



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, 24 February 2021 at 19:00

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

Also present:

In Attendance: The Clerk

Frequently used abbreviations:

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

CPC21-24 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 to aid the production of the minutes before deleting the files.

CPC21-25 To receive apologies for absence.

The following apologies were received and noted:

- Clr Ford – family responsibility
- Clr Greenwood – no reason given
- Clr Croshaw - medical

CPC21-26 To receive questions and petitions from members of the public – for information only.

There were none.

CPC21-27 To receive a report from the County and District Councillors.

District Councillor Carlton's email report was shared on screen.

Initial _____

CPC21-28 To receive disclosures of pecuniary and non-pecuniary interests pursuant to section 31 Localism Act 2011 from councillors on matters considered at this meeting.

Cllr Clarey declared an interest as a Trustee of Clipstone Miners Welfare Community Trust.

CPC21-29 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. The Exclusion of public and press is recommended for item CPC21-44 due to the confidential nature of the personnel matters under discussion.

The Council resolved to exclude Public and Press for item CPC21-44.

CPC21-30 To receive minutes of previous Clipstone Parish Council meeting(s) and resolve to sign these as a true record of the meeting(s).

Proposed by Cllr Clarey seconded by Cllr Swiffin, the Council resolved to sign the minutes of the meeting 27 January 2021 as a true record of that meeting.

CPC21-31 To receive quotations for a tree survey and decide how to progress.

The Clerk explained that she had approached two suitably qualified companies to prepare a quote in good time to the meeting and followed this up with phone calls. Only one arborist had replied, looked at the areas to be covered and provided a quote. The Clerk explained that a tree survey was rather more specialist than tree surgery and that there were fewer suppliers in the local area.

Proposed by Fishwick seconded by Cllr JC Wigman, the council resolved to go with the arborist who had provided a quote and approved the quoted expenditure of £720 +VAT.

CPC21-32 To receive an independent valuation for a business rental agreement of the Miners Welfare Institute and consider what further steps to take.

Cllr Clarey assisted with providing background information on this project but abstained from any decision making.

The Council noted and acknowledged the independent valuation for a business rental agreement for the Miners Welfare Institute.

Based on the report and the recommendations therein proposed by Cllr Wigman seconded by Cllr Swiffin the Council resolved to agree in principal to a 25-year lease on a repair and maintain basis and to ask Clipstone Miners Welfare Community Trust to present a draft contract.

CPC21-33 To receive an outline draft newsletter and proposed contributors (Cllr Swiffin).

Cllr Swiffin presented an outline newsletter. The council approved the format. Cllr Swiffin would work with the Clerk on the finished product.

CPC21-34 To consider moving the Annual Parish Council meeting to Wednesday 4th May to reduce the potentially detrimental effects of returning to Face-to Face meetings.

The Council considered the new information that online meetings would unlikely to be permitted after the 6th May.

The annual Parish Council Meeting must be held in May, but restrictions may not be lifted until June.

Proposed by Cllr Wigman, seconded by Cllr Clarey, the Council resolved to move the Annual Parish Council Meeting to Tuesday 04 May 2021 at 19.00 via ZOOM.

CPC21-35 To receive an oral report on the progress on mandate changes and new bank accounts.

The Council received an update. The Clerk pointed out that she needed the completed banking details sheets from all councillors before she could progress the application for a new account..

CPC21-36 To review the dog waste bin contract with NSDC and approve for signature if applicable.

Proposed by Cllr Clarey seconded by Cllr JC Wigman, the Council resolved to continue the dog bin contract as in previous years.

CPC21-37 To note the Council's acceptance on the BRAMM Registration Scheme and decide whether to restrict access to the cemetery to BRAMM registered monumental masons only.

Proposed by Cllr Clarey Seconded by Cllr JC Wigman the Council resolved to only permit BRAMM registered monumental masons to work in the cemetery from now on.

CPC21-38 To discuss and propose sites for litter and dog waste bins on Cavendish Estate.

The Council agreed that litter bins should be at all bus stops. Further sites would be agreed at the next meeting.

CPC21-39 FINANCE:

Cllr JC Wigman briefly left the room and was not present to vote on the finance items. He rejoined afterwards.

- a. To receive the Payments and Receipts report for January and note that any payments not previously listed were made under delegated powers (CPC20-079).
- b. To receive bank reconciliations for January 2021 and agree to sign them.
- c. To consider any additional items to be added to the printed schedule.
- d. To approve the payment schedule for February/March and resolve to sign it.

Proposed by Cllr Clarey seconded by Cllr Swiffin, the council approved the receipts and payments reports and the bank reconciliations for January 2021 and agreed to sign these.

Proposed by Cllr Clarey seconded by Cllr C Wigman the Council resolved to approve the payment schedule including the five additional items.

CASH POSITION			£
NatWest Current Account	31-Jan		159,843.09

Method	Ref	Supplier	Description	Total
DD	4101023877	NSDC	Non-Dom cemetery per month	52.00
BACS	43037	NSDC	Rent portion S&S current per month	331.25
BACS		Salaries and Wages per month	Approximate amount Salaries and Wages	5,161.79
DD		NatWest	Approximate Bank Charges	20.00
DD	MO47 9C	BT	Broadband and Phone	139.81
DD		Water Plus	Water VH	76.19
BACS	N012102058	County Supplies	wall calendar	4.26
BACS	IO139552	NSDC	Dog Bin emptying 2020-21	1,809.60
BACS	1136383700	B&Q	Postcrete	45.10
BACS	111027418	B&Q	Spanner +WD 40	28.50
BACS	1127947915	B&Q	Painting materials	63.78
DD	1134907354	B&Q	Aligning bar	23.75
DD	132522222	British Gas	Gas Village Hall	451.32
DD		SSE	Electricity Cemetery	49.65
BACS	6792	UK Fuel	Fuel - unleaded	65.98
BACS	1138168653	B&Q	Postcrete	72.16
BACS	1154904536	Konica Minolta	4rth quarter	88.38
BACS	A00927	Russels	Mower Parts	56.29
BACS	18/02/2021	Groundworks Architects LLP	Stage 1 CDM	918.00
BACS	IM028954	VIA	2x tonne Grit	264.00
BACS	16428	Musson Liggins	Market rent report and valuation	720.00
			Total	10,441.81

CPC21-40 PLANNING

a. To consider commenting on the following planning applications:

- [21/00307/FUL | Proposed drop kerb to form new vehicle access to front of property including new vehicular and pedestrian access gates | 3 Mansfield Road Clipstone NG21 9BA](#)

Proposed by Cllr Swiffin seconded by Cllr C Wigman, the council resolved to object to the application on road safety grounds.

- [21/00332/LDC | Certificate of lawfulness for proposed rear extension | 25 Waterfield Way Clipstone NG21 9FD](#)

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- b. To note the following planning decision:
 - 20/02260/LDC | Certificate of lawfulness for proposed ground floor rear extension to existing property | 37 Chaffinch Close Clipstone NG21 9GT - **Certificate Issued**
 - 20/02286/HOUSE | Single storey side and rear extension to kitchen/diner to join existing house with detached garage. | 81 Guylers Hill Drive Clipstone NG21 9RT – **Application permitted**
 - 21/00114/NMA | Application for a non-amendment to planning permission 17/02051/RMAM to amend the approved layout plan | Land West Of Waterfield Way Clipstone – **application permitted**

CPC21-41 To receive and note correspondence previously circulated by email.

The Council noted the correspondence which had previously been circulated.

CPC21-42 To receive Items for Notification to be included on next meeting's agenda. (for information only).

- Litter bins
- Newsletter
- Defibrillator Quotes
- Quad bikes – local police

CPC21-43 To confirm date of next scheduled meeting.

The date for the March Meeting was confirmed as 24 March 2021 at 19.00

CPC21-44 To discuss personnel matters or nominate members for a personnel committee and re-adopt the Terms of Reference.

Proposed by Cllr Clarey seconded by Cllr Swiffin the Council resolved to award one additional Spinal Column Point to the Clerk from March 2021 onwards following her examination success and completing her BA (Hons) in Community Governance.

Signature of presiding chairman

Date