

Minutes of Clipstone Parish Council Meeting held on 13 April 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 R Power		Cllr M Dabbs
Cllr D Thompson (chair)		Cllr D Sparrow
Cllr K Weaver		Cllr P Sparrow
		Cllr R Vilinskis

In attendance: The Clerk

Also present: Several members of the public, County Cllr Peck.

- CPC16-001 To receive and resolve to approve apologies for absence.
Apologies for absence had been received from Cllrs Brownley and Sparrow.
- CPC16-002 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.
- CPC16-003 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.
The Council unanimously agreed to exclude public and press from item CPC16-025 due to its potentially personal nature.
- CPC16-004 To receive minutes of Clipstone Parish Council meeting held on Wednesday 09 March 2016 and resolve to sign these as a true record of that meeting.
The Council unanimously approved the minutes of the meeting 09 March 2016 and resolved to sign these as a true record.
- CPC16-005 To receive updates resulting from last month's minutes. (for information only)
 None, that are not part of this agenda.
- CPC16-006 To receive a report from the County Councillor.
 Cllr Peck reported that he had reported the potholes mentioned at the previous meeting and that he would be reporting additional ones.
 Forest Road was due to be completed soon. Any residents wishing to add a dropped kerb should contact Keegan Cooke at the NCC Ollerton office.
 Cllr Thompson asked Cllr Peck to request highways to improve the area in front of the shops. There were loose bricks, bent barriers and faint line painting.
 Cllr Weaver reported two burnt out cars down Baulker Lane. Cllr Peck promised to look into this.
 Cllr Peck leaves.

- CPC16-007 To receive a report from the District Councillor.
In the absence of Cllrs Peacock and Brooks Cllr Thompson reported from the District Council. He reported that council housing tenancies would be reviewed and that tenancies were likely to become fixed term with reviews at the end of the tenancy period and vetting based on personal wealth.
- CPC16-008 To receive questions and petitions from the public – for information only
A member of the public reported that a piece of land off Eastfield Close was overgrown and looked unkempt. Cllr Thompson explained that this was an ongoing problem since the land owner(s) had lost interest in developing the plot.
A member of the public queried the car parking arrangements for Squoshies. It was explained that Squoshies' clients were welcome to park on the carpark behind the village hall.
- CPC16-009 FINANCE (all documents to be tabled on the day)
a) To approve payments schedule for April 2016 and adjourn the meeting briefly to allow for schedule to be signed if agreed and sign any cheques.
The Council approved the payments schedule for April 2016 and it was duly signed by two councillors.
b) To receive petty cash records for the previous months.
The Council received the petty cash records for the previous month.
c) To receive bank reconciliations for the previous months – if available.
Bank statements for the previous month had not been available in time for the meeting to allow for a bank reconciliation.
d) To receive receipt and payment report for the previous month.
The Council received a preliminary receipts and payments report for the previous month.
e) To receive Receipt and Payments over Budget report.
The Council received a preliminary Receipts and Payments over Budget report.
- CPC16-010 To receive update on banking arrangements and complete/sign another form removing another former councillor from the mandate held by the Nat West Bank.
The clerk expressed that she was hopeful that the problems with the bank would soon be resolved. She had finally received an e-mail version of the reply to her complaint as two letters that had allegedly been sent in March had never been received. In order to enable the clerk's internet banking facility a further former councillor would need to be taken off the mandate. Neither the Clerk, her predecessors nor the Council had been aware this former councillor was still on the mandate.
- CPC16-011 To resolve that Cllrs Adams, Brownley, Weaver and Thompson as well as the Clerk B. Boyer should be the only signatories for the Council's Mansfield Building Society account and that all previous signatories including but not exclusively Mrs I Thompson, Mrs P Whitehead and Mrs S Soar. Furthermore to

briefly adjourn the meeting to allow councillors to complete the details on the form.

The Council resolved that Cllrs Adams, Brownley, Weaver and Thompson as well as the Clerk B. Boyer should be the only signatories for the Council's Mansfield Building Society account and that all previous signatories including but not exclusively Mrs I Thompson, Mrs P Whitehead and Mrs S Soar should be removed from the mandate. Councillors completed and signed the mandate form.

- CPC16-012 To receive correspondence from NSDC with regards to the lease of the former Squash and Sauna Club and consider making the required monthly payments by standing order.
The Council noted the correspondence and resolved that a Standing Order be set up to meet the monthly payments to NSDC.
- CPC16-013 To receive notification from the Council's solicitors regarding the former Squash and Sauna Club.
The Council noted the correspondence.
- CPC16-014 To consider two letters received from villagers offering to take action with regards to littering in Clipstone.
The Council received the letters. One seemed to offer a commercial litter picking service which the Council will not be taking up. Councillor Power pointed out that the litter picking was currently not done particularly efficiently. She asked if councillors would be prepared to have their private addresses as a drop off point for litter picking bags before collection. The clerk suggested that a hand cart could be purchased that would allow easy transportation of binliners and equipment on foot and could be used to take full bags back to the cemetery for disposal. **The Council agreed to purchase a hand cart at approximately £70.**
- CPC16-015 To receive information from the external auditor and note that the deadline to submit the Annual return is 17 June 2016.
The Council noted the correspondence.
- CPC16-016 To receive the draft Lengthsman scheme contract and resolve to sign the agreement.
The council resolved to sign the Lengthsman Scheme agreement.
- CPC16-017 To consider following Planning Application:
- 16/00346/FUL | Householder application for two storey rear extension | 66 Church Road Clipstone Nottinghamshire NG21 9DG.
- The Council resolved to support the application.**
- To receive the following Planning Decision:
- 16/00273/FUL | Householder Application for Erection of Front Porch | 162 Mansfield Road Clipstone Nottinghamshire NG21 9AE - **Permitted**
 - 16/00310/FUL | Householder application for proposed front ground floor

extension | 68 Mansfield Road Clipstone Nottinghamshire NG21 9AW -
Permitted

- CPC16-018 To note the changes to the NSDC Standards Committee from May 2016.
Noted
- CPC16-019 To receive a quote for the service of the stand on mower and decide which type of service to have when.
The Council resolved to have the stand on mower serviced at the dealership at a cost of £165 plus VAT, labour and parts if required.
- CPC16-020 To consider if conditions to declare the General Power of competence are being met and to declare the General Power of competence if conditions are met.
The Council resolved that it meets the conditions under The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 and resolved to declare the General Power of Competence.
- CPC16-021 To receive a letter from Clipstone Colliery Regeneration Group requesting a donations towards Clipstone Gala.
The Council resolved to meet Clipstone Colliery Regeneration Group's cost of First Aid cover for the Clipstone Gala.
- CPC16-022 To receive the revised Governance and Accountability for Smaller Councils Document, which came into force 31 March 2016.
The Council noted the Governance and Accountability for Smaller Councils Document.
- CPC16-023 To consider an offer from LSI Energy.
 The Council asked the clerk to find out how the Council could be certain that LSI Energy would be offering the best value for money to the council.
- CPC16-024 To receive notification of roadworks.
The Council noted the roadworks notification.
- CPC16-025 To consider proposals by Cllr Power (exclusion of public and press recommended)
Proposed by Cllr Powers seconded by Cllr Weaver the Council unanimously resolved that workers should not be entitled to paid smoking or drinks breaks if working 5 hours or less in any one period in line with the Working Time Regulations 1998[1]
The council resolved that the smoking policy approved in May 2014 be enforced.
The council furthermore asked the clerk to look into obtaining a latch lock for the front door so groups could leave early without having to call out the caretaker or leaving the building unsecured.
The council agreed to provide workers with basic camera phones at approximately £60 per phone which will remain Council property.
The council asked the clerk to provide quotes for a security camera for the village hall in order to better protect lone workers.

- CPC16-026 To receive any other correspondence not considered above (for information only).
- RSN News Digest (various)
 - Rural Opportunities Bulletin
 - Transforming Care Consultation
 - NSDC Planning Committee
 - Fly Tipping

The Council noted the above correspondence.

- CPC16-027 To receive items for Notification. (for information only).

None.

- CPC16-028 To confirm date of next meeting. 11 May 2016 at 19.00.

The date for the next meeting was confirmed as 11 May 2016 at 19.00.

Signed as a true record of that meeting.

Signature: _____ **Date:** _____

FINANCIAL STATEMENT AND BILLS FOR PAYMENT April meeting

CPC16-009

CASH POSITION BEFORE ANY PAYMENTS ARE MADE						£
NatWest Current Account 31/03/2016						75,970.03
Lloyds Bank fund 07/07/2015						4,332.92
NatWest S106 Account 31/03/2016						3,717.33
Nat West Reserves 31/03/2016						36,457.91
				Total		120,478.19
BILLS FOR PAYMENT						
Method	Ref	Supplier	Description	Excl. Vat	VAT	Total
cheque		Various	Salaries and Wages April*	4,410.00	-	4,410.00
cheque	6722	UKWSL	Waste May	69.48	13.90	83.38
DD	Monthly	NSDC	Non Dom Rates Cemetery February	41.80	-	41.80
DD	Monthly	NSDC	Non Dom Rates Village Hall February	62.58	-	62.58
DD		EON	Electricity Cemetery	15.87	0.79	16.66
cheque	6703	Vault contracts Ltd	Invoice PL00116	65.00	13.00	78.00
DD		Severn Trent Water	Water Village Hall	23.19	-	23.19
cheque	6708	B Boyer	Reimburse Vacuum cleaner	83.32	16.67	99.99
DD		UK Fuels	Card Fee	1.00	0.20	1.20
cheque	6714	Notts Alc	Audit Briefing	10.00	-	10.00
cheque	6716	Harrop White, Vallance& Dawson	Legal work S&S club	262	50.00	312.00
cheque	6715	NCC supplies	Shelf	16.15	-	16.15
cheque	6717	AB Waste	Skip Hire	154.17	30.83	185.00
cheque	6718	NSDC	Dog Bin emptying	1092.00	218.40	1,310.40
cheque	6719	Trade Account UK	Kitchen Sink	29.99	6.00	35.99
cheque	6720	Konica Minolta	Photocopier	84.89	16.98	101.87
DD		Eon	Electricity Cemetery	18.73	0.94	19.67
cheque	6723	CISWO	Amenity Land	80.48	-	80.48
cheque	6724	NSDC	dog fouling sign	15.00	3.00	18.00
cheque	6725	M Vardy	Digger Hire + grave digging	600.00	-	600.00
cheque	6726	B Boyer	Petty Cash Top up	100.00	-	100.00
				Total		7,606.36

Notes:

* Approximate amounts

Wage quoted inc. any burials, overtime - 2 fortnightly paydays

Items marked yellow represent late additions to schedule.

Authorised Signatory 1 Authorised Signatory 2

Date