



## Clipstone Parish Council

Clipstone Village Hall, Church Road, Clipstone, Mansfield, Nottinghamshire, NG21 9DF,  
[clerk@clipstoneparishcouncil.org](mailto:clerk@clipstoneparishcouncil.org), 01623-626857

# Minutes of the meeting of Clipstone Parish Council held Wednesday, 23 June 2021 at 19:00

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

Also present: Cllr Scott Carlton

In Attendance: The Clerk

### **Business and Resolution**

CPC21 106 Declarations of intent to record, film or photograph the meeting by members, members of the public or the press.  
There were none.

CPC21 107 To receive apologies for absence.  
Cllrs Swiffin, Ford, Wigman and Greenwood had given work commitments as apologies, Cllr Croshaw had stated medical reasons.

CPC21 108 To receive questions and petitions from members of the public – for information only.  
There were none.

CPC21 109 To receive a report from the County and District Councillors.  
Cllr Scott Carlton spoke about being elected County Councillor at the May elections and the steep learning curve this entailed. He spoke about the County Council's Covid-19 response, a road working group which would be preparing the roadworks capital programme.  
NSDC had cleared an illegal encampment in Intake Woods, he had been dealing with issues at the new Cavendish Park Playpark and the maintenance contract between persimmon and Meetfleet.  
There had been reports of anti-social behaviour which had been dealt with the NSDC Anti-social behaviour team in partnership with other agencies.

CPC21 110 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 a private interest in the Clipstone Miners Welfare Community Trust, the Allotments Association and the football clubs.**

Initial \_\_\_\_\_

- CPC21 111 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.

- CPC21 112 To receive minutes of previous Clipstone Parish Council meeting(s) and resolve to sign these as a true record of the meeting(s).

**The Council unanimously approved the minutes of the meeting 04 May 2021 and true record of that meeting. resolved to sign these as a true record of that meeting.**

- CPC21 113 Declarations of intent to record, film or photograph the meeting by members, members of the public or the press.  
Admin Error. See above.

- CPC21 114 To receive the Annual Internal Audit Report for the 2020-21 financial year and consider any action required to be taken.

**The Council received the Annual Internal Audit Report and resolved that no particular action was required.**

- CPC21 115 To consider and resolve to approve the Annual Governance Statement 2020-21.

**The Council resolved to approve the Annual Governance Statement for the 2020-21 financial year.**

- CPC21 116 To consider and resolve to approve the Annual Accounting Statements 2020-21.

**The Council resolved to approve the Annual Accounting Statements for the 2020-21 financial year.**

- CPC21 117 To set the dates for the period for the exercise of public rights as 28 June 2021 to 06 August.2021.

**The dates for the period for the exercise of public rights was set as 28 June to 06 August 2021.**

- CPC21 118 FINANCE:

- a. To receive and note the Payments and Receipts report for April/May and note that any payments not previously listed were made under delegated powers (CPC21-82).

**The Council noted the Payments and Receipts report and noted payments made under delegated powers.**

- b. To receive and note the bank reconciliations for April/May 2021 and agree to sign them.

**The Council noted the bank reconciliations and resolved for them to be signed as a correct record.**

- c. To receive and note the Detailed Receipts & Payments by Budget Heading report.

**The Council noted the detailed Receipts and Payments by Budget Heading report.**

d. To consider any additional items to be added to the printed schedule.

**The cost of insurance was added to the schedule.**

e. To approve the payment schedule for June/July and resolve to sign it.

CASH POSITION				£
NatWest Current Account		31-May		213,588.64
Method		Supplier	Description	Total
DD	Ref	NSDC	Non-Dom cemetery per month	60.00
STO	4101023877	NSDC	Rent portion S&S current per month	331.25
BACS	43037	Staffing Cost	Staffing Cost incl. HMRC and Pension	6,080.00
DD		NatWest	Approximate Bank Charges	20.00
DD		BT	Broadband and Phone	65.35
DD		Water Plus	Water VH	76.19
BACS		Cal Bryant	Hosting and Web services	294.00
BACS	2021	NottsALC	Cemetery Management	35.00
BACS		JB Littlewood	Glyphos	110.40
BACS	13700	Amazon	Air Purifier	343.41
BACS		Amazon	consumables	24.96
BACS		Amazon	consumables	5.73
BACS		ICCM	Annual membership fee	95.00
BACS	13581	Nottinghamshire Fire Safety LTD	Annual checks	254.28
DD	FA035618	Southern Energy	VH Electricity	419.22
DD	71764792/0024	Southern Energy	Cemetery Electricity	49.52

Bacs	8417645720014	Konica Minolta	Printing	14.92
BACS	1223013	Pear Technology	Map Assist	102.00
DD	130538	British Gas	VH Gas	212.67
BACS	987459573	Mansfield Garden Machinery	Blade	54.00
BACS	53902	Mitchells Ironmongers	Bolts	14.88
BACS	30834-1	MOWERMAN GARDEN MACHINERY LTD	Cub Cadet Ride On	5,288.99
DD	INV-0838	UK Fuels	Card fee	32.40
BACS	Transfer between accounts		Pockit card	200.00
DD	977558329	British Gas	Gas VH	256.03
BACS			Pockit card top up	200.00
BACS		Vault Contracts	Full Alarm Service	84.00
BACS	PL256	Rialtas	Software Licence and Maintenance	148.50
BACS	SM23434	Dixon Accountancy	Internal Audit	160.00
BACS	C020	WPS Hallam	Van Insurance	529.00
			Total	15,561.70

CPC21 119 To consider the Council's vehicle insurance needs, receive several quotations and approve a vehicle insurance scheme for the coming year(s).

**The Council unanimously resolved to accept the insurance quotation for vehicle insurance provided by WPS Hallam insurance brokers.**

CPC21 120 To consider the Council's general insurance requirements, receive several quotes and approve a general insurance scheme for the coming year(s).

**The Council unanimously resolved to accept the insurance quotation for general insurance provided by WPS Hallam insurance brokers.**

- CPC21 121 To consider the following grant applications:
- a) Clipstone Cricket Club £500
  - b) Clipstone Football Club £1,000
  - c) Clipstone Colts Junior Football Club £500
  - d) Clipstone Bowls Club £250
  - e) Clipstone Youth Club £10,000
  - f) Clipstone Allotments Association – Little Diggers £200

**Deferred to a future meeting as the Council would become inquorate if Cllr Clarey withdrew.**

CPC21 122 PLANNING

- a. To consider commenting on the following planning applications:

- [21/01332/HOUSE | Construct two-storey rear extension | 6 Ward Road Clipstone NG21 9FB](#)

**The Council resolved to neither support or object to the application but observed that more larger bedrooms were likely to result in more adults living in the property which in turn could result in more on street parking.**

- b. To note the following planning decision:

- 21/00782/HOUSE | Proposed two-storey side extension with garage. Remove hedges, erect 5ft fence at front rising to 2m at side and to enclose rear. | 93 Highfield Road Clipstone NG21 9EPNG21 9AA – **Application permitted**
- 21/00765/HOUSE | Two Storey & Single Storey Side Extension with Porch | Shangri La 58 Central Drive Clipstone NG21 9AG – **Application refused**

**21/01290/DISCON | Request to discharge conditions 03, 08 and 09 of planning permission 20/00772/FUL - Proposed residential development of 9 no. bungalows. | Land Off Cavendish Way Clipstone - DOC - Part conditions discharged**

CPC21 123 To receive and note NSDC's reply to a Freedom of Information request.

**The Council noted the reply that the information would not be released as "not in the public interest".**

CPC21 124 To consider signing up to the Local Council Awards Scheme at Foundation level.

**The Council resolved to sign up to the Local Council Awards Scheme at the Quality level.**

CPC21 125 To consider instating a cemetery working party to update the cemetery mapping.

**Deferred to a future meeting.**

CPC21 126 To note correspondence as previously circulated.

**The Council noted the correspondence previously circulated via email.**

CPC21 127 To confirm date and time of next scheduled meeting for Wednesday 21 July 2021 at 19.00 at the village hall.

**Date and Time of the next scheduled meeting were confirmed as 21 July 2021 at 19.00 at the village hall.**

CPC21 128 To receive items for Notification to be included on next meeting's agenda. (for information only).

- Grant applications
- Cemetery working group
- Gas and electricity contracts
- Miners Welfare Move

CPC21 129 To consider the exclusion of public and press to consider personnel issues in confidence.

**The Council resolved to exclude public and press for the next item due to the confidential nature of the items for discussion.**

CPC21 130 To consider increasing the caretaker's contracted hours following recent recruitment and recruiting to the vacancy of Parish Worker – cemetery gates.

**The Council resolved to increase the hours offered to the successful candidate for the caretaker position. A minimum of ten hours would be filled with caretaker duties whilst the remaining six could be filled with more general duties until business at the village hall picks up.**

**The Council resolved to offer regular village hall users a key and their own alarm code on a trial basis.**

**The Council resolved to offer the position of parish worker – cemetery gates to a candidate who had come forward on the same terms and conditions as the other parish workers.**

The meeting closed at approximately 21.00.

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**Signature of presiding chairman**

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**Date**