

Minutes of the Meeting of Eakring Parish Council

Held in the Cator Hall, Eakring

At 7.30pm on Wednesday 13th October 2021

Present

Councillor Cllr R Ford (in the Chair)

Councillors, T White, R Brown, G Reay and L Reed.

Also, Present: Sian Bacon (Clerk) and 2 Parishioners.

72/21 **Apologies of Absence**

Cllr Sweeney and Cllr Pennicott gave their apologies.

73/21 **Variation of Order of Business**

None

74/21 **Declarations of Interest**

Cllr Ford declared an interest in agenda Item 15 the Playing Field as a committee member.

Cllr Reay declared an interest in planning application 21/01473/FUL – Old Church Farm

75/21 **Public Participation**

None

76/21 **Report from Police and/or County/District Councillors**

None

77/21 **Minutes**

It was **RESOLVED** after proposal by Cllr Brown, seconded by Cllr Reay, and agreed unanimously that the Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 8th September 2021 be accepted. They were then signed by the Chair as a true record. They will be placed on the website.

78/21 **To Determine if any items are to be moved into Confidential Session.**

None

79/21 **Planning Applications**

The Old Church Farm applicants gave an explanation of their planning application and provided drawings.

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

No	Application Number and Website Link	Description and Details	Applicant	Comments
1.	21/01473/FUL https://publicaccess.newark-sherwooddc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QVIJUALB0A400	Refurbishment of existing outbuildings with internal alterations to provide additional living accommodation.	Old Church Farm Kirklington Road Eakring NG22 0DA	Drawing presented by the applicant not available on the planning portal. Based on provided information the Council has no objection provided plans remain as presented.
2.	21/02106/S73 https://publicaccess.newark-sherwooddc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R059BULB04M00 original application https://publicaccess.newark-sherwooddc.gov.uk/online-applications/applicationDetails.do?previousCaseType=Property&keyVal=Q5JD9ALB08700	Application to vary condition 3 attached to planning permission 20/00234/FUL to amend the approved plans amending the front entrance door	8 Triumph Close Eakring NG22 0DP	No objection but wrong address on the application requires amendment.

3.	https://publicaccess.newark-sherwooddc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R0SU1KLBHSJ00	Application to vary condition 2 attached to planning permission 19/01701/FUL to amend the approved plans in order to alter the proposed window and doors.	Cherry View Bilthorpe Road Eakring NG22 0DG	No Comment
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80/21 Finance

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

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

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

Payment requests for the Parish Council October 2021				
	Supplier	Description	Budget Item	Total £
BACS	S Bacon	Printer Cartridge & Stamps	Clerk's Expenses	41.83
BACS	PKF Littlejohn	Audit Fee 2020/21	Audit Fee	336.00
BACS	NSDC	Dog Bin Emptying	Dog Bins	124.80
BACS	Playing Field	Windfarm Grant	Playing Field	7,077.31
BACS	R Ford	Bulbs		15.00
BACS	R Ford	Bench Plaque		12.00
				7,606.94
Payment Requests for the Cator Hall September 2021				
	Supplier	Description	Budget Item	Total £
DD	Eon	Electricity	Electricity	18.00
DD	Talk Talk	Phone, internet & postage	Communication	22.00
				40.00

B) The Clerk reported the following income had been received

Income for October 2021			
Payee	Description	Budget Item	Total £
Light Source	Community Benefit	Light Source	20,644.84
NSDC	Precept 1/2	Precept	2,208.50
Sport England	Playing Field Grant	Grants	1,108.00
			23,961.34

C) It was unanimously **RESOLVED** that the Bank Reconciliation for October 2021 be approved.

D) It was unanimously **RESOLVED** that the Budget monitoring for October 2021 be approved.

- E) It was unanimously **RESOLVED** that the Bank Reconciliation for the Cator Hall for October 2021 be approved.
- F) It was **RESOLVED** to hold a budget meeting on Tuesday 19th October at 2.00pm.
- G) The Clerk updated the Council that the external audit was now completed and had received the following feedback: The smaller authority failed to approve the AGAR in time to publish it before 1 July 2021, the date required by the Accounts and Audit Regulations 2015, and did not disclose this by answering 'No' to Section 1, Box 1. The smaller authority should ensure that it has regard to the level of reserves held when considering future precept requests. Any earmarked reserves should be considered and formally approved by the smaller authority.
- H) It was **RESOLVED** to remove former Cllrs K Meanley and E Sweeney from the accounts and add Cllrs White, Reay and Reed.

81/21 **Chair's Announcements**

Cllr Ford had no announcements.

82/21 **Cator Hall**

1. Update

Cllr Brown reported that things were starting get busier with the bookings. Cllr Reay has had a lot of interest in the table top sale and will look to do another in 2022. It was agreed to charge hall hire for charity events at the Parish Council's discretion.

The Clerk and Cllr Brown will look at getting a PRS licence. Cllr Brown will send booking form notes

2. Cleaning Tenders Received

The Clerk has received one and this will be forwarded to all councillors for approval.

3. Kitchen Quotes

The kitchen quote from Lockharts for beginning to end project management is £20,498.00.

It was **RESOLVED** to accept this quote. The Clerk will contact and organise the start of work once the asbestos tests have been completed.

Cllr Reay will chase up with Cllr Sweeney regarding the asbestos test.

4. Security Light Quotes

Cllr Brown has received a quote of £516.00 from SCE Ltd for improved and new security lighting around the hall.

Cllr Reay will look for two more electrician's quotes

5. Action Plan

Action	Minute Ref	Responsible Person	Priority	Notes	Completion Date
Organise an Asbestos Test for the Cator Hall	65/21.2	G Reay	High		
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		
Weed Spraying outside and ground works	65/21.3	J Pennicott	Medium	Completed	13/10/2021
Slabs	65/21.3	Everyone	Medium		
Window blocking - To be completed with door replacement	65/21.3	TBC	High		
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		
Fire Doors and Fire Risk Assesment Company to be looked foer	82/21.5	R Ford	High		
Meeting with WI re Cabinet installation	82/21.5	R Ford	Medium		

83/21 Parish Council Plan

Mompesson's Cross

Cllr Pennicott reported via the Clerk that he will strim and paint the seat by the end of October with Cllr White and will purchase paint and brushes. Cllr Ford reported that he had now purchased the bulbs for planting.

Welcome to Eakring Signs

Cllr Ford will organise the required art work and then the signs will be revisited.

Bench Plaque

Cllr Ford has ordered the plaque with wording agreed by the family and it is on its way.

Neighbourhood Planning

Cllr Ford reported that Clerk had sent the questionnaire questions through to the Chair. The Clerk and Chair will organise a meeting to discuss logistics, grant funding and setting up a steering group.

Litter Pick

The litter pick has been advertised in the echo. Cllr Ford will purchase the rubbish bags needed.

Community Orchard

Cllr Ford reported that the Orchard has now been scythed and seeded ready for next year.

84/21 Parish Clerk's and Councillor's update of matters in hand

Flooding Issues with Drains and Gullies, Highways and Verges: The hedge between the phone box and builder's yard requires cutting. The Clerk will chase up speeding signs promised when the speed survey was completed. It was reported that large lorries are coming through the village and potentially breaking the tonne limit. The Clerk will report this to the police. It was also reported that there is a gully blocked by rose cottage which the Clerk will report.

War Memorial: Cllr Reed agreed to research the name change and report back to the council.

Winter Maintenance and Grit 2021/22: It was agreed that no grit is required at the moment.

85/21 **Reports from Representatives on Outside Bodies and Working Parties**

Playing Field Committee: Cllr Ford reported that the playing field sign was now up and the fundraising for phase 2 is ongoing.

Playing Field Bins: The Clerk reported that the bin is now placed and she has requested placement on the emptying schedule with Newark and Sherwood District Council.

Playing Field Official Opening: The official opening still has no date. Cllr Ford will chase this up.

86/21 **Correspondence/Information**

The Clerk reported that she had received correspondence from:

- 1) NottsALC – Finance training is being run online for Clerk and Councillors
- 2) NottsALC – Information on the Clerks' pay award
- 3) A request that the Council register the defibrillator. The Clerk and Cllr Brown have sent back the information required.
- 4) Nottsalc – Information on a report writing course,
- 5) Nottsalc – Nomination of new organisation president
- 6) Nottsalc – Information on online training and events

87/21 **Dates of Next Meeting**

The next meeting will be an Ordinary Meeting held on Wednesday 10th November 2021 beginning at 7.30pm in the Cator Hall.

The meeting closed at 8.56pm