

**Minutes of the Clipstone Parish Council Meeting held on 11 January 2017 in the Meeting Room, Clipstone Village Hall, Church Road, Clipstone, Nottinghamshire.**

Members Present	Members Present	Members Absent
Cllr G Adams		Cllr D Thompson
Cllr B Brownley		
Cllr T Kay		
Cllr MG Whittard (Chair)		
Cllr C Wigman		

In attendance: The Clerk

Also present: Cllr C Brooks, 4 members of the public.

- CPC16-251 To receive and resolve to approve apologies for absence.  
**The Council received apologies for absence from Cllr Thompson and JC Wigman who were unwell. Proposed by Cllr Adams seconded by Cllr Brownley the Council approved Cllr Thompson's absence.**
- CPC16-252 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.**
- CPC16-253 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.**
- CPC16-254 To receive minutes of the previous Clipstone Parish Council meetings and resolve to sign these as a true record of those meetings.  
**Proposed by Cllr Wigman seconded by Cllr Brownley the Council resolved to sign the minutes as a true record of the meeting 14 December 2016.**
- CPC16-255 To receive updates resulting from last month's minutes. (for information only)  
**The clerk reported that a new member of staff had been recruited to open and close the cemetery.**
- CPC16-256 To receive a report from the District and County Councillors.  
 Cllrs Peacock and Peck had sent their apologies.  
 Cllr Brooks reported that planning permission had been granted to the Youth Club extension.  
 With regards to the planning application for Eastfield Close she stated that a Tenancy Support Officer would consult with residents at Eastfield Close. She would look up the most recent legislation with regards to car parking spaces and new buildings.  
 Cllr Whittard suggested that the tenancy support officer should be arranging group meetings rather than arranging meetings with individuals.  
 Cllr Brooks reported that Cllr Peacock and herself were part of a task group trying to come to a resolution on the headstocks.

Cllr Whittard asked if it could be made a planning condition that only people with a connection to Clipstone could rent the new houses. Cllr Brooks said she would try to find out.

CPC16-257 To receive questions and petitions from the public – for information only (max 3 minutes per person and 15 in total).  
Two members of the public spoke about the proposed new dwellings at Eastfield Close and how this development would lose the area much needed car parking spaces.

CPC16-258 Planning:  
To comment on planning applications:

- 16/00139/RMAM | Reserved Matters Application for Residential Development of 142 dwellings and associated parking, garages, roads, sewers and open space | Bluebell Wood Lane Phase II Clipstone Nottinghamshire.
- 16/02027/FUL | Householder application for the reposition of the rear garden wall and fence to boundary | 34 First Oak Drive Clipstone Nottinghamshire NG21 9FT.  
**Proposed by Cllr Wigman seconded by Cllr Brownley the Council voted to take a neutral stance and not to comment.**
- 16/02113/FUL | Installation of a rising main sewage pipe | Land At Clipstone Forest Mansfield Road Clipstone Nottinghamshire – **Not within the parish. No comment.**
- 16/02151/FUL | Householder application for two storey and single storey rear extensions | 6 South Crescent Clipstone NG21 9ED  
**Proposed by Cllr Brownley seconded by Cllr Adams the Council resolved to take a neutral stance and not to comment.**

To note the following planning decisions:

- 16/01732/ADV | Erection of 1 x illuminated fascia logo, 1 X internally illuminated projector sign, 2 X non-illuminated wall mounted aluminium panel | Co-op 149 Mansfield Road Clipstone Nottinghamshire NG21 9AA – **Permitted.**

**The Council noted the decision.**

CPC16-259 FINANCE

- a) To receive petty cash records for the previous month.  
**Proposed by Cllr Adams seconded by Cllr Kay the Council noted the petty cash records for the previous month.**
- b) To receive bank reconciliations for the previous month.  
**Proposed by Cllr Brownley seconded by Cllr C Wigman the Council noted the bank reconciliation for the previous month.**
- c) To receive receipt and payment report for the previous month.  
**Proposed by Cllr Brownley seconded by Cllr Adams the Council noted and accepted the receipt and payments report for the previous month.**
- d) To receive Receipt and Payments over Budget report  
**Proposed by Cllr C Wigman seconded by Cllr Brownley the Council received and accepted the Receipt and Payments over Budget report for the previous month.**
- e) To agree any additional payments if applicable.

**Proposed by Cllr Adams seconded by Cllr Kay the Council approved the additional payments of £11.18 to Trade Accounts UK**

f) To approve payments schedule for January 2017 and adjourn the meeting briefly to allow for schedule if agreed and cheques to be signed.

**Proposed by Cllr Brownley seconded by Cllr Adams the Council approved the payments schedule for January.**

- CPC16-260 To receive the Interim Internal Audit report and consider appropriate action.  
**The Council received the Interim Internal Audit report.**  
**Proposed by Cllr Brownley seconded by Cllr Kay to set up a new financial working group to review the Council's internal controls and revise Financial Regulations. Members of the group to be Cllrs Whittard and C Wigman.**
- CPC16-261 To review the Financial Risk Assessment.  
**Deferred to Financial Working Group.**
- CPC16-262 To set the 2017-18 budget.  
The Council briefly adjourned so the clerk could print off copies of the clerk's report. Cllr Whittard suggested to include an additional budget code for Clipstone Community and Health Centre (CCHC) Projects as a one off for one year. This money should not be taken from reserves.  
**Proposed by Cllr Whittard seconded by Cllr Wigman the Council unanimously resolved to approve an additional budget code for the Clipstone Community and Health Centre (CCHC) Project over £15,000. The Council approved the purchase of a projector to a maximum of £300. Cllr Whittard agreed to purchase the item.**
- CPC16-263 To approve the 2017-18 precept demand.  
**Proposed by Cllr Adams seconded by Cllr Wigman the Council approved the precept projection as presented with the addition of £15,000 for the Clipstone Community and Health Centre Project thus bringing the total precept demand to £119,850.**
- CPC16-264 To receive and note correspondence from the council's solicitor's and Mr J Bray from NHS in relation to property purchase.  
**The Council received and noted the correspondence with regards to the purchase of Clipstone Community and Health Centre.**
- CPC16-265 To receive a report on the Christmas Lights Switch-on event. (Deferred from previous meeting)  
**Deferred to a future meeting.**
- CPC16-266 To decide on measures to be taken to improve the Council's professional image. This is to include discussions about the website and related IT matters. (Deferred from previous meeting)  
**Deferred to a future meeting.**
- CPC16-267 To determine the terms of reference of the Cemetery Committee. (Deferred from previous meeting)  
**Proposed by Cllr C Wigman seconded by Cllr Brownley the Council adopted the Cemetery Committee terms of reference as presented. Members of the committee shall be Cllrs Adams, Brownley and Whittard. The committee would endeavour to meet before the end of the month.**
- CPC16-268 To receive an enquiry whether to allow a pony party on council premises. (Deferred from previous meeting)  
**Proposed by Cllr Brownley seconded by Cllr Kay the Council resolved not to allow pony parties on council premises.**
- CPC16-269 To receive a request for additional dog bins on Forest Road. (Deferred from

previous meeting)

**Proposed by Cllr Whittard seconded by Cllr Brownley it was agreed that Cllr Kay would survey the area and suggest where to put a maximum of six dog bins and approve the expenditure.**

CPC16-270 To receive a letter from Bovis Homes regarding the balancing pond and decide on any action to take in reply. (Deferred from previous meeting)

**The clerk was asked to make some enquiries as to maintenance cost etc.**

CPC16-271 To receive an invitation to a Local Council Advisory Service Health and Safety seminar and approve attendance by staff and councillors. (Deferred from previous meeting)

**Proposed by Cllr Wigman seconded by Cllr Brownley the Council approved the expenditure of Cllr Whittard to attend and claim mileage.**

CPC16-272 To consider a reply to NALC Dependent Carers Allowance Survey. (Deferred from previous meeting)

The Council was of the opinion that parish councillors should be entitled.

CPC16-273 To receive any other correspondence not considered above (for information only).

- E-mail from NALC regarding dependent carer allowance
- NSDC – Council Tax Base letter.
- Reply to FOI request regarding Section 106 allocation and CIL.
- Grants Bulletin
- Request for surplus tables
- INEOS Shale presentation
- Correspondence from M Spencer MP
- Thank you note from Clipstone War memorial project.
- Correspondence from Pensions Regulator.
- NHS prescriptions consultation drop ins.

CPC16-274 To receive Items for Notification to be included on next month's agenda. (for information only).

Cllr Wigman asked for "additional signatories" be added to next month's agenda.

CPC16-275 To confirm date of next scheduled meeting for Wednesday 08 February 2017 at 19.00 and any dates for committee meetings and unscheduled Full Council meetings.

**The date of the next scheduled meeting was confirmed as Wednesday 08 February 2017 at 19.00.**

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

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

## FINANCIAL STATEMENT AND BILLS FOR PAYMENT IN

January

CPC16-259

CASH POSITION BEFORE ANY PAYMENTS ARE MADE							£
NatWest Current Account							105,127.63
Lloyds Bank fund						07/07/2015	4,332.92
NatWest S106 Account							3,718.51
Nat West Reserves							36,469.47
<b>Total</b>							<b>149,648.53</b>
BILLS FOR PAYMENT							
Method	Ref	Supplier	Description	Excl. Vat	VAT	Total	
Bank Transfer		Various	Salaries and Wages *				
	DD	Monthly	NSDC	Current month	4,410.00	-	4,410.00
	DD	Monthly	NSDC	Non Dom Rates Cemetery	33.00	-	33.00
	StO	Monthly	NSDC A12401/93306	Non Dom Rates Village Hall	56.00	-	56.00
				S+S remit	331.25	-	331.25
Bank Transfer	901287	LITE	10 Column Lights	5,600.00	1,120.00	6,720.00	
	DD	BT	Telephone	114.00	22.80	136.80	
Bank Transfer	IO105817	NSDC	Waste VH until 31/03/2017	95.90	-	95.90	
Bank Transfer	77	M+C Elliott	Grave Digging	260.00	-	260.00	
Bank Transfer	1128253635	Konica	Copier Hire	51.51	10.30	61.81	
Bank Transfer	1128334234	Konica	Copier usage	22.70	4.54	27.24	
Bank Transfer	910010	LITE	2016 season Install and Dismantle, sockets	7,525.00	1,505.00	9,030.00	
Bank Transfer	Month 12	Trade UK	Rawl plugs for Christmas trees etc.	9.32	1.86	11.18	
<b>Total</b>				<b>18,508.68</b>	<b>2,664.50</b>	<b>21,173.18</b>	

## Notes:

\* Approximate amounts

Items marked yellow represent late additions to schedule.

Authorised Signatory 1

Authorised Signatory 2

Date

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