

Minutes of the Clipstone Parish Council Meeting held on 10 May 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 JC Wigman	
Cllr B Brownley	Cllr MG Whittard	
Cllr R Clarey		
Cllr T Kay		

In attendance: The Clerk

Also present: Cllr J Peck, members of the public

- CPC17-353 To take nominations and elect the chairman for the next twelve months.
Proposed by Cllr JC Wigman seconded by Cllr MG Whittard, Cllr Beresford was elected chairman for the 2017-18 Civic Year.
- CPC17-354 To take nominations and elect a vice chairman.
Proposed by Cllr Clarey seconded by Cllr Brownley, Cllr C Wigman was elected vice – chairman for the 2017-18 Civic Year.
- CPC17-355 To receive and resolve to approve apologies for absence.
The Council approved Cllr Thompson’s absence due to ill health.
- CPC17-356 To receive questions and petitions from the public – for information only.
None.
- CPC17-357 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.
- CPC17-358 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.
- CPC17-359 To receive minutes of Clipstone Parish Council meeting held on Wednesday 12 April 2017 and resolve to sign these as a true record of that meeting.
The council resolved that the minutes of the meeting 12 April 2017 were a true record of the meeting and they were duly signed.
- CPC17-360 To receive updates resulting from the previous meeting’s minutes not covered elsewhere on the agenda. (for information only)
The Clerk updated members.
- CPC17-361 To review the delegation arrangements (functions of the Council) to committees, employees and other authorities.
See CPC17-362.
- CPC17-362 To consider the appointment of any new committees, confirm their terms of reference, the number of members and receive nominations to them.
Proposed by Cllr Beresford seconded by Cllr Clarey the Council resolved to convene an Assets Committee dealing with all the Council’s Land and Building Assets and the Cemetery Committee be dissolved. The terms of reference for the Assets Committee will be determined at the June Meeting.
The Council resolved for the Personnel Committee to remain unchanged.
- CPC17-363 To review and adopt Standing Orders based on the latest NALC/SLCC model.
The Council reviewed Standing Orders and resolved to adopt the existing version without changes.
- CPC17-364 To review and adopt Financial Regulations based on the latest NALC/SLCC model. **The Council resolved to adopt the changes in the latest version of the NALC/SLCC Financial Regulations as presented.**
- CPC17-365 To review the representation on and work with external bodies and arrangements for reporting back.
Cllr MG Whittard declared that he would resign from Nottinghamshire Association of Local Council’s Executive.
- CPC17-366 To review inventory of land and assets including buildings and office equipment.

The Council reviewed the inventory of land and assets including buildings and office equipment.

- CPC17-367 To review of the Council's and/or employee's membership on other bodies, namely NALC and SLCC.
- CPC17-368 **The Council resolved to maintain memberships with NALC and SLCC.**
To set the date time and place for the ordinary parish council meetings in the next 12 months.
The Council resolved to change the date for Parish Council Meetings from the second to the fourth Wednesday of a month from July 2017 with the exception of the meeting in December when the Council agreed to meet on the 20th.
- CPC17-369 To receive a report from the County and District Councillors
Cllr Peck reported that a bus shelter had been installed using Section 106 money. He did not know whether this was old or new S106 money. He had continued to report potholes. Extremely large potholes had been reported in the bays on Forest Road and he was currently in the process of ascertaining ownership of the bays.
He said he would continue to press for resurfacing of Mansfield Road and Station Road.
Cllrs Peacock and Brooks had sent their apologies.
- CPC17-370 To comment on planning applications:
 - 17/00731/FUL | Householder application for a proposed detached garage 158 Forest Road Clipstone NG21 9DS
The Council resolved to object to the proposal.
 - 17/00582/FULM | Erection of 107 dwellings with associated access, parking and works Land At Cavendish Way Clipstone Nottinghamshire
The Council resolved to object to the proposal.
 - 16/00139/RMAM | Reserved Matters Application for Residential development of 164 dwellings and associated parking, garages, roads, sewers and open space | Bluebell Wood Lane Phase II Clipstone Nottinghamshire
The Council resolved to object to the proposal.
To receive the following planning decisions:
 - 17/00285/FUL | Householder application for loft conversion and large dormer window. | 30 Forest Road Clipstone Nottinghamshire NG21 9DX Application Permitted
Noted
- CPC17-371 To ascertain whether the conditions for the General Power of Competence are still being met.
 - Elected councillors At the precise moment that the council resolves that it meets the criteria, the number of councillors elected at the last ordinary election, or at a subsequent by-election, must equal or exceed two thirds of its total number of councillors.
 - The clerk must hold at least one of the sector-specific qualifications and should have completed the relevant training designed as part of the National Training Strategy for local councils**The Council no longer meets the requirements for the General Power of Competence.**
- CPC17-372 Finance
 - a) To receive the Payments and Receipts report for April
 - b) To receive the bank reconciliation for April
 - 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 May and sign it
 - f) To sign any cheques approved for payment.
 - g) To receive and note the Draft Annual Return and Draft Schedules for Submission to the External Auditor. To be signed at June meeting.
 - h) To set the date for the commencement of period for the exercise of public rights**The Clerk explained that the bank reconciliations for April were not available as there was a problem with the finance software. The Council received and noted the draft Annual Return and agreed 16 June as the date for commencement of the period for the exercise of public rights.**
- CPC17-373 To receive minutes of Personnel Committee Meeting/report from the committee chairman.
In the absence of Cllr Thompson, Cllr Wigman gave a report of the Personnel Committee meeting.
Proposed by Cllr Clarey seconded by Cllr C Wigman the Council resolved to continue

the meeting past 9.00 pm.

Cllrs Adam, Kay and Whittard leave the meeting at 9.00pm.

- CPC17-374 To discuss and determine if the Council should allow Welbeck Estate & Clipstone Colliery Regeneration Group (C.C.R.G) to use the village hall small meeting room to promote their respective visions of the colliery site's future development by means of wall displays. This would enable Parishioner's to see for themselves the various proposals so that the views and opinions of all concerned can be considered by CPC.
Proposed by Cllr Beresford seconded by Cllr Clarey the Council resolved to allow Welbeck Estate & Clipstone Colliery Regeneration Group (C.C.R.G) to use the village hall small meeting room to promote their respective visions of the colliery site's future development by means of wall displays.
- CPC17-375 To request Cllr Whittard hand over to Clipstone Parish Council (by re-assignment of the set-up email address and Administration rights) or remove the Facebook page in its entirety the Facebook page known as Whittard's Clipstone Parish Council (formerly Clipstone Parish Council).
The Council resolved to write to Cllr Whittard asking him to remove any ambiguity as to the provenance to his Facebook page. His page should not bear the name of Clipstone Parish Council or allude that any of its content reflects in any way the views of the Council but only his personal opinion.
- CPC17-376 To receive any other correspondence not considered above (for information only).
 - ROC Conversation
 - PWLB Audit Statement
- CPC17-377 To receive Items for Notification to be included on next month's agenda. (for information only).
Return of keys, Assets Committee Terms of Reference, members of committee and first meeting.
The Clerk handed the Chairman a sealed envelope with the emergency passwords.
- CPC17-378 To confirm date of next scheduled meeting for Wednesday 14 June 2017 at 19.00.

The meeting closed at 21.35.

Signed as a true record of that meeting.

Signature: _____ **Date:** _____

FINANCIAL STATEMENT AND BILLS FOR PAYMENT IN MAY meeting

CASH POSITION BEFORE ANY PAYMENTS ARE MADE						£
NatWest Current Account 28/04/17						86,502.88
NatWest S106 Account 28/04/17						3,718.63
Nat West Reserves 28/04/17						36,470.66
Total						126,692.17
BILLS FOR PAYMENT						
Method	Ref	Supplier	Description	Excl. Vat	VAT	Total
Bacs	May	Staff Cost	Approximate staff cost incl PAYE/Nics	4,000.00	-	4,000.00
STO	May	NSDC	50% Share Sqash and Sauna Rent	-	-	-
DD	May	NSDC	Non-Dom Cemetery	36.00	-	36.00
DD	May	NSDC	Non-Dom Village Hall	295.00	-	295.00
Bacs	May	NSDC	Non-Dom Former Health Center	930.00	-	930.00
BACS	781394090	Screwfix	Former Health Center	79.98	15.96	95.94
BACS	781643368	TradePoint	Former Health Center	117.42	23.54	140.96
BACS	781918855	TradePoint	Former Health Center	77.62	15.53	93.15
Pocket	119710	BrightPay	Annual Payroll Licence	99.00	19.80	118.80
Bacs	M00127	BT	Broadband	115.95	15.19	131.14
Bacs		NALC	New Councillor Training	100.00	-	100.00
Bacs	11979256	Corona	Gas Health Center Feb- March	114.00	5.70	119.70
Bacs	11986926	Corona	Gas Health Center March- April	421.00	21.05	442.05
Bacs	12849	THPE	Work Wear/PPE	266.70	53.34	320.04
Bacs	3	M+C Elliott	Grave digging	260.00	-	260.00
Bacs	12869	MJ Robinson	Concord Boiler Repair	367.53	73.50	441.03
Bacs		NottsALC	Councillor Training April	100.00	-	100.00
Bacs		NottsALC	Councillor Training June	50.00	-	50.00
Bacs	31405	THPE	Workwear/PPE	266.70	53.34	320.04
Bacs	SM17710	Rialtas	Software Licence	116.00	23.20	139.20
Bacs	EM3605	DBS	Roofing Work	1,656.00	331.20	1,987.20
Bacs	7447	UK Fuels	Card	2.00	0.40	2.40
Bacs	SU1598315	NCC Supplies	Office Supplies	28.81	5.14	33.95
Bacs	3077/0177653	Jewson	Boarding	144.92	28.98	173.90
Bacs	7529	UK Fuels	Unleaded	43.16	8.63	51.79
Total						10,382.29

Notes:

* Approximate amounts

Items marked yellow represent late additions to schedule.

Authorised Signatory 1

Authorised Signatory 2

Date

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