

**MINUTES OF KEYWORTH ANNUAL PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON MONDAY 12th JUNE 2023 AT 7.00PM.**

PRESENT:

Chair: Cllr Grice

Vice Chair:

Parish Councillors: Cllrs Baker, Butler, Clarke, Fitzgerald, Kaye, Kemp, Lowe, Lumb, Millband, Moncrieff, Oakley.

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

County / Borough Councillors: Cottee, Wells

23/9073 Apologies

Apologies had been received from Cllr Armour and the reasons for absence were **ACCEPTED**. Borough Cllrs Inglis also sent his apologies.

23/9074 Declarations of Interest

There were no declarations of interest.

23/9075 Minutes

a) Annual Parish Council minutes dated 15th May 2023 – **APPROVED** and signed by Cllr Grice as a true record.

23/9076 Regulations / Policies

The following documents had been made available in briefing notes for the meeting:

- a) Review and Adoption of Standing Orders – **REVIEWED** without amendment and **ADOPTED** (Appendix 1).
- b) Review and Adoption of Financial Regulations – **REVIEWED** without amendment and **ADOPTED** (Appendix 2).
- c) Review and Adoption of Code of Conduct – **REVIEWED** without amendment and **ADOPTED** (Appendix 3).

23/9077 Review of Committee and Working Groups Terms of Reference

The following documents had been made available in briefing notes for the meeting:

- a) Finance and Risk Committee terms of reference – **REVIEWED** without amendment and **APPROVED** (Appendix 4).

CLLR OAKLEY ARRIVED DURING THIS ITEM

- b) Planning Committee terms of reference – **REVIEWED** without amendment and **APPROVED** (Appendix 5).
- c) Burial Ground Working Group Terms of Reference – **REVIEWED** without amendment and **APPROVED** (Appendix 6).

23/9078 Appointment of Members to Existing Committees and Working Groups

- a) Finance and Risk Committee membership – The proposed membership was **APPROVED** as follows: Tamsin Armour, Geoff Baker, Kevin Fitzgerald, Tony Grice, Samantha Kaye, Richard Lumb, Michael Moncrieff.
- b) Planning Committee membership – The proposed membership was **APPROVED** as follows: Tamsin Armour, Mary Butler, Dave Clarke, Tony Grice, Chris Kemp, Michael Moncrieff, Kath Oakley.
- c) Emergency Sub Committee membership – The proposed membership was **APPROVED** as follows: Tamsin Armour, Kevin Fitzgerald, Tony Grice, Shelley Millband.
- d) Staffing Sub Committee membership - The proposed membership was **APPROVED** as follows: Tamsin Armour, Kevin Fitzgerald, Tony Grice, Kath Oakley.
- e) Budget Working Group – Will be confirmed if required.
- f) Burial Ground Working Group - The proposed membership was **APPROVED** as follows: Mary Butler, Kevin Fitzgerald, Chris Kemp, Kevin Lowe.
- g) Communications Group membership – The proposed membership was **APPROVED** as follows: Tamsin Armour, Geoff Baker, Kevin Lowe.
- h) Community and Environment membership – The proposed membership was **APPROVED** as follows: Tamsin Armour, Geoff Baker, Mary Butler, Dave Clarke, Samantha Kaye, Kevin Lowe, Shelley Millband, Kath Oakley. Non-Council members: Linda Abbey, Sheila Barton, Helene Hunt, Peter Hunt, Graham Tinsley, Neil Pinder.
- i) Events Group membership – The proposed membership was **APPROVED** as follows: Samantha Kaye, Kevin Lowe, Shelley Millband, Michael Moncrieff, Kath Oakley. Membership may include additional Councillors and non-Councillor members specific to individual event.
- j) Facilities Oversight Group – It was **AGREED** that this working group would be removed from the list.
- k) Future Keyworth / Vision for Keyworth - The proposed membership was **APPROVED** as follows: Tamsin Armour, Geoff Baker, Mary Butler, Tony Grice, Michael Moncrieff. Borough /County Councillors: John Cottee, Rob Inglis, Tony Wells.
- l) Nature Reserves Management Group membership - the proposed membership was **APPROVED** as follows: Tamsin Armour, Dave Clarke, Richard Lumb. Non-councillor members: Geoffrey Littlejohns, Neil Pinder, Sarah Northeast, Joanna Redfeather, Mike Reid, Diane Wright.

23/9079 Appointment of Members to External Bodies

- a) Platt Lane JMC – It was **CONFIRMED** that the current Platt Lane JMC will close once the new Platt Lane Governance committee has been set. Full Council will be consulted on the new committee when it is set up.
- b) Rushcliffe Nature Conservation Strategy Implementation Group - The proposed membership was **APPROVED** as follows: Tamsin Armour. Non-Council members: Neil Pinder, Mike Reid.
- c) Twinning Association – Tamsin Armour
- d) Community Concern / Community Bus – Kath Oakley.

23/9080 Appointment of Members to External Bodies

- a) Tree Wardens – The proposed membership was **APPROVED** as follows: Tamsin Armour, Dave Clarke.
- b) Local Police Liaison Officer – The proposed membership was **APPROVED** as follows: Tony Grice

23/9081 Matters Arising from Full Council Meeting 15th May 2023

- a) Electronic Speed Sign – The Clerk updated the Council to say that Highways have agreed to do a speed traffic survey on the stretch of road as you enter the village where it changes from 40mph to 30mph. Once they have the results of the survey, they will let the Clerk know what will happen next.

23/9082 Agenda items not covered elsewhere.

- a) Alan 20 years' service – It was **AGREED** that the Parish Council will mark Alan's long service, by using a £100 from the Chair's allowance and purchasing a gift voucher.
- b) Twinning painting – It was **AGREED** that the painting that has been donated to the Parish Council will be hung in the entrance hall, as you enter the for the office.
- c) Table tennis net – It was **AGREED** that as the metal table tennis net has been destroyed, that it would not be replaced. It was further **AGREED** that the Parish Council will purchase a removable net that people can come to the office and put a £10 deposit on and get their deposit back when they return the equipment.
- d) Councillor Tony Wells resignation – It was **NOTED** that Councillor Tony Wells has handed his resignation in for the Parish Council. The Parish Council would like to **NOTE** their thanks to Councillor Wells for his service over the years and to wish him luck in his new role as a Borough Councillor.
- e) Land Registry Lease for Platt Lane – The Council have asked the Clerk to chase up the information that was requested from the extra-ordinary meeting held in March,

regarding the lease that is on the Land registry and it not showing the rubber seal of the County Council and the signatories of the Keyworth Sports Association and the witness.

23/9083 Finance

- a) Schedule of Payments/Reimbursements – A schedule of payments and reimbursements (appendix 7) included the in the briefing notes for the meeting were **APPROVED**.

23/9084 Correspondence if not covered elsewhere.

- a) A letter regarding air pollution in the village – This item of correspondence was **DISCUSSED** and **NOTED**. The Clerk will flag the letter with Borough and County Council, so they can see if there is anything that that Rushcliffe Borough Council can do.
- b) A letter regarding a pedestrian crossing outside Willow Brook Primary School - This item of correspondence was **DISCUSSED** and **NOTED**. Cllr Armour will talk to the head teacher at the primary school about parking outside of the school. The Clerk will pass the item of correspondence to Stanton-on-the-Wolds Parish Council.

23/9085 County / Borough Councillor updates.

- The Parish Council have asked the County / Borough councillors to find out why the car park has been moved at Rushcliffe Country Park when the previous one was perfectly adequate. Furthermore, the Parish Council have asked why a new ramp to the carpark was put in and then this has subsequently been removed.
- A council member asked if there had been any thoughts about putting a path in for Keyworth residents to be able to use to get to Ruddington and Rushcliffe Country Park more easily. Cllr Cottee has suggested that the Clerk write to him to make this a formal request.
- Keyworth and the surrounding villages are currently having worn out road markings replaced by the highways department.
- Council was informed that the cutting of long grass, is only being done in those places where a view maybe restricted and danger is possible.
- Once a pothole has been painted by the highways department, they will then normally aim to fill the hole within seven days.
- Selby Lane and Debdale lane are being looked and resurfaced in the near future.

There being no further business, the Chair closed the meeting at approximately 8.20 pm.