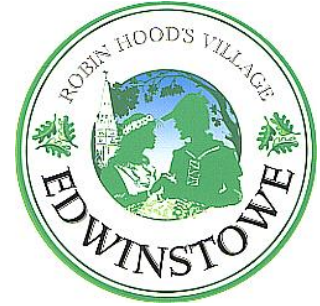


Edwinstowe Parish Council

Working to make a difference



Parish Clerk

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Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 21st June 2023 at 7.00pm in the Council Chambers, Village Hall, Edwinstowe.

Present: Cllrs Parkin (Chair), J Peck (Vice Chair), Ayre, Brooks, Freeman, K Peck (arrived at 1930hrs), Steele, Watkinson, Locum Clerk and two members of the public

Apologies: Cllr Peacock, C/Cllr Carlton

A G E N D A

23/020 Welcome by the Chair

The Chair opened the meeting, welcomed those present and announced that the Nottinghamshire stage of the Tour of Britain will start from Forest Corner on 6th September 2023.

23/021 Receive Apologies and Reasons for Absence

Cllr Peacock – Reasons were approved unanimously.

23/022 Disclosures of Interests by Members

None

23/023 Approve Minutes of the Annual General and Ordinary Meetings of the Parish Council held on Wednesday 10th May 2023 – previously circulated

Omission – Cllr Freeman was approved unanimously as Proper Officer until such time as a Parish Clerk was appointed.

Subject to the above amendment, minutes were approved unanimously and signed by the Chair.

23/024 Matters Arising – not on the agenda

Cllr Parkin resigned from the Human Resources Committee and Cllr Ayre was elected as replacement.

23/025 Public Participation. Standing Orders will be suspended for the duration of this agenda item.

None

23/026 To receive any questions from councillors

Cllr Ayre has received complaints about the cemetery but had explained we have now appointed a groundsman.

Residents have cleared the triangle beds on Gaitskell Crescent but the brash needs removing.

RESOLVED: - Clerk to report to NSDC for collection.

23/027 Applications for Co-option – two received

After consideration, it was unanimously agreed to co-opt both applicants. The Chair asked if the meeting was happy for the applicants to sign their Declaration of Acceptance of Office Forms straight away and to join the meeting. Agreed unanimously.

Cllr Callieu and Cllr Troop joined the meeting.

23/028 To receive draft minutes and reports from committees, sub-committees and working groups

i. HR Committee

Cllr Freeman summarised the minutes from the meetings on 19.04.23 and 26.05.23.

Appraisals to be raised at quarterly staff reviews.

ii. Amenities Committee

Edwinstowe in Bloom judging will take place on Monday 3rd July.

iii. Events –

i. Approval of Date for Christmas Event, 23rd November 2023 – approved unanimously.

RESOLVED: - Clerk to check date of the Ollerton Christmas Event.

iv. Village Hall Management Committee

i. Summer Event – 8th July 2023. The Committee have requested use of 11 stalls and use of the small car park for the event.

RESOLVED: - Clerk to arrange for the barrier to be closed on Friday 7th July.

ii. General – the Committee have requested reimbursement of the water used throughout the watering season. Approved unanimously.

RESOLVED: - Clerk to arrange payment of additional water charges.

23/029

Parks & Open Spaces

- i. Village Pavements – Parish Council to continue to monitor condition of pavements and report where necessary.
- ii. Survey of Overgrown Hedges and Trees in Village – Parish Council to continue to write to residents when hedges are overgrown.
- iii. Cemetery Groundsman Update
Jason Bond will start on 22nd June 2023.
- iv. Footway Closure across Railway at Thoresby Junction – Cllr Freeman
After a discussion it was agreed that the Parish Council would apply to have the footpath reopened.

RESOLVED: - Cllr Freeman to collect evidence and make the application.

- v. Dog Bins including cost for replacement at Paddock Close
The purchase of a larger replacement bin was approved unanimously.

RESOLVED: - Clerk to order – to be paid out of s106.

Thoresby Vale developers will provide two dog bins at Thoresby Vale. From September, the Parish Council will add the new bins to the collection schedule – fortnightly emptying. Agreed unanimously.

RESOLVED: - Clerk to add bins to collection schedule when installed.

23/030

Buildings & Facilities

- i. Disabled Toilet Roof – update
Missing lead flashing on the disabled toilets has been replaced by the amenity team.
- ii. Solar Panels – John Benson Pavillion – update including approval of preferred supplier.
The approved supplier was agreed unanimously. Chair signed the contract and order forms. Work scheduled to start 5 weeks from receipt of contract/order.

RESOLVED: - Clerk to send documentation and make deposit payment asap.

- iii. Village Hall Roof – update
The roof and building survey is scheduled to take place on Thursday 20th July.

- iv. Handrail in War Memorial Garden – update
The Listed Building Consent application has been sent. NSDC have requested further information.

RESOLVED: - D/Cllr Brooks to deliver documentation.

- v. Office Opening Hours/Days
A discussion took place concerning closing the office on Fridays and to reduce the opening hours. Councillors were concerned that the proposed changes were too drastic and would exclude residents who liked to visit the office in person.
It was agreed for the office to survey visitors/phone calls/answerphone messages for evidence at the next full council meeting.

RESOLVED: - Clerk to create log and agenda for July meeting.

- vi. Office Furniture/Equipment
Permission was sought to purchase a tall lockable cupboard and to dispose of the unneeded filing cabinets and table.

RESOLVED: - Clerk to purchase cupboard when funds allow.

- vii. West Lane Car Park Pothole Repairs
One quote has been received.

RESOLVED: - Clerk to get further quotes for next meeting.

23/031

Finance Matters

- i. Approval of Year End Accounts (2022.23) and Reserves (31.05.23) – previously circulated with agenda for consideration and review.
- ii. Internal Audit Approval 2022.23 – previously circulated with agenda for consideration and review. The issues raised in the report were inherited from the previous Clerk.
- iii. Approval of Annual Governance Statement 2022.23 – previously circulated with agenda for consideration and review.
- iv. Approval of Accounting Statements 2022.23 – previously circulated with agenda for consideration and review.

RESOLVED: - To unanimously approve agenda items i-iv
Clerk to send paperwork to auditors and to display documents in noticeboards and website.

- v. Notice of Formal Inspection of End of Year Accounts 2022.23 – Monday 3rd July to Friday 11th August 2023 – Noted

- vi. Bills for Payment – previously circulated
Approved unanimously.

RESOLVED: - Clerk to make payments. S106 expenditure to be clearly shown on future spreadsheets.
- vii. Late Bills for Payment – to be circulated.

RESOLVED: - Clerk to make payments. S106 expenditure to be clearly shown on future spreadsheets.
- viii. Purchase Card – approved unanimously.

RESOLVED: - Clerk to arrange for purchase card.
- ix. Parking Permits
East Lane/West Lane car parks – the parish council would like to maintain the 2 hours free parking but also enable people to stay longer for a fee using the same principle as the Mansfield Road car park. Permit can be purchased for £50 per year.
A discussion took place concerning other options such as parking machines (if affordable) and mobile payments.

RESOLVED: Clerk to gather information and bring back to a future meeting.
- x. Grant Application – St Mary’s C of E Primary School
The parish council does not have the funds to award grants this year.

RESOLVED: - Clerk to write letter to St Mary’s School

23/032

- Planning Matters –** click on the link to open documents relating to the planning reference
[22/01934/RMAM](#) Former Thoresby Colliery Ollerton Road
Phase 5 Barratt Homes 96 No. dwellings
[23/00909/HOUSE](#) 4 Abbey Road Edwinstowe
Demolish existing car port and conservatory. Single storey side and rear extension

Councillors were encouraged to consider the applications using the link provided on the agenda and bring any comments back to the meeting.

Decisions

23/00861/TWCA	St Mary's Church Tree Works	Consent not required
23/00543/HIOUSE	38 Occupation Lane Remove conservatory, Replace with single storey extension NOTED	Grant householder application

23/033

Correspondence

None

23/034

Report from County Councillor

- A update report on the A614/A6097 upgrades (including Ollerton Roundabout) goes to Cabinet tomorrow. Cabinet will be asked to approve additional funds to meet inflationary pressures. The Compulsory Purchase Order process is still ongoing but officers are confident that this will be completed ready for final documents to be submitted to Government later this year. Smaller schemes such as White Post and Warren Hill are planned for work to begin in the Spring of 2024, with Ollerton Roundabout to commence in the summer of 2024. It is now being proposed that the Mickledale Lane junction goes to traffic lights and the county council will deliver this scheme separately to the overall project.
- Junction of West Lane and Mansfield Road (near the village hall) will now have a yellow box painted down to protect the junction. It was originally planned to have "Keep Clear" markings. This work has been added to a future program. Awaiting confirmation that it is added to this financial year.
- The structural patching team will be carrying out repair works to Beardsley Road between the 5th Sept – 12th Sept.
- Requested police enforcement activity for Rufford Road and Mansfield Road following complaints of speeding.
- I have recently met with the Police to discuss local policing priorities whether that being stopping the cultivation and distribution of drugs, ASB, off road bikers as some examples.
- Sherwood Forest will host the Nottinghamshire Day Festival again. It will be incorporated within the Robin Hood Festival which takes place over the bank holiday weekend of the 26th – 28th August 2023. On the 6th Sept the Tour of Britain will use Edwinstowe as the start point for Stage 4.

RESOLVED: - Due to the length of time the works will take, Clerk to enquire about the traffic mitigation methods that will be used.

23/035

Report from District Councillors

Glass collection – NSDC have circulated letters about a glass collection service across the district. If residents currently use ROB, they can continue to do so. The letter includes a promotion for the ROB service and there has been an upturn in residents using the service.

Repairs to council houses are taking too long to complete due to the lack of staff. The Scrutiny Committee are looking into how repairs are dealt with.

23/036

Confidential Minutes saved separately

23/037

Date of next meeting – Wednesday 12th July 2023

Meeting closed 2100hrs