

Allington Parish Council

Minutes of the Parish Council's Annual General Meeting held in the village hall
Wednesday 11 May 2011

Present: Councillor Taylor Councillor Hubbard
 Councillor McKinlay Councillor Bosworth
 Councillor Cant Councillor Cragg
 Councillor Jackson Sharon Milne (clerk)

Also present: Mrs Mole

1. **Election of Chairman**

1.1 Cllr Cant, seconded by Cllr Jackson proposed that Cllr Bosworth should continue being the Chairman for the following year. There were no other nominations and it was resolved unanimously.

2. **Election of Vice Chairman**

1.2 Cllr McKinlay, seconded by Cllr Cant proposed that Cllr Hubbard should continue being the Vice Chairman for the following year. There were no other nominations and it was resolved unanimously.

3. **Chairman's remarks**

3.1 The Chairman welcomed everyone to the meeting and thanked them for coming. He welcomed Cllr Cragg to his first meeting.

4. **Apologies**

4.1 Apologies were received from Mrs Tanner, Chairman of the Village Hall Management Committee.

5 **Declarations of Interest**

5.1 Cllr Cragg declared that his sheep graze in the field that the Poultry Units are planned for - Planning application S10/2884 refers.

6 **Appointment of other offices and committees**

6.1 It was agreed that Cllr Cragg would join the Planning Advisory Consultation Group and the other councillors would remain on the same groups as last year. Therefore, Cllrs Cant, Hubbard, Bosworth and Cragg would sit on the Planning Consultation Advisory Group and Cllrs McKinlay, Taylor and Jackson would sit on the committee for the Playing field.

7 Dates of Parish Council meetings for the ensuing year

7.1 The Council will meet on the following dates:

Wednesday 13 July 2011
Wednesday 14 September 2011
Wednesday 9 November 2011
Wednesday 11 January 2012
Wednesday 14 March 2012
Wednesday 9 May 2012 – Parish Council AGM

7.2 The date for the next Annual Parish meeting is 11 April 2012.

8 Review of Standing Orders and Financial Regulations

8.1 The current Standing Orders and Financial Regulations were reviewed and agreed without amendment.

8.2 Cllrs Taylor and McKinlay stated that they wanted to ensure that relevant and succinct comments from the public during meetings would continue. Information and remarks from the public in attendance had usually been welcomed by the Council. It was agreed that this would be the case and public contributions would be allowed subject to the Chairman's discretion.

9 Minutes of the Parish Council Meeting held on 9 March 2011

9.1 The minutes were confirmed as a true record and signed by the Chairman.

10 Annual Parish Meeting feedback

10.1 It was agreed that the Annual Parish Meeting held on 13 April 2011 was interesting and informative. 12 different groups and societies were represented and 18 villagers (excluding Councillors) in attended.

10.2 John Slater (village website), Cllr Cant (Community Led Plan steering group) and Theresa Tanner (the Village Hall Management Committee) all gave informative presentations.

11 Grants for the year 2011/12

11.1 The following grants were agreed unanimously:

- a) £850 to the Village Hall Management Committee to help keep letting fees low,
- b) £100 to the History Society to go towards obtaining high quality reproduction of historical photographs and digitising images already in the archive
- c) £25 to the Village shop to help with the upkeep of the shop's notice board.

12 Donations for the year 2011/12

12.1 Following parishioners' suggestions at the Annual Parish Meeting on 13 April the following donations, payable under LGA s137, were therefore proposed and agreed unanimously:

- a) £50 – Lincolnshire and Nottinghamshire Air Ambulance,
- b) £50 – Allington Mums and Toddlers group,
- c) £25 – Lincolnshire Playing field Association.

13 Correspondence received since the meeting held on 9 March 11

13.1 The Council has sent and received correspondence on the following:

1. Clerk's letter to Translinc re: buses
2. Audit papers – Clement Keys
3. Letter from PM Engineering services
4. Email from History Society re: possible grant from PC
5. Email re: Communities Together Project
6. Best Kept village entry confirmation
7. Came & Company insurance renewal
8. Apology from British Gas re: shortfall in customer service!
9. Details of Assemblies for new Cllrs – Wragby or Cranwell

All correspondence will be circulated to Councillors as usual.

14 Village Paddock

14.1 Cllr Taylor raised the issue of the felling of trees around the paddock and the state of the paddock fence. The agent for the paddock had stated that work had been undertaken to the trees that they had identified as being dangerous. One suggestion was for the agents be asked to consider planting replacement trees in the paddock.

14.2 The agent had also said at the end of last year that he was 'battling with the insurers over the fencing'. Councillors would appreciate an update on this matter. The clerk would write to the agent. **(Action point: clerk)**

15 St James' churchyard

15.1 Cllr Taylor reported that the Hempsteads had cleared the access from Side Street to St James' churchyard to allow them to get their large mowers and machinery through. Whilst clearing the area they had unearthed old gate posts indicating where the old gated entrance would have been with a pedestrian entrance. It was agreed that Councillors would visit the site at the end of the meeting.

End of meeting: All Councillors viewed the clearance work undertaken and saw the remnants of the old posts.

- 15.2 Councillors agreed that the clerk should write to the PCC informing members of the clearance and to clarify who owns land to the entrance of the churchyard. Cllr Taylor suggested that a wooden field gate be reinstalled in order to maintain the original features and character of the approach and possibly a smaller gate for pedestrians. This would give emphasis to the importance of the conservation area. **(Action point: clerk)**

16 Community Led Plan

- 16.1 Cllr Cant reported on the Community Led Plan. The steering group has been really pleased with a 55% response to the survey from villagers. Cllr Cant recorded her thanks to Mrs Swain for distributing the survey around the whole village.
- 16.2 The analysis of the survey is now underway and it is hoped that this will be completed by the end of the month. There will be a meeting early in June to feedback to the village. Information about this meeting will be distributed shortly. It is hoped that Parish Councillors will all attend this meeting. **(Action point: all cllrs)**

17 Gonerby Lane bus shelter

- 17.1 This item would be carried forward to a future Parish Council meeting. Cllr Cant is heavily involved in the Community Led Plan analysis and time hasn't allowed her to consider the bus shelter at this stage. **(Action point: MC)**

18 Planned Village events

- 18.1 On 25 June there will be a concert at the Playing field with the main act being the 'Fab4' a Beatles tribute band. This event is being organised by the Playing field fundraising committee. Tickets are on sale and plenty of advertising is in place.
- 18.2 On 9 July from 2.30 – 4.30pm, Newark Town Band will be playing on The Green. The event will be a social event for all villagers with light refreshments available. Village groups and societies will be able to have a stall if they wish. The event is mainly being sponsored by individual villagers and donations from stall holders. Councillors agreed that the Parish Council would also contribute to the event financially if necessary. The clerk would make enquiries regarding its funding. **(Action point: clerk)**

19 Playing Field matters

- 19.1 Cllr McKinlay reported back from the recent committee meeting saying that the recent Easter Egg Hunt was good - breaking even financially.
- 19.2 Regarding the further development of the field the analysis of the Community Led plan was eagerly awaited. When this analysis is completed decisions can then be made as what villagers would like to see developed at the Playing field.

19.3 The fundraising committee continue with their plans for village events next year and more information will be forthcoming.

20 Planning matters

20.1 Applications received and determined since the last Parish council meeting on 9 March 2011:

- Approval – 36 Park Road, single storey extension
- Approval – Eastways, Gonerby Lane, side and rear extension
- Approval – Dodo, Gonerby Lane, rear extension
- Withdrawal – The Courtyard, Bottom Street, to fell Blue Cedar tree (not in conservation area)
- Application & approval - Holy Trinity Church, Fell beech tree and work to 2 sycamores, one beech and one hornbeam in Conservation Area
- Application – G W Padley, 3 x poultry units, feed bins and a general purpose building, Gonerby Lane – more info provided on Ammonia Concentrations.

20.2 Cllr Taylor said that she had received concerns from villagers about the development of the poultry units. The clerk confirmed that comments had gone forward to SKDC with comments from the Parish Council. If villagers have comments about any developments they should be encouraged to send their comments directly to SKDC to air their concerns.

21 Financial matters

21.1 The clerk reported on the income and outgoings since the last meeting on 9 March 11:

Income

- Precept - £7500
- Caretaker's grant - £308.36
- Bank interest - £3.41

Total £ 7811.77

Expenditure

- CPRE subscription - £25
- HMRC - £127.00
- Hempsteads MUGA maintenance & drainage work - £264.00
- APM expenses - £22.73

Total £ 438.73

All payments were retrospectively approved unanimously.

- 21.2 The clerk presented the Statement of Accounts to the Council for the year 2010/11. The accounts were approved for submission to the external auditors subject to an internal audit first. The Annual Governance statement would be emailed to all councillors for their comments and agreement prior to the accounts being submitted to the External Auditor. **(Action point: clerk)**
- 21.3 *Agreement of the Annual Governance statement was agreed by email by all Councillors, excluding Cllr Cragg who was unable to comment being a newly appointed Councillor (May 2011).*
- 21.4 The clerk asked for authority to pay by BACS, and record in the accounts her and the village caretakers' salaries throughout the year as necessary. This was agreed unanimously. Authority to continue to pay other bills by BACS and the electricity bill for the Playing Field by direct debit was also agreed.
- 21.5 The bank mandate was reviewed. The authorised signatories will remain as Cllrs Taylor, Hubbard, McKinlay, Bosworth and Cant.
- 21.6 Cllrs agreed the annual insurance from Aviva (previously known as Norwich Union). The premium this year is for £760.16, or £722.15 if Councillors wished to enter into a 3 year long term agreement, as before. It was agreed that the insurance would remain with Aviva and accept the 3 year long term agreement. It was also agreed that a further £500 be put into the 'self insurance fund'. **(Action point: clerk)**
- 21.7 The potential grant to the Village Hall to help finance their new car park was discussed briefly. Although the Village Hall Management Committee chairman was unable to attend the meeting she had informed the clerk that:
- a) the VHMC had obtained a number of quotes for the car park
 - b) a structural engineer had been ask to consider one of the quotes as it appears to be just a surface covering on top of the existing car park
 - c) the VHMC has considered the volume and weight of traffic that it will have
 - d) the VHMC had applied for a Lottery Small grant to help with the project.
- The clerk would liaise with the Village Hall Management Committee chairman and ask for more specific details and quotes in order for the Parish Council to consider its contribution to the project further. **(Action point: clerk)**
- 21.8 Cllr Hubbard agreed to purchase a number of litter picking sticks for village clean up use. **(Action point: AH)**

22 Any other business for future meetings

- 22.1 The Village Hall car park project would be listed on the next agenda. The VHMC Chairman would be asked to attend having provided quotes and a proposal beforehand. These quotes and proposals from the Village Hall Committee will be made available to all Councillors to consider prior to the next meeting. **(Action point: clerk)**
- 22.2 The Best Kept Village competition judges are due in August. This will be on the July agenda. **(Action point: clerk)**

23 Date of next meeting

18.1 The next Parish Council meeting will be on Wednesday 13 July 11 at 7.30pm.

Signed: ----- (Chairman)

Date: _____