

EDINGLEY PARISH COUNCIL DRAFT MINUTES OF THE PARISH MEETING held on Monday 16th June 2025 at 7:30pm.

Present: Mr Chris Clay, Mrs Laura Hill, Mr Benjamin Ian, Mr Tony Michon
and Mrs Sue Thornton

In Attendance: Dr Robert Clay (Clerk) and 2 members of the public.

Apologies: Mr Maurice Needoff, Cllr Rainbow and Cllr Laughton.

Absent: Mrs Diana Poole

| | The meeting was opened by the Clerk who welcomed everyone | Action |
|-----|--|--------|
| 1. | <p>Election of Chairman. Control of the meeting was given to the Clerk, who requested nominations for Chair. Chris Clay nominated Laura Hill and Benjamin Ian seconded this. Laura Hill accepted the nomination.</p> <p>A vote was held and Laura Hill was elected as Chairman, with a term of 1 year. Laura Hill took the chair.</p> | |
| 2. | <p>Election of Vice Chairman Laura Hill nominated Benjamin Ian, Sue Thornton seconded. Benjamin Ian indicated that he was happy to stand. A vote was held and Benjamin Ian was elected Vice Chair, with a term of 1 year.</p> | |
| 3. | <p>Declaration of acceptance of Office. The chair, vice chair and parish councillors present signed their declaration of acceptance of office forms. These were countersigned by the clerk.</p> | |
| 4. | <p>Apologies for absence. Apologies for absence had been received from Mr Maurice Needoff, Cllr Rainbow and Cllr Laughton. These were accepted.</p> | |
| 5. | <p>Minutes of the Parish Council Meeting held on 10th March 2025. The minutes were accepted as a true and correct record.</p> <p>a) Matters arising There were no matters arising not covered on the agenda</p> | |
| 6a. | <p>Minutes of the Planning Meeting held on 19th May 2025. These were agreed as a true and correct record. There were no matters arising.</p> | |
| 7. | <p>Declarations of Interest. There were no declarations of interest.</p> | |
| 8. | <p>Insurance Quotes. 3 quotes for insurance had been sought prior to the meeting. The existing provider Zurich was accepted at a cost of £300. One company declined to quote, indicating they</p> | |

| | | | | | | | | | | | | | | | | | |
|---|--|--|---|-----------|--|---|----------|--------------|---|------------------|----------------------------------|---|----------------|---|--|-------------------------|--|
| | could not be competitive, the third company which was approached never responded to email. | | | | | | | | | | | | | | | | |
| 9. | <p>Annual Accounts 2024/2025. The annual accounts and related documents, having previously been circulated, were discussed.</p> <p>The council discussed the AGAR (Annual Governance and Accountability Return), approving the accounts, accounting statements and agreed to the signing of the Certificate of Exemption.</p> <p>This exempts us, as a council, from having an external audit on the basis that income and expenditure were below £25000.</p> <p>The clerk presented the Bank Reconciliation, indicating that the bank balances agreed with the accounts.</p> <p>Significant variances from the previous year (2023/24) were discussed and explained. Total receipts (other than the Precept) were down this financial year compared to 2023/2024, this was due to a coronation grant being received in that year.</p> <p>Other costs were higher in 2024/2025 than in 2023/2024 due to a £4200 payment for the repair of the drive to the Schoolroom and Village Car Park.</p> <p>The accounts were audited and it was agreed that the auditor (A. Qureshi) be paid £25.00 for the work.</p> <p>It was agreed that £2920 would be transferred to the reserve account to help save for the renewal of the play area, as required.</p> <p>The AGAR forms and financial statements will be published on the NSDC website in due course.</p> | Clerk | | | | | | | | | | | | | | | |
| 10. | <p>Finance Report / Finance Policy + Standing Orders</p> <p>The clerk presented up to date finances.</p> <p><u>Edingley Parish Council Meeting - Monday 16th June 2025</u></p> <p><u>Clerks Report</u></p> <p><u>Finance Report since Monday 10th March 2025</u></p> <table> <tr> <td>Current Account (balance as of 31/05/2025)</td><td>-</td><td>£14262.73</td></tr> <tr> <td>Reserve Account (balance as of 31/05/2025)</td><td>-</td><td>£1288.16</td></tr> <tr> <td>Total</td><td>-</td><td>£15550.89</td></tr> <tr> <td>Ringfenced for Allotments</td><td>-</td><td>£115.96</td></tr> <tr> <td>Total available (excl Ringfence and uncashed cheques)-</td><td></td><td><u>£15025.17</u></td></tr> </table> <p>Of which:-</p> | Current Account (balance as of 31/05/2025) | - | £14262.73 | Reserve Account (balance as of 31/05/2025) | - | £1288.16 | Total | - | £15550.89 | Ringfenced for Allotments | - | £115.96 | Total available (excl Ringfence and uncashed cheques)- | | <u>£15025.17</u> | |
| Current Account (balance as of 31/05/2025) | - | £14262.73 | | | | | | | | | | | | | | | |
| Reserve Account (balance as of 31/05/2025) | - | £1288.16 | | | | | | | | | | | | | | | |
| Total | - | £15550.89 | | | | | | | | | | | | | | | |
| Ringfenced for Allotments | - | £115.96 | | | | | | | | | | | | | | | |
| Total available (excl Ringfence and uncashed cheques)- | | <u>£15025.17</u> | | | | | | | | | | | | | | | |

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|---|-----------------|---|----------|-----------------|---|---------|------------------------------|---|-------|--------------|---|-----------------|---|---|---------|---------------------|---|--------|------------|---|--------|-------------------------------|---|---------|------------------|---|--------|------------------------|---|---------|------|---|---------|------------------------|---|---------|---|---|----------|---|---|---------|------------|---|--------|-----------------------------------|---|--------|----------------------|---|--------|---------------------------|---|---------|--------------|---|-----------------|---------------------------------|---|--------|---|---|---------|---|---|--------|---------------|---|--------|--|---|---------|--|
| | <p>Income since March 10th 2025 report</p> <table> <tr> <td>Precept</td><td>-</td><td>£6750.00</td></tr> <tr> <td>Allotment Rents</td><td>-</td><td>£309.00</td></tr> <tr> <td>Interest on business reserve</td><td>-</td><td>£6.48</td></tr> <tr> <td>Total</td><td>-</td><td>£7065.48</td></tr> </table> <p>Uncashed cheques are indicated with <i>Italics</i></p> <p><u>Expenditure since 10th March 2025 report</u></p> <table> <tr> <td>Clerk's Salary (February, March, April + May)</td><td>-</td><td>£639.00</td></tr> <tr> <td>Mel (Pumpkin Seeds)</td><td>-</td><td>£11.45</td></tr> <tr> <td>Water Plus</td><td>-</td><td>£67.59</td></tr> <tr> <td>Lamb's (Rest of School Field)</td><td>-</td><td>£300.00</td></tr> <tr> <td>Clerk's Expenses</td><td>-</td><td>£16.19</td></tr> <tr> <td>Post Office (Aquasacs)</td><td>-</td><td>£113.40</td></tr> <tr> <td>NALC</td><td>-</td><td>£143.52</td></tr> <tr> <td>B. Ward (School Field)</td><td>-</td><td>£560.00</td></tr> <tr> <td>*Turnbolls (Allotment Hedge + OSR Work)</td><td>-</td><td>£2580.00</td></tr> <tr> <td>Marc Hazard (Poor Lane Ditch Clearance)</td><td>-</td><td>£450.00</td></tr> <tr> <td>Water Plus</td><td>-</td><td>£23.25</td></tr> <tr> <td>*<i>Post Office Dog Poo Bins</i></td><td>-</td><td>£71.76</td></tr> <tr> <td>*<i>Unwin Print</i></td><td>-</td><td>£38.00</td></tr> <tr> <td>*<i>Zurich Insurance</i></td><td>-</td><td>£300.00</td></tr> <tr> <td>Total</td><td>-</td><td>£5314.16</td></tr> </table> <p>Cheques marked with an asterisk were signed between the this meeting and the last meeting, invoices were presented and reconciled.</p> <p><u>Bills to Pay</u></p> <table> <tr> <td>Charles Veysey (2 x grass cuts)</td><td>-</td><td>£70.00</td></tr> <tr> <td>OSR Rent (1st April 2024 – 31st Mar 2025)</td><td>-</td><td>£190.00</td></tr> <tr> <td>Playsafety (Play area RosPA inspection)</td><td>-</td><td>£96.00</td></tr> <tr> <td>Ahmed (Audit)</td><td>-</td><td>£25.00</td></tr> <tr> <td>Croft Garden Services (litter picking – see item 12)</td><td>-</td><td>£220.91</td></tr> </table> <p>These were presented and approved for payment with cheques signed.</p> | Precept | - | £6750.00 | Allotment Rents | - | £309.00 | Interest on business reserve | - | £6.48 | Total | - | £7065.48 | Clerk's Salary (February, March, April + May) | - | £639.00 | Mel (Pumpkin Seeds) | - | £11.45 | Water Plus | - | £67.59 | Lamb's (Rest of School Field) | - | £300.00 | Clerk's Expenses | - | £16.19 | Post Office (Aquasacs) | - | £113.40 | NALC | - | £143.52 | B. Ward (School Field) | - | £560.00 | *Turnbolls (Allotment Hedge + OSR Work) | - | £2580.00 | Marc Hazard (Poor Lane Ditch Clearance) | - | £450.00 | Water Plus | - | £23.25 | * <i>Post Office Dog Poo Bins</i> | - | £71.76 | * <i>Unwin Print</i> | - | £38.00 | * <i>Zurich Insurance</i> | - | £300.00 | Total | - | £5314.16 | Charles Veysey (2 x grass cuts) | - | £70.00 | OSR Rent (1 st April 2024 – 31 st Mar 2025) | - | £190.00 | Playsafety (Play area RosPA inspection) | - | £96.00 | Ahmed (Audit) | - | £25.00 | Croft Garden Services (litter picking – see item 12) | - | £220.91 | |
| Precept | - | £6750.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Allotment Rents | - | £309.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Interest on business reserve | - | £6.48 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | - | £7065.48 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Clerk's Salary (February, March, April + May) | - | £639.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Mel (Pumpkin Seeds) | - | £11.45 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Water Plus | - | £67.59 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Lamb's (Rest of School Field) | - | £300.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Clerk's Expenses | - | £16.19 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Post Office (Aquasacs) | - | £113.40 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| NALC | - | £143.52 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| B. Ward (School Field) | - | £560.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| *Turnbolls (Allotment Hedge + OSR Work) | - | £2580.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Marc Hazard (Poor Lane Ditch Clearance) | - | £450.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Water Plus | - | £23.25 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * <i>Post Office Dog Poo Bins</i> | - | £71.76 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * <i>Unwin Print</i> | - | £38.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * <i>Zurich Insurance</i> | - | £300.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | - | £5314.16 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Charles Veysey (2 x grass cuts) | - | £70.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OSR Rent (1 st April 2024 – 31 st Mar 2025) | - | £190.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Playsafety (Play area RosPA inspection) | - | £96.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ahmed (Audit) | - | £25.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Croft Garden Services (litter picking – see item 12) | - | £220.91 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11. | <p>Chairman's Report.</p> <p>The chair explained that the Parish Council would be reviewing and updating the finance policy and the standing orders. A</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| | | |
|-----|---|--|
| | <p>working group has been set up to do this and the revised versions will be presented at the next meeting. Auditing arrangements will be reviewed as part of the review of the finance policy.</p> <p>The parish council will investigate the potential use of online banking.</p> <p>The chair reported on work undertaken to secure a contract for grass cutting. 3 providers have been approached who would be happy to quote on an annual basis. A specification will be provided determining what areas need cutting and the frequency of cuts.</p> <p>Once the grass cutting contract is sorted, a similar process will be undertaken for the hedge cutting.</p> <p>The chair reported on the annual meeting held in April, which was well attended. Andrew Hill gave a talk on “Sowing for the future”. At the annual meeting, Laura Hill, acting as interim chair, reported on the need to maximise the use of community spaces.</p> <p>As part of this process, the parish council have agreed to seek 3 quotes for the replacement of the lights in the village car park.</p> <p>Some questions were asked about the use of Parish Council funds to maintain the car park. One of the reasons for this is that the Old School Room Association sacrificed their car park to facilitate the installation of the Children’s play area.</p> <p>Provision of the car park was one of the conditions of the planning permission for the play area.</p> <p>Tony Michon queried why money was spent renting Lamb’s Field.</p> | |
| 12. | <p>Councillors’ Reports. Maurice Needoff provided a report in his absence. The defibrillator is now on circuit. Its quarterly check has been performed and it is functioning ok.</p> <p>Benjamin Ian has procured some litter picking equipment.</p> | |
| 13. | <p>Results of Planning</p> <p>The clerk shared the results of planning. 25/00656/S73A. This applications relates to land which is currently subject to an existing enforcement notice and so Newark and Sherwood District Council are declining to determine the application.</p> | |
| 14. | <p>Play Area Maintenance. The clerk shared the monthly maintenance checks and the report from the annual ROSPA inspection. Two issues were highlighted as ‘yellow’, requiring attention. The gate, which doesn’t close properly and there are loose fixtures on the basket swing.</p> | |

| | | |
|------------|--|-----------|
| | These will be addressed. | BI |
| 15. | Allotments. The open allotments weekend will be the 12 th and 13 th of July. Judging will take place in the week before (7 th -11 th July). Score sheets to be with Mel no later than 7:00pm on 11 th July. | |
| 16. | Annual Meeting report. This was discussed during the Chairman's report. The parish council need to think of suggestions for next years speaker. | |
| 17. | Correspondence. There was no correspondence. | |
| 21. | Business for next meeting. Standing orders, finance policy, car park lighting, grass cutting. | |
| 22. | Date and time of next meeting. 14 th July 2025 at 7:30 pm | |
| | The chair closed the meeting at 8:45 pm | |