

**Minutes of the additional Clipstone Parish Council Meeting held on 14 December 2016 in the Meeting Room, Clipstone Village Hall, Church Road, Clipstone, Nottinghamshire.**

Members Present	Members Present	Members Absent
Cllr G Adams		Cllr P Sparrow
Cllr B Brownley		Cllr K Weaver
Cllr D Thompson		
Cllr MG Whittard (Chair)		
Cllr C Wigman		

In attendance: The Clerk

Also present: 18 members of the public.

- CPC16-221 To receive and resolve to approve apologies for absence.  
Apologies had been received from Cllr Weaver who continued to be in poor health.  
The Council accepted the apologies.
- CPC16-222 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.**
- CPC16-223 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.**
- CPC16-224 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 Thompson seconded by Cllr Adams the Council approved and resolved to sign the minutes of 9 November 2016.**  
**Proposed by Cllr Wigman seconded by Cllr Brownley the Council approved and resolved to sign the minutes of 21 November 2016.**
- CPC16-225 To receive updates resulting from last month's minutes.  
The clerk reported on developments since the last meeting.
- CPC16-226 To receive a report from the District and County Councillors.  
County Cllr Peck had sent his apologies.  
Cllr Thompson reported the localised council tax support grant to NSDC had been reduced by one million to nine million pounds.
- CPC16-227 To receive questions and petitions from the public – for information only  
One member of the public voiced his concerns that a new development on Forest Road would cause a number of problems to existing residents of the road. He raised the following concerns:  
Not enough parking given that these days most households have two cars.  
It has always been a children's play area.  
Water pressure to households is already low. This would make it worse.  
There have been problems with sewage back flow. More houses would make the

problem worse.

He remarked that local schools were full and would not be able to accommodate additional children.

It was difficult to get a doctor's appointment.

He currently had a fantastic view which would be spoilt by the development.

Another member of the public reiterated the sewerage problems.

A representative of the allotments society remarked that there were 140 allotments and owners would be going past the new houses on their way to the allotments.

The society had not been consulted.

A member of the public asked the council to invite a representative of NSDC to justify their Planning Committee's permission for the development at the former Squinting Cat site. The Clerk was asked to arrange a visit from a senior NSDC planning officer.

Another member of the public mentioned that there were now more vehicles at the car sales than ever. More cars would be detrimental.

CPC16-228 Planning:

To comment on planning applications:

- 16/01905/FUL | Application to Vary Condition 3 of Planning Permission 04/02389/FUL to increase the number of cars allowed to be displayed from 15 to 21 | Clipstone Car Sales 173 Mansfield Road Clipstone Nottinghamshire NG21 9AA.

**Proposed by Cllr Wigman seconded by Cllr Brownley the Council resolved to object to the application.**

- 16/02009/HPRIOR | Householder prior approval for rear single storey extension with 2 Velux windows The length that the extension extends beyond the rear wall of the original house: 1.8 metres Eaves height of the extension: 2.1m Maximum height of the extension: 3m | 3 Primrose Way Clipstone Nottinghamshire NG21 9FF

**Supported.**

- 16/01972/FUL | Provision of 4no. dwelling houses and 4no. dwelling flats with associated works. | Land Between 67-69 Forest Road Clipstone Nottinghamshire

**Proposed by Cllr Brownley and seconded by Cllr Wigman the Council resolved to object to the development.**

- 16/01973/FUL | Provision of 4no. dwelling houses and 4no. dwelling flats with associated works. | Land Between 139-141 Forest Road Clipstone Nottinghamshire.

**Proposed by Cllr Thompson and seconded by Cllr Brownley the Council resolved to object to the development.**

- 16/01974/FUL | Provision of 5no. dwelling houses and 4no. dwelling flats with associated works. | Land Between 177-179 Forest Road Clipstone Nottinghamshire

**Proposed by Cllr Brownley and seconded by Cllr Wigman the Council resolved to object to the development.**

To note the following planning decisions:

15/01153/FUL | Change of use from current vehicle sales site to redevelopment for 5 no. houses and 4no. shop units with flats. | Former Squinting Cat Public House Mansfield Road Clipstone Nottinghamshire NG21 9AB – **Permitted**

**The Council noted the above planning decision.**

- CPC16-229 FINANCE
- a) To receive petty cash records for the previous month.
  - b) To receive bank reconciliations for the previous month.
  - c) To receive receipt and payment report for the previous month.
  - d) To receive Receipt and Payments over Budget report
  - e) To agree any additional payments if applicable.
  - f) To approve payments schedule for December 2016 and adjourn the meeting briefly to allow for schedule to be signed if agreed and cheques to be signed.
- Proposed by Cllr Adams seconded by Cllr Brownley the Council unanimously approved the financial reports and approved the payment schedule for December.**
- CPC16-230 To formally approve virements and transfers from reserves as per appended report.  
**Proposed by Cllr Thompson seconded by Cllr Adams the Council unanimously approved the virements and transfers from reserves as presented.**
- CPC16-231 To approve the first draft budget model –for 2017/18 Financial Year.  
**Proposed by Cllr Thompson seconded by Cllr Adams the Council approved the first draft of the budget model.**
- CPC16-232 To approve the Public Loans Board application and the budget model submitted with it and resolve to sign it.  
**Proposed by Cllr Wigman seconded by Cllr Thompson the Council approved the Public Works Loan Board application for £125,000 and the model budget as submitted and resolved to sign it.**
- CPC16-233 To note the completion statement issued by Bevan Brittan.  
**The Council noted the statement issued by Bevan Brittan.**
- CPC16-234 To decide what building work will be required at the former health centre and obtain relevant quotes.  
**The Council considered building work that may need initiating before the next meeting and decided that a ramp providing access to the back entrance would be the first priority. The Clerk was asked to obtain suitable quotes. The Council approved the installation of a ramp.**
- CPC16-235 To delegate to the Clerk submission of any pre-planning and planning applications (including change of use) for the former health centre on First Avenue and approve any costs incurred by way of professional and consultancy fees.  
**Proposed by Cllr Thompson seconded by Cllr Brownley the Council unanimously agreed to delegate any pre-planning applications to the clerk in consultation with the chairman.**
- CPC16-236 To consider applications for co-option to the Council received and appoint co-opted councillors.  
Cllr Brownley declared an interest in the appointment of Ms Kay and Cllr Wigman declared an interest in the appointment of Mr Wigman.  
**Proposed by Cllr Thompson seconded by Cllr Adams the Council appointed Ms Tara Kay as a co-opted councillor.**  
**Proposed by Cllr Whittard seconded by Cllr Adams the Council appointed**

**Mr Chris Wigman as a co-opted councillor.**

- CPC16-237 To receive a report on the Christmas Lights Switch-on event.  
Deferred to a later meeting.  
**Deferred to a later meeting.**
- CPC16-238 To decide that the Council's solicitor should write to Clipstone miner's Welfare with regards to the Former Squash and Sauna Club and the car parking arrangements.  
**Proposed by Cllr Thompson seconded by Cllr Wigman the Council unanimously decided to ask for the letter to be sent as presented.**
- CPC16-239 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 to a later meeting.**
- CPC16-240 To determine the terms of reference of the Personnel Committee.  
**Proposed by Cllr Thompson seconded by Cllr Wigman the Council agreed the terms of reference for the Personnel Committee as a strategic committee.**  
**The Personnel Committee shall consist of three members with a quorum of three. Members nominated are Cllrs Thompson, Brownley and Wigman. All Members are free to attend but only committee members are entitled to vote.**
- CPC16-241 To decide on cemetery opening and closing procedures and times allowed for the job and consider alternative arrangements including employing additional staff.  
**Proposed by Cllr Whittard seconded by Cllr Brownley the Council resolved to appoint a temporary member of staff who will be responsible for opening and closing the cemetery at certain times. The time allowed will be 15 minutes per session. The hourly pay shall be £7.56. The closing date shall be 31 December with interviews the following week. The clerk shall conduct the interviews and make the appointments. The post shall be temporary until 31 March 2017.**  
**Councillors would make arrangements for opening and closing until such a person is appointed.**  
**An existing member of staff shall open and close the cemetery on their normal working days Monday to Wednesday.**
- CPC16-242 To determine the terms of reference of the Personnel committee.  
**Admin error.**
- CPC16-243 To receive an enquiry whether to allow a pony party on council premises.  
**Deferred to a later meeting.**
- CPC16-244 To receive a request for additional dog bins on Forest Road.  
**Deferred to a later meeting.**
- CPC16-245 To receive a letter from Bovis Homes regarding the balancing pond and decide on any action to take in reply.  
**Deferred to a later meeting.**
- CPC16-246 To receive an invitation to a Local Council Advisory Service Health and Safety seminar and approve attendance by staff and councillors.  
**Deferred to a later meeting.**
- CPC16-247 To consider a reply to NALC Dependent Carers Allowance Survey.

**Deferred to a late meeting.**

- CPC16-248 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

**Deferred to a later meeting.**

- CPC16-249 To receive Items for Notification to be included on next month's agenda. (for information only).

**Deferred to a later meeting.**

- CPC16-250 To confirm date of next scheduled meeting for Wednesday 11 January 2017 at 19.00 and any dates for committee meetings and unscheduled Full Council meetings.

**Deferred to a later meeting.**

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

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

## FINANCIAL STATEMENT AND BILLS FOR PAYMENT IN

December

CPC16-229 f)

CASH POSITION BEFORE ANY PAYMENTS ARE MADE						£
NatWest Current Account	30/11/2016					113,159.32
Lloyds Bank fund	07/07/2015					4,332.92
NatWest S106 Account	30/11/2016					3,718.48
Nat West Reserves	30/11/2016					36,469.17
<b>Total</b>						<b>157,679.89</b>

  

BILLS FOR PAYMENT						
Method	Ref	Supplier	Description	Excl. Vat	VAT	Total
Bank Transfer	Various	Salaries and Wages	Current month	4,410.00	-	4,410.00
DD	Monthly	NSDC	Non Dom Rates Cemetery	33.00	-	33.00
DD	Monthly	NSDC	Non Dom Rates Village Hall	56.00	-	56.00
StO	Monthly	NSDC A12401/93306	S+S remit	331.25	-	331.25
DD		Eon	Electricity VH to 31 Oct	91.96	4.60	96.56
DD		Eon	Electricity Cem to 31/10/16	10.92	0.55	11.47
Bank Transfer		Solidtor's	Former Health Centre Deposit	17,500.00	-	17,500.00
Bank Transfer		Clipstone Camp	Grant for Lights	500.00	-	500.00
Bank Transfer		CAB	annual Grant	750.00	-	750.00
Bank Transfer	751246506	Trade Card UK	Screwfix Grinder+ Disc	21.49	4.29	25.78
Bank Transfer		Potterles Towers - reimburse MG Whittard	Stabilisers Scaffolding	58.33	11.67	70.00
Bank Transfer	25426	THPE	Hi Viz vests	41.86	8.38	50.24
Bank Transfer	0846/0164346	Jewson	Fixings for Christmas Trees	43.50	8.70	52.20
Bank Transfer	SO1433766	Festive Lights	Small tree fairy Light	244.75	48.95	293.70
Bank Transfer	951169137	British Gas	Gas Village Hall 12/09-14/11/16	417.45	83.49	500.94
Bank Transfer	975164271	British Gas	Electricity VH 01-14/11/16	49.77	2.48	52.25
DD	5528	UK Fuels Limited	Diesel for Van	54.17	10.83	65.00
Bank Transfer	0000114493	Hampshire Flag Company	Bunting	52.50	10.50	63.00
Bank Transfer	434	PC Medic	Voice Recorder	49.75	-	49.75
Bank Transfer	15/11/2016	Mansfield Garden Machinery	Repairs	29.55	5.99	35.54
Bank Transfer	30586	THPE	High Vis	41.86	8.38	50.24
Cheque	006751	Petty cash Top Up	Petty Cash Top Up	100.00	-	100.00
Pockit Card		DVLA	Van Road Tax	260.00	-	260.00
Bank Transfer	16.032	Snowdin Accountancy Limited	Interim Internal Audit	85.00	-	85.00
<b>Total</b>						<b>25,233.11</b>
						<b>208.81</b>
						<b>25,441.92</b>

## Notes:

\* Approximate amounts

Items marked yellow represent late additions to schedule.

Authorised Signatory 1

Authorised Signatory 2

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Date

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