

ANNUAL MEETING OF THE PARISH COUNCIL

Main Hall, The Old School Building, Main Steet

Tuesday May 6th 2025 at 7:30pm

The Old School Building, Main Street, Burton Joyce

DRAFT MINUTES

Present: Cllrs L King (Chair) H Chadbourne-Doyle, R Fife, G Hadjigeorgiou, T Hazard and P Hyde

In attendance: J Sherrin (Clerk and RFO) J Savage (Deputy Clerk)

- 25/2378** Cllr Laurence King unanimously elected **Chair of the Parish Council**
- 25/2379** **Chair's Declarations of Acceptance of Office** duly signed
- 25/2380** Cllr Jeanette Johnson unanimously elected as **Vice-Chair of the Parish Council**
- 25/2381** **Apologies for absence** – Received and accepted from Cllrs J Johnson (holiday) Y Greenfield (holiday) H Gregory (work) R Rolls (work)
- 25/2382** **Council members' declaration of interests for items on the agenda** - None
- 25/2383** **Terms of reference and delegation arrangements for committees**
Proposed and resolved unanimously to defer to July 2025 meeting to enable review at the next meeting of each committee.
- 25/2384** **Appointment of members to committees and sub-committees**
Proposed and resolved unanimously for members to be appointed on a temporary basis to enable a full review of committee structure for approval at the July 2025 meeting.
- i. **Planning Committee**, 5 members
Cllrs H Chadbourn-Doyle, R Fife, H Gregory, T Hazard and L King
 - ii. **Finance and General Purpose Committee**, 4 members
Cllrs P Hyde, J Johnson, Y Greenfield, L King and R Rolls
 - iii. **Community Garden Committee**, 6 members
Cllrs L King, Y Greenfield, H Chadbourne-Doyle, G Hadjigeorgiou, R Fife, J Johnson and T Hazard
 - iv. **Community Engagement Committee**, 5 members
Cllrs Y Greenfield, H Chadbourne-Doyle, G Hadjigeorgiou, J Johnson, R Fife and L King
 - v. **Poplars Committee**, 5 members
Cllrs R Rolls, Y Greenfield, H Gregory, G Hadjigeorgiou, T Hazard, J Johnson and L King
 - vi. **Amenities Committee**, 5 members
Cllrs G Hadjigeorgiou, P Hyde, H Chadbourne-Doyle, R Fife, Y Greenfield
- 25/2385** **Chair and Vice-Chair of:**
- i) **Planning Committee:** Cllrs H Chadbourn-Doyle (C) R Fife (VC)
 - ii) **Finance & General Purpose Committee:** Cllrs P Hyde (C) J Johnson (VC)
 - iii) **HR Panel:** Cllrs L King (C) J Johnson (VC)

To note Chair and Vice Chair of all other committees to be elected at the first meeting of that committee.

25/2386 To elect members of Steering Groups as below and instigate other Working Groups as appropriate:

- i) **3G Steering Group**, 3 members
Cllrs T Hazard, J Johnson, R Rolls
- ii) **Poplars Casual Play Area WG**, 3 members
Cllrs T Hazard G Hadjigeorgiou & L King
- iii) **Communications & Website WG**
Cllrs L King, G Hadjigeorgiou and H Chadbourne-Doyle
- iv) **Old School Trust WG**, 3 members
Cllrs L King, P Hyde and R Rolls

25/2387 To elect members to represent the Council to the following bodies and other organisations as appropriate:

- i) **School Liaison**, 1 member
Cllr G Hadjigeorgiou
- ii) **Police Liaison**, 1 member
Cllr G Hadjigeorgiou
- iii) **Village Hall**, 1 member
Cllrs P Hyde

25/2388 To elect the Council's Risk Assessment Panel, 3 Members (from F&GP)
Cllrs J Johnson, Y Greenfield and L King

25/2389 To elect the Council's Human Resources Panel, 4 Members (Chair of the Council and Chair of F&GP plus 2 with HR experience)
Cllrs L King (C) J Johnson (VC) P Hyde, Y Greenfield and R Rolls

25/2390 Standing Orders – Reviewed and adopted

25/2391 Financial Regulations – Reviewed and adopted

25/2392 Determination of the time and place of meetings of the Parish Council up to the next Annual Meeting of the Council – Proposed calendar approved.

25/2393 Minutes from previous meetings

- i) April 8th 2025 – Approved and signed by the Chair
- ii) Matters arising not covered by the agenda – none

25/2394 Opportunity for questions from members of the public (15 minutes) – No members of the public present.

Cllr T Hazard left at 8:10pm

25/2395 County Councillor's report – Cllr M Adams not present

25/2396 Borough Councillor's report – Cllr S Smith not present

25/2397 Finance matters

- i) Bills for Payment for April 2025 – unanimously approved to pay

25/2398 Annual Audit

- i) **Year-end accounts**, income and expenditure statement and balance sheet presented, approved and signed by the Chair and Clerk.
- ii) **Report of the Internal Auditor** for year 2024-5 – received and noted.
- iii) **Section 1 Annual Governance Statement 2023-4** on the Annual Return considered, approved and authorised for the Clerk (RFO) and Chair to sign
- iv) **Section 2 Accounting Statements 2023-4** of the Annual Return considered, approved and authorised for the Chair to sign

25/2399 General Power of Competence - Resolved until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012 **to adopt the General Power of Competence**. Background paper previously circulated.

25/2400 Correspondence

Correspondence from resident received: *“Are the parish council aware of the current alleged active discussions taking place between our own elected Trent Valley Gedling Borough councillors, with Seven Trent Water Authority, concerning the proposed development of land to the southeast side of Nottingham Road [A 612] beyond Millfield Close. It is alleged that the land will be serviced by a new traffic island on the A 612 where the old A 612 curved layby [lying on the north-western side of the road] currently exists. The 'layby' is still legally part of the highway and will be incorporated into the traffic island”.*

Noted that Trent Valley Councillors were not present and therefore unable to answer the question directly. **Resolved** for the Clerk to write and request a response to the enquiry, asking what stage negotiations have reached.

Noted correspondence also from resident regarding Freedom of Information and procurement. Procurement questions have been answered. Advice has been sought from NALC regarding FOI.

25/2401 To receive minutes and recommendations of the following committees and sub-committees:

- (i) **Planning:** Minutes of meeting held on 8^h April 2025 received and noted.
- (ii) **Finance & General Purpose Committee:** Minutes of meeting held on 15th April 2025 received and noted
 - a. **Proposed email hosting unanimously approved.**
 - b. **Update on installation of 3-phase power supply at Old School Building** provided by the Clerk, following her earlier meeting with National Grid. Advised that the building has 3-phase infrastructure, but is recorded in the system as being single phase (as only a single phase is currently utilised). The result is that the initial proposed cost of £4.5k to upgrade will no longer be necessary. Instead an on-site survey needs to be conducted to ascertain the route of the electricity into the building, after which an upgrade on the internal hardware may be instigated. This survey is booked in for May half-term week. Once this is complete an electrician will be required to upgrade the fuse box / consumer unit to install cabling to relevant areas of the building. This is particularly required for the power supply to the lighting in the community garden.
- (iii) **Amenities:** No meeting held in April
- (iv) **Community Engagement:** No meeting held in April
- (v) **Community Garden:** No committee meeting held in April
 - Minutes of meeting with Project Management firm received and noted.
 - Verbal update provided by Cllr L King – Extension to end June agreed by FCC Communities Grant Managers for receipt of 3 quotes, following the previous quote via Framework being prohibitively high to proceed.
 - Meeting with Project Management firm set up for 9am on 7th May.
- (vi) **Poplars Sports Ground Committee:** No further meeting held in April

25/2402 Information update: Cllr King provided recent scenario of poor crossing practice by allotment users at the Lee Road crossing and noted how vitally important it is to have improved signage and education from Network Rail.

25/2403 Date of next meeting: Tuesday 10th June at 7:30pm

Meeting closed 8:30pm

Signed: _____
Chair of Burton Joyce Parish Council

Date: _____