

Minutes of the Clipstone Parish Council Meeting held on 26 September 2018 in the Meeting Room, Clipstone Village Hall, Church Road, Clipstone, Nottinghamshire.

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

In attendance: The Clerk

Also present: several 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

CPC18-719	To receive and resolve to approve apologies for absence. Apologies had been received for Cllr JC Wigman due to work commitments. The Council approved the apologies.
CPC18-720	To receive questions and petitions from the public – for information only. A member of the public reported that there had been a site meeting with a representative of Woodheads Construction who listened to the residents' concerns about parking and health and safety.
CPC18-721	To receive a report from the County and District Councillors There were none. Cllr Peck had sent his apologies.
CPC18-722	To receive disclosures of pecuniary and non-pecuniary interests pursuant to section 31 Localism Act 2011 from councillors on matters considered at this meeting. Cllr Beresford declared an interest in CPC18-726.
CPC18-723	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. The Council resolved to debate item CPC18-731c at the end of the meeting and exclude public and press from the proceedings for this item due to its potentially commercially sensitive nature.
CPC18-724	To receive minutes of previous Clipstone Parish Council meeting and sign these as a true record of those meetings. The Council unanimously resolved to approve the minutes of the meeting 25 July 2018 and sign these as a true record.
CPC18-725	To receive updates resulting from the previous meeting's minutes not covered elsewhere on the agenda. The Council received updates resulting from previous meetings' minutes.

CPC18-726	<p>To comment on planning applications:</p> <ul style="list-style-type: none"> 18/01682/FUL Single Storey Rear Extension Pisces Fish Bar 153 Mansfield Road Clipstone Nottinghamshire NG21 9AA The Council supported the application without comments. 18/00509/FULM Erection of 71 dwellings, structural landscaping, open space provision and access roads. Land West of Waterfield Way Clipstone Nottinghamshire The Council resolved to retain a neutral stance. <p>Cllr Beresford left the room for the discussion of the following item. The Council nominated Cllr Wigman to chair for the following item only.</p> <ul style="list-style-type: none"> 18/01491/FUL Renovation of Clipstone Health Centre (D1 Planning Use Class) and change of use to C2 to provide a registered care service with nursing. Includes 6 No. supported living apartments with communal facilities. Health Centre First Avenue Clipstone Nottinghamshire NG21 9DA The Council resolved to approve the application without comment. Cllr Beresford returned to the room and continued to chair the remainder of the meeting.
CPC18-727	<p>To formally approve the expenditure of £4,830 for the testing and installation of Christmas decorations as in previous years and the associated energy costs. The Council resolved to approve £4,830 for the annual testing and installation of Christmas lights.</p>
CPC18-728	<p>To set a date for a Christmas Lights event and decide on the format this event is to take.</p> <ul style="list-style-type: none"> To approve the purchase of additional lights for the Christmas Holly Tree at a cost of approximately £110. Proposed by Cllr Clarey seconded by Cllr Brownley the Council resolved to approve £110 for the purchase of additional lights for the holly tree. The lights would remain the property of Clipstone PC. To approve a budget for the lights event of £500 for consumables. Proposed by Cllr Clarey seconded by Cllr Brownley the Council resolved to approve up to £500 to be spent on first aid provision and consumables for the lights event 24 November 2018.
CPC18-729	<p>To receive a report from the Cemeteries Steering Group and consider the following recommendations:</p> <ol style="list-style-type: none"> To permit installation of memorials only by appointment with staff instructing on position. New cemetery rules to be drawn up specifying memorial dimensions and number, rules to be communicated to all grave owners, funeral directors and stone masons and enforced. New part of cemetery to be surveyed and plans redrawn to create additional plots. Plots to be renumbered To discontinue pre-purchases and allocate plots in order.

	<p>e) New cremated remains area to be lined up with path and plots marked with slabs. Plan and plot numbers to be changed accordingly.</p> <p>f) To professionally survey old part, renumber plots to one number per plot and digitise records to identify vacant plots to maximise usage.</p> <p>The Council resolved to approve all the above recommendations. The Assets committee would draw up new cemetery rules and obtain relevant quotations for new software and mapping as well as a survey.</p>
CPC18-730	<p>To receive a report from the chair of the assets committee.</p> <p>The Council noted the report.</p>
CPC18-731	<p>To receive an update on the sale of the Former Health Clinic.</p> <p>a) To sign paperwork if available.</p> <p>Two councillors signed the signed the contract and associated paperwork witnessed by the clerk.</p> <p>b) To authorise the internal transfer of £30,000 to NatWest current account to ensure enough funds for overage payment to NHS and authorise this payment of £100,000.</p> <p>The Council resolved to approve the internal transfer of £30,000 to facilitate smooth financial transactions required for the sale of the former health centre.</p> <p>The following item was debated under exclusion of public and press at the end of the meeting.</p> <p>c) To consider repayment of the PWLB loan following the receipt of full payment for the sale and authorise the repayment if approved.</p> <p>The Council resolved to defer a decision on this item until the sale has been concluded and all associated costs paid.</p>
CPC18-732	<p>To receive information on electricity tariffs, note the substantial increases in energy prices and decide which tariff to subscribe to and authorise Clerk to sign relevant paperwork.</p> <p>The Council resolved to an SSE 36 tariff as quoted by LSI and authorised the clerk to sign all the relevant paperwork.</p>
CPC18-733	<p>To note the date of the Nottinghamshire ALC AGM 14/11/18 19.30 at Epperstone and consider whether to nominate delegates and/or officers for election.</p> <p>Proposed by Cllr Clarey seconded by Cllr Bishop, the Council nominated Cllr Beresford as a delegate and did not nominate any officers.</p>
CPC18-734	<p>To receive correspondence :</p> <ul style="list-style-type: none"> • Bilsthorpe PC – request to work together over CIL <p>The council agreed to enter in conversation with Bilsthorpe PC.</p> <ul style="list-style-type: none"> • Circular to all County Associations of Parish Councils East Midlands Region • Kings Clipstone Neighbourhood Plan Proposal Submission http://www.newark-sherwooddc.gov.uk/planningpolicy/neighbourhoodplanning/ • Mansfield Local Plan consultation

	<ul style="list-style-type: none"> • NHS – codesign events • Parish Council Conference invitation 13 October 2018 9am-12.30pm <p>Cllr Clarey agreed to attend the Parish Council Conference.</p> <ul style="list-style-type: none"> • Remembrance Day Parade info • TV Licensing • Update from CCRG <p>The Council noted the above correspondence.</p>
CPC18-735	<p>Finance</p> <ul style="list-style-type: none"> a) To receive the Payments and Receipts report for July/August b) To receive the payments/receipts over budget report. c) To consider approval of any additional payments not previously reported d) To approve the payment schedule for September/October and sign it . e) To sign any cheques approved for payment. f) To approve virements as presented. <p>The Council noted the above documents and resolved to approve the payments schedule, sign any cheques and approve the virements as presented.</p> <ul style="list-style-type: none"> g) To resolve to re-activate the Lloyds Bank Clipstone Village Hall Account which has no surviving signatories or open a new account if so required to accept the funds from the dormant account with the following signatories: Cllrs Adams, Brownley, Clarey, C Wigman and J Wigman and the Clerk B Boyer. <p>Proposed by Cllr Beresford seconded by Cllr Adams the Council resolved to do what was required to re-activate the Lloyds Clipstone Village Hall account and that the new signatories should be Cllrs Adams, Brownley, Clarey, C Wigman and J Wigman and the Clerk B Boyer.</p> <ul style="list-style-type: none"> h) To confirm the following signatories to the NATWEST Accounts: Cllrs Adams, Brownley, Clarey, C Wigman and J Wigman and the Clerk B Boyer. <p>Proposed by Cllr Beresford seconded by Cllr Adams the Council resolved to confirm the signatories for all Nat West Accounts should be Cllrs Adams, Brownley, Clarey, C Wigman and J Wigman and the Clerk B Boyer.</p>
CPC18-736	<p>To formally note the External Auditor’s report and receipt of certificate.</p> <p>The Council noted the External Auditor’s report and certificate.</p>
CPC18-737	<p>To consider new bus infrastructure as proposed by NCC.</p> <p>The Council noted the proposed position for an additional bus stop on Cavendish Way. There were no objections.</p>
CPC18-738	<p>To consider a memorial application for new memorial of uncommon shape and size.</p> <p>The Council considered the application received and resolved that the memorial should not exceed 100cm in height above ground.</p>
CPC18-739	<p>To receive a letter from a member of the public complaining about flooding of her garden by water originating in the cemetery car park.</p>

	The Council resolved that the flooding of the garden would have been a "one in a hundred years" type event. The Council would not contribute to the replacement of a wooden structure in the garden by a stone one.
CPC18-740	To consider a staff request to increase the fees paid to them for cremated remains grave digging. The Council unanimously resolved to increase the fees paid for digging cremated remains plots by £15.00.
CPC18-741	To receive Items for Notification to be included on next month's agenda. (for information only). <ul style="list-style-type: none"> • Review terms of reference for personnel committee and increase membership • Consider terms and conditions for council workers to carry out playground checks on new play are. • To discuss a parish survey regarding the future of the headstocks.
CPC18-742	To confirm date of next scheduled meeting for Wednesday 24 October 2018 at 19.00. The date for the next scheduled meeting was confirmed as 24 October 2018.

Signed as a true record of that meeting.

Signature: _____ Date: _____

2018-19 Payment Schedule September 18

FINANCIAL STATEMENT AND BILLS FOR PAYMENT IN

September

CPC18-735d)

CASH POSITION BEFORE ANY PAYMENTS ARE MADE						£
NatWest Current Account					31-Aug	27,894.04
NatWest Savings Account					31-Aug	30,205.83
					Total	58,099.87
BILLS FOR PAYMENT						
Method	Ref	Supplier	Description	Excl. Vat	VAT	Total
DD	4101239939	NSDC ^	Non-Dom current month Community Centre	1,680.00	-	1,680.00
DD	4101023877	NSDC ^	Non-Dom current month cemetery	40.00	-	40.00
DD	4101231278	NSDC ^	Non-Dom current month Village Hall	326.00	-	326.00
STO	43037	NSDC ^	Rent portion S&S current month	331.25	-	331.25
BACS		Salaries and Wages*	Approximate amount salaries and Wages	4,500.00	-	4,500.00
BACS	CPC18-667b	Clipstone Allotments Society ^	Grant Little Diggers	200.00	-	200.00
BACS	CPC18-667c	Clipstone Football Club ^	Grant	500.00	-	500.00
BACS	CPC18-667d	CHWCT Clipstone Junior Football Club ^	Junior Football Grant	500.00	-	500.00
BACS	CPC18-667e	CMFCT Clipstone Youthclub ^	Youth Club Grant	6,000.00	-	6,000.00
BACS	810985	NALC (national) ^	NALC Annual Conference - conference only	195.00	39.00	234.00
BACS	1138961135	Konica Minolta ^	Printer Hire	73.65	14.73	88.38
BACS		S Kilkeris ^	Deposit refund	50.00	-	50.00
BACS	Internal Transfer	Pockit Card ^	Topup Pockit Card	450.00	-	450.00
DD	July	NatWest ^	Bank Charges June	15.15	-	15.15
DD		NatWest ^	Bank Charges July	21.97	-	21.97
DD		NatWest ^	Bank Charges August	18.74	-	18.74
BACS	10/08/18	D Streets ^	water circulation pump, toilet repairs	480.00	-	480.00
BACS	899948022	Trade UK ^	carpark and cemetery wall	60.62	12.13	72.75
BACS		N Hallam ^	Deposit refund	50.00	-	50.00
BACS	2	M+C Elliott ^	Grave Digging	310.00	-	310.00
BACS	191637032	British Gas	Gas Village Hall	35.02	1.75	36.77
DD		Water Plus	Water VH	113.28	-	113.28
BACS	11436	CPM Tool Hire ^	Strimmer Spool	20.00	-	20.00
BACS	34574	THPE	Uniform and PPE	138.45	18.69	157.14
BACS		RCAN ^	Playground Inspection Training	300.00	-	300.00
Cheque		Poppy Appeal	Poppy Wreaths	34	-	34.00
BACS	24830	County Signs	Car Park Signs	80.00	16.00	96.00
BACS	906349680	Trade Uk	Outdoor maintenance	26.59	5.33	31.92
DD	966366458	British Gas	Electricity VH 19/05-15/08	198.28	9.91	208.19
DD	251013476	British Gas	Gas VH 1/8-31/08	55.33	2.76	58.09
BACS	8	M+C Elliott	Grave Digging	270	0	270.00
Pockit		The Swan@Old Stratford	Accommodation NALC Conference	55	0	55.00
					Total	17,128.33
						120.30
						17,248.63

Notes:

* Approximate amounts

^ Already paid

Items marked yellow represent late additions to schedule.

Authorised Signatory 1

Authorised Signatory 2

Date

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