

**Minutes of Clipstone Parish Council Meeting held on 08 June 2016 in the Meeting Room, Clipstone Village Hall, Church Road, Clipstone, Nottinghamshire.**

Members Present	Members Present	Members Absent
Cllr G Adams		Cllr B Brownley
Cllr P Sparrow		Cllr M Dabbs
Cllr D Thompson (chair)		Cllr R Power
Cllr K Weaver		Cllr R Vilinskis
Cllr MG Whittard		

In attendance: The Clerk

- CPC16-070 To receive and resolve to approve apologies for absence.  
**The Council received apologies for absence from Cllr Brownley.**
- CPC16-071 To receive disclosures of pecuniary and non-pecuniary interests pursuant to section 31 Localism Act 2011 from councillors on matters considered at this meeting.  
**None.**
- CPC16-072 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.  
**None**
- CPC16-073 To receive minutes of Clipstone Parish Council meeting held on Thursday 2 June 2016 and resolve to sign these as a true record of that meeting.  
**The Council received the minutes of the meeting held 02 June and resolved to sign them as a true record of that meeting.**
- CPC16-074 To receive updates resulting from previous minutes. (for information only)  
**None**
- CPC16-075 To welcome Mr Harrison, Markets and Car Parking Business Manager at NSDC and discuss car parking problems in Clipstone.  
Mr Harrison explained that traffic wardens can only enforce in restricted areas. There were few double yellow lines in Clipstone and some singles. In his assessment parking on pavements was the biggest issue, but it could only be enforced if the whole of the footway was obstructed.  
He admitted that traffic wardens would only ever come out in the evenings if accompanied by a PCSO. He admitted that traffic wardens did not come out to Clipstone very often.  
He promised that visits to car parking hot spots such as Central Drive would be increased.
- CPC16-076 Cllr Sparrow leaves the room at 19.15 with Mr Harrison.  
To receive a report from the County Councillor.  
Cllr Peck reported that there would be a meeting of multiple agencies to address the problem of individuals selling cars from their homes. Cars up for sale had been reported to be parked in such a way as to completely obstruct the footpath thus making it a police matter.

Cllr Peck confirmed that the repairs required to the public areas outside the shop had been reported.

Cllr Weaver had received a complaint that a tree outside 122 Mansfield Road was interfering with a resident's television reception and asked for it to be pruned. Cllr Sparrow returned to the room 19.21 only to immediately leave again with Cllr Peck.

CPC16-077

To receive a report from the District Councillors.

Cllr Peacock had sent his apologies. Cllr Brooks reported that there would be a meeting of planners and enforcement officers which she hoped to be attending. There would be a meeting in mid June to discuss the headstocks.

She reported that she had received a number of complaints about people visiting the play centre blocking resident's drives with their cars.

Newark and Sherwood Homes would be looking at their properties on Greendale and maintenance of verges in the area.

Cllrs enquired if she had any knowledge whether the headstocks or other areas within Clipstone were up for sale. Cllr Brooks promised to make some enquiries. The District Council were hoping to build 330 new affordable homes, some of which could be built in Clipstone.

CPC16-078

To receive questions and petitions from the public – for information only (max 3 minutes per person and 15 in total).

**None**

CPC16-079

FINANCE

a) To receive the Bank Reconciliations for March 2016.

**The Council received the bank reconciliation for March 2016.**

b) To receive and approve the YE Bank Reconciliations for 31 March 2016

**The Council received and approved the Year End Bank Reconciliation for 31 March 2016.**

c) To receive, approve and sign the Statutory Receipts and Payments report for the Year ending 31 March 2016.

**The Council received the Statutory Receipts and payments report for the year ending 31 March 2016 and resolved that it should be approved and signed.**

d) To approve payments schedule for June 2016 and adjourn the meeting briefly to allow for schedule to be signed if agreed.

**The Council approved the June 2016 payments schedule as appended.**

e) To receive petty cash records for the previous months.

**The Council received the petty cash records for the previous months.**

f) To receive bank reconciliations for the previous months.

**The Council received the bank reconciliations for April and May 2016.**

g) To receive receipt and payment report for the previous months.

**The Council received the receipt and payment report for April and May.**

h) To receive Receipt and Payments over Budget report.

**The Council received the Receipts and Payments over Budget Report.**

CPC16-080

To review the inventory of land and assets including buildings and office equipment.

**The Council reviewed the updated asset register including assets not previously listed and approved the register as presented.**

CPC16-081

To review and confirm arrangements for insurance cover in respect of all insured risk and receive insurance quotes, decide on and approve an insurance provider.

**Proposed by Cllr Thompson seconded by Cllr Adams the Council resolved to delegate the decision on which insurance company to choose to insure the Council's assets to the Clerk as not all quotations had been received.**

CPC16-082 To receive the Internal Auditor's Report.

**The Council received and noted the Internal Auditor's Report.**

CPC16-083 To consider and approve the Annual Governance Statement of the Annual Return. Cllr Whittard declared he should be precluded to pass judgement on the previous financial year's details as he had only just joined the Council and abstained from voting.

**Proposed by Cllr Adams seconded by Cllr Thompson the Council resolved to approve the Annual Governance Statement of the Annual Return.**

CPC16-084 To consider and approve the Accounting Statements of the Annual Return for 2015/16.

Cllr Whittard declared he should be precluded to pass judgement on the previous financial year's details as he had only just joined the Council and abstained from voting.

**Proposed by Cllr Thompson seconded by Cllr Weaver the Council resolved to approve the Accounting Statements of the Annual Return.**

CPC16-085 To receive update on state of Mansfield Building Society account and consider opening a deposit account with the building society.

**The Clerk reported that all signatories for the existing Mansfield Building Society account would have to report to the Mansfield Branch with their ID in order to activate the updated mandate.**

**The Council unanimously resolved to open a new deposit account with Mansfield Building Society.**

CPC16-086 To comment on planning applications:

- 16/00762/TEL25 | Installation of 3 No. antenna on new offset poles and associated development | Mast At Shawtrack Services The Old Holding Yard Mansfield Road Clipstone Nottinghamshire NG21 9AP

**Already decided by date of meeting.**

- 16/00646/FUL | Householder application to replace current garage/workshop to a more modern and ethical pleasing to the eye building to give more space for storage and to be used as a craft room and workshop. | 9 First Avenue Clipstone Nottinghamshire NG21 9DA

**The Council resolved not to object to the application.**

To receive the following planning decisions:

- 16/00463/OUT | Proposed 2no 3 bed houses with single garages (resubmission) | Forest View 162 Highfield Road Clipstone Nottinghamshire NG21 9EY – Application Permitted

CPC16-087 To receive information on Christmas Lighting.

The Clerk was asked to obtain a quote from Plantscape for solar powered Christmas trees and to invite other companies to give a presentation to the Council and to obtain a quote from the existing supplier as to what could be achieved with a budget up to £5000 annually.

CPC16-088 To receive a request from SureStart Centres.

The Clerk was asked to make further enquiries and offer the premises during the daytime, when no other bookings in place.

- CPC16-089 To consider a community engagement exercise on 23 June 2016.  
**The Clerk was asked to seek advice from Democratic Services.**
- CPC16-090 To receive correspondence from the Council's solicitor.  
**The Council received correspondence from the solicitors with regards to the Former Squash and Sauna Centre.**
- CPC16-091 Personnel matters – Exclusion of Public and Press required.  
**The Council resolved to exclude public and press for this item.**  
**The Council approved a member of staff's request to increase weekly hours from 16 to 20 for six months until 31 December. No overtime should be paid in addition to this.**
- CPC16-092 To receive any other correspondence not considered above (for information only).
  - Correspondence from resident with regards to litter picking.
  - Fly the Flag – Armed Forces Day
  - Funding and Grants Bulletin
  - Best Kept Village competition
  - RSN News bulletin
  - Post Office move.
  - Eon- rate increase from 12.4p to 14.4 p per kWh**The Council noted the above correspondence.**  
The Clerk was asked to obtain quotes from other electricity providers.  
The Clerk was asked to present Best Kept Village information to a future meeting in time for next year's completion.
- CPC16-093 To receive Items for Notification to be included on next month's agenda  
**None.**
- CPC16-094 To confirm date of next scheduled meeting for Wednesday 13 July 2016 at 19.00.  
**The Council confirmed the date for the next council meeting to be 13 July at 19.00.**  
**The chair announced he would be calling a working party to discuss finance and other matters. The working party would make proposals for the next Council Meeting.**

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

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

**FINANCIAL STATEMENT AND BILLS FOR PAYMENT IN**

June

CPC16-079 d)

CASH POSITION BEFORE ANY PAYMENTS ARE MADE							£
NatWest Current Account							115,406.57
Mansfield Building Society							3,584.93
NatWest 5106 Account							3,717.64
Nat West Reserves							36,460.96
<b>Total</b>							<b>159,170.10</b>
BILLS FOR PAYMENT							
Method	Ref	Supplier	Description	Excl. Vat	VAT	Total	
Bank Transfer	Various	Salaries and Wages	Current month	4,410.00	-	4,410.00	
Bank Transfer	July	UKWSL	Waste following month	69.48	13.90	83.38	
DD	Monthly	NSDC	Non Dom Rates Cemetery	33.00	-	33.00	
DD	Monthly	NSDC	Non Dom Rates Village Hall	56.00	-	56.00	
StO	Monthly	NSDC A12401/93306	S+5 remit	331.25	-	331.25	
Bank Transfer	160010	Mark Vardy	Digger Hire	70.00	-	70.00	
Bank Transfer	30/04	AB Waste	Skip hire	158.33	31.67	190.00	
DD	06/05	Npower	Gas Village Hall	1,373.23	274.65	1,647.88	
Bank Transfer	160011	Eon	Christmas Lights	41.14	2.06	43.20	
Bank Transfer		County Supplies	Turntable Truck	77.05	15.41	92.46	
Bank Transfer	528263	Platts Harris	Replacement Strimmer	335.00	67.00	402.00	
DD		Eon	Electricity Village Hall	59.16	2.96	62.12	
<b>Total</b>				<b>7,013.64</b>	<b>407.65</b>	<b>7,421.29</b>	

**Notes:**

\* Approximate amounts

Items marked yellow represent late additions to schedule.

Authorised Signatory 1

Authorised Signatory 2

Date

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