



## Clipstone Parish Council

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# Minutes of Clipstone Parish Council held on Wednesday, 08 December 2021 at 7pm

Councillors Present	Councillors Absent
R Clarey	J Fishwick
W Swiffin	F Ford
C Wigman	K Croshaw
J C Wigman	

Also present: 2 members of the public including a representative from the 1<sup>st</sup> Clipstone Scouts

In Attendance: The Clerk

### 221 **Welcome**

The Chairman opened the meeting and thanked the Scouts for hosting the meeting

### 222 **Apologies**

Apologies for absence were received from Councillors J Fishwick and F Ford

### 223 **Declarations of Interest**

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

### 224 **Public Session**

The Scouts representative thanked the Council for the grant which had helped toward insulating, heating and providing new cushioned flooring in the hall

### 225 **County and District Councillors**

The County and District Councillors were not present. The locum Clerk apologised as she had not sent an invitation to the meeting.

### 226 **Minutes**

It was **RESOLVED** to sign the minutes of the meeting held on 27 October 2021

### 227 **Miners Welfare**

a) To consider and resolve to sign the lease

The locum Clerk provided an update to Council from the solicitor. CISWO has provided in principle agreement to the lease. To progress matters further CISWO needs evidence of the Council's commitment. The locum Clerk to contact the architect to revert to the plans prior to the additional storage request.

Initial \_\_\_\_\_

It was **RESOLVED** that the lease would be signed once planning permission had been granted which would also enable the licence for alterations to proceed.

- b) To resolve to apply for the Section 106 Cavendish Estate monies in support of the refurbishment

It was **RESOLVED** to apply for the corresponding Section 106 monies of £310,175.37

## 228 **Planning**

To consider any planning applications received:

- a) 21/02424/LBC - Former Clipstone Colliery Mansfield Road Clipstone NG21 9AP

Permanent infilling of a redundant fan drift void with concrete foam as part of a strategy of remediation works to facilitate the long-term viability of the building in enabling its safe use and its long-term conservation and positive assimilation into the landscape in which it sits.

It is understood that the proposed work is a statutory requirement, therefore this planning application was **NOTED**

## 229 **Events**

- a) To note the closure of the Village Hall from Wednesday 22 December 2021 to Tuesday 04 January 2022 (inclusive)

The closure was **NOTED**

- b) To receive suggestions for events to mark the Queen's Jubilee

- I. Participate in the Big Lunch which forms part of the Queen's Jubilee plan
- II. Tree and hedge planting around the perimeter of Church Road football pitch
- III. Lighting a beacon was suggested by the Scout representative which would require further discussion and permissions from the Scout management team
- IV. Councillor Swiffin offered to ask the question on social media: how the community would like to celebrate the Queen's Jubilee

## 230 **Staffing**

- a) To welcome the new Administrative Assistant

The new Administrative Assistant had only been with the Council a short time but was already making a positive difference

- b) To consider and agree a change to the officer structure

It was **RESOLVED** to:

- I. Split the role of the Clerk

- II. Advertise and recruit for a Clerk as the Proper Officer for circa 15 hours per week
  - III. Advertise and recruit for a Responsible Financial Officer for circa 15 hours per week
  - IV. Seek advice from the Nottingham Association of Local Councils so that the Clerk and Responsible Financial Officer roles are advertised within a salary range rather than a fixed spinal column point
  - V. Investigate and recruit an apprentice Administrative Assistant at a time to be determined following the recruitment of the Clerk and Responsible Financial Officer
  - VI. The short-listing and interview panel for the Proper Officer and Responsible Financial Officer would be the HR Committee with Councillor J C Wigman as substitute.
- c) To consider and agree an hourly increment for staff
- It was **RESOLVED** to:
- I. Increase the hourly rate of pay by £1.00 per hour for all permanent staff aged 23 years and over, backdated to 01 April 2021 or when their employment began during the current financial year
  - II. Increase the hourly rate of pay by £0.20 per hour for all permanent staff aged under 23 years, backdated to 01 April 2021 or when their employment began during the current financial year
- d) To agree the purchase of a new mobile phone for the Administrative Assistant
- It was **RESOLVED** to proceed with an additional mobile phone

### 231 **Next Meeting Details**

- a) Wednesday 19 January 2022 at Clipstone Village Hall
- b) To set the budget and agree the precept
- c) To review the existing Terms of Reference and determine the membership for the Miners Welfare Steering Group
- d) A reminder to progress the installation of a defibrillator and cover box in the former telephone box acquired by the Parish Council

The meeting closed at: 8:02pm

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**Signature of presiding chairman**

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**Date**

2021-22

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