Minutes of the Clipstone Parish Council Meeting held on 17 March 2020 in the Meeting Room, Clipstone Village Hall, Church Road, Clipstone, Nottinghamshire.

Members Present	Members Present	Members Absent
Cllr R Clarey	Cllr JC Wigman	
Cllr K Croshaw	-	
Cllr P Greenwood		
Cllr J Sims		
Cllr C Wigman (chairman)		

In attendance: The Clerk

Also present: Cllrs J Peck and S Carlton and members of the public

Frequently used abbreviations:

Cllr Councillor

CPC Clipstone Parish Council LPA Local Planning Authority

NCC Nottinghamshire County Council
NSDC Newark and Sherwood District Council

CPC20-074	Declarations of intent to record, film or photograph the meeting by members, members of the public or the press.
	There were none.
CPC20-075	To receive and resolve to approve apologies for absence.
	There were none.
CPC20-076	To receive questions and petitions from the public – for information only.
	There were none.
CPC20-077	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.
CPC20-078	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.
CPC20-079	To receive up to date information on the Covid 19 pandemic and consider the
	following resolution for approval:
	a) To extend the delegation of Council decisions to the Clerk during any
	period of restricted activity declared by the Government in respect of the Covid-
	19 virus. Such delegation to enable the Council to fulfil its responsibilities to its
	residents.
	The Council resolved to extend the delegation of Council decisions to
	the Clerk during any period of restricted activity declared by the
	Government in respect of the Covid-19 virus. Such delegation to
	enable the Council to fulfil its responsibilities to its residents.

	b) To extend the delegation of Council decisions to the Clark during nations
	b) To extend the delegation of Council decisions to the Clerk during periods
	where the Council may be unable to convene meetings due to Covid 19 related
	restrictions on individual council members and staff.
	The Council resolved to extend the delegation of Council decisions to
	the Clerk during periods where the Council may be unable to convene
	meetings due to Covid 19 related restrictions on individual council
	members and staff.
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CPC20-080	To adopt a Pandemic Contingency Plan Policy based on the SLCC model.
	The Council resolved, subject to replacing "committee" by "working
	party", to adopt the policy as presented. This would be reviewed.
	Once remote meetings were properly legislated for this would be
	reverted too committee if full council meetings are not available.
CPC20-081	To authorise the commissioning of a new website that will meet the
	requirements of the The Public Sector Bodies (Websites and Mobile
	Applications) (No. 2) Accessibility Regulations 2018.
	The Council resolved to commission a new website to meet
	accessibility requirements.
CPC20-082	To authorise the purchase of additional office equipment in preparation for an
	additional member of staff.
	a) To consider upgrading the Council's laptop's and purchase one Windows
	Professional laptop with suitable robust specification.
	Proposed by Cllr Sims seconded by Cllr Clarey the Council resolved to
	purchase two new laptops with Windows Professional installed one
	each for the clerk and the admin assistant. Existing equipment
	b) To consider purchasing two new workstations (screen, mouse, keyboard)
	to replace existing – out of date - equipment could be utilised for other staff or
	be loaned to councillors for online meetings.
	Proposed by Cllr Sims seconded by Cllr Clarey the Council resolved to
	purchase two new workstations for the clerk and the admin assistant
	replacing existing equipment.
CPC20-083	To receive an update on the recruitment process for the Admin Officer vacancy
	and appoint a shortlisting and interview panel and set a time scale for
	shortlisting and interviews.
	The clerk reported that the application had now closed and that a
	good number of applications had been received. Shortlisting packs
	would be assembled in the next few days. Cllrs C Wigman and Sims
	would form the shortlisting and interview panel together with Clerk.
CPC20-084	To receive an update on other personnel issues and consider recruiting to
	vacant posts.
	The Council resolved that the position of litter picker would be
	advertised on a seasonal 6 months contract until the end of the
	summer.
	The position of Parish Worker would be advertised for a 12 months
	temporary contract for 16 hours per week.
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CPC20-085	To consider extending the temporary increase of the Clerk's working hours.
	The Council resolved to continue the extended hours for a further six
	months.

CDC20 006	T
CPC20-086	To consider replacing the Parish Worker's mobile phones with newer models. The Council resolved to replace the parish worker's phones and purchase tough covers.
CPC20-087	To authorise the removal of chippings at the front of the Village Hall and introduce bee friendly planting. The Council unanimously authorised the removal.
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CPC20-088	To receive an update on the potential move to the Clipstone Miners Welfare Trust Building.
	To receive and consider a reviewed quotation for an environmental improvements study for the Parish Council part of the building only
	The Council unanimously resolved to authorise the £6,025 + VAT as opposed to 50% of £11,600+VAT = £5,800 agreed at last month's
	meeting.
CPC20-089	To receive a progress report on the LIS project and authorise the payment of the invoice.
	The Council concluded that the completed work needed snagging.
	Cllrs Clarey and Croshaw would meet in the cemetery to compile a
	snagging list together with the senior parish worker. Once the
	necessary work had been undertaken the invoice could be paid in full.
CPC20-090	To receive a progress report on the car parking project.
0. 0_0 000	The council received and noted the verbal update.
CPC20-091	To receive Items for Notification to be included on next meeting's agenda. (for information only).
	Speeding on King Johns Road
	Wheelchair access to Vicar Water Country Park
CDC20, 0C2	•
CPC20-092	To confirm date of next scheduled meeting for Wednesday 25 March 2020
	No date for a future meeting was set. The Council would review the
	current public health situation and call a meeting once relevant
	legislation was in place.

Signature:	Date:

Signed as a true record of that meeting.