

# Averham, Kelham and Staythorpe Parish Council

## Minutes of the Meeting held Monday 15<sup>th</sup> January 2024 at 7:00pm Board Room, Kelham Hall

**Present:** Cllr Andrew Fereday (chair), Cllrs I Bradey, J Miller, J Allan, J Cobley

**Clerk and RFO:** Sue Jackson

**Members of the Public:** 2

**Absent:** Cllr S Emeny

Cllrs Keith Melton (NSDC) (part) and Sue Saddington (NCC) were also present (part)

	Welcome	Action
AKS 23-39	Vote to Accept Apologies for Absence. None	
AKS 23-40	Declarations of Interest either direct or indirect from members for any item to be considered and any dispensations to be considered. None.	
AKS 23-41	Approve the minutes of the Parish Council Meeting held on <b>Monday 20<sup>th</sup> November 2023</b> (previously circulated). Proposed by Cllr Miller, Seconded by Cllr Bradey. <b>Agreed unanimously</b> . The minutes were duly signed.	
AKS 23-42	Questions and comments from members of the public. The members were asked if they intended to join the meeting planned to discuss the BESS at Staythorpe RWE have not yet conducted the annual assessment on noise produced by the power station, the meeting of the liaison committee is next week. Members of the BESS action group will attend the GNR Solar Farm consultation meetings planned for late January and early February.	
AKS 23-43	Updates required from the previous meeting for items not covered on the agenda. <ul style="list-style-type: none"> <li>• To receive an update on the fixing of the plaques for both the planters and the Staythorpe tree. Planters done, plaque for the tree will be fixed in place when the tree is replaced.</li> <li>• To receive an update on the replacement tree at Staythorpe - will be done in the next week.</li> <li>• Reduction on the frequency of emptying the dog waste bin at the corner of Holme Farm Close has been agreed by NSDC. The revised schedule has been agreed with NSDC.</li> </ul>	
AKS 23-44	Reports from County Councillor and District Councillor Cllr Saddington had agreed to fund the replacement tree but a much cheaper, smaller tree has been purchased. Cllr Saddington has funding left over for Parish Councils, The Clerk to send her the PC's banking details for a share of the funds which could be used towards replacing or refurbishing the bench at Staythorpe. Cllr Saddington has written to Angus Trundle the Commons, Greens & Definitive Footpath/Countryside Access Officer at NCC regarding access into Kelham Hall grounds for residents only. The residents	The Clerk

Signed .....

Date.....

	<p>group will need to decide if they wish to apply for a modification order.</p> <p>A meeting with all interested agencies is to be held regarding the recent flooding.</p> <p>Cllr Melton reported that a meeting had been held at Castle House with registered flood wardens and other interested agencies.</p> <p>Cllr Melton has met with the group hoping to have the old Manners Sutton School registered as an ACV. There may be funding from the Shared Prosperity Fund.</p> <p>Cllrs Melton and Saddington left the meeting</p>	
AKS 23-45	<p>To Consider Items Requiring a Decision.</p> <ul style="list-style-type: none"> <li>• To consider starting the <b>recruitment process for a new Clerk and RFO</b> following the resignation of the current clerk. Those present express thanks to the current clerk for her assistance over the last 2 ½ years. <b>It was proposed by the Chair that the recruitment process starts with the existing Job Description and Contract of Employment. Seconded by Cllr Miller, agreed unanimously.</b></li> <li>• To consider the results of the survey of <b>Kelham</b> residents regarding the catchment area for secondary school. Three residents responded, see separate report (previously distributed). <b>The Chair proposed The Chair of Governors of Tuxford Academy be asked to consider a consultation on catchment areas, seconded by Cllr Miller, agreed unanimously.</b></li> <li>• To consider the <b>Maintenance of Parish Council Assets</b> and agree work to be done and any necessary expenditure. Estimated cost for replacement hardwood for the Staythorpe bench £250, recycled low maintenance plastic £500. <b>Cllr Allen proposed the recycled plastic be used, seconded by Cllr Miller, agreed unanimously.</b></li> <li>• Cllr Bradey to give an update on the proposed <b>gateway signs</b> for Averham &amp; Kelham. the previous application for funding from NCC was refused because the PC did not have sufficient match funding. <b>Cllr Bradey proposed approaching businesses in the parish to ask them to contribute, seconded by the Chair, agreed unanimously.</b></li> <li>• To receive an update on other <b>website providers</b> from Cllr Bradey and consider moving away from Hugo Fox. <b>Cllr Bradey proposed using the space the PC have on NSDC's website, seconded by the Chair, agreed unanimously.</b></li> <li>• To consider declaring support for the group who are trying to have <b>Manners Sutton School</b> declared an Asset of Community Value by a group of residents. <b>Proposed by the Chair, seconded by Cllr Bradey, agreed unanimously.</b></li> <li>• To consider implementing a <b>Biodiversity Policy</b>. (2021 Environment Act). <b>Implementing a policy proposed by Cllr Miller, seconded by Cllr Bradey, agreed unanimously.</b> The Clerk to add to the agenda at a future meeting.</li> <li>• To consider requesting NCC erect signs on the path at the side of the A617 from Newark encouraging cyclists to use it rather</li> </ul>	<p>Cllr Allan</p> <p>Cllr Bradey</p> <p>Cllr Bradey</p> <p>The Clerk</p>

	<p>than the carriageway. <b>The Chair proposed emailing ViaEM to thank them for resurfacing it after the floods and would they consider making it a cycle path. Seconded by Cllr Miller, agreed unanimously.</b></p> <ul style="list-style-type: none"> <li>To consider any response to the recent flooding including updating important information for residents who may be at risk of flooding and the state of local roads. Volunteer Flood Wardens in the parish are not registered with NSDC, the Clerk to include the request for more wardens in the February Plough article.</li> <li>To consider a response to an email from Staythorpe Power Station Local Liaison Cttee to attend the next meeting on 23<sup>rd</sup> January. Cllr Cobley to attend and report back at the March meeting.</li> </ul>	<p>The Clerk</p> <p>The Clerk</p> <p>Cllr Cobley</p>
AKS 23-46	<p>To review/respond to correspondence sent and received by the Parish Council</p> <ul style="list-style-type: none"> <li>Email received from Cllr Towleron offering her immediate resignation as a Parish councillor. NSDC have been informed.</li> <li>Updated Register of Electors received from NSDC</li> <li>Invitation to chat with Notts PCC on 24<sup>th</sup> January at Castle House. <b>The Chair to attend</b></li> <li>Email from a resident of Blacksmith Lane, Kelham asking the PC to object the recent applications for solar farms and BESS.</li> <li>Email received from Cllr Saddington to say NCC have declared a major incident in the county due to flooding.</li> <li>Emails from Notts ALC with updates relating to staff leave calculations and new Model Contract, previously distributed All noted.</li> </ul>	
AKS 23-47	<p>To Consider Planning Applications Received: <b>23/00488/HOUSE Woodview and Maidstone</b> Cottage – revise approve plans. Already decided by NSDC (Refused)</p> <p><b>Dealt with by the Planning Working Party:</b> <b>23/02005/S73</b> Variation on conditions <b>Woodview &amp; Maidstone Cottage</b>. No observations.</p>	
AKS 23-48	<p>Clerk's financial report, agree expenditure and other necessary action. <b>Balance at 14/11/23 £9758.15</b></p> <p>To consider the report from Cllr Miller on the <b>Finance Meeting</b> held on 9<sup>th</sup> January 2024 including the proposed precept amount for 24/25. Cllr Miller distributed copies of the forecasted budget to year end and updated members on its' contents. <b>Cllr Miller proposed acceptance of the budget, seconded by the Chair, agreed unanimously.</b></p> <p>Cllr Miller distributed copies of the proposed budget for 24/25 with a precept of £5,200. This is a 10% increase and would leave a surplus of £302.62. <b>Cllr Miller proposed acceptance of this amount,</b></p>	

	<p><b>seconded by Cllr Bradey and agreed unanimously.</b> The Chair signed the Precept Request form for NSDC. The Clerk to return it to NSDC</p> <p><b>Payments/Invoices</b></p> <p>Hugo Fox Website Dec 23 &amp; Jan 24 - <b>£23.98</b>          HSBC Bank Charges Dec 23 &amp; Jan 24 <b>£10.00</b>          2 Picnic benches (Fox Inn) <b>£180.00</b>          James Miller (Kelham) plants for 3 planters <b>£74.99</b>          To consider the purchase of 24 additional lamp post poppies, estimated cost of £72</p> <p><b>Acceptance of the above proposed by Cllr Miller, seconded by Cllr Allan, agreed unanimously.</b></p>	The Clerk
AKS 23-37	Items to be added to the agenda for the next meeting	
AKS 23-38	<b>Date of the next Parish Council Meeting Monday 18<sup>th</sup> March 2024 at 7.00pm at Kelham Hall</b>	
	<b>Meeting closed at 8.35pm</b>	

DRAFT