

East Drayton Parish Council

Minutes of a Meeting of the Parish Council held
at 7.30pm on Tuesday, 17th May 2011 in the Village Hall

Present:

Cllrs N Stanley, R Small, H Mackintosh, P Ogle, M Goddard and I Stephens. In attendance: Clerk, S Pickard. Members of the public: 0.

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

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 re-elected Chairman. ALL AGREED. Cllr Stanley accepted.

3 Vice-Chairman

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

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

- 4 **Minutes of meeting held on 19th April 2011** - were approved and signed.

5 Matters Arising

a) Village Signs - The Clerk advised a letter had been received from Sue Jaques, Project Manager of the Local Improvement Scheme, requesting the Terms and Conditions document be signed concerning the village gateway signs. This is a legal requirement as the County Council are gifting the signs to the Parish Council. The form was signed by the Chairman and will be returned. **ACTION: S Pickard.**

b) Communal snow plough blade and gritter - CCllr Hemsall left a message with the Clerk to say the matter was in hand and he hoped to attend next month's meeting to give an update.

c) Parish Council signing up to www.neighbourhoodalert.co.uk as requested by Bassetlaw District Council in times of emergency situations. Councillors commented that the website was not very user-friendly and the Chairman had received alerts concerning Nottingham City. There were also problems with Ringmaster, but it is understood this is being replaced by the new neighbourhoodalert website. Bassetlaw District Council to be contacted to confirm they already hold information for people to contact in emergencies. Emergency Planning Officer to be advised East Drayton is in agreement to sign up. **ACTION: S Pickard.**

d) Best Kept Village Competition – Cllr Ogle AGREED to include an item in the next village newsletter to advertise that the Parish Council had entered the competition this year and kindly request parishioners make a special effort re presentation of their garden and surroundings.

e) Queen's Diamond Jubilee – The next meeting of the Village Hall Committee will take place on 30th May and Cllr Ogle AGREED to report back to the Council at next month's meeting. The Blue Bell Inn will be consulted should any event be organised. This item will also be mentioned in the village newsletter.

f) Overhanging hedges – The Chairman will have an informal chat with any owners concerning hedges overhanging footpaths in the village.

6 **Declarations of Interest** – There were no declarations.

7 **Correspondence**

Nottinghamshire County Council:

a) Local Improvement Scheme terms and conditions – as discussed earlier.

NALC

b) Northern Area Committee meeting to be held on Monday, 23rd May 2011 at Retford Town Hall. Chairman to consider attending and advise Clerk accordingly.

Bassetlaw District Council:

c) Planning Services – service review questionnaire. Survey was completed to include comments concerning lack of liaison on the part of the Planning Dept with the Parish Council and lack of feedback in times of differing opinions and why. Also navigation to the relevant area on the District Council's website to monitor progress of individual proposals could be made clearer.

8 **Planning** – No Planning matters.

9 **General Business**

a) Douglas Tonks Ltd re payment of Clerk's salary – the direct debit mandate form for the Parish Council to pay into the Clerk's bank account was signed by the Chairman and Cllr Ogle. Also a second Parish Council contacts sheet was signed, Cllr Ogle being named as a Parish Council member (previous one referred to him as Vice-Chairman). Both documents and a sample authorisation pay request sheet to be returned to Douglas Tonks. **ACTION: S Pickard.**

10 **Meeting adjourned for Public Discussion** – no members of the public were present.

11 **Finance**

a) Income - None.

b) Accounts for Payment - The Council AGREED payment of £191.57 to CC Ltd for renewal of insurance. **ACTION: S Pickard.**

c) Balance of Accounts

The account balances as at 17 th May 2011 were:	£
Nottingham BS	1,907.93
Lloyds TSB	<u>1,624.44</u>
	3,532.37

d) Transfer of Funds – Not required.

e) Completion and Signature of Annual Governance Statement - Section 2 of the Annual Return for the year ending March 31st 2011 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) Notice of Electors' Rights – notice was completed inviting inspection of the accounts by members of the public and this will be posted on the village notice board.

12 **Urgent Business** – None.

13 **Date and time of next meeting** – The next meeting of the Parish Council will take place on Tuesday, 21st June 2011 at 7.30 pm.

Signed _____ Date _____

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