

East Drayton Parish Council

Minutes of the Annual Meeting of the Parish Council held at 7.30pm on Tuesday, 21st May 2013 in the Village Hall

Present:

Cllrs N Stanley, Mrs A Stanley, M Goddard, R Small and I Stephens. In attendance: the Clerk, S Pickard. Members of the public: 0.

1. **Apologies for Absence** – were received from Cllr Hugh Mackintosh, DCllrs K and S Isard and PC Bailey.

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

2. **Election of Officers:**

a) **Chairman**

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

b) **Vice-Chairman**

It was PROPOSED by Cllr N Stanley and SECONDED by Cllr A Stanley 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.

3. **Minutes of meeting held on 16th April 2013** – were approved and signed.

4. **Matters Arising**

- i) Pothole repairs – Cllr Small reported the potholes on Church Lane had been repaired better than last time. However, the reflective bollards on Darlton Road had still not been replaced and a drain in the road had been tarmacked over near Mr and Mrs Bingham's property. The Highways Department to be contacted. **ACTION: S Pickard.**
- ii) Bassetlaw Spring Clean (22nd April – 6th May 2013) – The Chairman confirmed a start had been made.

5. **Declarations of Interest by Councillors** – there were no declarations.

6. **Planning**

- i) The Guide to Conservation Villages in Bassetlaw booklet had been received (cost of £8.69 plus VAT) and a copy of this, a map showing the extent of the Conservation area, the Conservation Guide for Householders information notes and Cllr Mackintosh's email comments were placed in the circulation folder for further discussion at next month's meeting.

7. **Correspondence**

Bassetlaw District Council:

- a) Parish Councils Liaison Group Minutes from 17.4.13 – In circulation folder.

General:

- b) East Drayton PCC – letter of thanks. In circulation folder.
- c) Community Consultation Ltd – receipt re insurance renewal and Certificate of Employers Liability Insurance for the period 01.06.2013-31.04.2014. Certificate to be placed on internal noticeboard in the Village Hall.
- d) Clerks and Councils Direct – May edition – in the circulation folder.

8. General Business

- i) Village Newsletter – In Cllr Mackintosh's absence, the Clerk advised that the next edition is due out early next week.
- ii) Best Kept Village Competition – after discussion, it was AGREED that the village should be entered again this year. Cllr Small agreed to undertake some grass mowing and the Chairman agreed to contact Cllr Mackintosh to ask that a notice be placed in the newsletter. Also it was noted the felt to the roof of the bus shelter on the Church side of the road needed replacing. Exemptions should be noted on the entry form as: Ash Lea Farm and Laurel House Farm on Low Street, Poplar Farm on North Green and The Bungalow on Top Street. **ACTION: S Pickard.**

9. Meeting adjourned for Public Discussion – no members of the public present.

10. Finance

- a) Income – The Council noted receipt of £1,694.00 from Bassetlaw District Council being the Parish Precept and grant. The second half payment will be made on 27th September 2013.
- b) Accounts for Payment
 - i) The Council AGREED payment of £4.00 being the entry fee for the Best Kept Village competition. **ACTION: S Pickard.**
- c) Balance of Accounts

The account balances as at 21st May 2013 were:

	£
Lloyds	2,123.96
Nottingham BS	<u>1,833.92</u>
	3,957.88
- 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 2013 was completed by the Council members and signed by the Chairman in preparation for the internal audit, by Mrs Jose Ellis. **ACTION: S Pickard.**

11. Urgent Business

- i) Dispensation Order for Parish Councillors – Cllr Stephens completed the order and this is now lodged on file with the Clerk.
- ii) Book exchange idea for telephone kiosk – could be a letter in the future from someone interested in organising this.

There being no further business, the Chairman declared the meeting closed at 8.00 pm.

12. Date and time of next meeting – The next meeting of the Parish Council will take place on **Tuesday, 18th June 2013 at 7.30 pm**

Signed _____ Date _____