

Minutes of the Meeting of Eakring Parish Council

Held in the Cator Hall, Eakring

Following the Annual Parish Council Meeting and the Annual Parish Meeting

At 7.30pm on Wednesday 11th May 2022

Present

Councillor Cllr R Ford (in the Chair)

Councillors, R Brown, J Pennicott and Cllr S Carlton (NCC)

Also, Present: Sian Bacon (Clerk) and 1 Parishioner

60/22 **Apologies of Absence**

Cllrs J Sweeney (personal), G Reay (illness), S Foster and T White (illness) gave their apologies.

61/22 **Variation of Order of Business**

It was **RESOLVED** to move the report from County and District Councillors agenda item 5 was moved to take place after agenda item 18 the Parish Clerk Update.

62/22 **Declarations of Interest**

Cllr Ford declared an interest in agenda Item 20 the Playing Field

63/22 **Public Participation**

A representative of the WI came with the following issue:

The Parish Council has removed the WI noticeboard in hall to place the new picture rail. This wasn't mentioned to the WI prior to the boards removal and the WI would like to have been consulted. It was agreed to install the board in the alcove in the Main Hall. As regular users the council apologised for removing it without consultation and will make sure to raise things in advance in the future.

64/22 **Minutes**

It was **RESOLVED** after proposal by Cllr Pennicott, seconded by Cllr Brown, and agreed unanimously that the Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 13th April 2022 be accepted as a true record. They were then signed by the Chair as a true record. They will be placed on the website.

65/22 **To Determine if any items are to be moved into Confidential Session.**

None

66/22 **Planning Applications**

Comments to be submitted to the District Council on the following applications.

<u>No</u>	<u>Application Number and Website Link</u>	<u>Description and Details</u>	<u>Applicant</u>	<u>Comments</u>
<u>1.</u>	<u>22/00427/FUL</u> <u>https://publicaccess.newark-sherwooddc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R8410SLBJTI00</u>	<u>Change of use of outbuilding to be used as an annexe (retrospective)</u>	<u>Manor Farm</u> <u>Bilsthorpe Road</u> <u>Eakring NG22</u> <u>0DG</u>	<u>No objection</u>

Appeal for Comment

<u>No</u>	<u>Application Number and Website Link</u>	<u>Description and Details</u>	<u>Applicant</u>	<u>Comments</u>
<u>1.</u>	<u>NSDC Application reference:</u> <u>21/01532/FUL</u> <u>Appeal reference:</u> <u>APP/B3030/W/22/32</u> <u>94038</u>	<u>Construction of Workshop/Store</u>	<u>Field Reference</u> <u>Number 2789</u> <u>Wellow Road</u> <u>Eakring</u>	<u>No objection and no additional comments</u>

67/22 **Finance**

A) The Council considered the schedule of payments to be made.

It was unanimously **RESOLVED**, after proposal by Cllr Brown, seconded by Cllr Pennicott,

(1) That the schedule of bill payments detailed below be approved

Payment requests for the Parish Council May 2022				
	Supplier	Description	Budget Item	Total £
Bacs	NSDC	Playing Field Bin emptying	Playing Field	62.40
Bacs	S Prest	Jubilee Bunting	Jubilee	35.62
Bacs	B Wood	Internal Audit Fee	Audit	60.00
Bacs	Arthur Gallagher	Insurance 2022/23	Insurance	825.47
Bacs	Playing Field Committee	Windfarm Grant	Playing Field	7,500.00
Bacs	Eon	Defib final electricity	Defib	104.10
				8,587.59
Payment Requests for the Cator Hall May 2022				
	Supplier	Description	Budget Item	Total £
DD	Eon	Electricity	Electricity	18.00
Bacs	S Bacon	Boiler Oil	Boiler Oil	509.52
DD	Talk Talk	Phone & internet	Communication	24.00
Bacs	Steve Cook Electrical	Wire testing and security lights	Repair	738.00
				1,289.52

B) The following income was noted:

- £200 – Eakring Farms donation for the Jubilee event,
- £7500 – Bilsthorpe wind farm grant,
- £19,485.56 – reclaimed VAT,
- £2318.50 – the first half of the Council Precept,
- £40 - Hall income

C) It was unanimously **RESOLVED** that the Bank Reconciliation for May 2022 be approved.

D) It was unanimously **RESOLVED** that the Budget monitoring for May 2022 be approved.

E) It was unanimously **RESOLVED** that the Bank Reconciliation for the Cator Hall for May 2022 be approved.

F) It was unanimously **RESOLVED** that the Budget monitoring for the Cator Hall for May 2022 be approved.

68/22 **To approve the Parish Council and Cator Hall Insurance 2022/23**

It was **RESOLVED** to accept the quote of £825.47 from Arthur Gallagher Insurance (formerly Came & Co)

69/22 **Audit - Governance Statements 2021/22**

It was **RESOLVED** to approve the Annual Governance Statement 2021/22. The Chair and Clerk signed the statement and the Clerk will forward this to the external auditors and place the document on the website and noticeboard.

70/22 **Audit - Accounting Statements 2021/22**

It was **RESOLVED** to approve the Annual Accounting Statement 2021/22. The Chair and Clerk signed the statement and the Clerk will forward this to the external auditors and place the document on the website and noticeboard.

71/22 **Audit - Internal Audit 2021/22**

The Clerk reported that the Internal Auditor had completed the Internal audit of the 2021/22 accounts and had found everything to be in order.

72/22 **Chair's Announcements**

Cllr Ford gave the following report about the work of the council over the last 12 months:

Twelve months ago the Council was holding all Zoom meetings and despite a very difficult period the council came through well and Zoom worked effectively.

This year the Council has installed a new noticeboard, two new benches, children's playing field equipment and a MUGA at the playing field. It was noted how lovely it was that so many people are using the equipment.

The Council have held two litter picks successfully and both have been very well attended.

The Community Orchard requires work at the moment but scything courses are being run there by Mr Pedley.

The Christmas Tree Lighting event had been successful and well attended and it has been great to see the number of people coming forward to help with the upcoming Jubilee celebrations.

Disappointingly there has been a high turnover of councillors this year due to personal circumstances and it was noted that the council perhaps needs to explain the role further to councillor applicants.

The liaison with the County Council has been excellent but the liaison with the District Council has been awful this year.

The Cator Hall has been good in part but there is still a lot to be done however the council does have a greater understanding of the issues that require addressing. The progress of the new kitchen installation has been a frustration.

73/22 **Cator Hall**

1. Update on Bookings

Cllr Brown reported that we have minimal bookings but there's an art show being held in July and Rummikubs, Curling and the WI all have bookings.

2. Fire Escape Path Expenditure

As Cllr Reay was not in attendance the council agreed to defer this to the next meeting.

3. Action Plan

- a) The Clerk reported that the asbestos survey for the asbestos register will be taking place on the 23rd May.
- b) The Clerk has spoken to the insurance company and reported that they do not require the new fire alarm to have a signaller. It was **RESOLVED** to order the AT Alarm fire alarm without the signaller at a cost of £2048.82 + VAT.
- c) Cllr Brown reported that the wiring in the hall had failed its wiring test and required repair as soon as possible. It was **RESOLVED** to accept the quote from Steve Cook Electrical of £1500 for all remedial work.
- d) The action plan below was noted.

Action	Minute Ref	Responsible Person	Priority	Notes	Completion Date
Organise an Asbestos Test for the Cator Hall	65/21.2	G Reay	High	Done	10/11/2021
Cleaning Tender Issue and Select at October Meeting	65/21.1	Clerk	High	Tender issued and one received	13/10/2021
Kitchen quote updated with existing equipment removal costs	65/21.2	Clerk	High	Quote Received, Approved and ordered	13/10/2021
Fire & Front Door replacement - Contact Fire Brigade for assesment	65/21.3	G Reay	High	Fire Brigade sent information	13/10/2021
Wheelchair Access - Low threshold door - Companies to be found	65/21.3	R Ford	High	Completed	10/11/2021
Weed Spraying outside and ground works	65/21.3	J Pennicott	Medium	Completed	13/10/2021
Slabs	65/21.3	J Pennicott	Medium	After window fixed in March	
Window blocking - To be completed with door replacement	65/21.3	TBC	High	Completed	10/11/2021
Plastering - Source Plasterers and give initial estimate	65/21.3	J Sweeney	Medium		
Hearing Loop initial research	65/21.3	Clerk	Low		
Repair of outside light	65/21.3	J Pennicott	High	Repaired	13/10/2021
Quotes for additional Security Lighting	82/21.4	G Reay/ R Brown	High	Completed and quote selected	28/02/2022
Fire Risk Assesment Company to assess hall	82/21.5	R Ford	High	Completed - Assesment in feb 22	10/11/2021
Meeting with WI re Cabinet installation	82/21.5	R Ford	Medium	Completed	10/11/2021
Outside door replacement quotes and order	98/21.4	R Ford	High	Completed and installed	10/11/2021
Cleaning Tender reissue and select		Clerk	High	On hold	28/02/2022
Fire Door replacement quotes	11/22.3	R Ford	High	Cllr Ford will source quotes	
Fire Alarm quotes	11/22.3	Clerk	High	Completed	28/02/2022
Fire Policies and procedures	11/22.3	Clerk/ R Brown	High	to be completed on fire alarm installation	09/03/2022
Pat test & Fire extinguisher test	11/22.3	R Brown	High	Completed	09/02/2022
Emergency lighting service and additional lights placing	11/22.3	R Brown	High	22nd April	22/04/2022
Wiring check	11/22.3	R Brown	High	22nd April	22/04/2022
Roof Tile replacements	Emergency	R Brown	High	Done	02/03/2022
Fence removal - ramp and path round side		G Reay	High	Cllr Reay will look for builders quotes	
PRS Licence		Clerk	High	Completed	02/03/2022
Outdoor Painting		Clerk/ J Sweeney	Low		
Boiler change and heating app (wiser)		Clerk	Low		
Painting and decorating of hall			Medium		
Keysafe			medium		
Skirting boards repair in hall		J Pennicott	Medium		
Fire Signage		Clerk	High	Purchased and awaiting installation	11/05/2022
Asbestos Register		Clerk	High	being done 23rd May	23/05/2022
Hiring policies and booking forms complete		Clerk/ R Brown	High	Meeting 2nd march - Done	02/03/2022

74/22 Parish Council Plan

Mompesson's Cross

Cllr Pennicott reported that he will paint the seat in the next couple of days. The strimming of the area will also be done by Cllr Pennicott.

Welcome to Eakring Signs

Cllr Ford reported that Cllr Carlton had sent some information about installing and funding the Welcome signs. Cllr Carlton has set aside £1000 that the Clerk will apply for and it was agreed that the Parish Council will look to put some funding towards them and make an application to the Local Community Fund. Cllr Ford agreed to get quotes for the signs.

Community Orchard Owl Box

Cllr Ford reported that three parishioners want to put up an owl box on old pear tree. It was **RESOLVED** to grant £57.92 to purchase timber for construction of the box.

Heritage Walks Leaflet

There has been no response for the leaflet project advert. Cllr Brown reported that the Church are in discussions with NSDC about putting in boards with history information for the Church. The Clerk will ask Wellow Parish Council how their leaflet was funded and the costs involved in producing it.

75/22 Jubilee Celebrations 2022 Update

Cllr Ford reported that £200 had been received from Eakring Farms. Grid have agreed to provide 100 sausages and burgers. There are currently 15 entries for scarecrows. The information leaflet is now delivered and the grant funds are paying for its printing. The Clerk has given an update on receipts and the event budget to the committee.

76/22 Parish Clerk's and Councillor's update of matters in hand

Flooding Issues with Drains and Gullies, Highways and Verges: A new metal post for the bin by the telephone defibrillator box is required. It was noted that some gullies have not yet been cleaned out but all have been reported by Cllr Carlton (NCC). It was noted that the hedges are still overhanging on Greenfield Row and Kirklington Road and Cllr Carlton is looking into these.

77/22 Report from Police and/or County/District Councillors

The following report was received from Cllr S Carlton (NCC):

Time has been spent in village looking at sections of road where sides of the road are crumbling or gone all together. He noted that the County Council were trying to move Via's operations to preventative actions rather than reactive actions as much as possible. There will be a need for some reactive actions at the moment highway improvement plans have some money available that has not yet been allocated to projects and £7 million for structural road repair is being rolled out. Cllr Carlton noted that the Kirklington Road in particular the section in front of National Grid really needs fixing. Other issues on the road have been logged but unfortunately, they are not being dealt with very quickly. The white lining of junctions in the village is scheduled in the next 6 weeks. The Bilsthorpe Road drains are due to be inspected and cleaned. On Thursday 12th May the Nottinghamshire County Council AGM is being held and the cabinet structure is being put in that is linked in to the devolution deal being brokered with other

county authorities to create a combined authority area made up of NCC, Nottingham City Council, Derby City Council and Derbyshire County Council. The authority is expected to cost 91 pence per elector and the authorities are expecting a return letter from the government about the deal soon.

78/22 **Whatsapp group**

It was decided to not move forward with a council Whatsapp group as not all councillors have a smartphone available to them.

79/22 **Reports from Representatives on Outside Bodies and Working Parties**

Playing Field Committee: Cllr Ford reported that there is currently no further update on phase 2.

80/22 **Correspondence/Information**

The following correspondence was received:

1. Snow Ball – a disability accessibility app requesting information on disabled facilities in the area – it was agreed to put this on the next meeting agenda.
2. NottsALC offering a Planning nuts and bolts training course on the 23rd June – The Clerk will send this to Cllr Reay
3. NCC - Town and Parish Council Engagement session being held on the 26th May.
4. NCC – offering the Community Lengthsman scheme – It was agreed not to take the County Council up on the offer at this time.

81/22 **Dates of Next Meetings**

It was **RESOLVED** to set the dates of the meetings for the 2022/23 year as the second Wednesday of every month except August and January.

The next meeting will be an Ordinary Meeting held on Wednesday 8th June 2022 beginning at 7.30pm in the Cator Hall.

The meeting closed at 9.10PM