

UPTON PARISH COUNCIL

Minutes for Parish Council Meeting held on
Wednesday 17th May 2023 at 7.30pm in the Village Hall

Present: Councillors: (Chair) Malcolm Yates (MY), Roger Norman (RN), Cath Jewitt (CJ), Sarah Coyle (SC), Kim Hickinbotham (KH) and Malcolm Robertson (MR).

In Attendance: L-J Campbell (LJ/Clerk), District Cllr Keith Melton and four members of public in attendance.

	DISCUSSION AND DECISIONS
022/23	To elect Chairman and vice Chairman: Cllr Yates was elected Chair and Cllr Norman was elected vice Chair.
023/23	To assign lead roles for Village Hall, Green Spaces, Planning and Playground: Village Hall – SC & JLR for caretaking and fundraising & MR for structure Green Spaces - CJ Planning - RF Playground – KH – get tick list to Kim Footpaths/dog bins - SC
024/23	To receive representation from the public (ten minutes): The Green Working group gave an update which was also sent to Cllrs electronically. A member of public asked who will be responsible for hiring and pricing the letting of the village hall, they also asked about Saywell Land and what is happening there, particularly regarding the footpath. A member of public expressed concerns over the possible dangers of horses on Mill Lane.
025/23	To receive and accept apologies for absence: Apologies received from Johanna Law-Riding
026/23	Declarations of interest: RN declared an interest in the North House application.
027/23	To approve the Minutes of the last meeting: The PC accepted the Minutes from the meeting held on 19 th April 2023 as a true record and signed by the Chairman.
028/23	To receive the Chairmans’s report: MY welcomed new Cllrs
029/23	To note Matters Arising: No matters arising
030/23	Reports from District/County Councillors: Cllr Melton reported: they are not aware yet how Council will be structured, there is a meeting w/c 22 nd May to discuss. KM is focused on tree cover which he believes we should be doubling, and to improve public transport in the area. <i>(KM left at @20h24).</i>
031/23	Green spaces and rights of way incl. monthly review of the burial ground, The Green and The Collies inspection and maintenance report: a. To receive update from CVG – pathways have been cut to allow access to benches and hedge saplings planted. Community engagement has been very positive. Approval was given for them to order more free hedge saplings from the Woodland Trust. b. To receive update on playground maintenance – the surface of the playground has been fixed by NSDC and we are waiting for it to be cleaned – Clerk to chase NSDC. And chase Ben for the village hall bin

	<p>c. To note removal of tree next to the playground: NCC removed a tree which they deemed unsafe; this was not the responsibility of the PC.</p> <p>d. To discuss and agree action on a proposed noticeboard: Collies Trust have requested the installation of a Noticeboard to provide information and promote the Trust and Community News – The PC voted in favour of the installation of a noticeboard – designs to be available at the Open meeting in June.</p>
032/23	To action Highways issues: East end of the village, which was repaired 6 months ago, needs filling in again, the roads are breaking up, potholes on Hockerwood Road and Lane. Advertise the MyNotts app for reporting Highways issues.
033/23	<p>Village Hall update</p> <p>a. Finance: the bank recon was approved and the balance is £25,189.74 (incl. Lottery funds). Payment for approval - £25.00 cleaning bill. Ringfenced £20K for the village roof – SHOW on spreadsheet</p> <p>b. Bookings - ongoing</p> <p>c. Maintenance and Caretaking: ongoing, no concerns.</p> <p>d. To agree action on the VH roof: MY and MR will liaise - ongoing</p>
034/23	Community defibrillators monthly inspection reports: All in working order.
035/23	<p>Financial Matters:</p> <p>a. To accept the latest financial reconciliation - £16877.09 balance.</p> <p>b. To note payments received and authorise invoices for payment – bills totalling £1192.80 were authorised and payments received were £4200 precept and £200 Coronation grant. £420 spend was agreed, to cover all Coronation costs and to be paid to JLR.</p> <p>c. To approve annual figures and sign off the AGAR Exemption Certificate – approved and signed off.</p> <p>d. Return of £150 to Collies Trust: Clerk to check accounts and confirm bank details with CJ.</p>
036/23	<p>Planning matters:</p> <p>Applications: 23/00752/HOUSE The Hay Barn, removal of two porches, repointing and replacement windows with timber frame – SUPPORTED.</p> <p>23/00677/FUL North House, retrospective application barn conversion – SUPPORTED.</p> <p>Discuss Staythorpe Battery farm application: The residents of Staythorpe did not attend the meeting to discuss.</p>
037/23	To receive update on village email system and agree communication protocol: The email system is ongoing. It was agreed that all correspondence goes through the Clerk to circulate accordingly.
038/23	To note and action service faults: None.
039/23	Lottery draw: 201 - £50, 98 - £25, 90 - £10, 141 - £5.
040/23	Correspondence/AOB: All correspondence was circulated electronically for information purposes, nothing requiring action from the PC.
041/23	Agenda items for next meeting and agree details of Open Parish meeting: To agree VH lettings policy, village hall and playground signs, noticeboard. MY will bring refreshments.

042/23	Date of next meeting: Wednesday 21 st June 2023 at 6.30 pm followed by the Annual Parish Meeting at 7.30pm in the Village Hall. There being no further business, the Chairman closed the meeting at 20h59.
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