



## Clipstone Parish Council

Clipstone Village Hall, Church Road, Clipstone, Mansfield, Nottinghamshire, NG21 9DF,  
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# Minutes of the extraordinary meeting of Clipstone Parish Council held Wednesday, 27 October 2021 at 19.00

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

Also present: District and County Cllr Scot Carlton, a member of the public representing 1<sup>st</sup> Clipstone Scouts

In Attendance: The Clerk

## Business and Resolution

**In the absence of the Chairman, the Council elected Cllr Fishwick to chair the meeting.**

- CPC21 198 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.**

- CPC21 **199** To receive apologies for absence.

**Apologies for absence had been received from Cllrs C and JC Wigman and Ford.**

- CPC21 200 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 201 To receive questions and petitions from members of the public – for information only.

**A member of the public thanked the Council for its grant funding support of £5,000 for the new floors in the scout hut and invited the council to hold its next meeting at the hut. He also thanked the outgoing clerk for her support over the years.**

Initial \_\_\_\_\_

CPC21 202 To receive a report from the County and District Councillors.

Cllr Carlton gave apologies for Cllr Brown.

He reported that NCC owned bins and bus stops had been repaired. The road from Cavendish roundabout to Kings Klipstone had been added to the current year capital programme. Work was due to commence in January/February 2022.

Cavendish Road and Forest Road had been added to the speed survey.

Adult and Social Care posing the greatest challenge at the moment.

The District would hold an Action Day in Clipstone addressing littering, anti-social behaviour.

The levelling up fund was still work in progress.

Vandalised street signs would be replaced.

CPC21 203 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 non-pecuniary interest as a trustee of the Clipstone Miners Welfare Community Trust.**

CPC21 204 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 resolved to approve the minutes of the meetings 22/09/2021 and 29/09/2021 and resolved for these to be signed as a true record.**

CPC21 205 To note the Clerk's report.

**The Council noted the Clerk's report.**

CPC21 206 To receive the recommendation of the interview panels.

- To consider and resolve how to progress with the recruitment of a replacement Clerk/RFO

**The Council resolved to readvertise the post and to boost the advertising on social media and Indeed.**

**The Council resolved to appoint Mrs Sharon Pyke as Locum Clerk for up to 20 hours per week at £25 per hour initially until mid-February or until a new Clerk/RFO could be appointed.**

- To resolve the appointment of a Clerk's assistant and agree overtime payments for the new postholder until a permanent Clerk/RFO can be appointed.

**The Council resolved to appoint Mrs Michelle Paxton as Clerk's Assistant for 10 hours per week but to offer overtime at single rate of an additional 5 hours per week at single rate until further notice.**

CPC21 207 To receive the revised plans for the welfare building and instruct the Principle Designer and Architect to submit the planning application on the Council's behalf.

**The Clerk apologised for attaching the wrong drawings to the agenda. The Council would review the updated drawings at the next meeting.**

208 To resolve to instruct the principle designer to draw up a job description and tender document for a project manager for the miners welfare project.

**The Council resolved to instruct the Principal Designer (Architect) to draw up the job description and person specification for the Project Manager.**

209 To receive any update on the lease for the miners welfare building.

**Cllr Clarey gave a verbal update and informed the Council that the Energy survey still need to be provided. It was hoped that the lease would be available for signature at the next meeting.**

**The Clerk pointed out that the LIS funding for the insulation was time sensitive an would run out unless an extension could be negotiated.**

210 FINANCE:

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

**The Council received and noted the Payments and Receipts report for September.**

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

**The Council resolved to sign the bank reconciliations for September 2021.**

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

**The Council noted the Detailed Receipts & Payments by Budget Heading report to the end of September.**

- d. To approve the payment schedule for October/November and resolve to sign it.

**The council resolved to agree the payment Schedule for October/November and to sign it.**

- e. To approve virements between budget codes as presented.

**The Council resolved to approve the virements as presented.**

211 To nominate a member to attend the Levelling-Up meeting at The Riding Hall, The Courtyard, Thoresby Park, NG22 9EP from 9am to 12 noon on Friday 19th November 2021.

**Cllrs Clarey and C Wigman were nominated to represent the Council at the Levelling-Up meeting.**

- 212 To consider quotations received for tree work as recommended in the arborists report and commission the work.

**The Council asked one of the tree surgeons to re-quote so the quotations would be more compatible. Deferred to next meeting.**

- 213 To consider a quotation received for the removal of tree stumps/bracken and brush to open up the amenity land.

**The Council asked one of the tree surgeons to re-quote so the quotations would be more compatible. Deferred to next meeting**

#### 214 PLANNING

- a. To consider commenting on the following planning applications:
- [Two storey and single storey side extension and porch to front elevation \(Resubmission of 21/00765/HOUSE\)](#), Shangri La 58 Central Drive Clipstone NG21 9AG, 21/02130/HOUSE.

**The Council resolved a neutral stance.**

- [First Floor Front Extension](#) 81 Emmerson Drive Clipstone NG21 9AX, 21/02240/HOUSE

**The Council resolved a neutral stance.**

- b. To note the following planning decision:
- 21/01614/HOUSE | Construct concrete sectional building on concrete base for storage. | 188 Mansfield Road Clipstone NG21 9AE – **Application refused.**

**The Council noted the above planning decision.**

- 215 To note the fees and charges for the Finance Software for the 2022-23 Financial Year. .

**The Council noted and approved the increased fees and charges for the Rialtas Finance Software.**

- 216 To receive and note a thank you letter from 1<sup>st</sup> Clipstone Scouts.

**The Council noted the thank you letter and accepted an invitation to hold the council's November meeting at the newly renovated Scout Hut.**

- 217 To receive and note a first draft budget report for 2022-23 and consider any projects for future development.

**The Council noted the first draft budget report and would enter into further discussions at future meetings.**

- 218 To note correspondence as previously circulated.

219 To receive items for Notification to be included on next meeting’s agenda. (for information only).

- Move to miners Welfare
- Budget
- Personnel – Clerk Recruitment and Interviews
- Jubilee/Events

220 To confirm date and of next scheduled meeting for Wednesday 24 November 2021 at 19.00 at the Village Hall.

**The date of the next meeting was confirmed as Wednesday 24 November at 19.00. The meeting Venue would be the Schout Hut on Mansfield Road.**

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**Signature of presiding chairman**

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**Date**

DRAFT