

Minutes of the Clipstone Parish Council Meeting held on 28 August 2019 in the Meeting Room, Clipstone Village Hall, Church Road, Clipstone, Nottinghamshire.

| Members Present | Members Present | Members Absent |
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| Cllr G Aldridge | Cllr P Greenwood | |
| Cllr J Beresford | Cllr A Thompson | |
| Cllr K Beresford | Cllr C Wigman | |
| | Cllr JC Wigman | Cllr R Beresford |
| Cllr R Clarey | | |

In attendance: The Clerk

Also present: County councillor Peck, District Councillor Carlton and several members of the public

Frequently used abbreviations:

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| CPC | Clipstone Parish Council |
| LPA | Local Planning Authority |
| NCC | Nottinghamshire County Council |
| NSDC | Newark and Sherwood District Council |

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| CPC19-128 | To receive and resolve to approve apologies for absence. Cllr R Beresford sent her apologies due to being on holiday. |
| CPC19-129 | To receive questions and petitions from the public – for information only. A member of the public reported that he had received correspondence cautioning about his parking when other people did exactly the same without receiving worrying letters. He also stated that there were branches overhanging his property from neighbouring land. Shrubs and overhanging branches were overhanging the footpath. Cllr Peacock replied that the district council were aware of the problem and were looking into possible solutions which may not be financeable until the coming financial year. |
| CPC19-130 | To receive a report from the County and District Councillors Cllr Peck reported that the resurfacing of Mansfield Road was his priority in his division and had arranged meeting with senior highways officers on site. Vandalism at Rumbles had been reported to him, he had passed the information on to NSDC. He was asked why no litter bins were installed next to the bus stops on Cavendish Way and why there were merely stops rather than bus shelters. Cllr Peacock would supply Cllr Peck with the information of S106 moneys paid to NCC for this purpose. Paul Peacock reported that the play park on Cavendish Estate had officially opened but that the surfacing was unsatisfactory and would need to be relayed. He was in negotiation with the developer to re-lay turf and replace dead trees. He had also pointed out a litter problem. He reported that S106 money was also drawn down to improve the play facilities at Vicar Water and improve the CCTV in a bid to prevent vandalism. . |
| CPC19-131 | To receive disclosures of pecuniary and non-pecuniary interests pursuant to section 31 Localism Act 2011 from councillors on matters considered at this meeting. |

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| | There were none. |
| CPC19-132 | 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. There were none. |
| CPC19-133 | To receive minutes of previous Clipstone Parish Council meeting and sign these as a true record of those meetings. The minutes of the meeting 24 July 2019 were approved and signed as a true record. |
| CPC19-134 | To receive a report from the chairman of the Assets Committee. The Council received an update from the Chairman of the Assets Committee. The committee had approve the purchase of a tablet to facilitate the "Clipstone for the Future" survey. |
| CPC19-135 | To receive a report from the chairman of the Personnel Committee. The Council received a report from the Chairman of the Personnel Committee and welcomed a new member of staff. |
| CPC19-136 | To receive an invitation to the NALC AGM and nominate representatives. The Council nominated Cllr K Beresford to for a position on the executive committee, Cllrs Clarey and Aldridge as voting delegates. Cllrs J and R Beresford would also attend. |
| CPC19-137 | To adopt Financial regulations based on the 2019 updated model Financial Regulations published by NALC in July. The Council resolved to adopt the new Financial regulations. To increase the clerk's delegated powers to spend to £1000. The Council resolved to increase the clerk's delegated powers to spend on budgeted provision, day to day running of Council services and equipment purchases within any given budget. |
| CPC19-138 | To formally request NCC to clear the weeds on our roads within 28 days or CPC will do it and invoice NCC for the work. It was reported that the weeds had been sprayed and that the road sweeper had been. The clerk would investigate the option of additional street cleansing being carried out by other agencies. |
| CPC19-139 | To consider changing the name to Town Council rather than Parish. The Council would consult residents on the proposal at a later stage. |
| CPC19-140 | Finance <ul style="list-style-type: none"> a) To receive the Payments and Receipts report for July. b) To receive bank reconciliations for July. c) To approve virements. d) To receive the payments/receipts over budget report. e) To approve the payment schedule for August/September and sign it. The Council received and noted the above reports and approved and signed the payments schedule. |
| CPC19-141 | To remove signatories from the Council's accounts who are no longer serving councillors and add new councillors to the mandates for the Council's various accounts. |

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| | The Council resolved to remove all individuals who were no longer members of the Council from the mandates of all of its accounts and add Cllrs Thompson, Aldridge, J Beresford and Greenwood to the mandate. |
| CPC19-142 | To consider encouraging “plogging” by loaning members of the public relevant equipment. The Council would look into obtaining funding for such an activity. |
| CPC19-143 | Planning: To consider the following planning application: <ul style="list-style-type: none"> • No applications to be considered at time of publication To note the following planning decision: No decisions received at time of publication. |
| CPC19-144 | To consider increasing the Clerk’s weekly hours to accommodate the increased workload caused by various projects. The Council resolved to temporarily increase the clerk’s weekly hours to 30 and review the situation at regular intervals. |
| CPC19-145 | To determine a suitable email format of the councillor email addresses. It was decided that the email format for all councillors should be Cllr <i>InitialSurname</i>@Clipstoneparishcouncil.co.uk. |
| CPC19-146 | To receive the following correspondence: <ul style="list-style-type: none"> • Patient Leadership Programme • Skills Exchange • Conference invitation The Council received the above correspondence. Cllrs Clarey, K and J Beresford and Greenwood asked to attend the affordable housing conference. |
| CPC19-147 | To receive Items for Notification to be included on next meeting’s agenda. (for information only). None |
| CPC19-148 | To confirm date of next scheduled meeting for Wednesday 23 October 2019. The Council confirmed the date of the next scheduled meeting as 23 October but also that of an additional meeting on Wednesday 4th September at 11.00. |

Signed as a true record of that meeting.

Signature: _____ **Date:** _____

FINANCIAL STATEMENT AND BILLS FOR PAYMENT IN

August

CPC19-140e)

| CASH POSITION BEFORE ANY PAYMENTS ARE MADE | | | | | | £ |
|--|---------------|------------------------|---------------------------------------|------------------|-----------------|-------------------|
| NatWest Current Account | | 31-Jul | | | | 108,658.66 |
| NatWest Current Reserves | | 30-Jun | | | | 48,960.17 |
| Total | | | | | | 157,618.83 |
| BILLS FOR PAYMENT | | | | | | |
| Method | Ref | Supplier | Description | Excl. Vat | VAT | Total |
| DD | 4101023877 | NSDC | Non-Dom current month cemetery | 40.00 | - | 40.00 |
| DD | 4101231278 | NSDC | Non-Dom current month Village Hall | 326.00 | - | 326.00 |
| BACS | | Salaries and Wages* | Approximate amount salaries and Wages | 6,000.00 | - | 6,000.00 |
| BACS | | JKE Webdesign | Website maintenance | 375.00 | - | 375.00 |
| BACS | | TAGhosting | additional email | 9.40 | - | 9.40 |
| DD | 14608 | UK Fuels | Fuel | 47.23 | 9.45 | 56.68 |
| BACS | N071903008 | County Supplies | Paper | 9.95 | 1.99 | 11.94 |
| BACS | 1145521090 | Konica | Printing | 57.52 | 11.50 | 69.02 |
| BACS | Transfer | Transfer | to Pockit | 450.00 | - | 450.00 |
| BACS | 5820190190373 | PKF Littlejohn | External Audit | 1,000.00 | 200.00 | 1,200.00 |
| BACS | PL06677 | Vault Systems | Annual Testing | 85.00 | 17.00 | 102.00 |
| BACS | 30124 | Pitts | Notice Board | 61.20 | 12.24 | 73.44 |
| BACS | 15316 | DCS | Annual Testing | 320.00 | 64.00 | 384.00 |
| BACS | | Clipstone events Group | Grant 2019 | 2,000.00 | - | 2,000.00 |
| DD | 0005 | SSE | Electric Cemetery | 68.81 | 3.44 | 72.25 |
| BACS | 956500620 | British Gas | Village Hall | 64.11 | 3.20 | 67.31 |
| DD | 0005 | SSE | Village Hall | 551.88 | 110.37 | 662.25 |
| DD | July | NatWest | Bank Charges | 31.14 | | 31.14 |
| BACS | | NottsALC | New Councillor training | 35 | | 35.00 |
| BACS | SM20195 | Rialtas | Alpha Software | 121 | 24.2 | 145.20 |
| BACS | MO297B | BT | Telephone and Broadband | 48.28 | 9.65 | 57.93 |
| BACS | | Trade UK | Riveter | 26.65 | 5.33 | 31.98 |
| BACS | | Trade UK | Light bulb | 0.99 | 0.6 | 1.59 |
| BACS | 2019/045 | Groundforce Architects | Cemetery | 400 | 80 | 480.00 |
| BACS | 2019/46 | Groundforce Architects | drawings Wilfare and VH | 5500 | 1100 | 6,600.00 |
| Total | | | | 17,629.16 | 1,652.97 | 19,282.13 |

Notes:

* Approximate amounts

Items marked yellow represent late additions to schedule.

Authorised Signatory 1

Authorised Signatory 2

Date

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28/08/2019