

EAST BRIDGFORD PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING of EAST BRIDGFORD PARISH COUNCIL HELD ON MONDAY, 11 May 2015 AT 7.00 PM IN THE METHODIST CHAPEL

Present: Chaired by Chairman Cllr P Clarke

Cllrs D Meylan, D. Atkins, P Bancroft, T Norman, J Turner, N Hall, T Strutt, T Hartfield,
S Sharma.

Also present:

Mrs J Barlow (Clerk)

EMF Temple (Deputy Clerk)

1. **Resolved** that Cllr P Clarke be elected chairman of the Parish Council for the ensuing year. Proposed by Cllr Hartfield, seconded by Cllr Strutt and carried unanimously. The Chairman signed his declaration of office.
2. **Resolved** that Cllr T Strutt be elected vice chairman of the Parish Council for the ensuing year. Proposed by Cllr Hartfield, seconded by Cllr Bancroft and carried unanimously. The Vice-Chairman signed her declaration of office.
3. The Chairman welcomed back those previous Cllrs who had won the election and welcomed Cllr Sharma for the first time.
4. **Resolved that the following Cllrs be appointed to the following Committees of the Council:-**

Recreation and Amenities: Cllrs Bancroft, Hartfield, Strutt, Atkins and Clark.

Allotments and Open Spaces: Cllrs Hall, Hunt, Meylan, Turner and Sharma.

Executive and Policy:- Cllrs Clarke, Strutt, plus chairs of the two committees plus the ward councillor at Rushcliffe Borough Council, Cllr N Lawrence.

Proposed by Cllr Turner, seconded by Cllr Meylan and carried unanimously.

Previously Cllr Nigel Lawrence as Ward member and Parish Cllr had been on the Executive Committee, as ward member, which requires 5. Standing order 40(b) requires that all members of the Executive Committee must also be Cllrs. One more Cllr is needed to join the Exec which is currently 4 - chair, vice chair and chairs of Recreation and Amenities and Allotments and Open Spaces. This will be reviewed at the June PC meeting. (Note Cllr Turner was elected)

5. **Resolved** that Alan Hopwood be appointed "Internal Auditor" to the Council for the ensuing year. Proposed by Cllr Turner, seconded by Cllr Atkins and carried unanimously.

6. To appoint Council representatives

Cllr Strutt disclosed that she is a paid member of staff of the Village Academy. **Resolved** that Cllr Strutt be appointed the single representative of the Parish Council on the Board of Governors of East Bridgford St Peter's Church of England Academy. Proposed by Cllr Turner, seconded by Cllr Atkins and carried unanimously other than Cllr Strutt who abstained.

Other appointments were made as follows:-

National Association of Local Councils: Cllrs Turner, Hall and Atkins

Sports Club Cllrs Hall and Turner

Village Hall Management Committee Cllr Norman.

Supervisors of Contracted Casual Labour Cllrs Hall, Turner, Meylan.

Transport Liaison Officer Cllr T Strutt

Snow Warden Cllr T Strutt

Village Magazine Co-ordinator (articles) Cllr Clarke

Proposed by Cllr Turner, seconded by Cllr Atkins and carried unanimously.

7. Payment of subscriptions to be paid annually

Resolved that the following subscriptions be budgeted for payment, the figures shown are for the past year and so are indicative only :-

Notts Association of Local Councils 273.46

Society of Local Council Clerks 118.00

Local Council Review NALC publication 51.00

Council for Protection of Rural England 36.00

Notts Buildings Preservation Trust 25.00

Notts Footpath Preservation Society 5.00

Proposed by Cllr Turner, seconded by Cllr Atkins and carried unanimously.

8. Review of deeds and documents in the custody of the Council and /or its solicitors

See annexed sheet which was approved.

9.To receive the Council's Receipts and Payments book and financial statement for the preceding year, for confirmation and signing

It was proposed by Cllr Turner that the account books be confirmed and signed by the Chairman, seconded by Cllr Atkins and all in favour. The Chairman signed the Receipts and Payments book and Financial Statement.

10, **Insurances**

RESOLVED that there should be minuted at each Annual Meeting the ages of any Cllr nearing the age of 85 because there is limited insurance cover after 85 and none after 90.

Proposed by Cllr Turner, seconded by Cllr Hall and all in favour.

The meeting closed at 7.28 pm

Chairman..... Date:

Deeds and Documents in the custody of the Council and/or its solicitors (as at 01/05/2015)

1)Held by Clerk

Acceptance of Office Book.

2)Held by Recreation and Amenities Committee Member

Register of Play Equipment Inspection Book, Playground Risk Assessment Book(RoSPA)

3)Held by Cllr Clarke

Parish Property Book. Chain of Office.

4)Held by Clerk (or deputy if indicated)

Books and records include

Current Minute Book, Allotment Rent Book, Receipts and Payments Book, Vat book, bank statements and cheque books, receipts files, Bank paying in book, receipts books, Planning applications register (passed to deputy 12/12/13), insurance documents, 'East Bridgford' De Boulay Hill book, Local Council Administration (Charles Arnold Baker)

Accounting Guidance for Local Councils (CIPFA), How to Stop & Influence Planning decisions(Spear and Dade), Governance and Accountability

(Plus others)

Agreements and Deeds – retained by Clerk

Wayleave Agreement (original)

Sports Club Lease (being renegotiated at 01/05/2015)

Agreement between Henry Russell and Notts CC re playing field

Lease of A6097 land (Bridgford Street)

Casual labour and litter picking agreements

Terms of use of Butt Field Shed as signed by Horticultural Society and Football Clubs

Public Sector Mapping Agreement (held electronically in Parish Permanent File)

Terms of Maintenance of the Gawp Shop Corner as agreed with Notts CC

Letter to John Chater Dec 2010 re terms of loan for anemometer re wind turbine project

Gawp Shop Corner – agreement with NCC – 3/11 – PC accept maintenance responsibility

5) Held by solicitors (Fraser Brown wef Feb 2014)

Deeds to allotment land on Springdale Lane

Deeds to 1.35 acres of land at Browns Lane

Deeds to land on North West side of Kneeton Road

Land Certificate title no. NT 59196 – re land now forming Main Street car park

Copy of East Bridgford (enclosure) Award

Wharf Agreements

Deeds re land adjacent to A6097

Deeds re 55 Main Street

Deeds re land on Crossways Drive

Lease of Playing Field

Lease of Tennis Courts and Deed of Variation

Contract for erection of pavilion (certificate of completion of pavilion windows)

Bus Shelter Agreement

6)_Assorted allotment agreements –held by Clerk

includes

Allotment Agreement B Crossland (and F Crossland – historical)

7) Documents held in the County Archive

Twelve Minute Books (1894 to Feb 2000),

Mortgage Register.

Playing Field Agreement

Cuttle Hill Agreement

Conveyance of land Brown Lane

Licence re memorial seat on playing field

Agreement between PC and D Winser (re Cuttle Hill)

Licences for slide, sandpit and roundabouts

Loan Agreement with Notts CC re access road to playing field

Agreement with Southwell Diocesan Board of Finance re land adjacent to River Trent