

**Minutes of the Clipstone Parish Council Meeting held on 19 February 2020 in the Meeting Room, Clipstone Village Hall, Church Road, Clipstone, Nottinghamshire.**

Members Present	Members Present	Members Absent
Cllr R Clarey		
		Cllr K Croshaw
Cllr P Greenwood		Cllr JC Wigman
Cllr J Sims		
Cllr C Wigman (chairman)		

In attendance: The Clerk

Also present: Cllrs J Peck and S Carlton and members of the public

Frequently used abbreviations:

Cllr	Councillor
CPC	Clipstone Parish Council
LPA	Local Planning Authority
NCC	Nottinghamshire County Council
NSDC	Newark and Sherwood District Council

CPC20-046	Declarations of intent to record, film or photograph the meeting by members, members of the public or the press. <b>There were none.</b>
CPC20-047	To receive and resolve to approve apologies for absence. The council received apologies from Cllrs JC Wigman and K Croshaw.
CPC20-048	To receive questions and petitions from the public – for information only. <b>There were none.</b>
CPC20-049	To receive a report from the County and District Councillors Cllr Peck confirmed that he supports the Council's Local Improvement Scheme application. He continued to speak about recent and planned infrastructure improvements, the budgeting process at Nottinghamshire County Council. It was reported that planning enforcement were looking into the bungalow next to the cemetery entrance as the site was not properly secured. It had suffered repeated vandal damage and police had promised increased patrols in the area. A litter pick had been arranged in the parish and 14 bin liners of rubbish had been collected. 107 new police officers would be recruited in Nottinghamshire by the March 2020.
CPC20-050	To receive disclosures of pecuniary and non-pecuniary interests pursuant to section 31 Localism Act 2011 from councillors on matters considered at this meeting. <b>There were none.</b>
CPC20-051	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.

	<b>The council resolved to exclude Public and Press for item CPC20-073 to discuss personnel matters.</b>
CPC20-052	To receive minutes of previous Clipstone Parish Council meeting(s) and sign these as a true record of that meeting. <b>The Council resolved to sign the minutes of the meeting 06 February 2020 as a true record of that meeting and the papers were signed by the chairman.</b>
CPC20-053	To receive correspondence expressing concern about Gypsy, Traveller and Travelling Showpeople Site Allocations Development Plan Document (DPD) by Mansfield District Council. The Council noted the correspondence. It would reply in due course when consulted by the Mansfield Planning Authority.
CPC20-054	To receive an update on the potential move to the Clipstone Miners Welfare Trust Building. Cllr Clarey reported that the Miners Welfare Community Trustees had received a letter with the proposed Heads of Terms and were willing to move ahead. <b>Cllr Clarey declared a non-pecuniary interest in this item and refrained from voting.</b> <b>The Council resolved to instruct the solicitor to draft the head of terms for the move to the Miners Welfare Building.</b> <b>The Council resolved to undertake an energy efficiency feasibility study at a cost of £11,600 + vat for both parts of the building. It would need to be negotiated how the cost could be split.</b>
CPC20-055	To receive a progress report on the LIS project. The council received an update on the ongoing LIS project.
CPC20-056	To consider an application proposal under the 2021-22 LIS scheme. <b>The Council resolved to approve the LIS application for 2020-21 for energy efficiency measures at the Miners Welfare Building.</b>
CPC20-057	To receive a progress report on the car parking project. The Council received an update on the project. More quotes and further clarification would be required before amended plans could be submitted and approved by the LPA and the building work begin.
CPC20-058	To receive an update on the telephone kiosk adoption contract and consider the next steps. <b>The Council noted that it had taken ownership of the telephone kiosk.</b>
CPC20-059	FINANCE: a) To receive the Payments and Receipts report for January. b) To receive bank reconciliations for January 2020. c) To receive the payments/receipts over budget report. d) To consider any additional items to be added to the printed schedule. e) To approve the payment schedule for February/March and sign it. <b>The Council received and noted the above documents and resolved to sign the payment schedule.</b>
CPC20-060	To appoint a shortlisting and interview panel and agree a timetable for advertising, shortlisting, and interviews.

	<p><b>The Council agreed that the vacancy should be advertised for three weeks on various free platforms. Following approximately one week of shortlisting the interviews would be scheduled for week 5 after advertising.</b></p>
CPC20-061	<p>To consider authorising signing an agreement releasing £7,295.00 of section 106 money by Newark and Sherwood District Council to Clipstone Parish Council in respect of the Off-Site Sports Provision Contribution, specifically for the installation of an artificial cricket wicket at Clipstone and Bilsthorpe Cricket Club's ground and for no other purpose.</p> <p><b>The Council resolved to authorise the Clerk to sign the agreement.</b></p>
CPC20-062	<p>To authorise the transfer of £7,295.00 of S 106 moneys received from Newark and Sherwood District Council respect of the Off-Site Sports Provision Contribution, specifically for the installation of an artificial cricket wicket at Clipstone and Bilsthorpe Cricket Club's ground and for no other purpose to Clipstone and Bilsthorpe Cricket Club's once relevant documentation that such provision has been/is being made has been received.</p> <p><b>The Council resolved to authorise the payment of funds to the club once the relevant proof of completed work had been presented to the clerk.</b></p>
CPC20-063	<p>Planning: To consider the following planning applications:</p> <ul style="list-style-type: none"> <li>• 20/00206/DEM <a href="#">2 storey residential building</a>. School House Church Road Clipstone Nottinghamshire NG21 9DF</li> <li>• 20/00199/FUL <a href="#">Householder application for single storey rear extension</a>. 2 Brownley Road Clipstone Mansfield Nottinghamshire NG21 9FZ</li> </ul> <p><b>The Council had no objection to either planning application and would thus take a neutral stance.</b></p> <p>To note the following planning decisions: <b>There were none.</b></p>
CPC20-064	<p>To consider a date for the Annual Parish Meeting between 01/03/2020 and 01/06/2020 in pursuance of LGA1972 SCH 12 para 14 (1) and consider the format of such a meeting.</p> <p>Cllr Scott Carlton offered to invite the NSDC's Chief Executive and Inspector Heather Sutton. Cllr Clarey would invite the Community Action Partnership and the choir. The clerk would invite both primary and secondary schools to contribute to the evening.</p> <p><b>The Council resolved to have an Annual Parish Meeting on a separate day from normal council meetings. The venue would be the Miners Welfare if available. The date would be in mid to late May.</b></p>
CPC20-065	<p>To receive the following correspondence:</p> <ul style="list-style-type: none"> <li>• Nalc – Local Council Award Scheme National Panel - 2nd Pilot</li> <li>• NALC legal update - February 2020</li> <li>• Flood Warden Community Schemes February Training for Potential New Wardens</li> </ul>

	<ul style="list-style-type: none"> <li>• MyNotts App</li> <li>• VE Day 75</li> </ul> <p><b>The Council noted the correspondence and delegated Cllr Greenwood to attend the VE day 75 service.</b></p>
CPC20-066	<p>To receive Items for Notification to be included on next meeting's agenda. (for information only).</p> <ul style="list-style-type: none"> <li>• Fly tipping</li> </ul>
CPC20-067	<p>To confirm date of next scheduled meeting for Wednesday 25 March 2020.</p> <p><b>The Council confirmed the date of the next scheduled meeting as 25 March 2020 at 19.00 at the Village Hall.</b></p>
CPC20-073	<p>To consider payment methods for staff salaries and offering monthly contracts to all staff. (Exclusion of Public and Press required due to personal nature of this item).</p> <p><b>Public and Press were excluded for this item.</b></p> <p><b>The Council resolved that all staff should be moved to on to monthly pay from April 2020. Staff would continue to be paid by BACS.</b></p>

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

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

2019-20 Payment Schedule February 20

FINANCIAL STATEMENT AND BILLS FOR PAYMENT IN		February		CPC20-059e)		
<b>CASH POSITION BEFORE ANY PAYMENTS ARE MADE</b>						
NatWest Current Account	31-Jan				<b>£ 111,863.24</b>	
NatWest Savings Account	31-Dec				<b>49,010.09</b>	
<b>Total</b>					<b>160,873.33</b>	
<b>BILLS FOR PAYMENT</b>						
Method	Ref	Supplier	Description	Excl. Vat	VAT	Total
DD	4101023877	NSDC ^	Non-Dom current month cemetery	45.00	-	45.00
Bacs	43037	NSDC ^	Rent portion S&S current month	331.25	-	331.25
BACS		Salaries and Wages January	Approximate amount Salaries and Wages	6,050.00	-	6,050.00
DD		NatWest	Bank Charges January	13.82	-	13.82
Bacs	3077/00148768	Jewson	PPE and Cement	67.98	13.60	81.58
Bacs	1149106319	Konica	Quarterly rental	73.65	14.73	88.38
DD	01544740	Robin Hood Energy	VH Gas	315.34	15.77	331.11
Bacs	130772	SLCC	Conference	299.00	40.00	339.00
Bacs	N022000706	County Supplies	Tambour	291.96	58.39	350.35
DD		SSE	Electricity VH	448.74	22.43	471.17
DD		SSE	Electricity Cemetery	46.83	2.34	49.17
Bacs		Platts Harris	Mowers and brushcutter	2,391.87	478.37	2,870.24
Bacs		HallMaster	Annual Subscription	177.00	35.40	212.40
Bacs	INV 1521	Notts ALC	Annual Subscription	745.08	-	745.08
Bacs	34065	Edge IT systems	Annual Subscription and tech Support	205.00	41.00	246.00
Bacs		Screwfix	sealant etc	25.73	5.14	30.87
Bacs	7101110864	NSDC	Waste upload 2020-21	964.08	-	964.08
Bacs		Deposit refund Party		50.00	-	50.00
Bacs		Deposit refund Event		50.00	-	50.00
Bacs		Deposit refund Event		50.00	-	50.00
DD	MO35XQ	BT	Phone and Broadband Feb	53.40	10.68	64.08
DD	MO34TE	BT	Phone and Broadband Jan	52.90	10.58	63.48
DD	MO33PH	BT	Phone and Broadband Dec	53.40	10.68	64.08
Bacs	N022001565	County Supplies	consumables	109.82	21.97	131.79
Bacs	2020/008	Groundworks	Final drawings	1125.00	225.00	1,350.00
<b>Total</b>				<b>14,036.85</b>	<b>1,006.08</b>	<b>15,042.93</b>

**Notes:**

\* Approximate amounts

^ Regular monthly payments

\* Already made

TBA Transfer between accounts

Items marked yellow represent late additions to schedule.

Authorised Signatory 1

Authorised Signatory 2

Date

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