

## Minutes of the Clipstone Parish Council Meeting held on 27 February 2019 in the Meeting Room, Clipstone Village Hall, Church Road, Clipstone, Nottinghamshire.

Members Present	Members Present	Members Absent
Cllr G Adams	Cllr P Greenwood	Cllr S Bishop
Cllr K Beresford	Cllr A Thompson	
Cllr B Brownley	Cllr C Wigman	
Cllr R Clarey	Cllr JC Wigman	

In attendance: The Clerk

Also present: County councillor Peck

Frequently used abbreviations:

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

CPC19-026	To receive and resolve to approve apologies for absence. <b>No apologies received.</b>
CPC19-027	To receive questions and petitions from the public – for information only. <b>There were none.</b>
CPC19-028	To receive a report from the County and District Councillors Cllr Peck reported the resurfacing of First Avenue had been completed. The Cavendish bus service was now active, but the bus shelters had not been put up yet. He would follow this up. He supported the Council's LIS application to install accessible toilets in the cemetery.
CPC19-029	To receive disclosures of pecuniary and non-pecuniary interests pursuant to section 31 Localism Act 2011 from councillors on matters considered at this meeting. <b>There were none.</b>
CPC19-030	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. <b>There were none.</b>
CPC19-031	To receive minutes of previous Clipstone Parish Council meeting and sign these as a true record of those meetings. <b>The council received the minutes of the meeting 23 January 2019 and resolved to sign these as a true record.</b>
CPC19-032	To receive updates resulting from the previous meeting's minutes not covered elsewhere on the agenda. (for information only) The council noted the updates on the previous minutes.
CPC19-033	To receive an update from <ul style="list-style-type: none"> <li>Personnel Committee meeting 18/02/19 by the committee chairman</li> </ul> <b>The Council received the report of the committee chairman C Wigman and noted the decisions taken.</b>

	<ul style="list-style-type: none"> <li>Assets Committee meeting 18/02/19 by the committee chairman</li> </ul> <p><b>The Council received the report of the committee chairman R Clarey and noted the decisions taken:</b></p> <p><b>The LIS application for alterations to the welfare hut to make the toilets in the cemetery accessible to the public.</b></p> <p><b>The maximum dimensions for memorials in their assembled form above ground in the new part of the cemetery should apply:</b></p> <p><b>For memorial cremated remains plot: H 50cm, W 50cm, D 50 cm must not be exceeded.</b></p> <p><b>For a standard burial plot: H 100cm, W95cm, a base of 95cm x50cm would be permitted to allow for vases and similar items. No items will be permitted on the grassed area.</b></p>
CPC19-034	<p>To comment on planning applications:</p> <ul style="list-style-type: none"> <li>None received for comment.</li> </ul> <p>To receive the following planning decisions:</p> <ul style="list-style-type: none"> <li>None received</li> </ul>
CPC19-035	<p>To consider purchasing Lamp Post Poppies at £3 each.</p> <p><b>The Council resolved to purchase 30 lamppost poppies. These should be spread further along Mansfield road than last time.</b></p>
CPC19-036	<p>To consider a grant application from Clipstone and Forest Town Unity Band.</p> <p><b>The Clerk explained that an application on the Council's official form had not been received but a letter requesting a grant. The clerk further explained that virements would be required to accommodate this grant but that funds were available within the overall council budget. Proposed by Cllr Clarey seconded by Cllr Beresford the Council resolved to award a grant of £1,000 to the</b></p>
CPC19-037	<p>To receive an update on Operation London Bridge and authorise related expenditure.</p> <p><b>The Council resolved not to purchase any official pictures at £94 apiece. The clerk was asked to purchase the other items on the list provided.</b></p>
CPC19-038	<p>Finance</p> <ol style="list-style-type: none"> <li>To receive the Payments and Receipts report for February.</li> <li>To receive the payments/receipts over budget report.</li> <li>To receive the bank reconciliation.</li> <li>To consider approval of any additional payments not previously reported</li> <li>To approve the payment schedule for February/March and sign it – to be tabled</li> <li>To sign any cheques approved for payment.</li> </ol> <p><b>The Council noted the receipts and payments for January (mistake on agenda acknowledged), the receipts and payments over budget report and the bank reconciliation to 21 January. The Council resolved to approve the payment schedule as presented.</b></p>
CPC19-039	<p>To consider transferring funds in excess of a certain amount at the end of February to the Mansfield Building Society Account where it will receive interest</p>

	<p>and transfer the remainder of the capital income to the NatWest reserve account.</p> <p><b>The Council resolved to transfer £100,000 to the Mansfield Building society and £11,383 to the reserves account at NatWest.</b></p>
CPC19-040	<p>To consider attendance on the NALC Recruiting and Employing Staff with Confidence training course.</p> <p><b>The Council resolved that Cllr Thompson would be attending the course.</b></p>
CPC19-041	<p>To receive the following correspondence:</p> <ul style="list-style-type: none"> <li>• NALC – Persimmon Grant Scheme for local clubs and organisations</li> <li>• NALC – Personnel Newsletter – whistle blowers</li> <li>• Closure Plan Hilcote Drive</li> <li>• Funding Grants Bulletin</li> <li>• The Beat</li> <li>• Stakeholder Updates</li> <li>• Making Tax Digital</li> <li>• Hand Drawn Parish Map offer</li> </ul> <p><b>The Council received and noted the above correspondence.</b></p>
CPC19-042	<p>To receive the elections time table and information on “purdah” during the election period.</p> <p><b>The Council noted the information given.</b></p> <p><b>The Council resolved that the Annual Parish meeting should take place 24 April at 18.45 followed by the scheduled Council meeting at 19.00.</b></p> <p><b>The Council resolved to bring forward the May Parish Council Meeting to 08 May 2019 at 19.00 due to the forthcoming elections.</b></p>
CPC19-043	<p>To receive a report from the Chairman on his investigation into a complaint about councillor conduct – Exclusion of public and press recommended. The chairman had not received any reply to his correspondence with the complainant.</p>
CPC19-044	<p>To receive Items for Notification to be included on next meeting’s agenda. (for information only).</p> <p><b>There were none.</b></p>
CPC19-045	<p>To confirm date of next scheduled meeting for Wednesday 27 March 2019.</p> <p><b>The Council confirmed the date of next scheduled meeting for Wednesday 27 March 2019.</b></p>

**Signed as a true record of that meeting.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## 2018-19 Payment Schedule February 19

## FINANCIAL STATEMENT AND BILLS FOR PAYMENT IN

February

CPC19-038e)

CASH POSITION BEFORE ANY PAYMENTS ARE MADE						£
NatWest Current Account		31-Jan				365,269.55
Community Fund		30/12/2017 interest pending				3,597.23
<b>Total</b>						<b>368,866.78</b>
BILLS FOR PAYMENT						
Method	Ref	Supplier	Description	Excl. Vat	VAT	Total
	STO	IO122441 NSDC^	Rent Share	331.25	-	331.25
	BACS	February various	Salaries and Wages*	4,500.00	-	4,500.00
	BACS	FA030210 Nottinghamshire Fire Safety	Extinguishers and PAT	230.41	46.08	276.49
	BACS	966409023 British Gas	VH	317.19	63.43	380.62
	BACS	VP49554770 BT	Telephone and Broadband	60.65	12.12	72.77
	BACS	4th Quarter SSE	Cemetery Electricity	73.42	3.67	77.09
	BACS	1142199365 Konica	Printer hire"	73.65	14.73	88.38
	BACS	0941056651 Trade Uk	Sealant etc"	7.02	1.40	8.42
	BACS	SU1676469 NCC Supplies	Paper"	13.75	2.75	16.50
	BACS	SU1676858 NCC Supplies	First Aid "	38.50	7.70	46.20
	BACS	3077/00121363 Jewson	Ironmongery"	2.50	0.50	3.00
	BACS	SP18022955 St John'S	First Aid Cover"	115.00	23.00	138.00
	BACS	11374 JB Littlewood	Weedkiller	103	20.6	123.60
	BACS	8486 PWLB	Repayment of Loan"	106,737.06	-	106,737.06
	BACS	NatWest	Bank Charges	16.83	-	16.83
	BACS	THPE	Boots	59.95	-	59.95
	BACS	Transfer Pockit Card	Petty cash Top Up	350.00	-	350.00
	BACS	#553 party refund	party refund	50.00	-	50.00
<b>Total</b>						<b>113,080.18</b>
						<b>195.98</b>
						<b>113,276.16</b>

## Notes:

Items marked yellow represent late additions to schedule.

\* Approximate amounts

^ Regular monthly payments

" Already made

TBA

Transfer between accounts

Authorised Signatory 1

Authorised Signatory 2

Date

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