

# Averham, Kelham and Staythorpe Parish Council

## Minutes from parish council meeting held: Monday 23 June 2025, 7.00pm at Kelham Hall

Present: Cllrs J Miller, (JM, the Chair), J Cobley (JC) and J Wolfenden (JW)  
In attendance: Chris Harris (Clerk) and six members of the public.

	Welcome
AKS 25-50	Apologies for Absence. <ul style="list-style-type: none"><li>- Cllr JA</li><li>- Cllr Saddington</li></ul>
AKS 25-51	Declarations of Interest either direct or indirect from members for any item to be considered and any dispensations to be considered. <ul style="list-style-type: none"><li>- None</li></ul>
AKS 25-52	Approve the minutes of the Parish Council Meeting held on 19 May 2025 <ul style="list-style-type: none"><li>- Amendments to be made and signed at the next meeting (August 18<sup>th</sup>)</li></ul>
AKS 25-53	Questions and comments from members of the public (limited to 15 minutes) Staythorpe BESS: <ul style="list-style-type: none"><li>- Parishioners reported that construction recently started and raised areas where there have been breaches in the planning conditions. Requested that the parish council, or district councillor, could raise these breaches. Residents have approached the site foreman, written to NSDC, National Highways and Rights-of-Way but yet to hear back. <b>ACTION:</b> Cllr Melton to raise this at an official level and the Parish Council to write a letter to the enforcement.</li><li>- The community benefit was raised, was there any benefit in getting the working group together again., and following up where it last was. <b>ACTION:</b> Cllr Miller to reach out to previous chair, AF, to get the working group back together, and consult Iain Brady, copying in Cllr Melton.</li></ul> Kelham crossing: <ul style="list-style-type: none"><li>- Question raised as to whether there has been any progress made to the crossing. <b>ACTION:</b> To be discussed at next meeting.</li></ul> Flood compensation in Kelham: <ul style="list-style-type: none"><li>- Parishioners asked whether the Parish Council received notification – PC received notification 23/05/25 and works expected until mid-October 2025.</li></ul> Kelham appeal: <ul style="list-style-type: none"><li>- Councillors were asked if they had decided whether they will speak at the Kelham appeal in October. <b>ACTION:</b> to decide in August and consider the quorum.</li></ul>

AKS 25-54	<p>Updates required from the previous meeting for items not covered on the agenda.</p> <ul style="list-style-type: none"> <li>- Kelham crossing – Cllr Saddington not present to update.</li> <li>- BESS project – covered in questions from public.</li> <li>- Amendments to be made and signed at August meeting.</li> <li>- Defibrillators – Cllr Miller to action on Cllr Allen’s behalf. Staythorpe to receive a new defibrillator, and pads already supplied to Kelham and Averham, and a new unit added to Averham Park racecourse, with a donation of £200 from the racecourse.</li> </ul>
AKS 25-55	<p>Reports from County Councillor and District Councillor</p> <p>Councillor Melton:</p> <ul style="list-style-type: none"> <li>- Kelham appeal is taking place October 21<sup>st</sup>. NSDC tender gone out for legal team to tackle the appeal. Three bids received but no decision made (as of 23/06/25).</li> <li>- Neighbourhood plan – Cllr Melton is unsure what the decision is for this but he has spoken with five parish councils, noting Fiskerton cum Morton currently have one and Cllr Allen and Iain Brady previously met with Fiskerton cum Morton parish council last year to explore the possibilities of AKS developing a plan. There is a discussion about having a meeting of all five parishes about what a neighbourhood plan would look like, likely to be in July at Rolleston.</li> <li>- Cllr Melton is a participant in East Midland’s Railway board, which meets quarterly at Castle House. He raised the ongoing concerns around Staythorpe crossing which have been echoed at other crossings locally. An official from the board has offered to discuss with Cllr Melton outside the meeting to gain a holistic picture.</li> </ul> <p>No questions raised by council members.</p>
AKS 25-56	<p>To review/respond to correspondence sent and received by the Parish Council</p> <p>Email received regarding applications for Rural England Prosperity Grant is open and whether this would be useful for the HIVE group. Not feasible currently due to current circumstances with Notts CC.</p>
AKS 25-57	<p>To Consider Planning Applications Received:</p> <p><b>25/00928/DISCON</b> – confirmation to discharge conditions. <b>ACTION:</b> Cllr Wolfenden to review and comment if necessary.</p> <p><b>25/00946/LDCP</b> – development certificate for caravan in revised location. <b>ACTION:</b> Cllr Cobley to review and comment if necessary.</p>

	<p>Planning Decisions:  <b>24/01622/FUL</b> – proposed house on Blacksmiths Lane refused.</p>																																													
AKS 25-58	<p>Clerk’s financial report, agree expenditure and other necessary action.</p> <p style="text-align: center;">May 19th - June 23rd</p> <table border="1"> <thead> <tr> <th>Date</th> <th>In</th> <th>Out</th> <th>Balance</th> <th>Commentary</th> </tr> </thead> <tbody> <tr> <td>19/05/2025</td> <td></td> <td></td> <td>£16,675.56</td> <td>Starting balance</td> </tr> <tr> <td>20/05/2025</td> <td>£-</td> <td>£96.00</td> <td></td> <td>J.A defib battery</td> </tr> <tr> <td></td> <td>£-</td> <td>£241.00</td> <td></td> <td>Zurich insurance</td> </tr> <tr> <td></td> <td>£-</td> <td>£429.00</td> <td></td> <td>Locum clerk invoice</td> </tr> <tr> <td>30/05/2025</td> <td>£-</td> <td>£5.00</td> <td></td> <td>Bank charges</td> </tr> <tr> <td>06/06/2025</td> <td>£-</td> <td>£11.99</td> <td></td> <td>HugoFox</td> </tr> <tr> <td>17/06/2025</td> <td>£-</td> <td>£47.00</td> <td></td> <td>Information Commissioners Office data protection fee</td> </tr> <tr> <td>Total</td> <td>£-</td> <td>£829.99</td> <td>£15,845.57</td> <td></td> </tr> </tbody> </table> <p><b>ACTION:</b> Cllr Miller to write to Lynda thanking for her time. Cllr Miller to provide receipts for the three village planters to be reimbursed.</p>	Date	In	Out	Balance	Commentary	19/05/2025			£16,675.56	Starting balance	20/05/2025	£-	£96.00		J.A defib battery		£-	£241.00		Zurich insurance		£-	£429.00		Locum clerk invoice	30/05/2025	£-	£5.00		Bank charges	06/06/2025	£-	£11.99		HugoFox	17/06/2025	£-	£47.00		Information Commissioners Office data protection fee	Total	£-	£829.99	£15,845.57	
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AKS 25-59	<p>Defibrillators</p> <p>Covered in AKS 25-54.</p>																																													
AKS 25-60	<p>Matters raised by Cllr Cobley:</p> <ol style="list-style-type: none"> <li>a) Service Level Agreements</li> <li>b) The last date for Agenda items</li> <li>c) Date for publishing the Agenda</li> <li>d) Displaying the Agenda</li> <li>e) Publication of draft Minutes of Meetings</li> <li>f) Display of Minutes on Notice Boards</li> </ol> <p>The parish council agreed on timescales to aid the clerk in their duties:</p> <ul style="list-style-type: none"> <li>- Agenda items to be agreed 8 days before the parish meeting and uploaded to the website, village Whatsapp groups, and added to parish notice boards.</li> <li>- Minutes to be drafted 7 working days following the meeting and sent to councillors for comment, with a timescale of 5 working days to respond.</li> </ul>																																													
AKS 25-61	<p>Items to be added to the agenda for the next meeting</p> <p>Parish neighbourhood plan – Raise by Cllr Melton, Cllrs suggested they would look for someone to head this up outside the council, using the village Whatsapp groups. Cllr Wolfenden is happy to represent if able to get a group of people together.</p> <p>Defibrillators</p>																																													

	JPAG – Cllr Wolfenden to provide an update
AKS 25-62	Date of the next Parish Council meeting to be held at 7.00 pm at Kelham Hall  August 18 <sup>th</sup> , 7pm Kelham Hall.

There being no further business, the Chair thanked everyone for attending and closed the meeting at 20:17.

DRAFT