

Minutes of the Clipstone Parish Council Meeting held on 27 June 2018 in the Meeting Room, Clipstone Village Hall, Church Road, Clipstone, Nottinghamshire.

Members Present	Members Present	Members Absent
Cllr G Adams		Cllr S Bishop
Cllr K Beresford		Cllr B Brownley
Cllr R Clarey		Cllr D Thompson
Cllr C Wigman		Cllr MG Whittard

In attendance: The Clerk

Also present: members of the public and County Councillor Peck and District Councillor Peacock

Frequently used abbreviations:

CPC Clipstone Parish Council

LPA Local Planning Authority

NCC Nottinghamshire County Council

NSDC Newark and Sherwood District Council

CPC18-651	To receive and resolve to approve apologies for absence. The Council receive apologies for absence from Cllrs Bishop (Work), Brownley (domestic emergency), JC Wigman (Work) Thompson (Health – apologies not available at time of meeting)
CPC18-652	To receive questions and petitions from the public – for information only. There were none.
CPC18-653	To receive a report from the County and District Councillors. Cllr Peck reported that the bus route to Cavendish was taking shape with an application being submitted for a bus shelter. He explained that it would be important to have the funding in place to support the service for a minimum of at least 12 months. NCC was trying to secure that funding. He reported that Eastfield Close and First Avenue would be resurfaced in the current financial year. He reported that the last section of Mansfield Road to Seventh Avenue had not been resurfaced as it was allegedly still in good condition. Cllr Peacock gave a report on the Eastfield Close development. Parking spaces had been lost during the development process. There had been complaints about workers attitudes towards local residents. N+S Homes discussed these issues with the developer and things seem to have improved. He reported on damaged vehicles on Forest Road damaged by speeding cars. He said a mobile speed camera was available to borrow and used by volunteers following initial training. He reported that NSDC was working with the developer Taylor Wimpey with regards to the development of a play area on Cavendish. He said that N+S Homes had started regular inspections of their housing stock in Clipstone by senior officers.

CPC18-654	To receive disclosures of pecuniary and non-pecuniary interests pursuant to section 31 Localism Act 2011 from councillors on matters considered at this meeting. There were none.
CPC18-655	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. There were none.
CPC18-656	To receive minutes of previous Clipstone Parish Council meetings sign these as a true record of those meetings. The Council resolved to sign the minutes of the meeting 23 May 2018 as a true record of that meeting.
CPC18-657	To receive updates resulting from the previous meeting's minutes not covered elsewhere on the agenda. (for information only) The Council received an update.
CPC18-658	<p><u>To comment on planning applications:</u></p> <ul style="list-style-type: none"> • 18/00996/FUL CHANGE THE USE OF A FORMER COAL MINE METHANE BOREHOLE PLATFORM, SOIL STORAGE / SCREEN BUND AND ANCILLARY AREAS BACK TO SUI-GENERIS USE AS PART OF THE ABATTOIR COMPLEX Land At Baulker Lane Clipstone Nottinghamshire NG21 9BG <p>The Council resolved to support the application without comments.</p> <p><u>To receive the following planning decisions:</u></p> <ul style="list-style-type: none"> • 18/00194/OUT Demolish existing bungalow and out buildings, form new site access and erect 6 detached bungalows with associated landscaping and vehicular access. Brookside Station Road Clipstone Nottinghamshire NG21 9AQ -Application Permitted • 18/00717/FUL Play Park – Application Permitted <p>17/02038/FUL Application to vary condition 4 attached to planning permission 16/01905/FUL to remove the security posts (retrospective) Clipstone Car Sales 173 Mansfield Road Clipstone Nottinghamshire NG21 9AA – Application Permitted</p> <p>The Council noted the above planning decisions.</p>
CPC18-659	<p>Finance</p> <ol style="list-style-type: none"> a) To receive the Payments and Receipts report for May b) To receive the bank reconciliation for May c) To receive the payments/receipts over budget report. d) To consider approval of any additional payments not previously reported e) To approve the payment schedule for June and sign it f) To sign any cheques approved for payment. <p>The Council received the financial reports for the previous month. The Council resolved to approve the payment Schedule for June with the additional payments.</p>

CPC18-660	<p>To receive and note the agendas for the SLCC Regional Training 1 – Day Seminar in Nottingham (£75) and the NALC 2 – day National Conference (£195) in Milton Keynes and decide who if any should attend.</p> <p>The Council approved the Clerk’s attendance at the SLCC Regional Training Seminar in Nottingham and the two-day NALC National Conference in Milton Keynes (£195).</p>
CPC18-661	<p>To note documentation received in conjunction with the sale of the former Health Centre.</p> <p>The Council noted the documentation received in conjunction with the sale of the former Health Centre and asked the Clerk to convene an additional Council meeting.</p>
CPC18-662	<p>To note an update on the Cavendish bus service and consider any action to be taken.</p> <p>The Council noted the update and approved the design for a bus shelter as presented. The Clerk would enquire if a bus shelter design was available that would accommodate a defibrillator and request for this to be installed instead if available.</p>
CPC18-663	<p>To receive a first feedback on the feasibility study, a project time line and clients brief</p> <p>The Council noted the first feedback of the feasibility study and approved the clients brief and time line.</p>
CPC18-664	<p>To received van insurance renewal notice.</p> <p>The Council reviewed the van insurance renewal notice and approved the renewal of the policy.</p>
CPC18-665	<p>To receive general insurance renewal notice (year 3 of three-year deal)</p> <p>The Council reviewed the general insurance renewal notice and approved the renewal of the policy.</p>
CPC18-666	<p>To note the following correspondence</p> <ul style="list-style-type: none"> • CCRG Update • Cllr Beresford – NSDC • NALC Judicial Review and May Personnel Newsletter <p>The Council noted the above correspondence.</p>
CPC18-667	<p>To consider the following Grant applications from local groups:</p> <p>a) Clipstone Colliery Regeneration Group: £1,612 for newsletter and music festival</p> <p>The Council asked for detailed accounts of the 2017-18 financial year to be supplied as well as a breakdown of the funding received, and the conditions attached to the funding.</p> <p>Cllr Clarey declared a non-disclosable interest in the following grant applications in as much as he was a trustee of the Clipstone Miner’s Welfare. The Council permitted him to remain in the room and explain the applications presented and answer questions. Cllr Clarey abstained from voting on any of the items under CPC18-667 b-e).</p> <p>b) Little Diggers allotment gardening project - £200</p>

	<p>The Council resolved to award a grant of £200 to Little Diggers. . (Local Government (Miscellaneous Provisions) Act 1976, s.19 (3))</p> <p>c) Clipstone Football Club - £500</p> <p>The Council resolved to award a grant of £500 to Clipstone Football Club. . (Local Government (Miscellaneous Provisions) Act 1976, s.19 (3))</p> <p>d) Clipstone Colts Junior Football Club - £500</p> <p>The Council resolved to award a grant of £500 to Clipstone Colts Junior Football Club. . (Local Government (Miscellaneous Provisions) Act 1976, s.19 (3))</p> <p>e) Clipstone Youth Club - £13,000</p> <p>The Council resolved to award a grant of £13,000 to Clipstone Youth Club. The grant would be paid in two portions: an initial payment of £6,000 following the provision of the Club's accounts for the previous financial year and the remainder following the successful sale of the former Health Centre. The Clerk would arrange for the necessary virements from underspent budget codes to the grants budget for this purpose.</p> <p>(Local Government (Miscellaneous Provisions) Act 1976, s.19 (3))</p>
CPC18-668	<p>Motion 1: "I, Cllr Beresford, propose the Council discusses if it wishes to carry on being known as Clipstone Parish Council or if it should resolve to be known henceforth as Clipstone Town Council."</p> <p>The Council resolved not to carry the motion and remain known as Clipstone Parish Council.</p>
CPC18-669	<p>Motion 2: I, Cllr Beresford, propose that the Council removes all separate dog waste & litter bins within its area and purchases a minimum of fifty new, green, Tops Royale, co-mingled waste litter bins complete with 20kg internal ballast emblazoned with the Council name to demonstrate to the public that these bins are provided and emptied by our Council.</p> <p>a) If carried, that the Council sets a maximum budget of £12,000 incl. VAT to purchase the bins and the optional extras (Fifty bins complete with ballast will cost £10,573.20 incl. VAT – Glasdon will then "free-issue" a further 5 identical bins)</p> <p>b) If carried, that the siting of the said bins will be determined by the Asset Committee</p> <p>c) If carried, the costs currently expended on emptying separate bins paid to NSDC (appr. £1,445 per Annum) will be saved and will be offset against the cost of our Council conducting the regular emptying & disposal of said co-mingled waste.</p> <p>If carried, that the council seeks additional financial support from NSDC to conduct the emptying and disposal of said co-mingled waste.</p> <p>Cllr Beresford agreed for the motion to be amended to read: I, Cllr Beresford, propose that the Council removes all separate dog waste & litter bins within its area and purchases sufficient bins to meet the needs of litter requirements complete with internal ballast emblazoned with the Council name to demonstrate to the public that these bins are provided and emptied by our Council. The Council</p>

	<p>resolved to do some further research into the matter and report back at the July meeting. Deferred.</p>
CPC18-670	<p>Motion 3: I, Cllr Beresford, propose The Council that The Council authorise the Personnel Committee to set on a litter picker/collector, as a new role at 10 hours per week supplemented with 10 hours per week from the existing allotted staff hours.</p> <ul style="list-style-type: none"> d) If carried, that The Council task the Asset Committee to provide appropriate tools & cart for the purpose of carrying out the litter picking role with a maximum budget of £1,000 inc VAT e) If carried, that the said cart be emblazoned with the Council's name f) If carried, that The Council seek additional financial support from NSDC to conduct the said litter picking as this role will then not need to be carried out by NSDC <p>The Council resolved to do some further research into the matter and report back at the July meeting. Deferred to Personnel Committee.</p>
CPC18-671	<p>Motion 4: I, Cllr Beresford, propose that the Council authorises the Asset Committee to find the most suitable solution to mechanically road sweeping for the area and to obtain quotations for appropriate capital equipment to perform the said function.</p> <ul style="list-style-type: none"> a) If carried, the Asset Committee should consider in the first instance the cost of hiring a road a sweeping contractor to thoroughly clean our streets b) If carried, the Asset Committee should look to provide quotations for the outright purchase of an appropriate scarab type road sweeper to perform this function going forward (new or second-hand) c) If carried, any new vehicle be emblazoned with the Council's name <p>If carried, that The Council seek additional financial support from NSDC to conduct the said road sweeping as this role will then not need to be carried out by NSDC</p> <p>The Council resolved to do some further research into the matter and report back at the July meeting. Deferred to Assets Committee.</p>
CPC18-672	<p>Motion 5: I, Cllr Beresford, therefore propose that the Council free-issue to every household a sturdy black plastic recycling box (2200 households @ £3.50 per household = £7,700).</p> <ul style="list-style-type: none"> a) If carried, the Asset Committee can obtain the necessary quotations for the recycling boxes b) If carried, that ROB Recycling in Ollerton will perform the collection & recycling fortnightly free of charge (ROB is a registered charity providing work for adults with learning disabilities and is funded partly by donations and partly by Social Services & Notts County Council) c) If carried, any new recycling boxes be emblazoned with the Council's and ROB Recycling names <p>If carried, ROB Recycling have indicated that they can resource the collections to start in October.</p> <p>Proposed by Cllr Clarey seconded by Cllr Wigman the Council resolved to do some further research into the matter, obtain quotes and</p>

	samples from ROB and other potential suppliers for boxes and report back at the July meeting. Deferred. This project should be funded from the Environmental Improvements budget.
CPC18-673	<p>Motion 6: I, Cllr Beresford, propose that The Council petition Nottinghamshire County Council to either extend the 30mph A6030 speed limit on Mansfield Road to such a point as they so determine beyond the Cavendish Way / Mansfield Road island so that traffic flow speed entering and leaving our village is reduced. Or alternatively lower the speed limit on this stretch of road to 40mph.</p> <p>If carried, the Clerk to liaise with Kings Clipstone Parish Council to determine if they wish to also jointly petition NCC such that the speed limit is lowered all the way through to Kings Clipstone's 30mph zone on the A6030</p> <p>The Council resolved to liaise with both NCC and Kings Clipstone Parish Council in the pursuit of a reduction in the speed limits between the two villages.</p>
CPC18-674	<p>Motion 7: I, Cllr Beresford, propose that the Council petition Nottinghamshire County Council to lower the speed limit to 30 mph from the Cavendish Way / Mansfield Road (A6030) traffic island along the entire route of Cavendish Way.</p> <p>The Council resolved to petition Nottinghamshire County Council to lower the speed limit to 30 mph from the Cavendish Way / Mansfield Road (A6030) traffic island along the entire route of Cavendish Way.</p>
CPC18-675	<p>Motion 8: I, Cllr Beresford, propose that The Council task the Asset Committee to provide a full list of all areas, verges and public open spaces that The Council should encompass plus an exhaustive list of equipment and man-hours required to complete these tasks more frequently than is the current norm.</p> <p>a) If carried, the Asset Committee should report back to the next Council meeting with their proposals and recommendations so that the Council can determine if it wishes to enact said proposals & recommendations</p> <p>b) If carried, any new equipment or vehicle be emblazoned with the Council's name</p> <p>If carried, that The Council seek additional financial support from NSDC & NCC to conduct this function as such a service will no longer be required from NSDC or NCC.</p> <p>Delegated to Assets Committee for decision.</p>
CPC18-676	<p>Motion 9: I, Cllr Beresford, propose that The Council apply for grant funding or provide from our own reserves, a community defibrillator and housing for the Cavendish Estate. (Public Health Act 1936, s234)</p> <p>The Council agreed in principal to provide a community defibrillator for the Cavendish Estate. Further research would be required as to the position of said facility.</p>
	Proposed by Cllr Clarey the Council formally resolved to continue the meeting after 21.00.
CPC18-677	<p>Motion 10: I, Cllr Beresford, propose the Council applies for Section 106 monies to provide a subsidy to Stagecoach, the bus operator, of the No16 Service to extend the current service beyond the turnaround / terminus point at Greendale</p>

	<p>Avenue, such that the service would now turnaround / terminate at the furthest traffic island on Cavendish Way</p> <ul style="list-style-type: none"> If carried, Stagecoach / Notts CC have suggested that a minimum of 2 years funding should be provided for the service to be viable. <p>The Council resolved to request an up to date list of S106 and CIL moneys due for development in Clipstone Parish.</p>
CPC18-678	<p>Motion 11: I, Cllr Beresford, propose The Council apply for Section 106 monies to supply and install 3 No Bus Stops/Shelters along Cavendish Way – 1 sited at the current roundabout in the estate as a temporary terminus point and two further stops 1 on each side of the road at appropriate locations. (Local Government (Miscellaneous Provisions) Act 1953, s.4).</p> <p>a) If carried, The Council should seek additional secured Section 106 monies to provide up to 3 further bus stops/shelters on the estate as the estate grows further.</p> <p>b) If carried, the stop/shelter on the internal Cavendish Way island should also be provided with a mains electricity supply such that a small power point can be provided to supply electricity to a community defibrillator (Public Health Act 1936, s234)</p> <p>If carried, that the community defibrillator referred to in the previous agenda item, be sited and powered from the internal Cavendish Way island bus stop/shelter</p> <p>Deferred until S106 funding information has been received.</p>
CPC18-679	<p>Motion 12: I, Cllr Beresford, propose that The Council provides several new Council notice boards throughout its area</p> <p>If carried, the Asset Committee to determine the locations, number and style of notice board.</p> <p>The Clerk reported that the Council had already applied for funding for three notice boards and had been afforded funding in principle. Location and style of these boards had been determined under item CPC17-529 at the December meeting. Not carried.</p>
CPC18-680	<p>Motion 13: I, Cllr Beresford, propose we consider extending the festive lights to the Island on Cavendish Way / Mansfield Rd and beyond along the route of Cavendish Way.</p> <p>a) If carried, and current finances allow, complete the entire works this year.</p> <p>If carried, and there are insufficient funds to complete the project this year, we should phase the works over the next two years or, as funds allow and are budgeted for.</p> <p>The motion was not carried. The Council resolved to delegate the decision of a Christmas Tree on cavendish Estate to the Assets Committee.</p>
CPC18-681	<p>Motion 14: I, Cllr Beresford, therefore propose that we ask our alarm engineer to program twenty additional four-digit alarm codes into the alarm system, cut</p>

	<p>twenty additional key sets thus negating the need for our staff to open and close the Hall, thus saving money and time</p> <p>a) If carried, the alarm engineer should demonstrate to the Clerk, the Senior Worker and two Councillors how to add and omit the said codes and how to interrogate the alarm system to ascertain entry and exit times for each group or hirer</p> <p>b) If carried, each group or hirer can be issued with a set of keys and a four-digit code for the alarm – contracts to be amended to ensure liability sits with the hirer</p> <p>If carried, each group or hirer can then be billed for actual usage of the Hall, subject to the minimum hire period requested initially having been applied as a minimum charge</p> <p>Cllr Beresford withdrew this motion.</p>
CPC18-682	<p>Motion 15: I, Cllr Beresford, propose that each Councillor and staff member be issued with a name badge, so that everyone can be identified by the public.</p> <p>Cllr Beresford agreed to a change of his motion. Proposed by Cllr Beresford seconded by Cllr Adams the Council resolved that each councillor should be issued with a photo ID on a lanyard. A risk assessed photo ID would be provided for all staff.</p>
CPC18-683	<p>Motion 16: I, Cllr Beresford, propose that the Personnel Committee, task the Senior Worker with devising a staff task rota and supervise the deployment of said staff resources to that rota, thus ensuring staff accountability for the roles they so perform.</p> <p>The Council resolved that the Senior Parish Worker should keep a written record in a weekly report book.</p>
CPC18-684	<p>Motion 17: I, Cllr Beresford, propose, that in conjunction with the Personnel Committee and the Asset Committee, the Senior Worker be given a maximum permissible spend limit per task, and be allowed to place orders on behalf of the Council, up to the said limit, where the Council Workers carry out such tasks.</p> <p>The Council resolved to delegate to the Personnel Committee a decision over a pre-paid card for the Senior Parish Worker and set its credit limit.</p>
	<p>Cllr Wigman left the meeting at 22.00 after item CPC18-685.</p>
CPC18-685	<p>Motion 18: I, Cllr Beresford, propose, that if the two preceding agenda items are currently out with the scope of the Senior Workers contractual remit, the Personnel Committee undertake a full review of the employment contract and in negotiation with the Senior Worker, amend the contract of employment accordingly to ensure such tasks and responsibilities are encompassed.</p> <p>Withdrawn.</p>
CPC18-686	<p>Motion 19: I, Cllr Beresford, propose, that the Council provide a guaranteed fund to produce the quarterly information magazine, "The Clipstone Chronicle". Typical costs for an 8-12-page quarterly magazine is circa £800. The maximum cost would therefore be £3,200. (LGA1972, s142).</p> <p>The Council resolved to carry the motion.</p>

CPC18-687	<p>Motion 20: I, Cllr Beresford, propose that the Council create a new bye-law requiring all residents and businesses who have trees, bushes or other vegetative growth overhanging any pavement or public road or driveway by more than 150mm from ground to 1.85m high to cut it back to this measure. If such growth is not cut back within 28 days of issue of a notice to do so the Council should cut said growth back and levy a charge on the resident or business commensurate to the cost expended plus £75 as a penalty.</p> <p>Withdrawn.</p> <p>Members of the public are reminded to report any obstructions of public footpaths to Nottinghamshire County Council. The Clerk would investigate providing a direct link on the Council's website to report such obstructions.</p>
CPC18-688	<p>To receive Items for Notification to be included on next month's agenda.</p> <ul style="list-style-type: none"> • New website
CPC18-689	<p>To confirm date of next scheduled meeting for Wednesday 25 July 2018 at 19.00.</p> <p>The next scheduled meeting was confirmed for 25 July 2018 at 19.00.</p>

Signed as a true record of that meeting.

Signature: _____ **Date:** _____

2018-19 Payment Schedule June 18

FINANCIAL STATEMENT AND BILLS FOR PAYMENT IN

June

CPC18-659e

CASH POSITION BEFORE ANY PAYMENTS ARE MADE							£
NatWest Current Account		31-May					54,338.42
NatWest Current Reserves		31-May					30,202.03
Total							84,540.45
BILLS FOR PAYMENT							
Method	Ref	Supplier	Description	Excl. Vat	VAT		Total
DD	4101239939	NSDC	Non-Dom current month Community Centre	1,680.00	-		1,680.00
DD	4101023877	NSDC	Non-Dom current month cemetery	40.00	-		40.00
DD	4101231278	NSDC	Non-Dom current month Village Hall	326.00	-		326.00
BACS		Salaries and Wages*	Approximate amount salaries and Wages	4,500.00	-		4,500.00
DD	221283929	British Gas	Electricity VH Feb to May	235.12	11.75		246.87
DD	989239525	British Gas	Gas VH Feb to April	835.64	167.12		1,002.76
DD	710214183	British Gas	Electricity Cemetery Feb to May	23.14	1.15		24.29
DD	6792	UK Fuels	Fuel - Ground Maintenance	47.40	9.48		56.88
DD	6792	UK Fuels	Fuel - Ground Maintenance, Card Charges	117.29	23.46		140.75
DD	01426076	Water Plus	Water VH Feb to June	516.23	-		516.23
DD		NAT West	Bank Charges	19.83	-		19.83
BACS	0884325598	Trade UK	Wheelbarrow and paint	64.89	12.98		77.87
BACS		NottsAlc	Planning Training	35.00	-		35.00
BACS		Zurich Insurance	Main Insurance	£3,018.97	-		3,018.97
BACS		Came and Company	Van Insurance	481.2	-		481.20
BACS	SU1650998	County Supplies	Cleaning consumables	77.74	15.55		93.29
BACS		Pocket Card	Top up (MOT+ service van)	450	-		450.00
Total				12,468.45	241.49		12,709.94

Notes:

* Approximate amounts

Items marked yellow represent late additions to schedule.

Authorised Signatory 1

Authorised Signatory 2

Date

--	--

27/06/2018