

Minutes of the Averham, Kelham and Staythorpe Parish Council

15 May 2018

7.30pm, Robin Hood Theatre, Averham

Present: Cllr A. Fereday (Chair), Cllr J. Cobley, Cllr. T. Williams, Cllr. S. Emeny, County Cllr. Sue Saddington

Ex-officio: Nicola Walker, Clerk

AKS 18-043	Apologies for absence. The clerk received apologies from Cllrs J. Miller, J. Allan, I. Bradey, V. Hird, and District Cllr. R. Blaney	
AKS 18-044	To receive declarations of interest from Members in any item to be discussed. Cllr. Emeny declared an interest in item 18-049 re the Garden Club	
AKS 18-045	Minutes of the previous meeting. The minutes were read, and will be signed subject to correction	
AKS 18-046	Matters arising from the previous meeting, not covered in the agenda. <ul style="list-style-type: none"> • Follow up to Parish Meeting <ol style="list-style-type: none"> 1. Outdoor Fitness Equipment- Clerk is still researching. 2. Flower Planters- these are being costed by Cllr. Emeny 3. Speeding in Averham- Clerk researching community speed cameras. 4. Flooding in Kelham- this has been reported to VIA and is scheduled for investigation. Clerk to report Inspection cover on A617, also. 5. Church Lane Potholes- as above, scheduled for investigation by VIA 6. Bench /Noticeboard Survey- Cllr Emeny reported that the Averham notice board was fine. The Kelham board needed to have ivy removed and be re-painted. The notice board in Staythorpe needed the back replacing and repainting. A limit of £75.00 was agreed in principle. Cllr. Emeny agreed to undertake the repairs. The benches are still being surveyed. 7. Pingley Drainage issue- ongoing 	NW SE NW NW SE VH
AKS 18-047	Reports from County Councillor and District Councillor County Cllr. Saddington reported that her Civic Service was open to all residents of the parishes. Interested parties to RSVP to Clerk. Details below in Correspondence.	
AKS 18-048	Questions and comments from Members of the Public: There was one member of the public present.	
AKS 18-049	Correspondence <ul style="list-style-type: none"> • WW1 Group- Michael Staff outlined the work they have done. He requested a donation of £600.00 from the PC. This will be discussed at the next Finance Committee meeting. 	

	<ul style="list-style-type: none"> Letter from J. Emeny / AKS Garden Club re ASK Garden and Social Club event 21 Aug.- A donation of ££80.00 was requested. Cllr T. Williams proposed, Cllr. J. Cobley seconded- vote unanimous in favour Letter from J. Cawkwell re The Fox Pub- The former allotment land is included on the land registry for the property, the PC has no jurisdiction. <p>Late Correspondence</p> <ul style="list-style-type: none"> Invitation from Chair of NCC Cllr. S. Saddington to Civic Service at the Minster, 24 June at 2.45pm. RSVP 18 June to Clerk. 	
AKS 18-050	<p>Planning Applications:</p> <ul style="list-style-type: none"> 18/00705/FUL 2 Main Road Kelham- no objections, but the PC observed that the access between the porch and eastern boundry to the rear of the property should be maintained. 18/00745/FUL Erection of a 3 bedroom dormer bungalow- Land at Grange Farm Staythorpe Rd- 3 voted to object, 1 support. <p>Planning Decisions: 17/02307/FUL Dwelling on Land at Pinfold Lane, Averham- permitted</p>	
AKS 18-051	<p>To discuss feedback from defibrillator training-</p> <ul style="list-style-type: none"> Battery monitoring and replacement- Clerk to check that all defibrillators are being checked monthly. Ordering spare pads/Changing all cabinets to a single code/Village Phone response system- Cllr Emeny to research and write up a protocol. It was agreed to see if there was any interest in another course. Clerk to contact the Plough. 	NW SE NW
AKS 18-052	<p>To Agree GDPR Compliance</p> <ul style="list-style-type: none"> To consider the appointment of a Data Protection Officer- not needed due to amendments tabled by Parliament. To adopt the Data Map- unanimously agreed To adopt the Privacy Notices- unanimously agreed To receive completed Security Compliance Checklists from all councillors- done. To resolve that the council registers with the ICO and pays the relevant Data Protection Fee- unanimously agreed 	
AKS 18-053	<p>Finance</p> <ul style="list-style-type: none"> Financial Report- agreed Audit Preparations <ol style="list-style-type: none"> Agree Certificate of Exemption-agreed Agree the Annual Governance Statement- agreed Agree Accounting Statements- agreed Invoice for Projector-£50.00- agreed 	

	<ul style="list-style-type: none"> • Bullguard renewal- 1yr 49.95, 2yr 79.95, 3yr99.95. All to cover 3 devices- It was proposed to authorize up to £100.00 to renew coverage – agreed • Registry with ICO £35.00 p.a.- agreed 	
AKS-18-054	Administration <ul style="list-style-type: none"> • Clerk to update Acceptance of Office forms ready for next meeting- agreed • Asset register to be updated- Clerk to write to Piscatorial Society to confirm ownership of picnic benches. • Two Councillor vacancy (Averham Ward)- noted. Clerk to ask Plough editor to advertise vacancy. 	NW NW NW
AKS 18-055	Parish Councillors' Reports N/A	
AKS 18-056	Date of the next Parish Council Meeting at 7:00pm 12 June 2018 at the Robin Hood Theatre, Averham.	
	The meeting closed at 9.40pm	

Chairman:

Date: