



## Minutes of Clipstone Parish Council held on Wednesday, 27 July 2022 at 7pm

Councillors Present:

C Wigman  
R Clarey  
J Flowers  
K Mulloy  
W Swiffin

In Attendance: The Clerk and the Consultant Clerk

Also present: No members of the public

### **30 Welcome**

The Chair opened the meeting.

### **31 Apologies**

Apologies for absence were received from J Fishwick and JC Wigman.

### **32 Declarations of Interest**

Councillor Clarey declared a non-pecuniary interest as a trustee of the Clipstone Miners Welfare Community Trust.

### **33 Public Session**

There were no questions from the public.

### **34 County and District Councillors**

No County and District Councillors were present at the meeting.

### **35 Minutes**

It was **RESOLVED** to sign the minutes of the meeting held on 22 June 2022.

Initial \_\_\_\_\_

### **36 Finance**

- a) It was **RESOLVED** to verify the payment schedule for June 2022.
- b) It was **RESOLVED** to confirm the payment schedule for July 2022.  
Payment of additional rewiring charges of £200 in excess of the approved quote for the hall lighting upgrade was **NOTED**.
- c) It was **RESOLVED** to verify the current account reconciliation for:
  - i. April 2022
  - ii. May 2022
  - iii. June 2022
- d) It was **RESOLVED** to verify the reserve accounts reconciliation for:
  - i. April 2022
  - ii. May 2022
  - iii. June 2022
- e) It was **RESOLVED** to verify the petty cash reconciliation for:
  - i. April 2022
  - ii. May 2022
  - iii. June 2022
- f) The Q1 budget report was **NOTED**.
- g) It was **RESOLVED** to approve the temporary transfer of £225,000 from the current account into the Natwest reserve account.
- h) It was **RESOLVED** to approve the insurance renewal as recommended in the Insurance Report, Appendix O.
- i) It was **RESOLVED** to approve the RFO's card application for a pre-purchase Mastercard account.

### **37 Terms of Reference for Committees**

- a) It was **RESOLVED** to approve the Terms of Reference for the Personnel Committee.
- b) It was **RESOLVED** to elect J Fishwick, W Swiffin and R Clarey to the Personnel Committee, and to elect JC Wigman as a substitute to the Personnel Committee.
- c) It was **RESOLVED** to approve the Terms of Reference for the Community Hub Committee on the basis of agreed amendments to Section 1 (remove in part of the Clipstone Miners Welfare Community Trust building), Section 8 Delegated Powers (delegated spend authority) and to change the terminology from Miners Welfare Committee to Community Hub Committee throughout the document.
- d) It was **RESOLVED** to elect C Wigman, K Mulloy, JC Wigman and R Clarey to the Community Hub Committee.

### **38 Community Hub (aka Miners Welfare Project)**

- a) A status report for the Community Hub project was received. The report will be used as the basis for an agenda at the first Community Hub Committee meeting. Councillor Mulloy highlighted a clause from the Lease regarding time restrictions to complete the project. Officers verified advice from the Councils Solicitor that the wording in the Lease and Licence does not give personal liability of the project to individual Councillors.
- b) The first Community Hub Committee meeting will be on 10 August 2022 at the Village Hall. Community Hub Committee meetings will generally be held on the second Wednesday of the month to allow for a progress report to be shared at the monthly full Council meeting.

### **39 Planning**

To consider any planning applications received:

- a) 22/01150/FUL – 43 Chaffinch Close, Clipstone, NG21 9GT – Change of use to allow a proposed summerhouse/salon to be used for a dog grooming business.

There was **NO OBJECTION**

The following planning decisions were **NOTED**:

- b) 22/01006/HOUSE - 5 Highfield Road, Clipstone, NG21 9EP – Refused
- c) 22/01375/TEL25 - Orange Mast NOT0125 Clipstone Holding Centre, Mansfield Road, Clipstone - Removal of 6no existing antennas, Installation of 3no new antennas located on support poles on the existing headframe, the installation of a GPS node located on an antenna support pole and ancillary development thereto. Application Received Mon 11 Jul 2022, Decision Issued Date Tue 19 Jul 2022 - Permitted

Other planning related matters were **NOTED**:

- d) The certificate of lawful use or development (proposed) at 6 Ward Road, Clipstone, NG21 9FB – 22/01124/LDC – Application for lawful development for proposed extension to dwelling house
- e) To note contact with NSDC Planning to investigate the use of a section of the frontage of the former colliery site for the storage and/or sale of transit-like vans.

**40 HR Update**

- a) The release of the advertisement and applications for a new Administrative Assistant was **NOTED**.
- b) It was **NOTED** that Councillor R Clarey from the HR Committee, the Clerk and the Responsible Finance Officer will form the interview panel for the Administration Assistant vacancy. Interviews will be held on 3 August 2022.
- c) It was **RESOLVED** to delegate the selection of a preferred candidate, to agree terms for the new Administrative Assistant and to make an offer of employment to the interview panel.
- d) The change to a fixed payroll date of 26<sup>th</sup> of the month was **NOTED**.

**41 Correspondence**

- a) A letter of support sent to Newark and Sherwood District Council for Levelling Up funding round 2 at Clipstone was **NOTED**.
- b) An email sent to the Chairman from a member of the public expressing their thanks to the Clerk was **NOTED**.

**42 Meeting Details**

The next meeting date of Wednesday 28 September at Clipstone Village Hall was **NOTED**.

**43 Confidential**

Public Bodies (Admission to Meetings) Act 1960:

It was **RESOLVED** that "in view of the confidential nature of the business about to be transacted, the Press and Public be excluded for the remainder of the meeting."

- It was **RESOLVED** to approve the confidential notes from 22 June 2022 meeting.

The meeting closed at: 8:45pm

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**Signature of presiding chairman**

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**Date**