

Minutes of Clipstone Parish Council Meeting held on 08 July 2015 in the Meeting Room, Clipstone Village Hall, Church Road, Clipstone, Nottinghamshire.

Members Present	Members Present	Members Absent
Cllr G Adams,	Cllr P Sparrow	Cllr B Brownley
		Cllr D Thompson
Cllr M Dabbs (Chair)	Cllr R Vilinskis	
Cllr D Sparrow	Cllr K Weaver	

In attendance: The Clerk

Also Present: County Cllr J Peck and 3 members of the public

CPC15-36	Welcome by Chair Chairman Dabbs welcomed councillors and members of the public to the meeting.
CPC15-37	To receive and resolve to approve apologies for absence. The Council unanimously resolved to approve the apologies for absence for Cllrs Brownley and Thompson.
CPC15-38	To receive disclosures of pecuniary and non-pecuniary interests pursuant to section 31 Localism Act 2011 from councillors on matters considered at this meeting. The clerk advised the council that it would be prudent of the council as a whole to declare an interest in item CPC-56A, 15/01074/FUL as this planning application relates to council property.
CPC15-39	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. Cllr D Sparrow proposed, seconded by Cllr P Sparrow, that item CPC15-46 should be discussed after exclusion of public and press as terms of contract under negotiation would be discussed and to move the item to the end of the meeting. The council resolved to exclude public and press for item CPC15-46.
CPC15-40	To receive minutes of and any updates with regards to Clipstone Parish Council meetings held on Wednesday 10 June and resolve to sign these as a true record of that meeting. The council received the minutes of 10 June 2015 and resolved for them to be signed as a true record of that meeting.
CPC15-41	To receive a report from the County Councillor. Cllr Peck informed the Council that the Boundary commission Review would only indirectly impact on Clipstone as the group of villages represented by his seat would change. He reported that he had noted that parking on Central drive was still a problem and that in his opinion the van sale were not complying with planning obligations. He had contacted NSDC again over this matter. He mentioned that the grass on a footpath between East field Court and Vicars Close was rather overgrown and would need looking at. Cllr Adams asked if he had anything to report on the hedge on the school boundary.

	Cllr Peck replied that he had had a look after the last meeting and would have another look that evening after the meeting.
CPC15-42	To receive a report from the District Councillor. None present. No written reports received.
CPC15-43	To receive questions and petitions from the public – for information only. A member of the public reported that somebody had been stripping down cars and other metal objects on grassland between Church Road and Sixth Avenue. In his opinion this caused a health and safety risk as well as being a nuisance to residents. He reported that he had contacted the Clerk, NCHA, NCC, NSDC. He said that things had improved in the last week or so but he was worried that things could easily get out of hand again. Chairman Dabbs pointed out that the piece of land in question was not Parish Council property. He praises the member of the public's initiative and systematic approach to the problem. The council suggested that restricting vehicular access to the area in question to those residents who were entitled to, might solve the problem. The member of the public said he would contact NCHA with such a proposal.
CPC15-44	To consider applications received from candidates asking to be co-opted onto the council and take a ballot. The Council had received one application from a member of the public to be co-opted on to the Council. The Council co-opted Mrs R Power onto the Council by a majority vote.
CPC15-45	To adjourn the meeting in order to allow the newly co-opted member the opportunity to sign their declaration of acceptance of office and take their seat on the council. The meeting was briefly adjourned whilst Cllr Power signed her acceptance of office declaration and took her seat on the Council.
CPC15-46	To receive an update on Squash and Sauna Club and any correspondence in association with this and discuss how to proceed further and nominate delegates to liaise with the solicitors. The Council received the questions and proposed heads of terms received from Miss Jones. The Council had not received any further conclusive reply with regards to the covenants on the property. The council concluded that the heads of terms or a lease could not be finalised until more information had been received from NSDC. The clerk would liaise with their legal department.
CPC15-47	To receive an update with regards to 162 Highfield Road and nominate delegates to liaise with the solicitors. The clerk reported that action would need to be taken before the next parish council meeting in order to comply with the terms of the mediation. The council agreed to delegate the clerk to leases with the solicitors.
CPC15-48	FINANCE a) To approve payments for July and August 2015 The Council agreed to review the CCTV contract before the renewal date next year.

	<p>The council approved the payments for July and August as presented with a majority vote.</p> <p>b) To receive bank reconciliation</p> <p>The Council received the bank reconciliations for the past 3 months.</p> <p>c) To receive receipts and payments statement</p> <p>The council receive the receipts and payments statement for the past three months.</p> <p>d) To receive income/expenditure over budget report.</p> <p>The Council received the income expenditure over budget report.</p> <p>e) To receive petty cash report</p> <p>The Council received the petty cash report.</p>
CPC15-49	<p>To approve late payments</p> <p>The council received the late payments and approved them as tabled.</p> <p>The clerk would instruct staff to take regular meter readings at the former S&S Club.</p>
CPC15-50	<p>To receive and approve applications for exclusive right of burial:</p> <p>G3 – Radcliffe</p> <p>Pre-purchase Wycherley- Ashes plot. Paid</p> <p>Pre-purchase on behalf of R W North.</p> <p>The council approved the three applications of Exclusive Rights of Burial.</p> <p>Councillors raised a query that there had been burials involving oversized caskets and asked if the fees would need to reflect that. The clerk pointed out that there were a number of issues that would need to be addressed with regards to cemetery procedures.</p> <p>The council agreed that there should be a working party to discuss the cemetery.</p>
CPC15-51	<p>To consider delegating the allocation and approval as well as signing of Exclusive Right and transfer forms to the clerk.</p> <p>The council agreed to delegate the allocation, approval and signing of Exclusive Rights of Burial and related Transfer forms to the clerk.</p>
CPC15-52	<p>To determine the signatories on the council's accounts and arrange for the mandate forms to be completed: All Nat West Accounts, Lloyds TSB, and Mansfield Building Society and to formally resolve who those signatories shall be.</p> <p>The Council agreed that the following members should be signatories on all the Council's accounts:</p> <p>Cllr Gary Adams</p> <p>Cllr Barbara Brownley</p> <p>Cllr Rebecca Power</p> <p>Cllr Kenneth Weaver</p> <p>The Council agreed for the Clerk Belina Boyer to be a signatory for administrative purposes.</p>
CPC15-53	<p>To resolve to remove all signatories and online banking authorities for people no longer members of or working for the council.</p> <p>The Council agreed to remove all signatories from all its accounts who were either no longer members of the Council or no longer employed by the Council. In particular Mrs S Soar, Mrs Thompson, Mrs Whitehead and former employees Mr Burgess, Mrs Stewardson and Mrs Lowe.</p>

CPC15-54	To receive consultation on Electoral Review of Nottinghamshire. The Council received the review and chose not to comment.
CPC15-55	To consider attendance at OFF TO A FLYING START – additional councillor training 29 July Ollerton Town Hall and 6 th August Shelford Village Hall @ £25 per member. The clerk informed the council that since the drafting of the agenda Notts Alc had informed her that both courses were now full. Cllr Power pointed out that such a course was of great value for all councillors, not just new ones as there had been some significant changes in the legislation. The clerk would make enquiries whether a course could be run for the benefit of Clipstone Parish Council.
CPC15-56	To consider the clerk's request to take up an additional employment of 26 hours per month at another council which meets on Mondays. The council resolved to discuss this item under exclusion of Public and Press at the end of the meeting as it related to terms of employment. The Council resolved to allow the Clerk to take up additional employment.
CPC15-56A	Planning – Notice of Decision received: <ul style="list-style-type: none"> 15/00647/FUL Householder application for two storey side extension, 183 Mansfield Road – Application permitted Full Planning Permission Consultation Received: <ul style="list-style-type: none"> 15/01052/FUL – Householder application to demolish existing Ground Floor Extension and erect single storey pitched roof extension, 25 King Johns Road Application Supported. 15/01074/FUL – External Alterations and new dropped kerb – Clipstone Squash and Sauna centre Councillors declared a non-pecuniary interest in this agenda item. The council supported the application.
CPC15-57	To approve purchase of lockable office storage office storage in order to comply with the Data Protection Act. The council approved the purchase of lockable cabinets for the Council office up to £550.
CPC15-58	To receive consultation of proposed base station upgrade for O2/Vodafone. No Objection.
CPC15-59	To consider inviting representatives of "Choose Newark Hospital" to a future meeting. The Council did not feel that anything would be achieved by giving up 3 minutes of meeting time. The Council suggested for "Choose Newark Hospital" to submit a flyer or other documentation that could be posted on the Council Website.
CPC15-60	To discuss and agree a change in staff uniform following a request from council staff to hi-viz lightweight polo shirts and hi-viz (part) trousers (orange). The council agreed to two items of hi-viz uniform per person.
CPC15-61	To consider moving the fuel card account to a petrol station closer to Clipstone than the current Shell account. The Council agreed to move the Fuel Card account to Texaco.
CPC15-62	To receive a request from "Go Cart Party" if the council's premises could be used for their party service.

	<p>Councillors voiced concerns that the tyres of the go-carts might mark the floor or otherwise damage it. The company might also find the hall unsuitable for other reasons.</p> <p>The clerk was asked to invite the company to inspect the premises and receive written assurances and proof of insurance.</p>
CPC15-63	<p>To receive a complaint from a user of the hall and consider her request for a refund of her fees.</p> <p>The Council resolved to send the complainant a refund and offer the Council's apologies.</p>
CPC15-64	<p>To receive a complaint regarding Fly-Tipping off Forest Road.</p> <p>The Council received the complaint but felt there was nothing the Parish council could offer to do.</p>
CPC15-65	<p>To consider appropriate action regarding reported repair/breakage work being carried out in green spaces between Church Road and Sixth Avenue.</p> <p>See Item CBC15-43 above.</p>
CPC15-66	<p>To approve renewal of the lengthsman scheme agreement with Nottinghamshire County Council as in the previous year (deferred from CPC15-32).</p> <p>The Council unanimously rejected the renewal of the Lengthsman scheme agreement.</p>
CPC15-67	<p>To decide what to do with condemned lawn mower and authorise purchase of a new similar model.</p>
CPC15-68	<p>To receive any other correspondence not considered above (for information only).</p> <ul style="list-style-type: none"> ○ NALC – Personnel Newsletter – Holiday Pay ○ RSN – Newsletter ○ Platt Harris – Order acknowledgement ○ Request to partake in CVS survey ○ Neighbourhood Watch alerts ○ NSDC – Planning Committee Agenda ○ Npower Re- gas prices – Councillors suggested opting for a flexible gas contract so the supplier could be reviewed. ○ Google – My business - <p>The council received the above correspondence.</p>
CPC15-69	<p>To receive items for Notification. (for information only).</p> <p>None.</p>
CPC15-70	<p>To confirm date of next meeting. 09 September 2015 at 19.00</p> <p>The date and time of the next meeting was confirmed as above.</p>

The meeting closed at approximately 21.00.

Signed as a true record:

Date:

CPC15-48
a)**FINANCIAL STATEMENT AND BILLS FOR PAYMENT IN July/August 2015**

CASH POSITION BEFORE ANY PAYMENTS ARE MADE			£
NatWest Current Account			103,153.19
Lloyds Bank fund 27/05/2015			4,332.92
NatWest S106 Account			2,183.16
Nat West Reserves			36,442.56
<i>Dated 29 June 2015</i>			Total 146,111.83
BILLS FOR PAYMENT			
Method	Supplier	Description	
BACS	NSDC	Non-Domestic Rates S&S Club (to July)	1218.92
BACS	JKE Web Design	Renewal of Yearly Maintenance of Website	300.00
BACS	UK Fuels	Unleaded 103444	51.77
BACS	UK Fuels	Unleaded 104034	57.53
DD	BT Business	Phone charge	84.02
BACS	NSDC	CCTV annual charge (INV 10092683)	5,844.00
BACS	Doctormote-Taghosting	Chrome web Hosting and domain	29.58
BACS	Mick Daley	Supply of Digger for 12/06/215	60.00
BACS	UKWSL - Waste Solutions	Waste Village Hall	76.37
6655	Petty cash top up to £100	PETTY cash Top up	66.89
BACS	TNT Service Centre	2 Tyres van (already paid as needed for MOT)	85.08
BACS	Daves Independent MOT	MOT Van	40.00
BACS	LCAS	LCAS Seminar South Kirkby 15/07/2015	36.00
BACS	Various	Wages and Salaries (Estimate) July and August	6,546.66
BACS	Various	Phone assistance staff July and August	40.00
Total			13,317.90

Notes:

Gross wage quoted not inc. any burials, overtime - 2 fortnightly paydays

Clipstone Parish Council

Item CPC15-49
amendment**LATE BILLS FOR PAYMENT IN July/August 2015**

BILLS FOR PAYMENT			
Method	Supplier	Description	
BACS	NSDC	Non-Domestic Rates	£3,432.92
Bacs	The Mower Shop	Maintenance of Ride on	383.98
Bacs	Mansfield Garden Machinery	Oil for Strimmers	£12.00
DD	Eon	Electricity Cemetery	9.15
BACS	Eon	Squash and Sauna 1 June onwards	42.33
Bacs	NCC Supplies	Stationery	3.53
BACS	WKWSL	Waste June	£76.37
Total			£3,960.28