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Minutes of the meeting of Newstead Parish Council held at 7.30pm on Wednesday 3<sup>rd</sup> December 2025 at the Newstead Centre, Tilford Road, Newstead

Present: Cllrs; Emma Astill (Chairman), Tim Moore (Vice Chairman), Ernest Hardy, Glynis Williams, Melanie Sherlock, Callum Astill, Patricia Andrews and Bruce Andrews. Also present: Jack Maloney Clerk & RFO.

25.124 To receive and approve apologies for absence  
 Cllrs; Futers, Bestwick, Pickering & Smith

25.125 Declaration of members' interests for this meeting  
 None

25.126 To receive reports from County and Borough Councillors

- a. To receive an update on the removal of litter, fly tipping and general maintenance of the banking between the Old Village and Hazelford Way Industrial Estate  
**No update received**
- b. To discuss trees posing a danger due to falling branches  
**The Clerk informed the Council of correspondence from Via East Midlands regarding the trees on the 'circle' which they said 'It was observed that the tree of fair condition with multiple failed branches within the group. I can advise that works raised to remove deadwood/crown clean and reduce lateral roadside branches to mitigate any failures over the road. The necessary works will be completed in due course.'**

25.127 Public session: Members of the public can take this opportunity to discuss Parish matters with Councillors  
**No public were present.**

25.128 Correspondence received  
 None.

25.129 To confirm the minutes of the Parish Council Meeting of the 8<sup>th</sup> October as accurate  
**The Council resolved to accept the minutes as accurate.**

**Finance**

25.130 To note/approve the payment of invoices received in October and November 2025  
**The Council noted the invoices paid in October and November. The Council confirmed the final balance payment for the repair of the MUGA lights and were satisfied with the removal of the ivy in the old cemetery. The Council discussed the success of the Christmas switch-on event, with special thanks to Paddington's Waffle Station and to Father Christmas for donating his time. The Chairman requested that a charitable donation of £50 be made to the Hucknall Hope Lea Project from the Chairman's Discretionary Fund as a gesture of thanks to the volunteer Father Christmas. The Council resolved to pay all invoices presented for payment and make the charitable donation.**

Description	Supplier	Net	VAT	Total
Christmas Event Refreshments	Paddington's Waffle Station	170.00	0.00	170.00
Charitable Donation	Hucknall Hope Lea Project	50.00	0.00	50.00
Grant - Newstead Artists	Newstead Artists	41.67	8.33	50.00
MUGA Lighting Repair	Marlec Engineering Co Ltd	2,199.45	439.89	2,639.34
Ivy Removal	Forest Farm Tree Services	660.00	132.00	792.00

25.131 To note payments authorised by delegation due to the cancellation of the November meeting  
The Council ratified payments made to DJB Contacts for the satisfactory repair of the new cemetery path and to Marlec Engineering as a deposit for the repair of the MUGA lights. Additionally, through delegation the Clerk and Chairman had authorised the purchase of new lights for the Christmas tree for £50.98 and refreshments for the Christmas light switch on for £70.89. The Council reviewed all payments made and resolved that the payments had been made correctly.

25.132 To review the bank reconciliation, financial summary and the budget status  
Cllr E Astill reviewed the bank reconciliation and signed it as accurate. The Clerk informed the Council that both the wind farm grant and UKSPF grant for the MUGA lights had been received in November.

25.133 To review the draft budget for 26/27 and consider the effect on the precept  
The Clerk gave an overview of the updated draft budget for the 26/27 financial year. The Council resolved to accept the budget presented as the final draft, to be used to calculate the precept once the tax base had been received.

25.134 To review and agree the proposed grounds maintenance contract for 2026  
The Council discussed the quality of work and reliability of the current contractor and felt the increase was reasonable considering increased staffing and fuel costs. The Council resolved to accept the contract for 2026 as quoted.

25.135 To agree the cemetery fees for 2026  
The Council discussed the proposed increases and the comparison to other burial costs in the local area. The Council resolved to accept the cemetery fees as presented for 2026. The Clerk to publish the fees and send to funeral directors in December.

#### General Matters Concerning the Parish

25.136 To receive an update on outstanding Lengthsman jobs and allocate further jobs  
The Clerk provided an overview of the Lengthsman jobs that had been completed in the last month and the jobs still outstanding on the list.

25.137 To discuss the repair of the memorial gate and fencing  
The Clerk reported that Northfield Construction had straightened the fencing and fixed the gate free of charge. The Council expressed their appreciation to Northfield for their contribution to the community. The Council requested that the repainting of the fencing was added to the Lengthsman jobs with the cost of the paint covered by Newstead Parish Council to be reimbursed through expenses.

25.138 To discuss the funding bid submission for the playground renovation project  
The Clerk outlined the next steps for the bid submission.

25.139 To discuss parking on the Village green  
Cllr Moore explained there had been complaints regarding the parking on the grass of the village green. The Clerk informed the Council that the Police had been contacted for advice on what solutions are available. The Council discussed the issues, they requested the Clerk draft a letter to be sent to residents and agreed it was suitable for Councillor Astill to put a post addressing the issue on Facebook.

25.140 To discuss the use of the Chairmans fund for a Christmas Council gathering  
The Chairman suggested a small buffet for the Councillors to enjoy some Christmas festivities while meeting with the local community. She proposed covering the cost of the refreshments from the Chairmans discretionary fund, which the Council resolved to accept.

25.141 To note the date and time of the next meeting: 14<sup>th</sup> January 2025 at 7:30pm  
**The Council noted the next meeting date.**