



Draft Minutes  
Annual Meeting of the Parish Council

Monday 13th May 2023 at 6.30 pm at Elford Village Hall

Present: Councillors Payne, Delderfield, Herrmann, Oakley, Robertson and Turley  
In attendance: Cllr Alan White

63/24 To appoint a Chair

Cllr Payne was proposed by Cllr Turley, seconded by Cllr Herman. Approved.

64/24 To appoint a Vice Chair

Cllr Turley was proposed by Cllr Robertson and seconded by Cllr Oakley .

65/24 To receive Apologies for Absence

Cllr Richard Holland and Clerk to the Parish Sarah Fitzpatrick. Approved.

One vacancy remains to be filled.

66/24 To receive Registers of Interests and Declarations of Acceptance of Office

The documents were received and signed.

Cllr Hermann made a Declaration of Interest in taking on a new Governor role at another school.

67/24 To approve the Minutes of the Meeting of 8<sup>th</sup> April 2024.

The draft Minutes were approved but will need to be signed at the next Parish meeting when in receipt of a hard copy.

68/24 Approve Risk Assessment, Standing Orders, Financial Regulations, Asset Register. Clerk to check Flagpole is on the asset register – **Action Clerk**

69/24 To consider Counsellor roles and responsibilities.

Sports Field – Hannah, James, and Andy.

Playground – Andy and James.

Walled Garden – Phil Turley.

Village Hall – Becky.

School – Helen.

One more position to fill. Andy will raise in the AGM.

70/24 To receive the Clerk's Report – to be discussed in the next PC meeting.

Five red markers on the tracker:

- No Sexual Harrassment at work policy and Civility and Respect pledge.  
– Cllr Herman can obtain the relevant policy and pledge.

**Action Cllr Herman**

- Contract of Employment for the Clerk, Mrs Fitzpatrick – To discuss further – **Action Cllr Payne**
- Auditor forms to be completed by 30<sup>th</sup> June. – **Action Clerk**
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71/24 Planning matters – Planning for school heating system for LPG system within the plant room in the building.

Confusion as to where the tank will be placed and what sort of screening will be used. Also, how the tank will be secured safely.

**Clerk to clarify with the planning application.**

72/24 Update on Shrubbery development.

 Elford is currently earmarked for a full road surface re-dressing, hence the recent works throughout the village to repair potholes. Post surface re-dressing, lines will be repainted.

The Clerk sent through an update from a resident from Seven Acres. The snagging issues, such as the cracked curbs are being dealt with.

- The issue with the 'mounds' is yet to be resolved.
- Positive feedback from the residents where several of the issues raised are being resolved:
- Seven Trent have indicated that they are happy to adopt the drains, although the ditch at the bottom of the site can never be adopted due to not having a competent outfall.

73/24 Surface dressing is currently taking place in the village on Brickhouse Lane and other roads in the village. Many of the potholes are being filled and patched up. Cllr Payne and Turley had a constructive meeting with Highways regarding the water at the bottom of Brickhouse Lane, a few weeks ago, when they were told that they were waiting to hear from BCC and their legal department, as regards the possibility of sharing drainage from the Sports Field/Cricket Club side of the road.

Cllr White observed that the water has collected more so in the last few years at the bottom of Brickhouse Lane. Mr Bridgen has agreed to extend his driveway and put in a concrete drive so that he can conduct his farming business, once the problem of the water has been resolved.

Cllr White has requested to speak to Mr Wright regarding water draining into his pond. Cllr Turley can check with Mr Wright that he is happy to speak to Cllr White.

Once the drainage is sorted out, is there any timeframe of when the road will be re-laid on Brickhouse Lane? Cllr White informed the PC that it's definitely not budgeted in this financial year. It's difficult to say when work will be carried out.

74/24 St Peter's Church request for funding – Clerk has checked with LDC and the Cil funding could be used as a one off, if the PCC deemed that a 'one off' payment is used in that way.

The PCC are agreed that the amount requested can't be funded by the PCC, either by the precept money or Cil money. **Action: Clerk to send a letter with our decision**

75/24 Reports from the Councillors.

Cllr Hermann – The Big Help Out in June all in hand.

The Sportsman lunch to fundraise for the Cricket Club was a huge success and raised in excess of £10,000, more than last year.

Cllr Oakley – Suggested clear out in the church in preparation for the Krypt and flood issue.

Cllr Robertson – successful Ofsted report for the school. Two Outstandings.

Cllr Turley – Awoight visit at the weekend was enjoyed by many and the french guests were warmly welcomed, bringing gifts for the Councillors.

Cllr Payne – Ask Alan to trim and tend to the path on the ROW next to the school playground (next to Dfyrigg's house). **Clerk to agree with Alan**

Speed sign for the main road – expensive to fit. To discuss next month.

Cllr Delderfield – Village signage to be discussed next month.

Purchase of new flags to be discussed next month.

76/24 Correspondence to be discussed at next meeting when Clerk is back.

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77 and 78/24 Financials all read by Councillors, and all will consider the schedule of accounts for payments, to be completed, when the clerk is able to pay them.

Date of next meeting: Monday 10<sup>th</sup> June 2024 at 7pm

Annual Meeting of the Elford Parish Council.

1. Apologies from Cllr Richard Holland and Clerk – Sarah Fitzpatrick. Approval of Minutes from meeting 17<sup>th</sup> May 2023.
2. Chair welcome and annual report (copy available on request)

- Cllr White gave an update on Brickhouse Lane. Mr Bridgen has confirmed that he will be prepared to enlarge his entry drive and concrete it once the drainage issue has been resolved. There are two options in solving the drainage issue:

- Using the pond on the left of Brickhouse Lane or
- Utilising the drainage on the sports field to the right of Brickhouse Lane.

3. Reports from the community:

Mr Wynn – Headteacher (Report available upon request)  
Mrs C Billingham – Awoight Trip (Report available upon request)  
Rev John – St Peter's Church (Report available upon request)  
Steph – Cricket Club (Report available upon request)  
Greg Watkins – Elford Village Hall (Report available upon request)  
Phil On behalf of Irene Standerwick – Coffee Shop

4. Questions from residents

- What progress has been made with ROW 8 and also the ROW 7 (?)  
The Right of Way by The Green is ongoing and regular communication is taking place with the local neighbouring residents and the council.  
Right of Way 7 – the footpath has been reinstated by the builder but the stile was removed. It's not clear as to whether the residents would like to have it reinstated, given that there are other accesses.
- Suggestion to take out the stile at the bottom of the Tame View footpath that meets with The Beck. Suggestion to have a barrier that is easier for elderly people to use. Gary had a discussion with the developer, and we will find out whether the stile was discussed in the meeting.
- It was noted that the speed of vehicles travelling down The Beck was at times dangerous. There has been an increase of vehicles into the village, with the new developments and therefore more villagers but also delivery vans.  
Could we benefit from a speed awareness sign along The Beck? It can be discussed in the next PC meeting.
- Don Robertson says he will make the back board for the new basketball hoop in the playground.