

EDMONDSLEY PARISH COUNCIL

Minutes of a Meeting of the Edmondsley Parish Council held on 5 March 2026 at 6:30pm

Present: G Wheatley (Chairman), J Armstrong (Vice Chairman), A Bell, J Curry and A Hodgson

Also in attendance – Sarah Gemmell (Parish Clerk) and 2 members of the public.

1. Apologies for Absence:

Cllr MacAlister submitted her apologies.

2. Disclosable Pecuniary Interest:

Cllr Wheatley has dispensation in place to speak during items involving the allotments.

3. Questions from members of the public:

- Litter picking was discussed. It was agreed that the Council would take part in the Big Spring Clean, and that a litter pick would take place on 9th April at 11am.

4. Police Report:

No police report was received.

5. Minutes of Council Meeting:

Resolved: The minutes of the Council Meeting held on 8 January 2026 were approved and were signed by the Chairman.

6. Clerks report:

- The Clerk reported that:
 - Easter event – everything booked.
 - CiLCA - Training still ongoing.
 - Smart Meter – Installation couldn't go ahead, specialist appointment required.
 - Allotments – letters for plot holders ready to send out.
 - Councillor Emails – everyone should now have full access to their .gov emails

7. Parish Matters and on-going items

a) Planning applications

- No applications received.

b) To consider any planning applications received after the agenda was published.

- No applications received.

c) Allotments / Leisure Gardens

- An allotment walk-around will take place on 22nd March at 3pm to inspect all plots.

d) County Councillors update

No County Councillors were present. Cllr Wheatley noted that the recent walk around with the County Councillors and the Neighbourhood Warden was productive. He also informed the Council that the excess leaves have been reported to the Clean & Green team, and that the Council and Warden will clear them the following Friday.

e) Audit

The Council discussed the appointment of an internal auditor. The Internal Audit Plan/Effectiveness of the Internal Auditor was reviewed.

Resolved: It was agreed that Gordon Fletcher would be appointed as Internal Auditor for the upcoming audit. The Internal Audit Plan/Effectiveness of the Internal Auditor was agreed and re-adopted.

f) Allotment Wall Repair

The Clerk informed the Council that the contractor hired to repair the wall is now stating that the repair cannot be completed as agreed, and that either a total rebuild of the wall would be necessary, or replacement with a fence.

Resolved: It was agreed that the Clerk should obtain quotes for both options.

g) Policies

The Council reviewed the following policies:

- Risk Assessment
- Statement of Internal Control

Resolved: The above policies were reviewed and re-adopted.

h) Events

The final plan for the Easter event was discussed.

Resolved: It was agreed that food boxes should be purchased. It was agreed that a charge of £2 per child would be made. The Council requested that the Clerk obtain quotes for an Easter Bunny costume.

i) Allotment Rules

The Council reviewed the updated Allotment Rule Book & Tenancy Agreement.

Resolved: The updated Allotment Rule Book & Tenancy Agreement was agreed and adopted. These to be signed by all plot holders on rent collection day.

j) Training

The Council confirmed which Councillors attended the recent CDALC Data Protection training.

Resolved: It was noted that Cllrs Armstrong, Bell, Hodgson and Wheatley attended the training.

k) Correspondence

- Woodland Trust email offering free tree packs
- Email from resident regarding rubbish along road from Edmondsley to Holmside

Resolved: It was agreed that the Council would not apply for a free tree pack. Clerk to enquire with County Councillors about litter picking along the road from Edmondsley to Holmside.

l) Correspondence since agenda was published (for information only):

- None received
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m) Urgent issues for noting (the Clerk to use delegated powers) and any items Councillors wish to agenda for next meeting.

- Cllr Wheatley raised the possibility of obtaining broadband for the Parish Hall.
- Cllr Wheatley requested that Food Hygiene and Safety Level 2 training be arranged.

Resolved: It was agreed that broadband should be installed at the Parish Hall. It was agreed that the Clerk should arrange Food Hygiene and Safety Level 2 training.

8. FINANCIAL MATTERS

Payments - The following amounts were noted and approved:

- That the sum of £814.84 be paid for staffing costs
- That the sum of £116.00 be paid to SLCC – annual membership fee
- That the sum of £4.49 be paid to HP instant Ink – monthly print plan January
- That the sum of £5.00 be paid to Lebara – mobile phone plan January
- That the sum of £65.93 be paid to E.On – monthly gas direct debit January
- That the sum of £36.13 be paid to E.On – monthly electricity direct debit January
- That the sum of £10.49 be paid to HP instant Ink – monthly print plan February
- That the sum of £50.00 be paid to ASDA – Easter Eggs
- That the sum of £5.00 be paid to Lebara – mobile phone plan February
- That the sum of £65.93 be paid to E.On – monthly gas direct debit February
- That the sum of £46.15 be paid to E.On – monthly electricity direct debit February
- That the sum of £18.49 be paid to Viking – paper towels
- That the sum of £7.90 be paid to Eltons – key cutting

Receipts – that the following amounts were noted:

- No receipts to note

9. Date of Next Meeting

Thursday 7 May 2026 – Annual Parish Meeting at 6pm

- Annual Meeting of the Council at 6:30pm
- Ordinary Council Meeting at 7pm

Meeting terminated at 8:15pm

Chairman

Date