

Minutes of the Meeting of Eakring Parish Council

Held in the Cator Hall, Eakring

At 7.30pm on Wednesday 13th July 2022

Present

Councillor Cllr R Ford (in the Chair)

Councillors, J Pennicott, T White, R Brown and G Reay

Also, Present: Sian Bacon (Clerk) and Cllr S Carlton (NCC)

100/22 **Apologies of Absence**

Cllr S Foster sent her apologies (Personal).

The Clerk reported that Cllr J Sweeney has given his resignation.

101/22 **Variation of Order of Business**

It was **RESOLVED** to move agenda item 5 report from District & County Councillors to underneath agenda item 13 Parish Clerk's matters in hand.

102/22 **Declarations of Interest**

Cllr Ford declared an interest in agenda item 14.1 Playing Field committee as a committee member.

Cllr Brown declared an interest in agenda item 9.1 payments as a payee.

103/22 **Public Participation**

None

104/22 **Minutes**

It was **RESOLVED** after proposal by Cllr Reay, seconded by Cllr Pennicott, and agreed unanimously that the Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 8th June 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.

105/22 **To Determine if any items are to be moved into Confidential Session.**

None

106/22 **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>
1.	<u>22/01270/LDC</u> https://publicaccess.newark-sherwooddc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RE52ZYLBIJ00	<u>Replacement windows</u>	<u>Briar Cottage</u> <u>Church Lane</u> <u>Eakring</u> <u>Nottinghamshire</u> <u>NG22 0DH</u>	<u>No Objections</u>
2.	<u>22/01318/S73</u> https://publicaccess.newark-sherwooddc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=REHFDRLBLMJ00	<u>Variation of condition 2</u> <u>attached to planning</u> <u>permission</u> <u>21/01633/HOUSE to amend</u> <u>the approved plans</u>	<u>Welwyn Mill Lane</u> <u>Eakring</u> <u>Nottinghamshire</u> <u>NG22 0DL</u>	<u>No comment</u>

It was reported that the Council had received two anonymous complaints regarding a planning breach at 32 Cherry Tree Close. It was **RESOLVED** to contact the planning enforcement officer and request an investigation.

It was requested that the Clerk check the Eakring Farm Eco Housing s106 arrangements to see if there is a requirement for the Parish Council to vet tenants.

107/22 **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 July 2022				
	Supplier	Description	Budget Item	Total £
Bacs	T Pearce	Jubilee expenses	Community Initiatives	297.89
Bacs	R Brown	Jubilee expenses	Community Initiatives	75.00
Bacs	A Gallagher	Insurance	Insurance	1,263.09
				1,635.98
Payment Requests for the Cator Hall July 2022				
	Supplier	Description	Budget Item	Total £
DD	Eon	Electricity	Electricity	18.00
DD	Talk Talk	Phone & internet	Communication	24.00
Bacs	Steve Cook Electrical Ltd	Lighting report issues	Repairs	714.00
Bacs	Steve Cook Electrical Ltd	Lighting to LED fitting	Repairs	768.00
Bacs	AT Alarms	Fire Alarm installation/maintenance	Capital Works	2,458.58
Bacs	Pestforce	Pest control	Repairs	60.00
				4,042.58

- B) There was £70 received from the Jubilee noted.
- C) It was unanimously **RESOLVED** that the Bank Reconciliation for July 2022 be approved.
Move £10K + £200 elections
- D) It was unanimously **RESOLVED** that the Budget monitoring for July 2022 be approved.
- E) It was unanimously **RESOLVED** that the Bank Reconciliation for the Cator Hall for July 2022 be approved.
- F) It was unanimously **RESOLVED** that the Budget monitoring for the Cator Hall for July 2022 be approved.

108/22 Chair's Announcements

The Autumn Litter Pick will take place on Saturday 22nd October 2022 at 10am from the Cator Hall. Cllr Ford will advertise this in the Eakring Echo and Cllr Pennicott will pick up Litter Pickers and Rubbish Bags. The Clerk will do a poster.

109/22 Cator Hall

1. Update on Bookings and Ongoing Works

Cllr Brown reported that there have been a few bookings until October when the kitchen work should be done but not many. Fire Alarm should be tested every week on different zone each week. The Clerk will put together a schedule and rota for testing. There Fire alarm requires hardwiring and the Clerk will contact the installer to fix this.

Cllr Brown was authorised up to £60 to purchase a ramp to allow departure of those in wheelchairs.

It was **RESOLVED** that full day charity hires will be charged up to £30 per day.

2. Fire Escape Path Expenditure

Cllr Reay reported that she is still looking for builders' quotes. Cllr Ford suggested Marc Hazard. The slabs around the oil tank will be added to the quotation.

3. Asbestos Expenditure Removal

It was **RESOLVED** to delegate selection of contractor to the Clerk up to a cost of £2500.

4. Kitchen installation Update

It was noted that the kitchen should begin in October. The Clerk will keep looking for Fire Door quotes.

5. Hall Cleaning

It was **RESOLVED** to look at employing a cleaner. The Clerk will put together the job description for the September meeting.

6. Action Plan

Column1	Column2	Column3	Column4	Column5	Column6
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	on Hold	13/10/2021
Kitchen quote updated with existing equipment removal costs	65/21.2	Clerk	High	To be installed Oct 2022	13/10/2021
Fire & Front Door replacement - Contact Fire Brigade for assesment	65/21.3	G Reay	High	Completed	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	
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
Additional Security Lighting	82/21.4	G Reay/ R Brown	High	Completed	28/02/2022
Fire Risk Assesment Company to assess hall	82/21.5	R Ford	High	Completed	10/11/2021
Meeting with WI re Cabinet installation	82/21.5	R Ford	Medium	Completed	10/11/2021
Outside door replacement	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	Clr Ford will source quotes	
Fire Alarm	11/22.3	Clerk	High	Completed and installed	01/07/2022
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	Completed	22/04/2022
Wiring check	11/22.3	R Brown	High	Completed	22/04/2022
Roof Tile replacements	Emergency	R Brown	High	Completed	02/03/2022
Fence removal - ramp and path round side		G Reay	High	Clr 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	Completed	23/05/2022
Asbestos Removal		Clerk		Clerk getting and selecting quotes	
Hiring policies and booking forms complete		Clerk/ R Brown	High	Completed	02/03/2022

110/22 Parish Council Plan

Mompesson's Cross

Cllr Pennicott reported that he has painted the bench. The area needs strimming and the railings painting & weeding. A working party will be organised by Cllr Pennicott to complete the work.

Welcome to Eakring Signs

Cllr Ford has circulated the chain of office picture for use on the signs and it was agreed to use this with a slight alteration to the nodding donkey. Clerk will contact Bilsthorpe Parish Council about their signs, costs and where they got them. Cllr Carlton will query the regulations for sign installation. The Clerk will get quotes. There are two funding applications in with NCC for the Playing Field and the signs.

Community Orchard

The Orchard has been scythed and thanks were given to Mr Pedley for a fantastic day. The owl box is going to be installed.

Platinum Jubilee Green Canopy WI Tree planting and plaque placement

It was **RESOLVED** to allow a tree to be planted in the community orchard but the plaque is not allowed as per the Council's rental agreement.

Heritage Walks Leaflet

Cllr Reay has been in touch with Wellow Parish Council and they are potentially broadening the area they are doing leaflets on walks for. Cllr Reay will stay in contact with Wellow Parish Council and pass on further information for the leaflets that they are doing that cover Eakring.

111/22 Parish Clerk's and Councillor's update of matters in hand

Flooding Issues with Drains and Gullies, Highways and Verges: The Greenfield Row hedges, footpaths been strimmed and Kirklington Road have been done or have notices up. Cllr Pennicott has sorted the issue on the Main Street footpath though it is not his land.

Green Lane Check: Cllr Pennicott will do the check.

Training Budget Recommendation: The Clerk recommended a training budget of £1500 and it was **RESOLVED** to put this into the budget.

112/22 Report from Police and/or County/District Councillors

Cllr S Carlton (NCC) reported that the Main Street hedge has been cut back now. There were some issues with highways regulations whilst the cutting was done. The Lamp post there will look at being reinstated. Eakring Lane some works been done but unfortunately the job isn't very good and there is still a hole on the bend. Further works are being scheduled. The section in front of Grid will have a request going in next work. The drain clearing is still waiting to be scheduled. A Nottinghamshire County Council report will be coming out that due to inflation the County Council is over budget.

Cllr Brown reported that the Playing Field footpath bridge's handrail is wobbly. Cllr Carlton will report this and take a look at it.

113/22 Reports from Representatives on Outside Bodies and Working Parties

Playing Field Committee: The Lighting column electrical works are being done in August. The Clerk will organise meter from Eon Next to go in from the 31st August.

It was reported that Cllr Sweeney has resigned as a Councillor and as the playing field committee chair. It was noted that the Council need to nominate a new Chair Person from the Parish Council. In the meantime, Cllr Ford will chair the Playing Field Committee AGM.

114/22 Correspondence/Information

The following correspondence was received:

1. NottsALC – information on new Councillor Training

2. Information on the Great Northern Food and Drink Festival – 20th-21st August at Thoresby Park Estate.
3. Police - Community Safety Grants

115/22 **Dates of Next Meetings**

The next meeting will be an Ordinary Meeting held on Wednesday 14th September 2022 beginning at 7.30pm in the Cator Hall.

The meeting closed at 9.10PM

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