

Minutes of the Clipstone Parish Council Meeting held on 26 July 2017 in the Meeting Room, Clipstone Village Hall, Church Road, Clipstone, Nottinghamshire.

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

In attendance: The Clerk

Also present: Cllrs C Brooks and Peacock, 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

- CPC17-408 To receive apologies.
Apologies were received from Cllrs Whittard and JC Wigman due to ill health. Cllr Thompson had given his apologies for this meeting at the previous meeting due to a prior engagement. Proposed by Cllr Kay seconded by Cllr Beresford the Council approved the apologies.
- CPC17-409 To receive questions and petitions from the public – for information only.
A member of the public pointed out that the jitty near Eastfield Close needed strimming again and thanked those who had strimmed it on a previous occasion.
- CPC17-410 To receive disclosures of pecuniary and non-pecuniary interests pursuant to section 31 Localism Act 2011 from councillors on matters considered at this meeting.
No interests were declared.
- CPC17-411 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.
Approval that the press and public be excluded for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972.: CPC17-430 and CPC17-433.
The Council resolved to discuss items CPC17-430 and CPC17-433 under the exclusion of Public and Press and move both items to the end of the days business after item CPC17-435.
- CPC17-412 To receive minutes of previous Clipstone Parish Council meeting and resolve to sign these as a true record of that meeting.

The Council resolved to sign the Minutes of the meeting 14 June 2017 as a true record of that meeting.

- CPC17-413 To receive updates resulting from the previous meeting's minutes not covered elsewhere on the agenda. (for information only)
- The Clerk updated councillors on items resulting from previous minutes.
- CPC17-414 To receive a report from the County and District Councillors.
- Cllr Brooks informed the meeting that there would be a meeting with NSDC concerning the headstocks. The Chairman of the Council had been invited. The demolition of the Ritz had been temporarily halted. It was hoped that the façade of the building could at least be saved. She informed the meeting that she had voted against the next phase on Cavendish Park as there were too few green spaces in the proposed design.
- Cllr Peacock reported that progress had been made on the development at the former colliery site and discussions were moving quickly. He reported that there had been a site visit to the proposed Forest Road development sites. Measures mitigating disruption to residents and allotment users were sought.
- At Eastfield Close Newark and Sherwood Homes had been in discussions with residents over the proposed development there.
- The District Council was looking into options to prevent fly tipping at the end of Greendale Crescent.
- CPC17-415 To receive guidance on replies to planning application consultations.
- The Council received the guidance supplied by NSDC.**
- CPC17-416 To comment on planning applications:
- 17/01229/FUL | Change of Use from derelict Post Office to Tattoo Studio. | Clipstone Village Post Office 129 Mansfield Road Clipstone Mansfield Nottinghamshire NG21 9AA
- Councillors wanted to point out that contrary to statements made in the application and accompanying documents, the former Post Office site was neither derelict nor had it stood vacant for 5 years.
- The Council unanimously resolved to support the application.**
- To receive the following planning decisions:
- 17/00790/FUL | Householder application for erection of a single-storey extension to the rear of the existing property and the installation of a new ground-floor window to the left side elevation of the existing property. | 38 Sixth Avenue Clipstone Nottinghamshire NG21 9DW - - **Application Permitted**
 - 17/00731/FUL | Householder application for a proposed detached garage | 158 Forest Road Clipstone NG21 9DS | - - **Application Permitted.**
- CPC17-417 To receive the minutes of the Assets Committee Meeting 15 June and the draft minutes 12 July (to be tabled) and a report from the Chairman of the committee.
- The Council received the draft minutes of the Assets Committee and a report of the Chairman of the Committee.**
- CPC17-418 To receive the notes of the public open meeting 05 July 2017.
- The Council received and approved the notes from the public open meeting 07 July 2017 and asked the Clerk to publish these on the website.**

- CPC17-419 To consider which measures could be taken to prevent motorised scooters from driving on foot and cycle paths and which legal powers the Council would use.
The Council resolved to defer this item to a future meeting as it had been suggested by Cllr Whittard who was not present.
- CPC17-420 To receive information on a proposed Sports and Skate Park.
The Council received an overview of the proposed Sports Park development on Church Road from Cllr Clarey. He was asked where people would park or football matches and he said that there was plenty of car parking available at the Welfare Social Cub and people would be actively encouraged to park their cars there and walk a few yards. He was asked what would be done about vandalism. He replied that a lot of work had been done with the young people at the youth club who would also be the likely users. Furthermore the materials used would be very sturdy.
- CPC17-421 To consider an Alcohol Policy – proposed by Cllr Whittard.
Proposed by Cllr Clarey seconded by Cllr Brownley the Council resolved not to consider an Alcohol Policy.
- CPC17-422 To receive advice on the installation of Christmas lights on private property by the insurer.
The Council received the advice received from the Council's insurance company.
- CPC17-423 Deferred from previous meeting: Cllr MG Whittard presented the following motion:
This Parish Council recognises the hard work put in by the Harper family of Third Avenue, Clipstone Village, in providing at no expense to but of great benefit to Clipstone and its surrounding communities, a display of Christmas Illuminations.
This Parish Council notes that the display provided raises funds for the benefit of Clipstone Scout Group which in turn is of benefit to the area as a whole.
This Parish Council thanks them for their efforts over the years.
This Parish Council resolves to support their initiative, and other similar proven initiatives that provide a benefit to Clipstone, by positively supporting them through the loan of the Parish Council Scaffold Tower and workforce for the erection and dismantling of their displays.
Having taken the advice provided by the Council's insurance company the council resolved that it would not be able to provide the services proposed by Cllr Whittard.
- CPC17-424 To approve attendance at Cemetery Management course at Epperson for staff and a councillor. £40.00 per person.
The Council approved the attendance of four individuals at Cemetery Management course at Epperson.
- CPC17-425 To receive the final Internal Auditor's Report.
The Council received the final Internal Auditor's Report for the financial Year 2016-17.
Cllr Beresford agreed to provide a rebuilding valuation of the council's properties for insurance purposes.
- CPC17-426 To receive information on upcoming changes to Data Protection and GDPR (General Data Protection Regulations).
The Council received A NALC briefing note on the General Data Protection Regulations. Further briefings were expected and training would be offered

- through the local NALC branch.
- CPC17-427 To consider the Clerk's attendance at the SLCC National Conference in October.
Proposed by Cllr Beresford seconded by Cllr Clare the Council approved the Clerk's attendance at the National Conference at a cost of £330 plus VAT.
- CPC17-428 To consider signing up Planning Local support @£100 per year.
Proposed by Cllr Beresford seconded by Cllr Adams the Council resolved to subscribe to Planning Local.
- CPC17-429 To consider which parts of Clipstone would need to be included in a neighbourhood plan and note date for an additional Parish Council Meeting 06 September 2017 at 17.30.
Proposed by Cllr Clare seconded by Cllr Brownley the Council resolved that the whole of Clipstone Parish should be subject to the Neighbourhood Plan.
The Council noted the date for an additional Parish council Meeting 6 September at 17.30.
- CPC17-430 To receive a report on CCTV coverage in Clipstone and decide on renewal of CCTV Contacts.
This item was discussed at the end of the meeting.
Public and Press were temporarily excluded whilst item CPC17-430 was being discussed.
The Council resolved to invite Mr Ben Adams, NSDC, to give a presentation to the council before a decision would be made.
- CPC17-431 Finance
 - a) To receive the Payments and Receipts report for June
 - b) To receive the bank reconciliation for June.
 - c) To receive the payments/receipts over budget report.
 - d) To consider approval of any additional payments received on the day
 - e) To approve the payment schedule for July and sign it
 - f) To sign any cheques approved for payment
- CPC17-432 To consider the exclusion of the press and public for the following item of business on the ground that it involves the likely disclosure of exempt information as defined in Paragraph 5 of Part 1 of Schedule 12A to the Local Government Act 1972: Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
Public and Press were temporarily excluded whilst item CPC17-433 was being discussed.
- CPC17-433 To receive correspondence from the Council's solicitor.
The Council received correspondence from the Council's solicitor.
The Clerk was asked to obtain quotes for specialist legal advice.
- CPC17-434 To receive any other correspondence not considered above (for information only).
 - TUC Pay Claim
 - Specials Recruitment Campaign
 - Remembrance Day Parade
 - Good Councillor Guide – Finance

- NCHA – Bay off Church Road/Sixth Avenue
- VIA East Midlands – No grass cutting in areas with 40m/h+ speed limits
- Ritz – demolition and temporary stop notice.
- National Non-Domestic Rates
- Council News – Sick leave Questions in references, entitlement to regular breaks

The Council received the above correspondence.

CPC17-435 To receive Items for Notification to be included on next month's agenda. (for information only).

None

CPC17-436 To confirm date of next scheduled meeting for Wednesday 27 September 2017 at 19.00.

The date of next scheduled meeting was confirmed for Wednesday, 27 September 2017 at 19.00.

There would be an additional meeting 06 September at 17.30.

Signed as a true record of that meeting.

Signature: _____ **Date:** _____

DRAFT

FINANCIAL STATEMENT AND BILLS FOR PAYMENT IN

July/August

CASH POSITION BEFORE ANY PAYMENTS ARE MADE						£
NatWest Current Account					30-Jun	73,695.72
NatWest Reserves 1					30-Jun	36,471.29
Nat West Reserves 2					30-Jun	3,718.66
Total						113,885.67
BILLS FOR PAYMENT						
Method	Ref	Supplier	Description	Excl. Vat	VAT	Total
DD	July	NSDC	Non-Dom Cemetery	36.00	-	36.00
DD	July	NSDC	Non-Dom Village Hall	295.00	-	295.00
DD	July	NSDC	Non-Dom Former Health Center	930.00	-	930.00
STO	July	NSDC	50% Share Squash and Sauna Rent	331.25	-	331.25
BACS	July	Staff Salary+Wages	Approximate Staff salary and Wages	3,300.00	-	4,000.00
DD	August	NSDC	Non-Dom Cemetery	36.00	-	36.00
DD	August	NSDC	Non-Dom Village Hall	295.00	-	295.00
DD	August	NSDC	Non-Dom Former Health Center	930.00	-	930.00
STO	August	NSDC	50% Share Squash and Sauna Rent	331.25	-	331.25
BACS	August	Staff Salary+Wages	Approximate Staff salary and Wages	4,000.00	-	4,000.00
BACS	15/06/2017	L&M Fencing	Health Centre fencing	1,644.70	328.94	1,973.64
BACS	1131467017	Konica Minolta	Printing	43.73	8.75	52.48
BACS	1131483063	Konica Minolta	Printer Hire	51.51	10.30	61.81
BACS	12135647	Corona	Drill and bits, flourescent lights	84.22	16.82	101.04
BACS	SU1604880	County Supplies	Standing Charge Doctor's	186.00	9.30	195.30
BACS	17.010	Snowdin Accountancy	Brooms etc	18.15	3.63	21.78
BACS	2889176	TagHosting	Internal Audit Final (Inclusive travel)	130.00	-	130.00
BACS	631089	Clr K Beresford - Re-imbusement	Annual hosting	35.58	-	35.58
BACS	SU1605335	County Supplies	Printed flyers	73.95	-	73.95
DD	M003A9	BT	Brooms etc	7.75	1.55	9.30
BACS	10110547	NSDC	phone and Bredband	124.10	24.82	148.92
BACS	SU1605633	County Supplies	CCTV Town Centre	5,067.00	1,013.40	6,080.40
BACS	11173	CPM Toolhire	Stationery	25.25	5.05	30.30
BACS	11172	CPM Toolhire	Strimmer head	34.62	-	34.62
BACS	27258309	Came and Company	Stihl oil and line	39.40	-	39.40
BACS	CD/7935/KT	Harrop White, Vallance & Dawson	Van Insurance	436.80	-	436.80
BACS	543752	Platts Harris	Fees Former Health Centre	504.00	80.00	584.00
BACS	3645868	Zurich Municipal	repair Stander Mower	80.33	15.30	95.63
DD	20208486	PWLB	Insurance	2,692.63	-	2,692.63
BACS	17	M+C Elliott	Loan repayment	6,857.37	-	6,857.37
BACS	CPC006	JKE Web Design	Grave Digging May	520.00	-	520.00
BACS	SU1608044	County Supplies	Chain and padlocks	89.03	17.81	106.84
BACS	M004 EB	BT	Renewal Annual Maintenance	350.00	-	350.00
Pockit	Halfords		WH consumables	74.39	14.88	89.27
			Telephone and Broadband	97.74	19.54	117.28
			Van Service and MOT	158.33	31.67	190.00
Total				29,911.08	1,601.76	32,212.84

Notes: * Approximate amounts

Items marked yellow represent late additions to schedule.

Authorised Signatory 1

Authorised Signatory 2

Date

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