

Minutes of Clipstone Parish Council Meeting held on 13 January 2016 in the Meeting Room, Clipstone Village Hall, Church Road, Clipstone, Nottinghamshire.

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

In attendance: The Clerk

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

- CPC15-201 To receive and resolve to approve apologies for absence.
The Council received apologies for absence from Cllrs Dabbs, P Sparrow, and Vilinskis. The Council accepted the apologies for absence.
- CPC15-202 To receive disclosures of pecuniary and non-pecuniary interests pursuant to section 31 Localism Act 2011 from councillors on matters considered at this meeting.
Cllr Power declared a pecuniary interest with regard to item CPC15-225.
- CPC15-203 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 resolved to exclude public and press for items CPC15-224-226 due to the personal nature of the items to be discussed.
- CPC15-204 To receive minutes of and any updates with regards to Clipstone Parish Council meetings held on Wednesday 09 December 2015 and resolve to sign these as a true record of that meeting.
The clerk reported that NCC Highways department had confirmed the cost for installing a post for an additional dog bin as £100. The Council acknowledged this cost.
The Council received and resolved to sign the minutes of 09 December 2015 as a true record of that meeting.
- CPC15-205 To receive a report from the County Councillor.
Cllr Peck had sent his apologies.
- CPC15-206 To receive a report from the District Councillor.
Cllr Books informed the Council that the problems at Vicar water and Rumbles were being dealt with.
She said that the future of the former colliery site was quite a complex issue with no quick solutions. It had not been forgotten.
She announced that she thought the proposed development on the former squinting cat development was going to be on the agenda for the February

Planning Committee. She stated that she was on the Affordable/Social housing group and the Local Plan group.
Cllr Power commented that Clipstone was in need of smaller affordable housing units of one or two bedrooms.

Cllr Brooks Leaves.

- CPC15-207 To receive questions and petitions from the public – for information only.
A member of the public reported that that she would like to find a solution to the litter problem in the village. Her idea was to encourage residents to adopt a patch near their house and take responsibility to maintain the area. She also envisaged the removal of weeds on pavements and similar small jobs. She hoped that this would also have the secondary effect of tackling loneliness by bringing people together.
Cllr Thompson asked if she had ever reported the litter on the streets to either the Parish Council or NSDC. The two councils shared the responsibility for litter picking in Clipstone and any problems should be reported.

Another member of the public asked for high weeds on a footpath to be removed.

- CPC15-208 To receive Internal Auditor's Interim Report and determine any action required.
The Council received the interim internal auditor's report. The clerk reported that the internal review working party had yet to meet but the relevant paperwork had been circulated to the group. A receipts/payments over budget report had been presented to the council on a monthly basis since September. The VAT claim had been submitted to HMRC since the report had been compiled and the Council were awaiting a refund.
- CPC15-209 To note VAT reclaim and correspondence with HMRC.
The council noted that the VAT reclaim for the 2014-15 financial year had been submitted.
- CPC15-210 FINANCE.
- a) To approve payments schedule for January 2016 and adjourn the meeting briefly to allow for schedule to be signed if agreed.
The Council approved the payments schedule for January 2016 and signed by two councillors.
 - b) To receive petty cash records for the previous month.
The Council received the petty cash records for the previous month.
 - c) To receive bank reconciliations for the previous month.
The Council received the bank reconciliation for the previous month.
 - d) To receive receipt and payment report for the previous month.
The Council received the receipts and payments report for the previous month.

e) To receive Receipt and Payments over Budget report.
The Council received the Receipts and Payments over Budget report for the year up to 31 December 2015.

- CPC15-211 To receive a grant request from Clipstone Youth Club.
The Council resolved to award £200 to Clipstone Youth Club under Section 137 of the Local Government Act 1972.
- CPC15-212 To receive a budget preview for consideration and resolve the budget for the coming financial year.
The Council received the budget preview as presented. Cllr Thompson proposed to have a separate account code for Christmas lights and asked for £5000 to be allocated to this diminishing the environmental improvements budget accordingly. Proposed by Cllr Thompson seconded by Cllr Brownley the Council unanimously adopted the proposed budget (increased precept) for the next financial year.
- CPC15-213 To consider the precept requirements for the coming financial year.
Proposed by Cllr Brownley seconded by Cllr Weaver the Council unanimously approved the precept request for £90,350.
- CPC15-214 To receive an update and consider any correspondence and the draft lease in connection with the former Squash and Sauna Club and take any necessary resolutions.
 The clerk reported that the solicitors of the two parties were currently in negotiations about the finer details of the contract. The clerk advised that if the final version of the lease incorporated substantive changes to the draft previously approved by the Council (the Council's solicitor would advise on this) the chairman should call an extraordinary meeting of the Council before the contract should be signed.
- Mrs Jones informed the Council that the sign would be 2.4m by 4.8m leaving a 3m clearance on either side. Mrs Jones was advised to seek advice from NSDC whether planning permission would need to be sought.
 Mrs Jones agreed to provide the council with a plan of the suggested signage.
- CPC15-215 To receive update on banking arrangements and resolve to adjourn the meeting in order to sign necessary paperwork.
 The clerk presented the Council with a fresh set of mandate forms for Nat West Bank to be signed by relevant councillors.
The mandate form was signed by all relevant signatories.
- CPC15-216 To consider following Planning Application:
- 15/02223/FUL | Convert existing storage space to create two flats. – 151 Mansfield Road, Clipstone NG21 9AA.

The council unanimously supported the application.

- CPC15-217 To consider contributing to the clerk's attendance at the National Practitioner's conference.
The Council unanimously approved the proposal by Cllr Thompson, seconded by Cllr Brownley to contribute £125 to the clerk's at the attendance at the SLCC National Practitioner's Conference.
- CPC15-218 To receive Newark Open Space Provision and Needs Assessment forms and consider a suitable reply or delegation.
The completion of this form was delegated to the clerk.
- CPC15-219 To consider a draft publication scheme for approval.
Proposed by Cllr Thompson seconded by Cllr Power the Council approved the model draft publication scheme as presented.
- CPC15-220 To receive quote for skip hire and approve expenditure.
The Council received a quote for £185 for skip hire to remove spoil and other debris from the cemetery and approved the ongoing expenditure.
- CPC15-221 To receive quote for tree pruner and replacement parts for floor polisher and approve expenditure.
The Council received the quotes for the tree pruner and replacement parts for the floor polisher and approved the expenditure.
- CPC15-222 To note the receipt of a Freedom of Information request from Cllr P Sparrow the reply sent.
The Council noted the request and the reply sent.
- CPC15-223 To receive any other correspondence not considered above (for information only).
- CPRE Newsletter
 - Rural News Digest
 - Opportunities Bulletin – Funding Opportunities
 - Granwood Flooring – Flooring maintenance
 - Veola Environmental Trust Grant Application Deadlines
 - NSDC Planning Committee
 - New Audit arrangements
 - Refund request
- Cllr Power leaves. The Council excludes Public and Press from the meeting under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) due to the personal nature of the items under consideration.**
- CPC15-224 To receive a complaint from Cllr Power
Deferred to next meeting.
- CPC15-225 To discuss possible appointment of fourth parish worker (exclusion of public and press)
Proposed by Cllr Brownley seconded by Cllr Thompson the Council

unanimously resolved to offer one existing parish worker who had requested additional hours 16 additional hours per week on a temporary basis and to review the situation at the April meeting.

- CPC15-226 To receive a grievance about a councillor's conduct. (exclusion of public and press).
The Council decided the Chairman would write to the person who had raised the grievance recommending to take advice from the monitoring officer at NSDC with regards to a breach of the Councillor's Code of Conduct and to take advice from the relevant trade union.
- CPC15-227 To receive items for Notification. (for information only).
The Clerk reported that she had received the resignation from the office of chairman by Cllr Dabbs. He had not resigned as a councillor.
- CPC15-228 To confirm date of next meeting. 10 February 2016 at 19.00
The Council confirmed the next meeting date as 10 February 2016 at 19.00.

Signed as a true record of that meeting.

Signature: _____ **Date:** _____

FINANCIAL STATEMENT AND BILLS FOR PAYMENT IN JANUARY meeting

CPC15-210

CASH POSITION BEFORE ANY PAYMENTS ARE MADE							£	
NatWest Current Account 29/12/2015							93,294.50	
Lloyds Bank fund 07/07/2015							4,332.92	
NatWest S106 Account 29/10/2015							2,183.62	
Nat West Reserves 27/11/2015							36,450.26	
<i>Dated 27 November 2015</i>								
Total							136,261.30	
BILLS FOR PAYMENT								
Method	Ref	Supplier	Description	Excl. Vat	VAT	Total		
Bacs	Monthly	NSDC	Non Dom Rates S+S January	363.00	-	363.00		
Bacs	Monthly	UKWSL	Waste VH	63.64	12.73	76.37		
Bacs	Monthly	Salaries and Wages	January*	3,975.00	-	3,975.00		
Bacs	Quarterly	Konica Minolta	Copier Hire December to March	51.51	10.30	61.81		
Bacs		County Supplies	Indoor Notice Board	76.00	15.20	91.20		
Bacs		DCR	Village Hall Testing	875.00	175.00	1,050.00		
Bacs		Mick Daley	Grave Digging	200.00	-	200.00		
Bacs		Snowdin Accountancy	Interim Report	85.00	-	85.00		
Bacs		Trade Account UK	Taps Cemetery	13.33	2.66	15.99		
DD	Monthly	NSDC	Non Dom Rates Cemetery January	33.00	-	33.00		
DD	Monthly	NSDC	Non Dom Rates Village Hall January	55.00	-	55.00		
DD	Quarterly	BT	Telephone	97.34	19.47	116.81		
DD		Eon	Electricity Village Hall	152.36	1.95	154.31		
		County Supplies	Indoor Notice Board Office	20.70	4.14	24.84		
		County Supplies	Stationery	10.75	-	10.75		
		County Supplies	Cleaning products	10.56	2.11	12.67		
		DCR	Village Hall Remedial	462.00	92.40	554.40		
		Nat West	Bank Charges	22.40	-	22.40		
		BT	Phone and Broadband	97.34	19.47	116.81		
		Eon	Electricity S&S	10.92	0.55	11.47		
		Eon	Electricity Cemetery	16.67	0.83	17.50		
		Internal Transfer	NSDC	CIL payment received May 15	1532.97	-	1,532.97	
Total				8,224.49	356.81	8,581.30		

8581.30

Notes:

* Approximate amounts

Wage quoted estimated average - 2 fortnightly paydays

Items marked yellow represent late additions to schedule.

Authorised Signatory 1

Authorised Signatory 2

Date

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