

**MINUTES OF KEYWORTH PARISH COUNCIL MEETING HELD IN THE CENTENARY LOUNGE
ON MONDAY 13th JUNE 2022 AT 7.00PM.**

PRESENT:

Chair:

Vice Chair: Cllr Wells (who chaired the meeting)

Parish Councillors: Cllrs Atack, Baker, Butler, Fitzgerald, Grice, Kemp, Lowe, Millband, Moncrieff, Oakley, Takel.

Also present: Michelle Law (Clerk) minuted the meeting.
Borough / County Cllr Cottee and Cllr Edyvean
One member of the public.

23/9019 Apologies

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

23/9020 Declarations of Interest

Cllr Moncrieff declared an interest in item 23/9022 below, Keyworth Tennis Club.

23/9021 Minutes

- a) Full Council Meeting minutes dated 13th June 2022 – **APPROVED** and signed by Cllr Wells as a true record.
- b) Planning Committee minutes dated 4th July 2022 – **NOTED**

23/9022 Correspondence

- **Cllr Wells moved this one item of correspondence to the top of the agenda, as a member of the public was here to talk about it.**
 - **Cllr Moncrieff arrived during this item.**
 - **Cllr Oakley arrived during this item.**
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- a) John Stansfield email – Keyworth Tennis Club – Mr Stansfield addressed the council, and a discussion took place. It was **AGREED** that although the Parish Council appreciate the work the Tennis Club do to maintain the facility, they will be agreeing with the decision that the Finance and Risk Committee took and **WILL NOT** be giving the Tennis Club a grant for the maintenance work that was undertaken in 2021.

23/9023 Matters Arising from Full Council Meeting 13th June

- a) It was raised that when the communications working group was split into two at the last meeting, one of the groups would not be quorate as it only had two members. A discussion took place, and it was **AGREED** that as per the Standing orders a special motion will be given to the proper officer before the next Full Council meeting.

23/9024 Agenda items not covered elsewhere

- a) Insurance and Parish Council Events – An email from the Parish Councils insurance provider and an email from NALC central legal team giving legal advice on what may or may not be covered under the Parish Council insurance. **NOTED**
- For council members to fully understand what can be classed as a Parish Council event and the implications of if an event is classed incorrectly and who would be liable if something did go wrong (appendix 1). **NOTED**
 - To be classed as a Parish Council Event, the event **MUST** be organised by the Parish Council and previously when it has been minuted that it is a Parish Council this is just confirming it is. Just because the minutes say it is a Parish Council event doesn't mean it is if a councillor has not been heavily involved in the organisation of the event. **NOTED**
 - If Parish Councillor attends an event with their Parish Council hat on, then this means that the individual is covered by the Parish Council insurance but not that the whole event is covered by the Parish Council insurance. **NOTED**
 - If something did go wrong, then the councillor who told the event they would be covered by the Parish Council insurance would be personally liable. **NOTED**
- b) Hire Terms and Conditions – A discussion took place, and it was **APPROVED** that the Clerk would make a list of items that the Parish Council currently owns that could potentially be hired out to members of the public and bring this item back to the next full council meeting.
- c) To review the conditions of hire for Council premises - To review the conditions of hire for council premises, more specifically paragraph 37 and the use of inflatables indoors. It was **AGREED** that the Clerk would have an updated risk assessment done for allowing inflatables in the Village Hall, that they would check with the insurance company to make sure we are covered to have inflatables in the Village Hall and that they would speak to a Health and Safety Expert about the implications of allowing inflatables to be used in the Village Hall. This information will then be presented back to council at the next full council meeting.
- d) Village Signs - An official agenda item request form has been received regarding the village signs. It was **AGREED** that this project would be reviewed again in July 2023 after the Future Keyworth project had been started.

- e) Plunkett Foundation - An official agenda item request form has been received regarding joining the Plunkett Foundation. It was **AGREED** that the Parish Council would join the Plunkett Foundation when the next time their services would be useful for a project.
Borough Councillor Edyvean left during this item.
- f) Music Day - An official agenda item request form has been received regarding making the Music Day in September an official Parish Council event. A discussion took place, and it was **AGREED** that the Music Day could be classed as an official Parish Council event. It was also **AGREED** that the Music Day could use one of the Parish Council pages in the Keyworth News to advertise the event. It was also **AGREED** that banners advertising the event could be attached to the railings on Nottingham Road.
- g) Tour of Britain – Some official documentation has been received from Rushcliffe Borough Council that the Tour of Britain will be passing through the Village on the 8th September 2022. It was **AGREED** that Cllr Attack, Cllr Armour and Cllr Takel will be involved in the organisation of events for the Village as the race passes through.

23/9014 Finance

Schedule of Payments/Reimbursements - A schedule of payments and reimbursements included in the briefing notes for the meeting was **APPROVED**. See appendix 2.

23/9017 Correspondence if not covered elsewhere

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

- a) John Stansfield Tennis Club – Moved to the top of the agenda.
- b) Keyworth Conservation Area Advisory Group (CAAG) Grant Acknowledgement – **NOTED**
- c) Keyworth & District Community Concern Grant Acknowledgement – **NOTED**
- d) Keyworth abundance – **NOTED** - It was **AGREED** that Keyworth Abundance could paint a mural on the front of their building.
- e) Stanton-on-the-Wolds – **NOTED** – It was agreed that an extraordinary meeting will need to be called to discuss this matter further.

23/9018 Updates and Questions for Borough / County Councillors

Cllr John Cottee had one update regarding Lady Bay Bridge in West Bridgford, an email has been sent onto Councillors and the information placed on the Councils social media outlets to inform residents of the update.

There being no further business, the Chair closed the meeting at approximately 8.40pm