however the Perspex in the 3 notice boards has become very cloudy so Cllr Emeny will investigate new Perspex and a budget of £50 was allocated.</p>	<p>ACTION</p> <p>SE</p> <p>HS RB</p>
<p>12.15 Parish Defibrillator: Cllr Hilary Snell reported that a meeting for the defibrillator group is being held on October 7th to discuss the way forward. Cllr Blaney will follow up with NSDC as to progress with the re-siting of the defibrillator currently inside Kelham Hall to the wall outside and report back at next PC meeting.</p>	<p>JA</p>
<p>12.04 Kelham Hall gate: Cllr. John Allan had met with Julia lockwood N&SDC planning conservation officer who confirmed that the gate furniture had been replaced. She said that the Gates and Lodge are listed separately to the Hall this also included Grounds. She agreed to wright to Kelham Hall Ltd.</p>	
<p><u>6. Parishioners Participation</u></p> <p>None</p>	
<p><u>7. Delegates/District Councillors Reports</u></p> <p>Cllr Sue Saddington advised of the closure of Staythorpe crossing on February 14th from 7am to 2pm. She also advised that the next date for discussion of the Local Mineral Plan in October has been cancelled. Cllr Saddington has offered £300 (£100 per village) towards the cost of the defibrillators and was thanked by the Chairman for this donation.</p>	
<p><u>8. Correspondence</u></p> <p>8.09 NALC AGM invitation, Cllr Mills has taken away the invitation and will be attending on our behalf, she will complete and return the acceptance pro-forma</p>	<p>JM</p>
<p><u>9. Planning Matters</u></p> <p>9.01 15/0156/FUL support but with a request that NSDC follow up on the observation report detailing the bats roosting in the barn.</p> <p>9.02 15/01572/FUL support</p> <p>9.03 15/01359/FUL support</p> <p>9.04 15/01228/FULM PC understands that this has been withdrawn, however PC clerk to write to NSDC as local interested parties (relevant landowners) were not notified of this application</p> <p>9.05 14/01598/FULM Object due to increased traffic & congestion on A617</p>	<p>JB</p> <p>JB</p>
<p><u>10. Late Notice of Planning Matters (Standing Orders)</u></p> <p>None</p>	
<p><u>11. ADMINISTRATION / FINANCE</u></p> <p>11.27 Clerks Financial Report 15 September 2015</p>	

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<p>11.28 Parish Council (standing orders) Cllr Emeny brought to the council the current NALC suggestions for Standing Orders, he had studied these and recommended they should be adopted by the PC. He requested that any suggested amendments are emailed to him prior to 10th Oct, these S/Os will then be adopted at PC on 20th October. Cllr Mills has asked that point I on page 4/5 – a person shall stand etc – is not appropriate and this was agreed.</p> <p>Cllr Mills gave feedback from her recent NALC training course and recommended that the format of the Agenda be altered to bring it in line with NALC's new standards, she will discuss with the clerk on his return. Also the new standard is that draft minutes are forwarded to councillors 10 days after the meeting and any amendments to be made before approval at full PC, this will be discussed with the Clerk. Finally Cllr Mills had learnt that we should be holding an Annual Meeting for residents during which we update them on how the council has spent the precept and seek their views on future projects. PC will discuss this for possible inclusion in the new S/Os.</p> <p>11.29 Cheque signatories – this should be in place by Oct meeting</p> <p>11.30 Parish Council – Kelham Ward vacancy – to be advertised again in Oct Plough</p> <p>11.31 Wings & Wheels – a great day enjoyed by all Cllr Hatton passed on his thanks to all helpers, the final total should be available for Oct meeting.</p> <p>11.32 There is a new NALC book re the role of Parish Councils, the purchase was deferred to the clerk to see if this is needed and report back at Oct meeting.</p> <p>11.33 The Chair requested payment of £17.64 in relation to printer cartridges as he feels he has completed a lot of printing for the PC lately. Proposed Cllr Snell, seconded Cllr Allan.</p> <p>11.34 The signal box at Newark has been acquired by Kelham Hall Ltd.</p> <p>11.35 Councillors recommended that the clerk research the cost of a new laser printer and PC, the cost will then be discussed at full council.</p> <p>(see confidential items attached)</p>	<p>ACTION</p> <p>ALL</p> <p>JM/JB</p> <p>HS/JB</p> <p>HS/JB</p> <p>JM</p> <p>AH</p> <p>JB</p> <p>SE/JB</p> <p>JB</p>
<p><u>12. HIGHWAYS / ENVIRONMENT</u></p> <p><u>Parish Council/ Delegates Reports.</u></p> <p>12.10 Capital Projects. Kelham Bells, Village Defibrillator,</p> <p>12.12 The manhole covers on A617 are damaged between Kelham and Rectory Farm and the streetlight between Rectory Farm and the first turn into Averham has never been repaired following an accident months ago. Clerk to chase up</p>	<p>JB</p>

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13. CLOSING FORMALITIES

The Chairman declared the meeting closed at 8.53pm

The next Parish Council Meeting will be on Tuesday 20th October at 7.00pm at Kelham Hall Room G23.

Chairman:

Date: