

East Drayton Parish Council

Minutes of the Annual Meeting of the Parish Council held
at 7.30pm on Tuesday, 18th May 2010 in the Village Hall

Present:

Cllr N Stanley (Chairman), Cllrs P Ogle, R Small, M Goddard, H Mackintosh & I Stephens. In attendance: Clerk, S Pickard. Members of the public: 1.

- 1 **Apologies for Absence** – received from Cllr A Stanley and CCllr J Hemsall.

The Clerk took the chair and asked for nominations as follows:

- 2 **Election of Officers:**

Chairman

It was PROPOSED by Cllr Ogle and SECONDED by Cllr Small that **Cllr Stanley** be elected Chairman. ALL AGREED. Cllr Stanley accepted.

- 3 **Vice-Chairman**

It was PROPOSED by Cllr Small and SECONDED by Cllr Stanley that **Cllr Ogle** be elected Vice-Chairman. ALL AGREED. Cllr Ogle accepted.

The book of Declaration of Office was duly completed and signed and Cllr Stanley took the Chair.

- 4 **Minutes of meeting held on 20th April 2010** - were approved and signed.

- 5 **Matters Arising**

a) Street nameplate furniture

The Chairman confirmed that Mr Alan Platts, Street Naming and Numbering Technician had organised the moving, repairing and instalment of new signs within the village. It was AGREED he should be thanked for a superb job, despite a restricted budget. **ACTION: S Pickard.**

b) Risk management assessment re insurance

The Chairman referred to the Emergency Plan for the benefit of new Parish Council members and advised that in the case of, for example flooding in the area, the Parish Council could be named as first responders. In such cases the Parish Council would be responsible for shutting off the village and this would involve local farmers being called upon to place machinery across the roads to block off the roads. Insurance was now in place for such an event and the Chairman confirmed he was in the process of preparing the risk management assessment. The Community Emergency Plan to be placed in the circulation folder and the Chairman asked for any comments concerning the Parish Council participating in the plan at next month's meeting.

c) State of road surface on Low Street

The Clerk advised there had been no reply to date to the letter sent to Mr Johnny Davis requesting serious consideration be given to resurfacing/extensive repair of Low Street despite the surface being over 35 years old. The Chairman agreed to contact Mr Davis direct. **ACTION: Chairman.**

d) Community Speed Watch signs

The Chairman confirmed Pc Bailey had delivered the signs and he had placed them at each end of the village. He commented that on one occasion he was aware of, they had had the desired effect of slowing vehicles.

- 4 **Declarations of Interest** – There were no declarations.

- 5 **Correspondence**

Nottinghamshire County Council:

a) Planning & Landscape briefing, May 2010. In circulation folder.

Bassetlaw District Council:

b) Invitation to two Parish Councillors re Consultation on The Core Strategy 'Preferred Options' (including the proposed development for Bassetlaw and setting out proposed levels of growth for key settlements, new development control policies and a review of settlement envelopes on 3rd June at Retford Town Hall. Cllrs Ogle and Stephens AGREED to attend. **ACTION: S Pickard.**

NALC:

- c) Standing Orders for Local Councils book; In circulation folder.
- d) New Councillor Training – Thursday, 22nd July 2010 at Ranby Village Hall 7.30 pm to 9.30 pm (replies by 8th July); Cllr Mackintosh AGREED to attend. Cllrs Stephens and Goddard to advise at next month's meeting. **ACTION: S Pickard.**
- e) Northern Area committee agenda for meeting held 10th May and minutes from meeting held 22nd February (Chairman informed beforehand).

General:

- f) The Playing Field, Rural Community Action Notts newsletter, Spring 2010. In circulation folder.
- g) Community Forum meetings: 8th July (visit to new Mike Harris Learning Development and Conference Centre) and 14th October in the Community Centre. No one available to attend.

6 Planning

- i) Tythe Barn Cottage, East Drayton: Levelling of wall. The Chairman advised that although the wall had been levelled the dip in the soil had not been attended to. It was AGREED to contact the Planning Department to request the planning application be adhered to. **ACTION: S Pickard.**
- ii) Yew Tree Cottage overhanging hedge. Has now been attended to.
- iii) Location: Yew Tree Cottage, Top Street , East Drayton; *Proposal:* Erect single storey and two storey rear extensions to form additional bedroom and living space (re-submission of PA 15.09/00013). The Council had no objections. **ACTION: S Pickard.**

7 General Business

- iv) **Freedom of Information Act** – information review: It was AGREED to update the document by adding that information concerning the Parish Council is included on the website. Thanks to Mr Steve Ellis for designing and maintaining this. **ACTION: S Pickard.**
- v) **Recently retired Parish Councillors** – The Parish Council acknowledged the tremendous hard work and support of Cllr Muriel Ogle who had served for 37 years, Cllr Ray Small for 37 years plus, Cllr Heather Shreeve for 20 years and Cllrs Jenny Parker and David Allen for 8 years. Gifts had been presented to them on behalf of the village for their great service to the community. Mr Steve Ellis was thanked for taking photographs and his journalism for the Retford Times. Cllr P Ogle suggested NALC be contacted concerning Long Service certificates. **ACTION: S Pickard.**
- vi) **Insurance** – The Clerk confirmed insurance for the following year was now in place and the Certificate will be displayed in the village hall.
- vii) **Footpath intrusions from overgrown hedge, North Green** – it was AGREED to write to the owners to politely request they trim the hedge. **ACTION: S Pickard.**
- viii) **Advertisement of keyholders for Flood Resilience container** – The Chairman confirmed the information had been circulated in the last village newsletter and included on the website.
- ix) **Community Emergency Plan** – see 5b) Matters arising.

8 Meeting adjourned for Public Discussion – no comments.

9 Finance

- a) Income - The Council noted payment of £1,269.00 from Bassetlaw District Council being first instalment of Parish precept and grant. DCllr Isard confirmed that the support grant will continue and the precept at the discretion of the Parish Council; however they were looking at the issue of double taxation and next year bids were concerned with play facilities. This had been previously debated and concluded there was nowhere suitable in the village for such a project.
- b) Accounts for Payment
 - i) The Council APPROVED payment of £106.50 for gifts to recently retired Parish Councillors on behalf of the village in recognition of their support over many years. **ACTION: S Pickard.**

c) Balance of Accounts

The account balances as at 18 th May 2010 were:	£
Nottingham BS	1,595.37
Lloyds TSB	<u>324.80</u>
	1,921.17

d) Transfer of Funds – Not necessary.

e) Completion and Signature of Annual Governance Statement Year Ending 31st March 2010

Section 2 of the Annual Return for the year ending March 31st 2010 was completed by the Council members and signed by the Chairman in preparation for the internal audit, by Mrs Jose Ellis. **ACTION: S Pickard.**

f) New signatories for banking details

Due to the retirement from office of PCllrs Muriel Ogle and David Allen it was AGREED BY ALL that they should be replaced by Cllr Philip Ogle and Hugh Mackintosh as the new signatories at the Nottingham Building Society and at Lloyds Bank. The Clerk passed the relevant forms to Cllr Ogle to complete in readiness for completion at next month's meeting. **ACTION: S Pickard.**

10 **Urgent Business** – None.

11 **Date and time of next meeting** – The next meeting of the Parish Council will take place on Tuesday, 15th June 2010 at 7.30 pm.

The Chairman took the opportunity to congratulate DCllrs Keith and Shirley Isard at the recent elections and thanked everyone for attending and declared the meeting closed at 8.10 pm.

Signed _____ Date _____

Draft