

Minutes of Eakring Parish Council Meeting held on Wednesday 9th October 2024

Present;
Councillors Ken Peet (Chair), Sharon Foster, Shaun Holmes, J Parks,
NSDC Councillor Claire Penny
8 Members of the public
Clerk; Susan Stack

Robert outlined a report to Elements Green that he and Carolyn had provided asking for no panels behind eplaying field so as to reduce visibility and not impact on the footpaths. Additional planting and preservation of existing trees has been requested and space for skylark and lapwings to enable them to continue to nest in the area. A discussion took place on if the village feeling was to join the action or not.

- 110/24 Apologies for absence
Parish Cllr P Clifford
County Cllr Scott Carlton
- 111/24 Declaration of Councillors Interest;
None
- 112/24 Public Participation (maximum 15 minutes in accordance with Standing Orders)
It was suggested that a neighbourhood watch may be useful but it needs volunteers. Something to be included in the next newsletter and if there is enough support then it can go forward. It will need a leader.
- 113/24 To receive only - Reports from Police, District and County Councillors
Cllr Claire Penny reported that is funding available for NSDC Community Grants, Revenue Grant with Notts CC. The NSDC is in a period of uncertainty with changes in government policy and budgets awaited. Challenging times await small parishes, with the National Infrastructure projects. Flooding is causing concern for some local villages with the water table higher than a year ago. Advised to keep abreast of the Planning Policy changes. As Linda is on the planning committee then Claire needs copying in to any objections.
- 114/24 To receive and approve – Minutes from meeting of 4th September 2024
It was resolved to receive and approve the minutes (SF/JP)
- 115/24 To report – Matters arising from minutes not covered elsewhere on the agenda
None
- 116/24 To receive only – Chairman’s announcements
Delighted to announce Sue Stack is now the Clerk to the Council.
A litterpick towards the end October/early November will be arranged.
Scott Carlton has been advised of layby fly tipping and he is asking for a bin to be installed.
Planning a Christmas Light switch on 7pm November 22nd. With match funding we have £400 towards the Christmas tree lights.
Condition of the ramp has been reported and so some repair needs doing with a view to renovation at a later date. We have had some donated bulbs for planting around Cator Hall
- 117/24 To discuss and comment on outstanding planning matters (others may be reported only at the meeting – no decisions permitted)

- [Application for a non-material amendment to allow for the installation of a filter trench attached to planning permission 12/01594/FULM.](#)

Bilsthorpe Disused Colliery Eakring Road Bilsthorpe
 Ref. No: 24/01684/NMA | Received: Mon 23 Sep 2024 | Validated: Mon 23 Sep 2024 | Status: Registered

Noted

- [Request for confirmation to discharge condition 5 \(windows and doors\) attached to planning permission 24/00694/HOUSE Erection of detached Garden Room](#)

The Barn Sikey Lane Eakring NG22 0DD

Ref. No: 24/01650/DISCON | Received: Mon 16 Sep 2024 | Validated: Mon 16 Sep 2024 | Status: Registered

Noted

- [Request for confirmation to discharge condition 4 \(roof tiles\) attached to planning permission 24/00694/HOUSE Erection of detached Garden Room](#)

The Barn Sikey Lane Eakring NG22 0DD

Ref. No: 24/01652/DISCON | Received: Fri 13 Sep 2024 | Validated: Fri 13 Sep 2024 | Status: Registered

Noted

118/24

Financial matters;

a) To adopt revised Financial Regulations based on 2024 NALC model

It was resolved to adopt the revised Financial Regulations (KP/SF)

b) Receipts and payments made 28th August to 30th September 2024

04-Sep-24	120	Susan Stack	Clerking Services July/August	£(928.40)
04-Sep-24	121	YU Energy	Electricity CH	£(58.65)
04-Sep-24	122	Macaw Security	Locks keys and sockets	£(520.00)
04-Sep-24	123	Macaw Security	Inturder alarm and fobs	£(1,170.00)
04-Sep-24	124	C Pritchard	Decorating CH	£(2,905.00)
04-Sep-24	125	P Harris	Decorating CH	£(900.00)
04-Sep-24	126	Baugh Horticulture	Grass cutting CH	£(30.00)
02-Sep-24	127	Playing Field Committee	Transfer of balance	£6,583.84
06-Sep-24	128	S Prest	Donation Xmas lights	£200.00
12-Sep-24	129	Talk Talk	Internet	£(39.30)
19-Sep-24	130	Staff	Keys Cutting CH	£(13.50)
19-Sep-24	131	Staff	Salary	£(107.48)
30-Sep-24	132	NSDC	Precept	£2,816.00
30-Sep-24	133	Cuttlefish -	E-mails	£(37.28)
30-Sep-24	134	Unity Trust	Bank charges	£(18.00)
01-Oct-24	135	Woodswhur	Licence CH	£(451.00)
01-Oct-24	136	Susan Stack	Office Exp	£(5.16)
01-Oct-24	137	PKF Littlejohn	Audit Fee	£(378.00)
01-Oct-24	138	Ken Peet	Cleaning CH	-£4.50
30-Sep-24	139	Unity Trust	Interest	£564.59

Above noted and agreed (JP/KP)

c) To approve accounts and bank reconciliation presented at the end of the agenda

The accounts were approved

d) To apply for a debit card from Unity Trust for use on on-line purchases and subscriptions that do not accept standing orders

It was resolved to apply for a card for use by the Clerk on on-line purchases in order to allow us to be more VAT compliant (SH/KP)

e) To order a card reader machine

It was resolved that an EPOS Now unit would be purchased, no up front fee £45 per month and 1% transaction (JP/SH)

f) Issues with Wind Farm grant payment

The Clerk reported problems getting the new owner to confirm that they are

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going to pay us but having sent off a copy of the lease details they have agreed to pay on invoice which has been resent

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

09-Oct-24	140	J Stephens	Window Board	£(30.37)
09-Oct-24	141	Sharon Foster	Poppies	£(29.50)
09-Oct-24	142	YU Energy	Electricity CH	£(58.92)
09-Oct-24	143	VIA	Purchase of Grit	£(132.00)

The payments were approved (KP/SF)

119/24

To discuss quotations and actions regarding:

a. Quotations for installations for fitting CCTV

It was resolved to appoint ADI Gardiner at £1158.21+£200 fitting (SH/KP)

b. Quotations for inspection of play equipment from NSDC £75 per inspection monthly (or quarterly if a Councillor will carry out regular inspections)

It was resolved that Cllr Holmes would undertake weekly inspections and that NSDC would be asked to carry out quarterly reports (SH/JP)

c. Purchase of poppies for Remembrance and installation etc. (SF)

It was noted that 5 poppies had arrived and were in the store room awaiting use. Charlie and Marie have offered to put them on lamp posts and in accordance with the Notts CC rules.

d. To order three traffolyte signs to acknowledge adopted areas within the village

It was resolved to order the plaques as per quotation from Identitag, A5 size landscape with 4 holes. £15.36 ex vat each plus delivery (JP/SH)

120/24

To decide if the Council wishes to be a part of the Joint proposal for the Elements Green development.

It was resolved that the Council will not take part (JP/KP)

121/24

To adopt employee grievance and disciplinary procedures

It was resolved to adopt the procedures (KP/SH)

122/24

To record and give thanks for offers of assistance/donations received:

- £200 donation from Simon Prest for Christmas lights (received)

Noted

123/24

Matters relating to Cator Hall Management Committee:

- Election of 3 Council members with voting rights

Joe Parks, Pete Clifford, Ken Peet were duly elected

- Election of up to 4 non Council members with voting rights

DPS, Chris Costall, Marion Peet and Emma Fisher

- Volunteers can attend any Committee meeting (no voting rights)

Noted and welcomed

- Appointment of Dawn Blackwell-Smith as DPS with voting rights

Duly appointed

- Items to be included in, and suppliers to be approached for tender of drink supplies

The Committee will undertake

- Arrangements for Premises licence – update

The application is running and the Police have been out and given advice.

Training is being undertaken and essential criterion such as CCTV installation and coverage, records and similar have been discussed and will be actioned

by the Committee. Useful advice notices and procedure examples have been supplied to help with the initial setting up. The consultation will close on 18th and depending on the outcome will determine the next steps.

- Replacing lighting in hall with dimmer switches (Macaw security)
It was resolved to test different LED bulbs and install a bank of 4 dimmer switches to control lighting in the main hall. Macaw security appointed. (SH/JP)

- Update on worktop

Work in progress

- To fit lock on cleaning cupboards

Resolved to fit to protect Council supplies (K Peet to do)

- PPS/PRS (in situ already)/TV/Motion picture licence(TBC in future if required)
Clerk has not received a reply withing the PRS/PPL timescale – will complain. Chairman explained the criterion for the TV/Motion Picture licences becoming applicable
- Controller/Hive type system for heating (Macaw security)
It was resolved to install a system with a thermostat in the main hall. (KP/JP)
- Date of first Committee meeting (poss 16th October 7pm)
Noted Cllr Parks will issue agenda

124/24

To report on ongoing and potential projects from previous meetings (if available)

- a. Update on the speed watch
Keith very disappointed with only 3 volunteers coming forward. After two attempts we have failed to get 3 attend so training has not taken place. There are three spots in Eakring that are suitable for use. Will be put in newsletter and Echo again.
- b. Remembrance 2024 – timetable of displays/actions arising
Putting up ASAP take down timely after the event
- c. Road signs
Road sign locations requested for S115 notice applications. Will be the same site in place of existing signs. Cllr Parks will determine the W3W identifiers. Foundry booked for end of October
- d. State of grass verges and footpaths and byways
County Cllr Carlton is in a meeting tomorrow and will update us on the outcome. He is also chasing up the map required for taking over the work via NSDC next year
- e. Floral displays on lamp posts (for 2025)
Clerk is researching.
- f. Defibrillator training
Will be arranged by Village Hall Committee
- g. Purchase defib with heated outdoor cabinet through funding scheme for £750 to be installed at the MUGA on the playing field
It was resolved to install (SH/SF)
- h. Flood resilience grant application
Delegated to Cllr Peet and the Clerk to check stock and apply for anything required including purchase of aqua sacks
- i. Request for cabinet and president's board to be put in hall from WI
It was resolved to install in the entrance hall.
- j. Request for additional key from WI (cost of circa £40-50)
Proposed that only one key will be issued per group (SF/SH)

125/24

To discuss actions required on pathways including the corner before you reach the national grid (SH)

Clerk to report to Cllr Scott Carlton – Cllr Holmes to get photographic evidence.

- 126/24 Date of next meetings; 13th November, 11th December
Noted
- 127/24 To resolve to exclude public and press
It was resolved to exclude on the confidential nature of the business to be transacted. (SH/KP)
- 128/24 To agree (and sign) Contract of Employment for Clerk/RFO role
The Council and the Clerk signed two copies of the Contract and the Chairman retained the Council copy

EAKRING PARISH COUNCIL ACCOUNTS AS ACT 2ND OCTOBER 2024

<u>INCOME</u>	BUDGET		ACTUAL	
Precept	5632		5632	
VAT Reclaim	14159		14159	
Light source	26397		26397	
Wind farm	7500		0	
Rent	0		0	
Grants	25		225	
Playing Field	1441		8025	
Savings Interest	700	55854	950	55389
<u>EXPENSES</u>				
Staff Expenses inc PAYE	-6000		-3420	
Admin/ Audit fee	-460		-385	
Office Expenses	-400		-265	
Subs NALC/ICO/Rcan	-250		-130	
Defib Box	-300		-273	
Insurance	-2924		-2924	
Bank Charges	-72		-57	
Community	-150		-81	
ECHO/CAB donations	-75		0	
Dog Bins	-550		-62	
Clerk Mileage	-600		-281	
Cllr Training	-300		-90	
Playing Field	-1000		-258	
Website	-850		-881	
Defib	-150		0	
Volunteers	-400		-296	
Pmt7	0		0	
Pmt8	0	-14481	0	-9404
VAT paid over				-1855
CATOR HALL INCOME AND EXPENDITURE				
Hall Hire	2250		1565	
Grants	0		0	
Other1	0		0	
Other2	0	2250	0	1565

Running Expenses	-5000		-1542	
Capital Improvements	-12000		-10982	
PRS/ Alcohol Licence	-832		-1225	
Repairs/ Testing	-1450		-979	
Insurance	-550	-19832	0	-14728

23791.00

30966.67

EAKRING PARISH COUNCIL - Bank Reconciliation	
Opening Bank Balances	
Current	£ 9,169.17
Reserve	£ 45,664.75
Cator Hall	£ 1,601.35
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	£ 56,435.27
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Add receipts	£ 56,953.56
Less Payments	-£ 25,986.89
Closing Balance	£ 87,401.94
Made up of:	
Current	£3,889.68
Reserve	£83,512.26