

Minutes of the Clipstone Parish Council Assets Committee Meeting held on 20 November 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 J C Wigman
Cllr K Beresford		

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

AC18-097	To receive and resolve to approve apologies for absence. Cllr JC Wigman had sent his apologies due to work commitments.
AC18-098	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.
AC18-099	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. If members of the public were to join the meeting at a later stage item AC18-104 might require the exclusion of public and press due to potential commercial sensitivity.
AC18-100	To receive and resolve to sign as a true record the draft minutes of the previous Assets Committee meeting. The committee resolved to sign the minutes of the meeting 19 April 2018 as a true record.
AC18-101	To receive a first draft of the feasibility study commissioned to the Council and consider feedback to LK2. Councillors considered the first draft and found that it lacked depth. The clerk would write to LK2 requesting more facts and figures,

	evidence of need and linking into local and national policy and ask for change to be made in time for the January meeting.
AC18-102	To receive an indicative quote for a new cemetery plan combining both old and new parts of the cemetery and digitalisation of cemetery records. None received yet. Deferred to next meeting.
AC18-103	To review cemetery rules, define maximum memorial sizes and consider methods of enforcement. Deferred to a future meeting.
AC18-104	To define the term of resident and determine whether to close the cemetery for burial in new plots to non-residents. The committee resolved to close the cemetery for burials of non-residents for first burials. Residency would be determined by the deceased alone. Subsequent burials would still be available to non-residents. Individuals who had moved from Clipstone immediately prior to their death would be considered residents.
AC18-105	To consider ending pre-purchase on Exclusive Right of Burial. The committee resolved to end the pre-purchase of Exclusive Right of Burial effective from the date of the next full council meeting 28/11/2018. Exclusive Right of Burial would be granted for 50 years.
AC18-106	To review the cemetery fees for the coming financial year. The committee unanimously resolved to approve the following cemetery fees: £1050 for Exclusive Right of Burial inclusive of first interment £450 for second interment No fees for child burials for children aged 16 or under. £350 for Exclusive Right of Burial inclusive of first interment of cremated remains For the right to place a memorial: £200 for second interment of cremated remains. £150 for a memorial or plaque on a grave or cremated remains plot £50 for a vase £50 Permission for additional inscription £50 Permission to replacement memorial £50 Transfer of Exclusive Right of Burial £50 Permission to erect a memorial bench
AC18-107	To consider a request for a memorial bench near plot H2 in the new part of the cemetery. Councillors considered the request and found that in the area requested there were already a number of seats. The committee would be happy to give permission for a bench to be sited in another part of the cemetery.
AC18-108	To consider terms and conditions for council workers to carry out playground checks on Clipstone Youth Club's new play area. (Delegated from CPC18-753) The committee resolved for an agreement to be signed that parish council staff would visually inspect the play area daily. Any glass or similar hazards would be removed. Each visual inspection to be

	logged. More detailed inspection to be carried out monthly and recorded. If any of the inspection finds any hazard that would render the area unsafe which cannot be remedied immediately by staff, a representative of the Miners Welfare is to be contacted to take appropriate steps and lock play area if required.
AC18-109	To receive a register of all litter and dog bins in the parish of Clipstone and consider the need for larger, replacement or additional bins. The committee recommends to purchase 10 Broxap Derby Slimline bins in red at a basic cost of £239 for co-mingled waste to replace smaller bins on Mansfield Road. Additional costs would be for council branding and delivery.
AC18-110	To authorise the purchase of replacement dog bins after one has been reported broken and beyond viable repair. The committee recommends to replace the broken dog bin with a co-mingled bin as above.
AC18-111	To receive a summary water risk assessment report and learn how action points had been addressed and to authorise re-assessment. The committee received the above information and resolved not to authorise a re-assessment as the points raised had been addressed. The clerk would obtain a quote for work on the tap in the store room.
AC18-112	Correspondence and information: <ul style="list-style-type: none"> • Paul Clayden on cemeteries • Zurich insurance on trees and memorials The committee noted the above correspondence.
AC18-113	To receive Items for Notification to be included on next month's agenda. (for information only). <ul style="list-style-type: none"> • Update on bins • Cemetery rules draft document • LK2 feasibility study improved draft • Budget requirement
AC18-114	To agree a date for the next meeting.

Signed as a true record of that meeting.

Signature: _____ Date: _____