

Minutes of the Clipstone Parish Council Meeting held on 24 January 2018 in the Meeting Room, Clipstone Village Hall, Church Road, Clipstone, Nottinghamshire.

Members Present	Members Present	Members Absent
Cllr G Adams	Cllr D Thompson	Cllr B Brownley
Cllr K Beresford	Cllr C Wigman	Cllr MG Whittard
Cllr S Bishop	Cllr JC Wigman	
Cllr R Clarey		

In attendance: The Clerk

Also present: Cllr Peck and members of the public.

Frequently used abbreviations:

CPC	Clipstone Parish Council
LPA	Local Planning Authority
NCC	Nottinghamshire County Council
NSDC	Newark and Sherwood District Council

CPC18-535	To receive apologies for absence from Clipstone Parish Council members. Cllr Brownley had sent her apologies. She was unwell. The apologies were noted by the council.
CPC18-536	To receive questions and petitions from the public – for information only. There were none.
CPC18-537	To receive disclosures of pecuniary and non-pecuniary interests pursuant to section 31 Localism Act 2011 from councillors on matters considered at this meeting. There were none.
CPC18-538	To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and resolve to exclude public and press for these items. There were none.
CPC18-539	To receive minutes of previous Clipstone Parish Council meeting and resolve to sign these as a true record of that meeting. The Council received the minutes of the meeting 20 December 2017 and resolved to sign these as a true record of that meeting.
CPC18-540	To receive updates resulting from the previous meeting's minutes not covered elsewhere on the agenda. (for information only) None that had not been dealt with elsewhere.
CPC18-541	To receive a report from the County and District Councillors. Cllr Peck offered apologies for Cllrs Peacock and Brooks. He reported that Central Drive had been resurfaced. The recent survey on Forest Road had shown that significant speeding was going on which would justify measures to be taken. He warned that this was a lengthy process and that significant funds would need to be found for this. Speedhumps were

	<p>unlikely to be introduced as they had proved not to be effective. It was more likely that interactive speed signs would be introduced.</p> <p>He commented that British Legion lamp post poppies were unlikely to be objected to by the highways team.</p>
CPC18-542	<p>PLANNING: <u>To comment on planning applications:</u></p> <ul style="list-style-type: none"> • 18/00027/FUL Householder application for two storey side extension 50 Central Drive Clipstone NG21 9AG The Council voted to support the application without comment. • 18/00032/FUL Erection of 1No. Detached House Land To The Side Of 4 Mansfield Road Clipstone Nottinghamshire NG21 9EJ No adverse comments had been received from members of the public. The Council voted to support the application without comment. <p><u>To receive the following planning decisions:</u> NONE</p>
CPC18-543	<p>Finance</p> <p>a) To receive the Payments and Receipts report for December The Council approved the Payments and Receipts report for December.</p> <p>b) To receive the bank reconciliation for December The Council received the bank reconciliation for December.</p> <p>c) To receive the payments/receipts over budget report. The Council noted the receipts and Payments over budget report.</p> <p>d) To consider approval of any additional payments received on the day. The Clerk pointed out that the PWLB payment and the February NSDC payment had been added to the schedule since circulation.</p> <p>e) To approve the payment schedule for January/February and sign it and any cheques thus authorised. The Council resolved to approve the updated payment schedule.</p>
CPC18-544	<p>To receive an update of the previous Assets Committee meeting and/or a report from the Chairman of the committee.</p> <p>The committee chairman reported that the committee had requested quotes to undertake tree work in Clipstone Cemetery. It had resolved to purchase two litter bins for the cemetery, 3 dog waste bins, and tools and dispose of old tools which had been replaced.</p> <p>The committee had set its budget for the coming financial year.</p>
CPC18-545	<p>To receive an update of the previous Personnel Committee Meeting and/or a report from the Chairman of the committee.</p> <p>The chairman of the committee reported that the committee had resolved that the clerk should be able to work up to two days per week from home. The committee had also reviewed and agreed the Clerk's contract.</p> <p>The committee had set its budget for the coming financial year.</p>
CPC18-546	<p>To approve the budget demands of the Assets and Personnel Committees (to be tabled).</p>

	<p>The council received the budget demands of the two committees.</p> <p>Proposed by Cllr Beresford seconded by Cllr Thompson the Council approved the budget demands of the committees.</p>
CPC18-547	<p>To consider the following proposal by Cllr Clarey:</p> <p>I Richard Clarey propose that</p> <p>a) the £15,000 in the 2016/17 budget under the budget code of "Community and Health Centre Project" be added to community grants and donations budget to support local groups and organisations in future years starting with 2017/2018.</p> <p>b) and the precept levels for 2017/2018 remains the same as 2016/2017.</p> <p>With the agreement of Cllr Clarey the proposal was amended.</p> <p>Proposed by Cllr Clarey seconded by Cllr Thompson the Council unanimously resolved that the £15,000 in the 2016/17 budget under the budget code of "Community and Health Centre Project" minus any non domestic rates or other costs for that centre be added to the community grants and donations budget to support local groups and organisations in future years starting with 2017/2018.</p> <p>Cllr Clarey agreed to discuss the precept under CPC18-550.</p>
CPC18-548	<p>To agree the budget requirements for Clipstone Parish Council not covered by the two committees.</p> <p>Proposed by Cllr Beresford seconded by Cllr Thompson the Council agreed the budget requirements.</p>
CPC18-549	<p>To consider the following proposal by Cllr Clarey:</p> <p>I Richard Clarey propose that:</p> <p>The Parish Council carry out a feasibility study to determine whether part of the Clipstone Welfare Trust Building could be utilised by the Parish Council for office use and storage as well as community groups, a PCSO contact point and potential use for the library.</p> <p>Proposed by Cllr Clarey seconded by Cllr JC Wigman the Council resolved to commission a feasibility study to investigated the use of parts of the Clipstone Miners Welfare Trust Building for Parish Council purposes.</p>
CPC18-550	<p>To resolve the precept demand for the 2018-19 financial year.</p> <p>It was stated that quickly growing population increased the need for services provided by the Parish Council.</p> <p>The Council resolved that the council tax proportion levied for parish council purposes from each household should not increase.</p> <p>Proposed by Cllr Adams seconded by Cllr Thompson the Council resolved to set the precept demand at £127,545.30.</p>
CPC18-551	<p>To receive a quotations/estimates from estate agents.</p> <p>The Council received and considered the quotations from three estate agents.</p>

	Proposed by Cllr JC Wigman seconded by Cllr Beresford the Council resolved to seek the services of Innes England to sell the former health centre building by private treaty. Furthermore they also asked the agent to consider offers of commercial leases at a 12th of the asking price. The property was to be sold in two lots, the building itself and the separate car park. The asking price for the surgery building and surrounding land should be £175,000 and for the separate carpark £75,000.
CPC18-552	To consider a grant request from Citizens Advice Sherwood & Newark for £750. Proposed by Cllr Thompson seconded by Cllr Adams the Council resolved to reward from Citizens Advice Sherwood & Newark £750.
CPC18-553	To note advice from NALC and GDPR trainer with regards to the use of private e-mail addresses for council business and consider what action to take. The Council considered the advice received. The Council concluded that corporate email addresses were not compulsory for councillors and each would maintain their own email address. The Clerk already had a council email address.
CPC18-554	To receive a list of potential training to be offered by NottsALC and decide if there is any interest for any of them. The "New Councillor Training" was considered the most likely training to be accessed once a vacancy arouse.
CPC18-555	To consider who – if any – should attend appraisal training by NottsALC at a cost of £35 per person. Cllr Wigman would be attending the appraisal training 19 February at Epperstone.
CPC18-556	To approve the continued membership of the Council in National Association of Local Councils. Proposed by Cllr Clarey seconded by Cllr Thompson the Council unanimously approved the continued membership in NALC.
CPC18-557	To approve the purchase of replacement computer equipment to prevent data loss and in preparation for the GDPR at a cost of approximately £660 plus VAT. Proposed by Cllr Clarey seconded by Cllr C Wigman the Council resolved to purchase computer equipment at a cost of approximately £660 plus VAT.
CPC18-558	To consider setting up a Neighbourhood Watch scheme in Clipstone Parish to tackle anti-social behaviour, vandalism and petty crime. (deferred from previous meeting) Cllr Beresford withdrew the this item as he had originally proposed it.
CPC18-559	To note any other correspondence not considered above (for information only). <ul style="list-style-type: none"> • Clerks Direct • NSDC – CIL

	<ul style="list-style-type: none"> • Planning Local <p>The Council Noted the above correspondence.</p>
CPC18-560	<p>To receive Items for Notification to be included on next month's agenda. (for information only). Here were none.</p>
CPC18-561	<p>To confirm date of next scheduled meeting for Wednesday 28 February 2018 at 19.00. The date of the next meeting was confirmed as 28 February 2018 at 19.00. Cllr Clarey gave his apologies for the February meeting as he would be on holiday.</p>

Signed as a true record of that meeting.

Signature: _____ **Date:** _____

FINANCIAL STATEMENT AND BILLS FOR PAYMENT IN

January

CASH POSITION BEFORE ANY PAYMENTS ARE MADE						£
NatWest Current Account	31-Dec					102,319.44
NatWest Reserves	31-Dec					40,194.32
Total						142,513.76
BILLS FOR PAYMENT						
Method	Ref	Supplier	Description	Excl. Vat	VAT	Total
DD	January	NSDC	Non-Dom Cemetery^	36.00	-	36.00
DD	January	NSDC	Non-Dom Village Hall^	295.00	-	295.00
STO	January	NSDC	50% Share Squash and Sauna Rent^	331.25	-	331.25
BACS	December	various	Salaries and Wages*	4,500.00	-	4,500.00
DD	966285791	British Gas	estimated usage doctors - to be reclaimed*	453.31	90.66	543.97
DD	M009YQ	BT	Phone and Broadband*	53.15	10.63	63.78
BACS	OUT-36568	AB Waste	Skip cemetery*	165.00	33.00	198.00
DD		NatWest	Account charges	12.49	-	12.49
BACS	56	M+C Elliott	Grve Digging December	260.00	-	260.00
BACS	2965412	Dr Remote	domain name	6.99	-	6.99
BACS	0844382388	Trade Card UK - Screwfix	Workwear disposables	25.25	5.05	30.30
BACS	0844895415	Trade Card UK - Screwfix	Corner Braces	2.91	0.58	3.49
BACS	0848076028	Trade Card UK - B&Q	Maintenance	55.67	11.13	66.80
BACS	POL-2018-37	Parish Online	Annual Fee	147.00	29.40	176.40
BACS	S/133/2017	NALC	Annual Fee	673.54	-	673.54
BACS	SU1632534	County Supplies	VH consumables	59.10	11.82	70.92
Total						7,076.66
						192.27
						7,268.93

Notes:

* Approximate amounts

^ Regular monthly payments

* Already made

TBA

Transfer between accounts

Items marked yellow represent late additions to schedule.

Authorised Signatory 1

Authorised Signatory 2

Date

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