

Minutes of the Clipstone Parish Council Assets Committee Meeting held on 12 February 2018 in the Meeting Room, Clipstone Village Hall, Church Road, Clipstone, Nottinghamshire.

Members Present	Members Present	Members Absent
Cllr R Clarey		Cllr MG Whittard
Cllr C Wigman		Cllr K Beresford
Cllr J C Wigman		Cllr S Bishop

Abbreviations:

AC Assets Committee

CPC Clipstone Parish Council

CWP Cemetery Working Party

DWP Former Doctor's Surgery Working Party

LPA Local Planning Authority

NCC Nottinghamshire County Council

NSDC Newark and Sherwood District Council

VHWP Village Hall Working Party

In attendance: The Clerk

Also present: .None

AC18-077	To receive and resolve to approve apologies for absence. Cllr Beresford had given his apologies due to work commitments. The committee approved the apologies.
AC18-078	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.
AC18-079	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.
AC18-080	To receive and resolve to sign as a true record the draft minutes of the previous Assets Committee meeting. The committee resolved to approve the draft minutes of the meeting 23 January 2018 and sign these as a true record of that meeting.
AC18-081	To receive quotations for tree work in the cemetery. The committee received four quotations in total. Proposed by Cllr C Wigman seconded by Cllr JC Wigman the committee resolved to award the cemetery tree work to Parkland Trees and Hedges.

	The committee recommends that the Parish Council fund the tree work at a cost of £3930 from current year budget underspent and commission the work before the end of the financial year.
AC18-082	To approve a keyholder policy and approve the issuing of one key each to selected groups. The committee resolved not to issue keys to regular users. The committee recommends to the personnel committee to pay staff overtime for lockups instead. The committee had received letters of protest from regular hall users stating that recently announced increases in hall hire would make their groups unsustainable. The committee therefore decided to reconsider the fee structure for smaller regular user groups.
AC18-083	To resolve what action to take regarding outstanding rent from two different groups. The committee resolved that the money owed by Elite Fight Club should be written off. If the group was to request use of council facilities in the future they would be asked to settle the outstanding amount of £34 and pay for any usage up front before being allowed to make a booking. The committee resolved that the money owed by Private Tae Kwon Do Training should be written off. If the group was to request use of council facilities in the future they would be asked to settle the outstanding amount of £135 and pay for any usage up front before being allowed to make a booking.
AC18-084	To review the cemetery fees structure. The committee approved an increase to re-opening of graves to £300 for residents to cover costs.
AC18-085	Items for notification to be discussed at the next meeting. <ul style="list-style-type: none"> • To formally review the VH fee structure after receiving new information and amend hire charges for small regular user groups. • To receive quotes for re-styling the cremated remains section E in the cemetery removing turf and replacing it with grey slate. • Discuss a key holder policy for staff
AC18-086	To confirm date of next meeting

Signed as a true record of that meeting.

Signature: _____ Date: _____