



Clipstone Parish Council

Clipstone Village Hall, Church Road, Clipstone, Mansfield, Nottinghamshire, NG21 9DF,
clerk@clipstoneparishcouncil.org, 01623-626857

Minutes of the meeting of Clipstone Parish Council held Wednesday, 25 November 2020 at 19:00

Members Present	Members Present	Members Absent
		Clr K Croshaw
	Clr C Wigman (chairman)	Clr F Ford
		Clr R Clarey
		Clr W Swiffin
Clr D Moore	Clr P Greenwood	Clr JC Wigman

In Attendance: The Clerk

Also Present: **A member of the public joint the meeting but needed to be removed after unmuting themselves and using unsuitable language.**

Frequently used abbreviations:

CMWCT	Clipstone Miners Welfare Community Trust
CPC	Clipstone Parish Council
NCC	Nottinghamshire County Council
NSDC	Newark and Sherwood District Council

CPC20-221 Declarations of intent to record, film or photograph the meeting by members, members of the public or the press.

The Clerk would record the meeting for the purpose of writing the minutes and then dispose of the recordings.

CPC20-222 To receive apologies for absence.

Apologies had been received from Cllrs Ford (moving house), JC Wigman (work) Croshaw (health), Clarey and Swiffin

CPC20-223 To receive questions and petitions from members of the public – for information only.

There were none.

CPC20-224 To receive a report from the County and District Councillors.

Clr John Peck reported that NCC main efforts were to support adult and social care,

CPC20-225 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.

CPC20-226 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.

CPC20-227 To receive minutes of previous Clipstone Parish Council meeting(s) and resolve to sign these as a true record of the meeting(s).

The clerk was asked to verify the attendance at the October meeting and amend the dates on the second meeting. The Clerk apologised for this copy and paste error.

The Council deferred a decision to a future meeting.

CPC20-228 To formally note the External Auditor's report and consider any action required as a result.

The Council noted the external auditor's report and that no action was required resulting from it.

CPC20-229 To consider re-appointing DA Dixon Accountancy as the Council's Internal Auditor for the current financial year.

The Council resolved to re-appoint DA Dixon Accountancy as the Council's Internal Auditor for the current financial year.

CPC20-230 To consider the cancellation of the office printer contract and consider purchasing a smaller suitable office printer.

Proposed by Cllr Wigman, seconded by Cllr Greenwood the Council resolved to pursue the replacement of the leased office printer with a smaller purchased one.

CPC20-231 To consider the creation of a quarterly newsletter that could be distributed utilising online marketing software.

Deferred to a future meeting.

The meeting was being interrupted by members of the public who were asked to desist and were eventually removed from the meeting.

CPC20-232 To consider an application for co-option onto the Council.

Proposed by Cllr Wigman seconded by Cllr Moore the council co-opted Jane Fishwick to the Council.

The Clerk would arrange a separate meeting with Mrs Fishwick to witness the signing of the declaration of acceptance of office and the any other paperwork.

Following several problems with the Clerk's internet connection and repeated drop outs, the council resolved to defer all further agenda items to a future meeting likely to be 07 December 2020.

CPC20-233 To Review the Protocol on Councillor/Officer Relationships and re-adopt

Deferred to a future meeting.

CPC20-234 To consider adopting a dignity at work policy.

Deferred to a future meeting.

CPC20-235 To consider a first draft budget for 2021-22 and any other potential projects and costs to be added.

Deferred to a future meeting.

CPC20-236 To resolve to remove any signatories who are no longer serving councillors from all banking mandate.

Deferred to a future meeting.

CPC20-237 To resolve to add all councillors to all banking mandate for existing bank accounts.

CPC20-238 To resolve to open a new Unity Trust Bank account (CPC20-034) with the following arrangements and name councillors to be authorisers for online payments:

- a) All councillors to be cheque signatories.
- b) All councillors to have "View" access to the accounts in internet banking.
- c) To name councillors to have "Authorise" authority in internet banking.
- d) The clerk to have "View" and "Set up payments" authority.
- e) To confirm that two signatures will be required for cheque payments.
- f) To confirm that two members will need to authorise each payment.

Deferred to a future meeting.

CPC20-239 FINANCE:

- a. To receive the Payments and Receipts report for October and note that any payments not previously listed were made under delegated powers (CPC20-079).
- b. To receive bank reconciliations for October 2020, the second quarter and agree to sign the financial report.
- c. To consider any additional items to be added to the printed schedule.
- d. To approve the payment schedule for November/December/January and resolve to sign it.

Deferred to a future meeting.

CPC20-240 PLANNING

To consider commenting on the following planning applications:

- [20/02188/HPRIOR | Householder prior approval for single storey rear extension. The length that the extension extends beyond the rear wall of the original house: 4 metres Eaves height of the extension: 3 metres Maximum height of the extension: 3 metres | 9 Intake Road Clipstone NG21 9EU](#)

Deferred to a future meeting.

CPC20-241 To receive an update on preparations for Christmas in Clipstone.

Deferred to a future meeting.

CPC20-242 To receive and note correspondence previously circulated by email.

Deferred to a future meeting.

CPC20-243 To receive Items for Notification to be included on next meeting's agenda. (for information only).

CPC20-244 To receive quotes for a refurbishment asbestos survey and consider which contractor to appoint (re. CPC20-202)

Deferred to a future meeting.

CPC20-245 To confirm date of next scheduled meeting.

Signature of presiding chairman_____
Date