

**MINUTES**

Present;  
Councillors Ken Peet (Chair), Shaun Holmes, Sharon Foster  
NSDC Cllr Claire Penny  
Notts CC Cllr Scott Carlton  
23 Members of the public  
Locum Clerk; Susan Stack

- 40/24 Apologies for absence  
***Peter Clifford, Linda Tift***
- 41/24 Election of Chairman  
***Cllr K Peet was elected and signed a declaration of acceptance of office***
- 42/24 Election of Vice Chairman  
***Cllr S Foster was elected***
- 43/24 Declaration of Councillors Interest;  
***None***
- 44/24 Public Participation (maximum 15 minutes in accordance with Standing Orders)  
***Minutes – Carolyn not Caroline in the minutes (need amending). Ref the Solar farm a meeting at Eakring was requested. Jayne, the current lead is stepping back but the parish committees are continuing to work together. Solar Farm appears to be taking a divide and conquer approach according to social media. The council will continue to publish updates. Keith missed the latest litterpick which was independently organised as not on social media but it was noted that it went outside the village boundary. RCan and NSDC can help facilitate and assist where they are able. The council in the past organised these “picks” it and will try to improve communication for future events. The chicken farm is generating plastic waste and Biffa are not careful when transporting it resulting in roadside litter - Clerk to e-mail. Village boundaries were clarified. Accounts – Query on the PRS/PPL licence was explained.***
- 45/24 To receive only - Reports from Police, District and County Councillors  
Cllr Carlton – A number of road resurfacing works/repairs are planned including but not exhaustive to; In front of National Grid – full resurfacing going to take place and include junction at A617; Kirklington Hill and A626 at sugarbeet factory and other schemes. Junction improvements will also include some re-surfacing. The Highway inspector has been monitoring the standard of repairs and acting when necessary to ensure contractors are doing a good job with one losing a contract recently as a result. There is a big budget needed for social care which has impacted on available funds elsewhere, including roads. Generally, in the past the East Midlands seems to have been looked over but with the combined authority it will hopefully give us a better voice and power to decide locally where we can spend the funding we obtain for the area. It should make investment easier for potential new projects and there is a commitment by all parties to work together for the area. Services can be streamlined and combined where sensible and practical to make better use of funds and assets.

Household recycling centres – It has been reported that Bilsthorpe may be closing following an external survey of the facilities which recommended to keep larger sites rather than smaller ones. Access and attendance were part of the report which has not been presented to Scott yet. It was emphasised that no decision has been made – indeed sites may be opened to accept trade waste to offset commercial fly tipping.

Additional schools – £20m school in Mansfield has opened with an additional school to be announced shortly.

Questions from residents;

Increased Traffic from A614 to Wellow – various traffic movement surveys have taken place and an ANPR system has been evaluating. It is intended to divert traffic from a wider area. There will be a degree of inconvenience and work is being programmed in for July. Scott will ask a member of the transport team to attend a future meeting.

Cllr C Penny (NSDC)

NSDC – Events; Time to Connect arts trail over 6 sites is now open. An arts and heritage trail.

The community team have been supporting Litterpicking and can promote future litter pick groups, provide the equipment and collect litter from a designated site.

Elections of the Police and Crime commissioner have been completed.

NSDC are promoting NoMow May and you can nominate your local sites

Residents;

Main St, empty house, people going in at all times. Been empty for 8 years. The Police cannot act as it is a civil matter. Occupants are making videos in the house for you tube. A drone has been flown over neighbouring houses in and around Kirklington Road. Activity is sometimes happening around midnight and causing anxiety.

The Chairman reported that he has contact details for our local PCSO - an e-mail to use.

Agreed that we need to press to get police attendance at a meeting. It was thought that the drone may be subject to regulations and potential for neighbourhood watch mentioned.

The Mompesson cross - in the year 2000 there was a small tree from a yew tree in Essex planted. The Chairman confirmed he had been there in the past few days, it looked well and the Council will continue to keep an eye on it and make sure it prospers.

Traffic – Heavy vehicles are coming through the village. There was once have a lorrywatch but did it still exist? As an example a huge low loader vehicle came through yesterday on it's way to National Grid. Can we write to National Grid asking them to respect the village roads and ask what their policy is and how they communicate/monitor their drivers?

Trading standards and VIA can possibly assist with Lorrywatch – Cllr Carlton will investigate.

Camera's – Speedwatch – Keith has all the equipment and is ready to receive volunteers.

Keith will contact the police to arrange training. Council to help advertise. Potential locations need to be 100m both ways to be safe to operate.

Playing field;

Richard Ford of the Playing Field committee, confirmed that it is a full committee of the Parish Council. He then gave the following overview;

The idea of a playground had been muted for a long time. It made slow progress but in April 2019 a new committee was established and work started to undertake the work with £64k in the bank. In January 2021 a Lottery grant of £33k with £64 and annual donation of £7,500 from PC meant work could be undertaken and phase 1 completed at £89k with MUGA and Toddler, Picnic bench, swings and table tennis table. Sports England covered MUGA and table tennis.

Installation of floodlights was a requisite of Sports England (7.5k) for evening use. In April 2023, phase 2 adult gym, access roundabout and seesaw suggested for £36k. The committee did not have enough money so the PC advanced the £7.5k for 4 years to get it undertaken.

Phase 2 is complete – area is well used and a credit to the village and we should be proud. £7163 in the bank and the grounds maintenance is running at £1,800 per year for grass cutting, weeding, strimming and ancillary tasks. Initial quote of £4.5k has been reduced to £1.8k by good management.

Phase 3 is planned for a path from the gate around the back to the MUGA for access of wheelchairs and pushchairs. Some landscaping around the stream could create a woodland walk.

Issues;

- Fencing by the garages gets broken by dog walkers wanting direct access
- Dogs should not be exercised on the field
- Abacus lighting was paid twice? – Agreed that PC would try and reclaim it. Clerk to investigate
- Meter – Clerk to investigate

- 46/24 To receive and approve – Minutes from meeting of 10<sup>th</sup> April 2024  
***It was resolved to accept the minutes subject to amendment of spelling (SH/SF)***
- 47/24 To report – Matters arising from minutes not covered elsewhere on the agenda  
***None***
- 48/24 To receive only – Chairman’s announcements  
***The Chairman thanked everyone for attending and gave an overview of the report given at the APM. He was pleased to report that he had been approached with a view to a donation of cash or flowers for the village which will be taken up gratefully.***
- 49/24 To complete the annual AGAR return;  
a. Receive and approve the internal auditors report  
***Report received and noted***  
b. Consider, complete and sign the Annual Governance Statement  
***The Council considered each item in turn and the Chairman signed the form***  
c. Consider and approve the Accounting Statements  
***The statements were approved and the Chairman signed the form***  
d. To review and approve the Council’s standing Orders  
***These were reviewed and agreed***  
e. To agree Notice of public rights to be issued  
***Agreed***
- 50/24 Annual reviews of;  
a) The Council’s Standing orders  
***No changes required***  
b) Financial regulations  
***The new model (2024) Financial regulations as tailored were adopted***  
c) Annual risk assessment/Risk Management scheme  
***No changes required***  
d) Fixed Asset register and inspection of assets held for risk and H&S  
***All assets were confirmed as being held and had been inspected where necessary***

- e) Insurance renewal and confirm adequate cover in place  
**The Council identified a number of areas where insurance cover needed to be increased and the Clerk will obtain a revised quotation (we are in a fixed contract)**
- f) Cllrs Code of Conduct  
**No changes required**
- g) Disability discrimination  
**No changes required**
- h) Internal Audit Controls  
**No changes required**
- i) Lone working Policy  
**No changes required**
- j) Safeguarding Policy  
**No changes required**
- k) Social Media Policy  
**No changes required**
- l) Health and Safety Policy Statement  
**No changes required**
- m) Complaints procedure  
**No changes required**
- n) Grievance procedure (new) – to be included in employee contracts  
**N/A at this time**
- o) Disciplinary procedure (new) - to be included in employee contracts  
**N/A at this time**

51/24 To discuss and comment on outstanding planning matters  
Proposal: Erection of detached Garden Room; Site Address: The Barn Sikey Lane Eakring NG22 0DD ; Planning Application Ref: 24/00694/HOUSE  
**Noted**

52/24 To receive and approve – Financial matters;  
Receipts and payments 1<sup>st</sup> to 27<sup>th</sup> April 2024

15 April 2024	1	K Peet	Cator hall cleaning Nisbets	<b>£(10.78)</b>
15 April 2024	2	K Peet	Cator hall cleaning Nisbets	£56.58
15 April 2024	3	K Peet	Cator hall cleaning Nisbets	£14.38
15 April 2024	4	K Peet	Cator hall keys Timpson	£19.00
15 April 2024	5	K Peet	Stationery Tesco	£6.90
15 April 2024	6	K Peet	Stationery Amazon	£34.97
05 April 2024	11	J Wilson	Cator Hall Window Cleaning	<b>£(15.00)</b>
08 April 2024	12	M P	Hall hire 23/3	£40.00
11 April 2024	13	M C	Hall hire 1/12/23	£22.50
12 April 2024	14	Talk Talk	Cator Hall Internet	<b>£(39.30)</b>
15 April 2024	15	PRS	Licence	<b>£(832.05)</b>
17 April 2024	16	L R	Hall hire 1/6	£30.00
22 April 2024	17	M P	Hall hire 19/4	£30.00
25 April 2024	18	J A	Hall hire	£15.00

Items to be authorised for payment (other items may be added to this list at the meeting)

May meeting	7	Rcan	Membership	£114.00
May meeting	8	S Stack	Clerking 29Feb - 29thMar	£875.15
May meeting	9	S Stack	Clerking 1stApr-12thApr	£418.85

**Approved (SH/SP)**

To review and approve;

**EAKRING PARISH COUNCIL - Accounts as at 27th April 2024****INCOME**

	<b>BUDGET</b>		<b>ACTUAL</b>	
Precept	5632		0	
VAT Reclaim	0		0	
Light source	0		0	
Wind farm	0		0	
Rent	0		0	
Grants	0		0	
Other 1	0		0	
Other 2	0	5632	0	0

**EXPENSES**

Staff Expenses inc PAYE	-3450		0	
Admin/ Audit fee	-540		0	
Office Expenses	-200		-42	
Subs NALC/ICO/Rcan	-165		0	
Defib Box	-80		0	
Insurance	-400		0	
Bank Charges	-72		0	
Community	-100		0	
ECHO/CAB donations	-75		0	
Dog Bins	-550		0	
Clerk Mileage	0		0	
	0	-5632	0	-42

**CATOR HALL INCOME AND EXPENDITURE**

Hall Hire	0		153	
Grants	0		0	
Other1	0		0	
	0	0	0	153
Running Expenses	-5400		-155	
Capital Improvements	-2000		0	
PRS/ Alcohol Licence	-1300		-832	
Repairs/ Testing	-1450		0	
Insurance	-550	-10700	0	-987

**EAKRING PARISH COUNCIL - Bank Reconciliation**

## Opening Bank Balances

Current	£ 9,169.17
Reserve	£ 45,664.75
Cator Hall	£ 1,601.35
	<hr/>
	£ 56,435.27

Add receipts	£	152.50
Less Payments	-£	1,028.96
Closing Balance	£	55,558.81
Made up of:		
Current		£9,127.30
Reserve		£45,664.75
Cator Hall		£766.76
	-£	0.00

### **Approved SH/SP**

54/24

To discuss quotations received regarding:

- a. Window repairs at Cator hall – amend Repairs budget accordingly  
**It was resolved to appoint Nova Trade Frames and Cllr Clifford will fix KP/SH**
- b. Acoustic installation at Cator hall - amend Repairs budget accordingly  
**It was resolved to appoint Sound Reductions at £5829.00 (subject to survey and we will apply for funding towards it) (KP/SP)**
- c. Ceiling Quotations at Cator hall - amend Repairs budget accordingly  
**Defer to next meeting**
- d. To cancel PRS subscription  
**It was resolved to cancel the subscription at the earliest possible date. (KP/SP)**
- e. To delegate to Cllrs authority to obtain quotes for any urgent works and set budget accordingly  
**Resolved up to £1500 in agreement with the Clerk and one other Councillor (KP/SH)**
- f. To delegate to the Clerk to switch electricity suppliers for Cator Hall and enter into an agreement of no longer than 3 years.  
**Resolved (KP/SH)**
- g. To delegate to the Clerk to switch broadband suppliers for Cator Hall and enter into an agreement of no longer than 3 years.  
**Resolved (KP/SH)**
- h. To delegate to the Clerk authority to get PAT testing carried out  
**Resolved (SH/SP)**
- i. To consider purchase of hot cabinet from WI for community use £100  
**It was reported by a retired Councillor that, historically the WI had agreed that the council could have all their equipment including the cabinet. - Declined**

55/24

To receive – A report from the Clerk on progress in the month;

- a. Banking arrangements – **Moving forward, some progress made**
- b. Monitoring Cator hall bookings against receipts – report on unpaid hire fees (if any)  
**It was resolved that Cllrs will test the systems rather than putting them out to hirers as “live” – Dates to be arranged**
- c. VAT reclaim S126  
**The Clerk will be checking the entries for 23/24 in light of the auditor’s comments and claim back under S126 accordingly**
- d. Website  
**Thanks to Robert for supplying many of the files, saving hours of work. It was**

**agreed that the site could go live and run parallel to the existing site for a time.**

- 56/24 To consider applications for co-option to the Parish Council  
**An application from J Parks was considered and was invited on to the Council and signed his declaration of acceptance of office. The clerk will send over the Members Interest form for completion**
- 57/24 To consider applications for posts advertised in Newsletter  
**An applicant will be invited along for an informal chat. Date to be arranged. Mary will assist Marion with bookings.**

On June agenda – Playing Fields Subcommittee needs a Parish Councillor

Date of Next meeting

**Wednesday 12<sup>th</sup> June 7.30pm**