



Minutes of the Clipstone Parish Council Meeting held on Wednesday 25 September 2024 at 7pm

Councillors Present:

E Elujoba
D Eskriett
J Fishwick
W Mayes

In Attendance: The Clerk and Responsible Finance Officer

: Martyn Joynes from Nottinghamshire Wildlife Trust
: Lauren Astle, Newark and Sherwood District Councils Community Protection Officer
: Cllr Celia Brooks from Newark and Sherwood District Council

CPC24/25 69

Welcome

The Chairman opened the meeting

CPC24/25 70

Apologies

Apologies for absence were received from
Councillor W Swiffin
County Councillor Scott Carlton
District Councillors Paul Peacock and Andy Freeman

CPC24/25 71

Declarations of Interest

There were no disclosures of pecuniary and non-pecuniary interests on matters being considered on the agenda

CPC24/25 72

Public Session

There were no questions and petitions from members of the public

CPC24/25 73

County and District Councillor(s)

County Councillor Scott Carlton gave advance apologies and advised that an email with a written report would be issued to the Clerk for circulation

District Councillor Celia Brooks provided the following update:

- Has predominantly been working with individuals in the community on housing related matters
- Attended the redevelopment of Vicar Water event, the future of which is centred around Government decisions on the progression of Levelling Up
- Councillor Brooks is a member of the N&SDC Planning Committee, and as such cannot discuss planning matters. Approximately 10%

of planning applications are debated by the Planning Committee, and the remainder are managed by Planning Officers

- The three District Councillors representing Clipstone are striving to ensure that this area of the district received as much recognition as the main Newark areas of the district

CPC24/25 74

Community Protection Officer

Lauren Astle, Newark and Sherwood District Councils Community Protection Officer for Clipstone provided the following update:

- There is not too much to report as the summer holidays have been fairly uneventful
- Current main issues are connected with dog fouling. A further responsible dog ownership event is being planned in the coming weeks
- Antisocial behaviour has been relatively low over the summer and there has been one report for the parks on Cavendish Estate
- Patrols and public engagement within the community are continuing

CPC24/25 75

Minutes

It was **RESOLVED** to approve and sign the minutes of the meeting held on 17 July 2024

CPC24/25 76

Finance

- a) It was **RESOLVED** to verify and sign the payment schedule for July 2024
- b) It was **RESOLVED** to verify and sign the payment schedule for August 2024
- c) It was **RESOLVED** to confirm and sign the payment schedule for September 2024
- d) It was **RESOLVED** to verify and sign the current account reconciliation for July 2024
- e) It was **RESOLVED** to verify and sign the current account reconciliation for August 2024
- f) It was **RESOLVED** to verify and sign the Unity savings account reconciliation for July 2024
- g) It was **RESOLVED** to verify and sign the Unity savings account reconciliation for August 2024
- h) It was **RESOLVED** to verify and sign the reserve account 2 reconciliation for July 2024
- i) It was **RESOLVED** to verify and sign the reserve account 2 reconciliation for August 2024
- j) It was **RESOLVED** to verify and sign the petty cash reconciliation for July 2024

- k) It was **RESOLVED** to verify and sign the petty cash reconciliation for August 2024
- l) The conclusion of the external audit for the year ended 31 March 2024 was **NOTED**
- m) The public right inspection dates of the Annual Governance and Accountability Return for the year ending 31 March 2024 being Monday 9 September to Thursday 26 September 2024 inclusive were **NOTED**

CPC24/25 77 **Internal Audit**

It was **RESOLVED** to appoint Dixon Accountancy as Councils internal auditor for the year ending 31 March 2025

CPC24/25 78 **Habitat Management / Highfield Road Land Project**

A revised proposal from the South Sherwood Nature Recovery Network Project Officer of Nottinghamshire Wildlife Trust for a habitat management/creation project on Councils land off of Highfield Road was **RECEIVED**

- An acid grassland wild flower seed mix has been delivered
- A contractor has been appointed
- Works could commence as early as w/c 7 October
- Risk Assessments have been completed
- The habitat management/creation will be funded by Nottinghamshire Wildlife Trust
- There will be signage placed at the site

The project will be communicated to the community by Council

It was **RESOLVED** to accept the habitat restoration project as proposed

District Councillor Celia Brooks, Newark and Sherwood District Councils Community Protection Officer Lauren Astle and Martyn Joynes of Nottinghamshire Wildlife Trust left the meeting at 7.40pm

CPC24/25 79 **Council Projects and Section 106 Update**

- a) The receipt of Section 106 agreement AG939 funds of £19,077.49 towards the village hall heating / hot water refurbishment was **CONFIRMED**
- b) An update on further potential Section 106 funding was **RECEIVED**
It was **RESOLVED** to progress with the following projects / seek quotations for:
 - Upgrading the toilet / washroom facilities at the village hall
 - Upgrade all remaining legacy lighting at the village hall to LED
 - Upgrading the electric distribution board at the village hall

- Replace / upgrade the hall external fire doors, 3 further external doors and 2 internal fire doors
- Kitchen upgrade at the village hall
- Ceiling tiles replacement at the village hall
- Meeting room upgrade
- Install a window into the meeting room
- Smart board installation in the meeting room
- Roof repairs
- Building signage

Additionally it was **RESOLVED** to seek a further £5,683.60 (net) towards the hall heating / hot water upgrade (Council received £19,077.49 s106 funding on 30 August 2024)

CPC24/25 80

Grant Applications

- a) A grant application report was **RECEIVED**
It was **RESOLVED** to review and strengthen Councils grant application policy and procedure before the next financial year
- b) It was **RESOLVED** to approve a grant application of £10,000.00 for Clipstone Youth Club (£10,000)
- c) It was **RESOLVED** to decline a grant application from Nottinghamshire Mining Heritage Centre CIC

At 8.38pm it was **RESOLVED** to extend the meeting by 30 minutes

CPC24/25 81

Asbestos Survey

The asbestos survey of the village hall was **NOTED**

CPC24/25 82

Publication Scheme

It was **RESOLVED** to adopt the updated draft publication scheme

CPC24/25 83

Councils Land on Seventh Avenue

An update of Councils Solicitors investigations into the Deed of Covenant on Councils Seventh Avenue land was **RECEIVED**

CPC24/25 84

Events

- The approval £35.00 plus VAT to purchase a banner for the Work and Wellbeing event was **CONFIRMED**
- It was **RESOLVED** to establish a budget of £300.00 for the Spooky Party to be held on Saturday 12 October 2024
- It was **RESOLVED** to make contributions to the Festive Light Switch on event hosted at Clipstone Miners Welfare building of Characters from Little Princess parties approximately £400.00 and Steel Brass

Caribbean Band approximately £300.00. It was requested the Parish Council are recognised in promotion of the event

- It was **RESOLVED** to hold a Scarecrow competition in October, with prizes £100.00 allocated (£50.00, £30.00 and £20.00 Amazon vouchers)
- It was **RESOLVED** to hold a festive craft event with a budget of £300.00
- It was **RESOLVED** to proceed with Defib training
- It was **RESOLVED** to establish a refreshments budget of £100.00 to cover the defib training and similar future events

CPC24/25 85 **Officers Update**

An update from Parish Council Officers was **RECEIVED**

At 9.20pm it was **RESOLVED** to add a further meeting extension of 15 minutes.

CPC24/25 86 **Staff**

- a) Additional Officer hours worked over the summer period (due to unplanned absence) were **NOTED**. It was **RESOLVED** to confirm remuneration arrangements
- b) It was **RESOLVED** to approve a variance to Officer hours as needed to deliver projects potentially receiving Section 106 funding
- c) It was **NOTED** that the pay settlement for the 2024-2025 financial year for NJC Local Government pay scales remains in negotiation

CPC24/25 87 **Planning**

The following planning applications were **CONSIDERED**:

- a) 24/01175/FUL/ 102 Mansfield Road Clipstone NG21 9AW / Change of use of part outbuilding to use as dog grooming salon/ Comments by Tue 01 October 2024/ There was **NO OBJECTION**
- b) 24/01554/HOUSE/ 9 North Crescent Clipstone NG21 9EB/ Retrospective Application for a single Storey Rear Elevation Extension, Porch to Front Elevation and Garden Room/ Comments by Fri 04 October 2024/ There was **NO OBJECTION**

The following planning application received and circulated by email with a deadline for comments prior to this meeting was **NOTED**

- c) LICENSING ACT 2003 / Notice of Grant of Premises Licence Application/ Heron Foods Limited 168 Mansfield Road Clipstone NG21 9AA/ Sale of alcohol (Off the premises) Monday to Saturday 07:00 – 22:00 Sunday 07:00 – 20:00/ Representations must be received no later than 9 September 2024/ Circulated to Councillors 28 August 2024

The following planning decisions were **NOTED**:

- d) 24/01167/ADV / 165 Mansfield Road Clipstone NG21 9AA/ Two illuminated fascia signs and one illuminated projection sign during business hours, with six A0 poster frames on the front elevation / Application Permitted Thu 22 August 2024
- e) 24/01166/FUL / 165 Mansfield Road Clipstone NG21 9AA/ Installation of new aluminium sliding entrance doors and window frames, new shop front fascia and bus stop signage and 3 openings to be blocked up and rendered over in colour grey / Application Permitted Thu 15 August 2024
- f) 24/00796/LDCP/ 26 Portland Way Clipstone NG21 9FE/ Application Received Wed 01 May 2024/ Application for lawful development certificate for proposed change of use of part of the garage to use as beauty business/ Certificate Issued Fri 2 August 2024

CPC24/25 88

Correspondence

- a) It was **RESOLVED** to accept an invite from Clipstone and Forest Town Royal British Legion to unveil new railings funded by Council on Friday 25 October at 6pm
- b) Correspondence regarding Intake Wood's Public Footpath Public Inquiry circulated to Councillors on 6 Aug 2024 was **NOTED**

CPC24/25 89

Meeting Details

- a) The next meeting date of Wednesday 23 October 2024 at 7pm was **NOTED**
- b) It was **NOTED** that information or resolution for the next agenda be sent to the Clerk by Friday 11 October 2024

CPC24/25 90

Confidential

Public Bodies (Admission to Meetings) Act 1960:

It was **RESOLVED** that "in view of the confidential nature of the business about to be transacted, the Press and Public be excluded for the remainder of the meeting."

- a) It was **RESOLVED** to approve and sign the confidential notes of the meeting held on 17 July 2024 with a typo correction made
- b) A Tennant update was **RECEIVED**
- c) It was **RESOLVED** to accept the Solicitors recommendation regarding a claim
- d) It was **RESOLVED** to increase the temporary Responsible Finance Officers SCP scale

The meeting closed at 9.42pm

Signature of presiding chairman

Date