



## Minutes of the Clipstone Parish Council Meeting held on Wednesday 26 March 2025 at 7pm

Councillors Present:

O Adekunle  
E Elujoba  
D Eskriett  
J Fishwick  
Dr T Olorundami (arrived at 7.32pm)

In Attendance : The Clerk and RFO  
: 2 members of the public (including 1 Councillor for potential co-option)

- CPC24/25 177 **Welcome**  
The Chairman opened the meeting
- CPC24/25 178 **Apologies**  
Apologies for absence were received from:
- Cllr W Swiffin
  - Lauren Astle, Newark and Sherwood District Councils Community Protection Officer
  - Cllr Paul Peacock of Newark and Sherwood District Councils
  - Andy Freeman of Newark and Sherwood District Councils (meeting clash)
  - Cllr Scott Carlton of Notts County Council (pre-election period)
- CPC24/25 179 **Councillor Co-option**  
It was **RESOLVED** to co-opt Ron Hartle-Ryton to Clipstone Parish Council  
The declaration of acceptance of office was signed and the new Councillor took up their seat (7.05pm)
- CPC24/25 180 **Declarations of Interest**  
There were no disclosures of pecuniary and non-pecuniary interests on matters being considered on the agenda
- CPC24/25 181 **Public Session**  
There were no questions and petitions from members of the public
- CPC24/25 182 **County and District Councillor(s)**  
The following reports were provided in advance:

Initial \_\_\_\_\_

**Scott Carlton – County Council**

- Work to upgrade 13 bus stops around Clipstone to have full real-time information displays has recently been finished. This work has been part of the previously reported Bus Stop Improvement Plan for Clipstone which has also seen some shelters replaced, refurbished and with some now having lighting provided. This project is about driving up usage of local bus services, which to remind ourselves, the county council in late 2023 had to step in financially to keep the 14/15 route running
- I am pleased to report that the B6030 near to Woodland Close is to have a full resurface, with the extents of the works going from Davis Close up to Cavendish Way roundabout. After previous promises made from the council to deliver in-year smaller resurfacing schemes, I am pleased to say £200,000 has been secured in this year's capital programme. Works are to be scheduled, but I have made my position clear, that it needs to be done sooner rather than later
- Update on the highway flooding matter near to the Headstocks. Since my last update to you over this, NCC/Via have been progressing developing a plan to install a new drainage system to allow the water to drain away from the highway, across the former colliery site. This is being supported by Welbeck Estates. Surveyors have been on site several times and recently the eagle-eyed may have noticed blue spray markings on the ground in this area. A funding allocation of up to £100,000 has been made in this year's capital programme for the works and subject to easements being signed, work to deliver the scheme, has been provisionally earmarked for later this year
- Traffic calming scheme for Forest Road, has now gone to Stage 2 consultation, in line with national guidance. Due to slippage in the scheme being delivered owing to modifications/improvements made to the initial proposal, the scheme depending on the outcome of the 2<sup>nd</sup> stage of consultation, will be delivered in the 25/26 financial period. Monies for this scheme have just been rolled over from the 24/25 financial year

**Paul Peacock – District Council**

- Please give my apologies, by way of report, you will see that planning permission has been given for the Clipstone Holding Site and work will begin on site in September
- I think you know that I have been helping Rumbles to find funding for a new oven and that they have reached out to the Parish Council for a contribution to funding, obviously I am supportive of this
- The new bungalows on South Crescent are almost complete and ready to be let out by NSDC

**Andy Freeman – District Council**

- Unfortunately, I have a meeting that clashes tonight so please put my apologies in
- The planning permission for Clipstone Holding Centre has been granted and we have had many businesses and potential businesses already expressing interest

CPC24/25 183

**Community Protection Officer**

Newark and Sherwood District Councils Community Protection Officer Lauren Astle gave apologies and provided an update in advance of the meeting:

- From 1 April 2025 there will be an area swap of CPO's, Clipstone's new CPO will be Nick Widdowson
- From 1 April 2025 the CPO's shift pattern will extend to work until 8pm
- Lauren has been supporting a resident with antisocial behaviour concerns (referral from the Parish Council and also supporting investigations into the damage to a van on Cavendish Estate – there is a crime number

CPC24/25 184

**Minutes**

It was **RESOLVED** to approve and sign the minutes of the meeting held on 26 February 2025

CPC24/25 185

**Finance**

- a) It was **RESOLVED** to verify and sign the payment schedule for February 2025

Cllr Olorundami arrived at 7.32pm

- b) It was **RESOLVED** to confirm and sign the payment schedule for March 2025
- c) It was **RESOLVED** to verify and sign the Unity current account reconciliation for February 2025
- d) It was **RESOLVED** to verify and sign the Unity savings account reconciliation for February 2025
- e) It was **RESOLVED** to verify and sign the MBS reserve account 2 reconciliation for February 2025
- f) It was **RESOLVED** to verify and sign the Redwood reserve reconciliation for February 2025
- g) It was **RESOLVED** to verify and sign the Charity Bank reserve reconciliation for February 2025
- h) It was **RESOLVED** to verify and sign the petty cash reconciliation for January 2025
- i) It was **RESOLVED** to verify and sign the petty cash reconciliation for February 2025
- j) It was **CONFIRMED** that the remuneration to staff in relation to holiday pay reforms (agenda item CPC24/25 150 b of 22 January 2025) has been made in the March payroll
- k) It was **CONFIRMED** that additional hours worked to cover absences and hall upgrades have been paid in the March payroll
- l) It was **RESOLVED** to allocate £10,000.00 of surplus from the 2024/2025 budget into ear marked reserves for the village hall
- m) Establishing an earmarked reserves for staff development was **CONSIDERED**. A full earmarked reserves review will take place following close down of the current financial year

- CPC24/25 186 **Councils Land on Seventh Avenue**
- a) An update regarding the Deed of Covenant on Councils Seventh Avenue land was RECEIVED
- The Chairman suspended Councils Standing Orders between 8pm and 8.30pm to allow a member of the public who was a representative of The Welbeck Estates to speak and discussions to take place
- b) It was **RESOLVED** for Councils Solicitor to write to Omnivale and understand their position following receipt of Counsel advice
- CPC24/25 187 **Policies**
- a) It was **RESOLVED** to sign the Financial Regulation as adopted during agenda item CPC24/25 163.a
- b) It was **RESOLVED** to confirm and sign the Grant policy as discussed at the Council meeting of 26 February 2025
- c) It was **RESOLVED** to confirm and sign the Equality and Diversity policy
- d) It was **RESOLVED** to confirm and sign the Data Protection policy
- e) It was **RESOLVED** to confirm and sign the Grievance policy
- f) It was **RESOLVED** to confirm and sign the Public Feedback and Complaints policy
- At 8.52 pm it was **RESOLVED** to extend the meeting by 30 minutes
- g) It was **RESOLVED** to adopt a draft Training and Development policy
- h) It was **RESOLVED** to adopt a draft Memorial Safety policy
- CPC24/25 188 **Personnel Committee**
- a) It was **RESOLVED** to re-establish the Personnel Committee
- b) It was **RESOLVED** to appoint Cllr Adekunle, Cllr Elujoba, Cllr Fishwick, Cllr Hartle-Ryton and Cllr Olorundami to the Personnel Committee
- c) It was **RESOLVED** to adopt Terms of Reference for the Personnel Committee with an increase in Councillor membership to 5
- d) It was **RESOLVED** to hold meetings twice a year, with dates to be agreed at the next Parish Council meeting
- CPC24/25 189 **Cemetery Fees**
- It was **RESOLVED** to increase cemetery fees by £200 for non-Clipstone residents effective from 1 April 2025
- CPC24/25 190 **Officers Update**
- a) An update from Parish Council Officers was **RECEIVED**
- b) It was **NOTED** that there has been no further progress on discussions around the transfer agreement for the former Squash and Sauna Centre
- c) It was **NOTED** that Officers have not had the opportunity to progress seeking quotations for the Highfield Road land project since the last meeting

- d) An update on progress for the installation of disability access and a car parking at the former Squash and Sauna Centre was **RECEIVED**
- e) An update on projects to upgrade the village hall and S106 funding was **RECEIVED**
- f) An update on events was **RECEIVED**
- g) The end of the temporary RFO's employment on 9 April 2025 was **NOTED**
- h) The return to work of the permanent RFO on 2 April 2025 was **NOTED**
- i) The commencement of the Internal Audit on 1 April 2025 was **NOTED**

CPC24/25 191

**Planning**

There have been no planning applications or decision notices issued in the last month

CPC24/25 192

**Correspondence**

Correspondence from Notts County Council regarding a consultation for a traffic calming scheme on Forest Road Clipstone was **RECEIVED**

CPC24/25 193

**Meeting Details**

- a) The next meeting date of Wednesday 23 April 2025 at 7pm was **NOTED**
- b) It was **NOTED** that items for information or resolution on the next agenda be sent to the Clerk by Friday 11 April 2025
- c) It was **RESOLVED** to agree the proposed meeting dates for the 2025/2026 civic year

CPC24/25 194

**Confidential**

Public Bodies (Admission to Meetings) Act 1960:

To resolve 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 26 February 2025
- b) The Cemetery boundary wall agenda item was deferred due to Councillor absence

The meeting closed at 9.40 pm

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**Signature of presiding chairman**

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**Date**