

**MINUTES OF KEYWORTH PARISH COUNCIL MEETING HELD IN THE CENTENARY LOUNGE
ON MONDAY 19th DECEMBER 2022 AT 7.00PM.**

PRESENT:

Chair: Cllr Armour

Vice Chair:

Parish Councillors: Cllrs Atack, Baker, Clarke, Fitzgerald, Kaye, Kemp, Lumb, Lowe, Moncrieff.

Also present: Michelle Law (Clerk) minuted the meeting.

23/9037 Apologies

Apologies had been received from Cllrs Butler, Grice, Millband, Oakley, Takel and Wells and the reason for absence was **ACCEPTED**.

23/9038 Declarations of Interest

Cllrs Armour and Fitzgerald declared an interest in item 23/9042e below – schedule of payments / reimbursements.

23/9039 Minutes

- a) Full Council Meeting minutes dated 26th September 2022 – **APPROVED** and signed by Cllr Armour as a true record.
- b) Planning Committee minutes dated 3rd October 2022 - **NOTED**
- c) Finance and Risk dated 17th October 2022 - **NOTED**
- d) Planning Committee minutes dated 31st October 2022 – **NOTED**
- e) Finance and Risk dated 14th November 2022 - **NOTED**
- f) Planning Committee minutes dated 28th November 2022 – **NOTED**
- g) Finance and Risk dated 12th December 2022 - **NOTED**

23/9040 Matters Arising from Full Council Meeting 11th July 2022

- a) Ideas from Wildthings Keyworth – It was **AGREED** that the environment group and the Keyworth Meadow group would go back to Jennifer Manning-Ohran and ask if there is anything they can do to support her work around the area. They will then report back to the Parish Council if there is anything that the Parish Council can support with.
- b) Bouncy Castle Feedback – It was **NOTED** that the first Bouncy Castle party had taken place in December 2022. The floor had obvious signs of where the bouncy castle was

placed and that the floor had lost some of its sheen in the area where it had been placed. It was further **NOTED** that the cleaner is going to use the polishing machine to buff the floor back up and the floor will be monitored for future events.

23/9041 Agenda items not covered elsewhere

- a) Schedule of meetings 2023 / 2024 – The schedule of meetings for 2023 /2024 was **APPROVED** (appendix 1)
- b) Address for Stanton-on-the-Wolds Parish Council – It was **AGREED** that Stanton-on-the-Wolds Parish Council can use the same address as Keyworth Parish Council, and they will charge them a nominal fee of £35 per year for this service.

23/9042 Finance

- a) Notice of conclusion of external audit – It was **NOTED** that the external audit is now complete. It was further **NOTED** that the external auditor PKF Littlejohn confirms: "On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met."
- b) 2023 / 2024 Budget – 1. The payroll budget as per the Finance & Risk committee meeting from the 14th November was **APPROVED**. 2. Supplementary budgets per 14th November 2022 Finance & Risk Committee meeting with approved updates to telephone costs was **APPROVED**. 3. Facilities Manager's Budget and 5 Year Plan per 14th November 2022 Finance & Risk Committee meeting was **APPROVED**. 4. Overall budget incorporating the above budgets, with precept recalculated as current year (2022/23) Parish Band D council tax multiplied by 2023/24 tax base per Finance & Risk Committee meeting 12th December 2022 was **APPROVED**.
- c) Precept Request - Example of precept calculation from Rushcliffe Borough Council (appendix 2) **NOTED**. 1. Precept calculator, the margin has been added to expenditure so that as per Finance & Risk Committee meeting 12th December 23/0928a, the overall precept request, when divided by tax base, equals the same per - household council tax as 2022/23 - **APPROVED**. 2. Precept request form **APPROVED** and **SIGNED BY THE CLERK**. 3. Precept leaflet **APPROVED**.
- d) Banking Arrangements - Updated Financial Regulations, **APPROVED** at Finance & Risk Committee 12th December **APPROVED**.
- e) Schedule of Payments/Reimbursements - A schedule of payments and reimbursements included in the briefing notes for the meeting was **APPROVED**. See appendix 3.

23/9043 Correspondence if not covered elsewhere

The following items had been included in the briefing notes for the meeting:

- a) Speeding entering the village – **NOTED** – A response will be sent to the email, stating the Parish Council will investigate if a new ‘your speed’ road sign can be installed.
- b) Helicopter Noise & Portable Noise Monitoring – **NOTED** – The Clerk will liaise with a Cllr that works in the aviation industry to see if we can gather any further information on the noise and report back to the resident.
- c) Salutation Keyworth – **NOTED** – The Clerk will write to the brewery that owns the pub to talk to them about the hedge they are planning on removing stating this will go against the Parish Council Planning Policy. The Clerk will also acknowledge the letter from the residents and advise them to voice their concerns to the local planning department and that the Parish Council share the same concerns.

23/9044 Updates and Questions for Borough / County Councillors

As there were no County or Borough Councillors in attendance there were not updates at this meeting.

23/9045 Closed Session Confidential Items -KPC Council Members Only

The following item was included in the briefing notes for the meeting, and it was **NOTED** and **APPROVED** that the Parish Council pension scheme will be changed to the Local Government Pension Scheme (minutes and appendices to staffing sub committee meeting 10th October 2022).

There being no further business, the Chair closed the meeting at approximately 8.05pm