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**Minutes of a meeting of Wysall and Thorpe in the Glebe Parish Council held in Wysall Village Hall on Tuesday May 16th 2023 at 7.15pm**

**Annual Meeting of the Parish Council**

*Councillors: Coun. Carolyn Birch (Chair), Coun. Catherine Heather, Coun. Martin Powell, Coun. Lindsay Redfern,* Coun. *Liz Smith, Coun. John Tomlinson (Vice Chair)*

*In attendance: Clerk Danielle Scott and Cllr. John Cottee*

*The meeting started at 7.50pm due to the Annual Parish Meeting over running.*

**1] Election of Chair**

Coun. Birch was re-elected as Chair. Proposer Coun. Redfern, seconded Coun. Tomlinson.

**2] Election of Vice Chair**

Coun. Tomlinson was elected as vice-chair. Proposer Coun. Smith, seconded Coun. Redfern.

**3] Apologies for Absence**

Coun. Richard French

Cllr. Andy Edyvean

**4] Minutes of the Previous Meeting – 4th April 2023**

Agreed and signed.

**5] 15-Minute Open Session**

No members of the public present.

**6] Declarations of Interest**

None.

**7] Borough and County Council Matters**

Cllr. Cottee advised that Keyworth and Cotgrave leisure centres had been awarded £1.5m between them to go towards improvements. Bingham swimming pool had now opened. The tour of Britain was coming to Nottingham in September but not through South Nottinghamshire this year. It had been quiet at the County Council due to the elections.

**8] Payments for Approval**

Agreed and signed.

**9] Internal Auditors Report**

The Internal Auditors report was noted.

**10] Annual Governance and Accountability Return – Section 1**

The Annual Governance and Accountability Return was circulated prior to the meeting and the statements were accepted by the Council and signed by the Chair and Clerk.

**11] Annual Governance and Accountability Return – Section 2**

The Annual Governance and Accountability Return was circulated prior to the meeting and the accounting statements were accepted by the Council and signed by the Chair and Clerk.

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**12] Correspondence**

* Ryan Hodson **-** Community Engagement Officer - Invitation to Rural Crime Showcase.

The free event, which will be held at the Newark Showground between 10am and 2pm on Saturday 29th April 2023, is open to everyone and anyone who simply wants to learn more about #Rural life in Nottinghamshire.

* David Ovadia - Rushcliffe South Villages – Community Safety Group (RSVCSG)

NEXT MEETING on 6th June 2023 at 11.00am at the RUSHCLIFFE ARENA

To Parish Councils who receive this, please ask your Council to identify one or more representatives able to attend the Group who can raise any matters of concern insofar as policing or community safety is concerned, as it affects your village. Please also forward these papers to any Neighbourhood Watch Coordinators in your village that are known to you, as well as members of Farm Watch or simply those who might act as Facebook or WhatsApp organisers for local groups that are concerned with safety and crime prevention - they are all welcome to attend.

* LCF Fund open again for applications.

**13] Vacancy on the Parish Council**

The council agreed that if no one came forward for co-option at the June meeting, they would begin advertising the vacancy.

**14] Policy Reviews**

Deferred to the June agenda.

**15] Insurance Document Approval**

£1957.84 – Gallagher renewal quote. Accepted by the council. The clerk will arrange payment.

**16] Planning Matters**

23/00457/FUL Applicant: Mrs Claire Church Development: Erection of single-storey kitchen and garage extension. Erection of single storey Annex for elderly care Location: 5 Wymeswold Road Wysall Nottinghamshire NG12 5QU

**Withdrawn**

23/00024/CONARE - Southdene, Keyworth Road, Wysall, Nottinghamshire, NG12 5QQ

**Tree work may proceed.**

Reference Number: 23/00427/FUL Applicant: Mr & Mrs Calnan Development: Demolish existing detached dwelling and construct new two storey detached dwelling Location: Wensley Keyworth Road Wysall Nottinghamshire NG12 5QQ Your views as Wysall and Thorpe-in-the-Glebe Town Council/Parish Council/Parish Meeting are requested on the following revisions to the above application: **amended plans have been received making alterations to the proposed front and rear elevations.**

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**17] Village Hall**

* Coun. Powell had been looking into the upgrades to the heating system. He had been quoted £5-6k for underfloor heating. Woodborough village hall used infra-red heating and it was popular with users. His research continues.
* The clerk was currently looking into opening a claim with the insurance provider for the repairs to the drains.
* The terms and conditions had been agreed by the Council for the village hall booking document. The clerk will obtain an invoice from the solicitor, and it was agreed for the clerk to make payment.
* A meter reading was obtained and will be updated by the clerk.
* Approval was granted for the survey cost at the village hall - £500 (inc. vat).
* Coun. Tomlinson will obtain quotes for the rising damp and the loose paving work around the hall.
* The council agreed to replace the Union Jack Flag. Coun. Birch will advise costs. It will review the position of the Ukrainian flag in June.

**18] Parking Concerns in the Village**

Concerns had been raised about inconsiderate parking in the village. Coun. Powell will include the issue in his article for the 3Ws magazine.

**19] Queen’s Memorial Plaque Wording**

Deferred to the June agenda.

**20] Funding MPLC Licence for Social Committee**

The council agreed not to contribute to the film licence.

**21] Grants**

The Coronation Grant had been received by the Council, but the amount was more than we had expected. The clerk will raise this with Rushcliffe Borough Council.

**22] Playground safety inspection due**

The Council agreed to obtain a playground report with ROSPA once the snags on the playground had been rectified. The clerk will contact Playdale to advise them of the outstanding issues.

**23] Protocol for claiming back expenses/costs from the clerk**

The clerk re-iterated that purchases need to go through her wherever possible.

**24]**  **Next meeting**

Tuesday June 6th, 2023 – 7.15pm.

*The meeting closed at 9.50pm*

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Action Points

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| **Item Number** | **Action** | **Name** |
| 1/2 | Obtain completed member interest forms | Clerk |
| 9/10/11 | Display Audit info on website | Clerk |
| 15 | Renew insurance policy | Clerk |
| 17 | Investigation into VH heating | Coun. Powell |
| 17 | Follow up insurance claim | Clerk |
| 17 | Obtain invoice from county solicitor | Clerk |
| 17 | Submit meter readings to Octopus | Clerk |
| 17 | Obtain quotes for rising damp and loose paving work | Coun. Tomlinson |
| 17 | Obtain costs for a replacement Union Jack Flag | Coun. Birch |
| 17 | Add Ukrainian Flag to the June agenda | Clerk |
| 18 | Article on parking in 3Ws magazine | Coun. Powell |
| 19 | Add Queen’s plaque wording to the June agenda | Clerk |
| 21 | Check Coronation grant with RBC | Clerk |
| 22 | Chase playground snags with Playdale & arrange ROSPA inspection | Clerk |
| Cont… | Discuss email changes with Stephen Reeds | Clerk |
| Cont… | Playground sign wording | Clerk |
| Cont… | Playground cleaning/maintenance for future agenda | Clerk |
| Cont… | Additional Natwest acct when possible | Clerk |
| Cont… | Investigate council shared document platform. | Clerk |
| Cont… | Collate yearly checklist for councillors/clerk. | Clerk |