

## Averham, Kelham and Staythorpe Parish Council

### Statutory Annual Meeting of the Parish Council on

**Monday 19 May 2025 at 7:30pm**

#### Minutes

**Present: Cllrs J Miller (JM, the Chair), J Allan (JA), J Wolfenden (JW)**

**In attendance: Lynda Ogilvie, Locum Clerk, Chris Harris, and three members of the public.**

	Welcome
AKS 25.37	Election of Chair <ul style="list-style-type: none"><li>• JA proposed current Chair, JM, stands again. JW supported this.</li></ul>
AKS 25.38	Election of Vice Chair <ul style="list-style-type: none"><li>• Cllrs agreed to leave this position vacant</li></ul>
AKS 25-38	Apologies for Absence <ul style="list-style-type: none"><li>• Cllr J Cobley</li><li>• Cllr Saddington</li></ul>
AKS 25-39	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>• There were no declarations of interest.</li></ul>
AKS 25-41	Approve the minutes of the Parish Council Meeting held on 14 April 2025 <ul style="list-style-type: none"><li>• Minutes were approved by members and signed as a correct record</li></ul>
AKS 25-42	Questions and comments from members of the public (limited to 15 minutes) The following items were raised: <ul style="list-style-type: none"><li>• Staythorpe BESS construction – parishioners raised their concerns ahead of the construction of the BESS.</li><li>• Defibrillator at Staythorpe – Cllr Allen attempted to amend the defibrillator at Staythorpe but had no success. Cllrs agreed to replace the unit in Staythorpe and add a new unit to Averham Park, with a £200 donation coming from the racecourse. Action: Cllr Allen to gather quotes for replacing and installing two new units and infant pads.</li></ul>
AKS 25-43	Updates required from the previous meeting for items not covered on the agenda. <ul style="list-style-type: none"><li>• JPAG costs</li><li>• Cllr Saddington, while not present at the meeting, sent a message to say she will follow up with national highways for an update on Kelham crossing. They are also trying to get Robert Jenrick aware of the situation for additional exposure.</li></ul>

	<ul style="list-style-type: none"> <li>• Cllr Saddington to follow up with Network Rail regarding Staythorpe Crossing.</li> <li>• Cllr Wolfenden to send Cllr Saddington the traffic report from a recent survey in Kelham</li> </ul>
AKS 25-44	<p>Reports from County Councillor and District Councillor</p> <ul style="list-style-type: none"> <li>• Nothing to report.</li> </ul>
AKS 25-45	<p>To review/respond to correspondence sent and received by the Parish Council</p> <ul style="list-style-type: none"> <li>• There was no correspondence to discuss.</li> </ul>
AKS 25-46	<p>To Consider Planning Applications Received:</p> <ul style="list-style-type: none"> <li>• <i>25/00684/HOUSE The Grange, Averham Park Erection of garage</i></li> </ul> <p>Planning Decisions:</p> <p>There were no observations.</p>
AKS 25-47	<p>Clerk's financial report, agree expenditure and other necessary action.</p> <ul style="list-style-type: none"> <li>• To note balance <ul style="list-style-type: none"> <li>- The most recent bank statement had a balance of £16,675</li> </ul> </li> <li>• Payments/Invoices <ul style="list-style-type: none"> <li>- Cllr J Allan, reimburse expenses re defibrillator paid £96.00</li> <li>- Locum Clerk invoice</li> <li>- Insurance Renewal Premium - £214</li> </ul> <p style="margin-left: 40px;">Above payments were authorised.</p> </li> <li>• Received: no payments received.</li> <li>• To consider using Scribe accounting system: defer for a late date.</li> <li>• Plants for the village plant boxes, up to £40 per planter authorised</li> </ul>
AKS 25-48	<p>Update on Website</p> <ul style="list-style-type: none"> <li>• Cllrs agreed to continue using Hugo Fox as the accommodation for the Parish website at a cost month cost of £12 (incl VAT).</li> </ul>
AKS 25-49	<p>Items to be added to the agenda for the next meeting</p> <ul style="list-style-type: none"> <li>• Village signs</li> </ul>
AKS 25-50	<p>Date of the next Parish Council meeting</p> <ul style="list-style-type: none"> <li>• Monday 23<sup>rd</sup> June, Kelham Hall, 7pm.</li> </ul>

There being no further business, Chair thanked everyone for attending, and closed the meeting at 20.11 hours.