

**MINUTES OF KEYWORTH PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON  
MONDAY 22<sup>nd</sup> NOVEMBER 2021 AT 7.00PM.**

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**PRESENT:**

**Chair:** Cllr Armour  
**Vice Chair:** Cllr Wells  
**Parish Councillors:** Cllrs Atack, Baker, Bell, Butler, Clarke, Fitzgerald, Grice, Kaye, Kemp, Lowe, Oakley, Takel.

**Also present:** Michelle Law (Clerk) who minuted the meeting. Emma Tillyard (Finance Officer), Borough Cllr Cottee, one member of the public.

22/8964 Apologies

Apologies had been received from Cllrs Millband, Moncrieff and Tuttey and the reasons for absence were **ACCEPTED**. Borough/County Cllrs Edyvean and Inglis also sent their apologies.

22/8965 Declarations of Interest

There were no declarations of interest.

22/8966 Minutes

- a) Full council minutes dated 27<sup>th</sup> September 2021 – **APPROVED** and signed by Cllr Armour as a true record.
- b) Planning Committee minutes dated 4<sup>th</sup> October 2021 - **NOTED**
- c) Planning Committee minutes dated 1<sup>st</sup> November 2021 - **NOTED**
- d) Finance & Risk Committee minutes dated 8<sup>th</sup> November 2021 – **NOTED**
- e) Staffing sub-committee minutes dated 15<sup>th</sup> November 2021 - **NOTED**

22/8967 Matters Arising from Full Council Meeting 27<sup>th</sup> September 2021

- a) Adoption of Land – Junction of Bunny Lane and the Square  
The Clerk updated all council members that the names of the owners of the land that were supplied by Rushcliffe Borough Council have now been written to, at the start of October 2021. We are still awaiting a response from the landowners.
- b) Nottingham Road Pedestrian Crossing
  - a) In the absence of Cllr Millband, The Clerk updated council regarding trying to get a new crossing on Nottingham Road. Cllr Millband, The Clerk, Cllr Cottee and two members of the Highways Team met at the start of November to discuss a new crossing being put in on Nottingham Road. The Highways team advised that the next step is for a pedestrian and vehicle count to be conducted, and that this will be done before Christmas 2021. The Parish Council will be updated once the count has been finished. Later in the meeting Cllr

Cottee arrived and item 22/8967 a was revisited, after a brief discussion it was **AGREED** that the vehicle and pedestrian count would be carried out in the spring / summer in order to ensure that the representation of pedestrians was realistic for times of year when the parks are more used.

- c) Electricity Sub-station Cedar Drive / Main Street  
The Clerk has contacted Western Power and a team has been sent to assess the area. Western Power have now cut the grass and made the area tidy (email response under item 22/8790 C below). Cllr Butler asked the Clerk to contact Western Power again to ask them to continue maintaining the area.
- d) COVID Memorial Benches in the flowering bulb area  
Cllr Wells had found costs for new benches (appendix 1). It was **AGREED** that a COVID memorial bench would be installed. It was **AGREED** that it would be installed near the memorial gates on the rectory field. It was **AGREED** that the bench would be made from recycled material.
- e) (22/8960) CIL Monies  
The Responsible Finance Officer informed council that the second amount of CIL monies at £9301.58 has been confirmed to be paid to Keyworth Parish Council soon by Rushcliffe Borough Council. **NOTED**

22/8968      Agenda items not covered elsewhere

- a) Queens Platinum Jubilee Beacon  
See appendix 2 and appendix 3. It was **AGREED** that the Parish Council will purchase a beacon for the Queen's Platinum jubilee in May 2022. It was **DISCUSSED** that the Beacon will be placed on either the Rectory Field or in the Church Yard.
- b) Memorial Bench Request  
Cllr Oakley has requested and kindly offered to pay for a memorial bench for ex parish councillor Derek Oakley. It was **APPROVED** that the Parish Council would like this to happen. The location of the bench is to be agreed at a future meeting.
- c) List The Salutation Inn as an Asset of Community Interest  
Cllr Fitzgerald has requested that the Salutation Inn public house is listed as an asset of community interest (appendix 4). It was **AGREED** that Cllr Fitzgerald would fill in the required paperwork and update the Parish Council members once this has been done.

**Cllr John Cottee arrived at the end of this item.**

- d) Minor Works Contract Between Keyworth Parish Council and Betongpark – Skatepark Extension See appendix 5 for the minor works contract between Keyworth Parish Council and Betongpark **NOTED**. The Responsible Finance Officer informed council that the contract has been sent to the Parish Council Solicitors and we are awaiting feedback

on the contract. It was **NOTED** that the Parish Council would prefer the 12-month release on the retained 5% defect liability funds.

e) Email Responses from Council Members

It is requested that all council members check their emails often and respond to queries as soon as possible, as otherwise council business is held up and deadlines missed. It was suggested that all council members check their emails at least once a day. It was suggested that the title 'Response Required' is also added to the subject field of the email.

f) Festivities Day

Cllr Kaye gave an update on the Christmas Charities Day stating that the day was a huge success. It was also **AGREED** that the forthcoming Festivities Day is to be added to the Hire Fees and Concessions list (appendix 6) and that it is a Parish Council event and is therefore covered by the council's insurance. It was **AGREED** that there are no other events that currently need adding to the list.

22/8969 Finance

- a) Schedule of Payments/Reimbursements - A schedule of payments and reimbursements included in the briefing notes for the meeting was **APPROVED** – see **Appendix 7**.
- b) Christmas Trees / Winter Hanging Baskets / Summer Hanging Baskets – The Parish Council **NOTED** that it now receives only half of the expected donations from businesses in respect of the hanging baskets and Christmas Trees and the draft budget now reflects this. It was **AGREED** that in future the Parish Council will cover the costs of all hanging baskets and tree and that local businesses will be asked for a voluntary donation, in return for this donation the business will be recognised by the Parish Council and thanked publicly.

22/8970 Correspondence if not covered elsewhere

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

- a) Mixed use Development Bunny Lane Keyworth – Council **DISCUSSED** and **NOTED** the correspondence from Steve Bell at Bellco Estates. It was **AGREED** that a meeting will be held with Bellco Estates and that any members of the Parish Council that would like to attend will need to let Cllr Armour.
- b) Electricity Substation Main Street / Cedar Drive – the correspondence **NOTED**.
- c) Rushcliffe's Children Centre – the correspondence was **NOTED**
- d) Wild Things Keyworth Presentation – the correspondence was **DISCUSSED** and **NOTED**. The Clerk will contact Jennifer Manning-Ohren to invite her to the January 2022 Parish Council meeting to do a presentation.

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

DRAFT