

**MINUTES OF KEYWORTH PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON
MONDAY 24th January 2022 AT 7.00PM.**

PRESENT:

Chair: Cllr Armour
Vice Chair: Cllr Wells
Parish Councillors: Cllrs Atack, Baker, Bell, Butler, Clarke, Fitzgerald, Grice, Kemp, Lowe, Millband, Moncrieff, Oakley.

Also present: Michelle Law (Clerk) minuted the meeting. Emma Tillyard (RFO), Borough Cllr Cottee, five members of the public.

22/8971 Apologies

Apologies had been received from Cllrs Takel and Tuttey and the reasons for absence were **ACCEPTED**. Borough/County Cllrs Edyvean and Inglis also sent their apologies.

22/8972 Declarations of Interest

Cllrs Armour and Millband declared an interest in item 22/8976 (a) below – schedule of payments / reimbursements.
Cllr Bell declared a non-pecuniary interest in item 22/8975 (d) – Dogs on council premises.

Item 22/8975 (d) was moved to the top of the agenda.

22/8975 (d) Agenda items not covered elsewhere

d) Dogs on Parish Council Premises – After some recent complaints about people attending a coffee morning on a Thursday morning with dogs that are not assistance dogs, council needs to decide if we follow out hire conditions (term 36) or if we allow dogs to attend the Thursday coffee morning as this was agreed many meetings ago. It was **RESOLVED** that only assistance dogs would be allowed on council premises, as per the hire conditions.

Three members of the public left after this item.

22/8973 Minutes

- a) Full council minutes dated 22nd November 2021 – **APPROVED** and signed by Cllr Armour as a true record.
- b) Planning Committee minutes dated 29th November 2021 - **NOTED**

- c) Planning Committee minutes dated 10th January 2022 - **NOTED**
- d) Finance & Risk Committee minutes dated 19th January 2022 – **NOTED**

22/8974 Matters Arising from Full Council Meeting 22nd November 2021

- a) Rooms for Council Meetings 22/8960 (g) – The chair informed the council members that using larger rooms (particularly the village hall) for council meetings is now impinging on hirers and resulting in loss of hire fees. It was **DISCUSSED** and **RESOLVED** that:
 - The Clerk will source some lateral flow tests and it is encouraged that all members of the council take a lateral flow test before each meeting.
 - Full council meetings will move back to the Centenary Lounge for future meetings.
 - Planning meetings will remain in the Centenary Lounge.
 - Finance & Risk meetings will remain in the Centenary Lounge.
 - Days and rooms will remain flexible should the need arise to change room.
- b) Nottingham Road Pedestrian Crossing 22/8967 (b) – A petition has been handed to Borough Councillor Cottee from the community regarding getting a pedestrian crossing on Nottingham Road. It was **DISCUSSED** and **RESOLVED** that Councillor Cottee will take this forward and make sure the pedestrian and traffic count is conducted at a suitable time.

One member of the public left after this item.

- c) Proposals for Jubilee Celebrations 22/8968 (a) – To review the agenda item request form from Councillor Clarke (appendix 1a and 1b). It was **RESOLVED** that:
 - Keyworth would produce a Centenary Edition of the Keyworth Guide
 - A working group will be set up and those interested in being a part of it are to contact Councillor Clarke.
 - Area co-ordinators will be used to encourage street parties.
 - To seek an information / noticeboard for Manor Road area of Keyworth.
 - Councillor Cottee confirmed that grants will be available to apply for from the Borough Council.
 - Councillor Cottee is waiting for confirmation from the Highways department regarding the fee for Street Parties
- d) Asset of Community Value – Salutation Inn 22/8968 (c) – Councillor Fitzgerald gave a verbal update on the Asset of Community Value. It was confirmed that all paperwork (appendix 2a, b, c, d & e) had been returned to Rushcliffe Borough Council and that Rushcliffe Borough Council will make a decision by the 2nd February 2022. Councillor Fitzgerald will update Council again once he knows the decision.

- e) Wildthings Keyworth Invitation 22/8970 (d) – The Clerk invited Jennifer Manning-Ohren to the meeting and the invitation was declined as Jennifer is not currently doing presentations until later in the year. It was **RESOLVED** that the Clerk would invite Jennifer Manning-Ohren later in the year when she starts doing presentations again.

22/8975 Agenda items not covered elsewhere

- a) 2022/23 Budget, Precept and Precept Leaflet – Documents approved and recommended by Finance & Risk Committee (appendix 3a, b, c, d & e).
- Precept request calculator showing a 2.7% increase or £1.87 per annum for a band D property – **APPROVED**
 - Precept leaflet – amended and **APPROVED**
 - 2022/23 Budget – **APPROVED**
 - Supplementary Budgets – **APPROVED**
 - Payroll Budget – **APPROVED**
- b) Reserve’s Policy - Documents approved and recommended by Finance & Risk Committee (appendix 4) - **APPROVED**
- c) Schedule of Meetings for 2022/23 – Schedule of meetings (appendix 5) - **APPROVED**
- d) Dogs on Parish Council Premises – Please see between items 22/8972 and 22/8973
- e) Skate Park Extension –

PROPOSAL: The purpose of the resolution is to seek approval in accordance with Paragraph 22 of the Parish Council's Standing Orders for the Parish Council to execute a contract with Betongpark Limited for the design, supply and installation of an extension to the skatepark on Platt Lane, Keyworth, Nottinghamshire, NG12 5GE

A JCT Minor Works Contract with Contractor's Design (2016) has been prepared in collaboration with Betongpark Limited. The contract sets out the terms for both parties and is in alignment with the grant funding conditions of the funding agreements with the FCC Communities Foundation, Rushcliffe Borough Council and the National Lottery. The contract also ensures that any relevant conditions in the lease of the site of the skate park between Keyworth Parish Council and UK Research and Innovation are complied with.

RESOLVED: That the Parish Council executes the above contract with Betongpark Limited as a deed in accordance with Paragraph 22 of the Parish Council's Standing Orders, subject to receiving the following documents:

1. Final version of the contract with Betongpark
2. FCC Communities grant foundation agreement
3. The licence to alter from UKRI/BGS

The RFO informed Council Members that some vital documents had not been received in time for the meeting, so this item will be revisited in a future meeting.

Once the above documents are received and approved by the Clerk, the Chair and Vice Chair will sign on behalf of council, in the presence of the Clerk.

22/8976 Finance

- a) Schedule of Payments/Reimbursements - A schedule of payments and reimbursements (appendix 6) included in the briefing notes for the meeting was **APPROVED**

22/8977 Correspondence if not covered elsewhere

- a) Village Hall Hire (appendix 7) – **NOTED**

Councillor Baker left during this item.

- b) Platt Lane (appendix 8) the lack of a footpath on Platt Lane near the bridge was **DISCUSSED** and **NOTED**.

Councillor Cottee and one member of the public left after this item.

22/8978 Closed Session Confidential Items - KPC Council Members Only

The following items were included in the briefing notes for the meeting were **NOTED** and the recommendations therein **APPROVED**:

- Minutes and appendices to staffing Sub Committee 15th November 2021.
- Total correction to pay is 10% more than payroll budget approved by Full Council in July 2021 (not included in these appendices please refer to the Staffing Sub Committee minutes dated 15th November 2021).

There being no further business, the Chair closed the meeting at approximately 8.10pm