



# ELSTON

PARISH COUNCIL

Est: 1894



## ELSTON PARISH COUNCIL MEETING

THURSDAY, 18 November 2021

Held at 7.00pm in All Saints Church, Elston

### MINUTES

**Present:** Cllrs Murray (In the Chair) Clark, Pinchera, Wright, Walker, Key

**In Attendance:** Lynda Ogilvie, Locum Clerk, 1 member of the public

**Chair reminded attendees that the meeting would be recorded for the purpose of producing Minutes.**

#### **1. Apologies for Absence**

Cllr A Biddlecombe sent his apologies due to ill health

#### **2. Declarations of Interest**

Chair noted a non-pecuniary interest in Agenda Item 17. She has been advised by the Monitoring Officer that she may take part in the discussion, but will not vote.

Cllr Walker recorded an interest in planning matters because of his position on NSDC Planning Committee

#### **3. Minutes of the meeting held on 23 September 2021**

These were not accepted as a correct record, and a number of amendments, omissions and typographical errors were noted. Clerk will correct the Minutes and resubmit for approval at the next Council meeting.

#### **4. Public Questions**

The member of the public present asked if Council would deal with Agenda Item 17 as the next item – Council agreed. *(Note – for the purpose of continuity of the Minutes Agenda Item 17 is recorded in its sequential place, although it was taken out of order)*

#### **5. Correspondence not covered under separate Agenda items**

A message had been received from a resident asking that dogs be kept on leads on the Play Park and field surrounding the village hall. It was noted that this field is not under the control of the parish council and members discussed various options. It was agreed that it would be placed on the next Agenda.

#### **6. Reports from District and County Councillors**

Cllr Walker (NSDC) referred to the matter of the removal of trees in Newark which had generated public concern and said that this would be reconsidered at the next Planning Committee meeting. He had recent attended an Internal Drainage Board meeting, at which the Devon river and flooding was addressed.

## **7. Clerk Report**

Cllr Pinchera requested that the Clerk's Report in future includes matters which Council has considered but which have not been completed or abandoned. These include security cameras. Agreed that this will be on the next Agenda.

## **8. Planning**

### **a) 21/02087/HOUSE Shetlands, Old Chapel Lane, Elston NG23 5NY**

**Proposed extensions, alterations and modernisation, including removal of timber shed.**

It was noted that this application has already been determined, and approval granted.

### **b) Decision notices**

There were no notices to note

### **c) Any other planning matters**

There were no other planning matters

## **9. Finance**

### **a) To Approve Payment Sheet 5**

Payment Sheet 5 was approved, proposed Cllr Walker, seconded Cllr Murray, all in favour.

In addition, Council approved reimbursement of £16.99 to Cllr Murray for purchase of a memory disk for the recording equipment.

Acting Clerk reported that this licence for MS Office for the Council laptop had lapsed – members approved that this should be obtained.

Chair also noted that the former Clerk's final salary will be paid before the end of the month.

### **b) Budget for 2022-23 – initial consideration**

A draft budget was presented. Members were asked to give consideration to any additional items which might need to be budgeted for in the coming year, for example HM The Queen's Jubilee, or new play equipment.

Council will need to make a decision on the precept at the January meeting.

## **10. Sports Field**

### **a) To consider additional costs to BE Designs**

Members were concerned to note the additional costs proposed by BE Design for dealing with the required drawings and other paperwork which will need to be submitted to the planning office following Council's decision made at the last meeting. After lengthy discussion, Council felt that it could not approve these additional costs. Cllr Murray proposed that Council does not accept the additional costs of £3,350 requested by BE Designs. This proposal was seconded by Cllr Key, and all voted in favour.

Cllr Key proposed that the Council do not move on with this project, seconded by Cllr Murray, 2 in favour, 4 against therefore this motion was lost.

Cllr Clark proposed that Acting Clerk be asked to look for an alternative person/organisation to provide the necessary documents. Proposal seconded by Cllr Walker, three votes in favour, three against. Chair used her casting vote against the motion. Therefore the motion was lost.

Acting Clerk requested confirmation that she was instructed to contact BE Designs to say that Council cannot approve the additional costs they require, and to invite them to submit their invoice for work undertaken so far. This confirmation was given.

### **b) Next steps**

It was agreed that Acting Clerk will contact EUFC to seek a meeting to discuss the project, Cllrs Murray, Walker and Pinchera will attend meeting on behalf of Council and report back.

**11. Hedge cutting and mowing at the Sports field.**

The hedge had now been cut. A local contract has quoted £280 to reduce the willow to 6ft, and this was accepted and will be actioned.

Members discussed ditch clearance, and it was agreed that a local contractor will be instructed to undertake this work. Cllr Key will meet him on site to explain what needs to be done.

**12. Playground maintenance and repairs**

Playdale has been instructed to undertake this work as per their quotation. Their lead time is 9-11 weeks.

The former clerk had started to undertake weekly checks of the play equipment. Cllr Murray said she had been approached by two women in the village who regularly use the playground, and they have offered to make regular checks and report any problems to Cllr Clark. Members appreciated and approved this gesture.

**13. The Chequers Inn – current position**

It was noted that The Chequers Inn is again for sale.

**14. Allotments - review of current arrangements and consideration of rent increase**

The Allotments are managed and maintained by the Allotment Society on behalf of the Parish Council, and the lease governing arrangements runs until 2033. The current rent is £300 per annum, and can be increased by the Council with one year's notice.

Members were reminded that in the past the rental income had been distributed to the poor in the parish, but this had become difficult some years ago and no longer happens.

Members agreed that the Allotment Society would be invited to attend the next Annual Parish Meeting and give a report on the Allotments.

No decision about increasing the rent was made.

**15. To consider Communication Questionnaire to be distributed to residents**

The draft questionnaire will be amended to reflect comments submitted by councillors. Options for return will include emailing back to the PC Clerk. The questionnaire will be delivered by hand, and the date for return will be adjusted when the questionnaire is finalised.

**16. To consider developing a Welcome Pack for newcomers to the village**

Members were in favour of this proposal, and welcomed the offer of a resident to prepare the 'Welcome Pack' at no cost to the village.

**17. War Memorial – Update**

Following decision made in the September meeting, Acting Clerk had received an update from the Diocese Registrar, which stated that the matter is still ongoing and that it is possible that a hearing might be required.

Members discussed this matter at length but decided that no action would be taken until the decision of the Chancellor is known.

**18. To consider change of meeting day in line with availability of the Village Hall, and to agree date of next meeting**

Members agreed that it would be preferable to use the village hall for meetings if possible, and it was agreed that the next date would be Tuesday 18 January 2022.

It is understood that the village hall has a hearing loop, and this will be investigated to assist those with hearing aids.

**19. To consider resolving that under section 100 A (4) of the Local Government Act 1972 the public be excluded from the meeting for the following items of business on the basis it would likely disclose exempt information**

Council so resolved.

## **20. Recruitment of Clerk**

Following the resignation of the former clerk, it was agreed that Cllrs Murray and Wright, with Acting Clerk, will meet to review the job and person specification. In the meantime, Cllr Murray proposed that the services of Lynda Ogilvie, Locum Clerk, be retained for a further 6 months – this was approved.

There being no further business, Chair thanked everyone for attending and closed the meeting at 9.55.

**Lynda Ogilvie**  
**Acting Clerk**

DRAFT