

ANNUAL MEETING OF THE PARISH COUNCIL

Main Hall, The Old School Building, Main Steet

Tuesday May 19th 2026 at 7:30pm (start delayed due to over-run of Annual Parish Meeting)
The Old School Building, Main Street, Burton Joyce

Present: Cllrs Y Greenfield (Chair) J Johnson (Vice Chair) H Chadbourne-Doyle, D Eite,
R Fife, H Gregory, L King (for first item) and J Sylvester

In attendance: J Sherrin (Clerk CEO) L Wright (RFO and Ops Manager) and J Savage (Deputy Clerk).
Cllr S Smith (GBC) and 1 member of the public

DRAFT MINUTES

- 26/2536 Election of the Chair of the Parish Council** – Cllr Yvonne Greenfield unanimously elected. Cllr L King tendered his resignation from the Parish Council. Cllr Greenfield thanked him for his 8 years of dedicated services as a councillor and as the Chair of the Parish Council. In particular to his successful campaigning for the improvement to the train services and his input into the creation of the community garden. His support and enthusiasm will be greatly missed.
- 26/2537 Chair's Declarations of Acceptance of Office** – Signed by the Chair and the Clerk
- 26/2538 Election of Vice-Chair of the Parish Council** – Cllr Jeanette Johnson unanimously elected
- 26/2539 Apologies for absence** – Cllr T Hazard (sick) Cllr P Hyde (holiday) Cllr R Rolls (work)
- 26/2540 Co-option of councillor** – Application and presentation provided by James Sylvester, who was unanimously co-opted onto the Parish Council. Declaration of acceptance of office was signed by Cllr Sylvester and the Clerk.
- 26/2541 Council members' declaration of interests for items on the agenda** - None
- 26/2542 Clerk advised Councillors of specific changes to proposed Terms of Reference and delegation arrangements for committees** - Unanimously approved.
- 26/2543 Appointment of members to committees and sub-committees**
- i) Finance and General Purpose Committee, 5 members – Cllrs H Gregory, P Hyde, J Johnson, Y Greenfield and R Rolls duly elected
 - ii) Amenities Committee, 5 members – Cllrs H Chadbourne-Doyle, D Eite, R Fife, Y Greenfield, P Hyde and J Sylvester duly elected
 - iii) Poplars Committee, 5 members – Cllrs D Eite, Y Greenfield, H Gregory, T Hazard, J Johnson and R Rolls duly elected
 - iv) Community Engagement Committee, 5 members – Cllr H Chadbourne-Doyle, R Fife and J Johnson duly elected
- 26/2544 Council's Risk Assessment Panel / Internal Auditors**, 3 Members (from F&GP) – Cllrs H Gregory, Y Greenfield and J Johnson duly elected
- 26/2545 Council's Human Resources Panel**, 4 Members (Chair of the Council and Chair of F&GP plus 2 with HR experience) – Cllrs H Gregory, Y Greenfield, P Hyde, J Johnson and R Rolls duly elected
- 26/2546 To resolve into committees for the purposes of electing a Chair and Vice-Chair as appropriate of:**
- i) Finance & General Purpose Committee – Cllr P Hyde duly elected as Chair and Cllr J Johnson duly elected as Vice-Chair

ii) HR Panel – Cllr Y Greenfield duly elected

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

26/2547

To elect members of Steering Groups and Working Groups as appropriate:

- i) Events Working Group, 3 members – Cllr H Chadbourne-Doyle, D Eite, J Johnson and Y Greenfield
- ii) 3G Steering Group, 3 members (from Poplars Committee) – Cllrs D Eite, H Gregory, T Hazard, R Rolls
- iii) Poplars Casual Play Area WG, 3 members (from Poplars Committee) – Cllr T Hazard (other positions to be filled at the next Poplars Committee meeting)

26/2548

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

- i) School Liaison, 1 member – Cllr J Sylvester
- ii) Police Liaison, 1 member – Cllr Y Greenfield
- iii) Village Hall, 1 member – Cllr H Chadbourne-Doyle

26/2549

Standing Orders – reviewed and unanimously approved to adopt

26/2550

Financial Regulations – reviewed and unanimously approved to adopt

26/2251

Lone Working Policy - reviewed and unanimously approved to adopt

26/2552

Determination of the time and place of meetings of the Parish Council up to the next Annual Meeting of the Council – Timetable provided unanimously approved

26/2553

Minutes from previous meetings

- i) April 14th 2026 – previously circulated. Approved and duly signed by the Chair
- ii) Matters arising (not covered by the agenda – for information only) - None

26/2554

Opportunity for questions from members of the public (15 minutes) – No questions

26/2555

County Councillor's report – No update provided

26/2556

Borough Councillor's report – Cllr S Smith provided an update. Foliage around the Shaftesbury Avenue sign has been trimmed back. The footpath behind Bulcote Church is now open. This is only temporary whilst funds are being sought and it is likely that it won't last through the winter weather. Users of the path are very pleased to have it re-opened and had a celebratory walk across it! The smell from STW sewage works has been especially bad over the last few weeks. They have been issued a legal time frame to resolve it. Thanks were extended to the Parish Council and all who contribute to the consultation on the Local Plan. Burton Joyce had the second biggest response rate in Gedling. This had a significant impact on the outcome, as none of the Burton Joyce sites have been included in the next stage. The Rivendell estate has had its allocation reduced from 800 to 3-400, but that is still subject to consultation. Barron's Solar Farm held their own consultation on Saturday 16th May, but this was not a formal public consultation, as the request for planning permission has not yet been submitted. Once this is processed by GBC the formal consultation will take place. Cllr Smith noted he was concerned that it would damage the new flood management system, which to date has been successful and that at Flood Risk Assessment would need to be undertaken. Cllrs agreed to the request from Cllr R Fife to put up drawings and information he had been given by the consultancy firm in the library to 8th June. The battery farm application was approved but is on hold. Local Government Reorganisation results will be out early July. The fallen tree at the bottom of Padley's Lane was reported and ALL trees on Padley's Lane will have been inspected today.

26/2557

Finance matters

- i) Bills for Payment for April 2026 – Previously circulated – Approved to pay
- ii) Late Bills for Payment for April 2026 – Approved to pay

26/2558

Annual Audit

- i) Year-end accounts, income and expenditure statement and balance sheet were presented to the Council. The Clerk and Cllr Johnson noted that finances are in a healthy position and at the year end £3k has been allocated

- to the General Reserve, with additional surplus allocated to the old school building, Roberts Rec, community garden and staffing Earmarked Reserves.
- ii) Report of the Internal Auditor for year 2025-6 received and noted. No concerns raised.
 - iii) Section 1 of the Annual Governance Statement 2025-6 on the Annual Return considered, approved and authorised to be signed by the Clerk and Chair
 - iv) Section 2 of the Accounting Statements 2025-6 of the Annual Return considered, approved and authorised for the Chair
- 26/2559** **Unanimously 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.
- 26/2560** **Correspondence**
- i) Climate Action Group letter of thanks for donation towards water testing - noted
 - ii) The Repair Shop request – AA sign and Cemetery Litch Gate to be suggested to the BBC
 - iii) Concerns of antisocial behaviour from children on scooters – Police have been informed of disturbance from a group of youths causing problems. Some have been identified on CCTV and are being dealt with. Co-op has also been having problems. Use of more CCTV discussed. To be put on next agenda for further consideration. Friday night at Poplars advertised to encourage young people to have somewhere to go. Further thought to go into casual play area at Poplars.
 - iv) Sherwood Forest Moot June 27th Calverton - noted
 - v) Barons Solar Farm Consultation. Briefing session request – Clerk to contact to arrange (not 2nd June to avoid clash with Village Society).
 - vi) Support for small businesses in Gedling – noted. To be put on Facebook
 - vii) Dog fouling consultation – No objections
 - viii) Order to permanently close Chestnut Grove crossing footpath received. Cllr Smith and Clerk still unclear about the process, despite best efforts to understand. Cllr Smith to attend meeting with NCC Rights of Way Officers on 20th May and report back to the Clerk.
- 26/2561** **To consider the following planning application:**
- i) 2026/0272 Adjacent 6 Willow Wong - 2 x 2 Bedroom Bungalows – Support developments with smaller houses and bungalows in line with Neighbourhood Plan.
- Cllr S Smith left at 8:50pm*
- 26/2562** **To receive minutes and recommendations of the following committees and sub-committees:**
- (i) **Planning:** Minutes of meetings held on 8^h April 2025 – received and noted
 - (ii) **Finance & General Purpose Committee:** No meeting held in May 2025
 - (iii) **Amenities:** Minutes of meeting held on April 27th 2026 received and noted
Proposed and resolved unanimously to approve modification to Cemetery Regulations as follows:
 - a. Ashes memorial stones shall not exceed “460mm x 460mm (18ins x 18ins)” to be revised to “400x400mm (16ins x 16ins)”.
 - b. New clause: “No memorial permits will be issued until the deceased is interred”.
 - c. New clause: “No headstones can be installed until the ground has settled, following interment of the deceased”.
 - (iv) **Community Engagement:** Minutes of meeting held 21st April 2026 – received and noted
 - (v) **Poplars Sports Ground Committee:** No further meeting held in May 2026

26/2563 Village Hall Update – New chairs have been well received. Waiting to hear about grant for roof replacement. Community Market reverting to management by Village Hall after July market.

26/2564 Clerk's update

- Response to letter from NCC/GBC/BJPC now received from 'Pride in Place' (previously Greater Carlton Towns Fund and Greater Carlton Neighbourhood Fund) and circulated to all councillors. Funds for Burton Joyce not in plans.
- Community Sports Grant should become available end of May
- Parish Conference not going ahead this year – funding withdrawn
- First Aid and Defib training session booked for Wednesday 1st July at Poplars. May be spaces for councillors (depending on bar staff take up). Cllrs to advise Clerk if interested in attending.
- Live and Local booked for October 17th. Volunteers needed to set up and put away and to take tickets on the door. (Lewis to be contacted)
- Picnic in the Park Saturday 27th June. Cllr attendance appreciated.
- Damage to the community garden – broken rail, damaged resin, litter, damaged wiring.

26/2565 Information update: No further information

26/2566 HR Panel – Temporary Grounds Assistant has been employed for the summer. Permanent Assistant Head Grounds Person role being re-defined.

26/2567 Date of next meeting: Tuesday 9th June at 7:30pm

Meeting closed 9:00pm

Signed: _____

Chair of Burton Joyce Parish Council

Date: _____