



## Minutes of Clipstone Parish Council held on Wednesday, 28 September 2022 at 7pm

### Councillors Present:

C Wigman  
R Clarey  
J Flowers  
K Mulloy  
W Swiffin  
J Fishwick

In Attendance: The Clerk and the Responsible Finance Officer

Also present: The Consultant Clerk and Oliver Scott from Newark and Sherwood District Council. No members of the public attended.

44.	<p><b><u>Welcome</u></b></p> <p>The Chairman to open the meeting</p> <p>A minute's silence was held for personal reflection and acknowledgement of the passing of Her Majesty Queen Elizabeth II.</p>
45.	<p><b><u>Apologies</u></b></p> <p>Apologies were received from JC Wigman.</p>
46.	<p><b><u>Councillor Co-option</u></b></p> <p>The co-option a new Councillor was postponed due to illness to the October Parish Council Meeting.</p>
47.	<p><b><u>Declarations of Interest</u></b></p> <p>Councillor Clarey declared a non-pecuniary interest as a trustee of the Clipstone Miners Welfare Community Trust.</p>
48.	<p><b><u>Public Session</u></b></p> <p>There were no questions from members of the public.</p>
49.	<p><b><u>County and District Councillor(s)</u></b></p>

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	<p>No County and District Councillors attended the meeting.</p> <p>Agenda Item 55h) was brought forward to this point in the meeting but is minuted in agenda order.</p>
50.	<p><b><u>Minutes</u></b></p> <p>a) It was RESOLVED to approve and sign the minutes of the meeting held on 27 July 2022.</p> <p>b) The draft Community Hub minutes of the meeting held on 10 August 2022 were received. A typing error would be corrected in advance of the next Community Hub meeting.</p>
51.	<p><b><u>External Auditor</u></b></p> <p>It was <b>RESOLVED</b> to continue to opt-in of the SAAA scheme for appointing an external auditor for smaller authorities.</p>
52.	<p><b><u>Finance</u></b></p> <p>a) The conclusion of the external audit for the year ended 31 March 2022 was NOTED.</p> <p>b) An amendment to the Annual Governance and Accountability Return (AGAR) where the prior year's assets value was updated and the corresponding 'Other Matters' recorded on the External Auditor Report and Certificate was NOTED.</p> <p>c) The public right inspection dates of the Annual Governance and Accountability Return for the year ending 31 March 2022 being Monday 26 September to Thursday 13 October 2022 inclusive were NOTED.</p> <p>d) It was RESOLVED to verify the payment schedule for July 2022.</p> <p>e) It was RESOLVED to verify the payment schedule for August 2022.</p> <p>f) It was RESOLVED to confirm the payment schedule for September 2022.</p> <p>g) It was RESOLVED to verify the current account reconciliation for:</p> <ol style="list-style-type: none"> <li>i. July 2022</li> <li>ii. August 2022</li> </ol> <p>h) It was RESOLVED to verify the reserve accounts reconciliation for:</p> <ol style="list-style-type: none"> <li>i. July 2022</li> <li>ii. August 2022</li> </ol> <p>i) It was RESOLVED to verify the petty cash reconciliation for:</p> <ol style="list-style-type: none"> <li>i. July 2022</li> <li>ii. August 2022</li> </ol>

	<p>j) It was <b>RESOLVED</b> to confirm the payments made by direct debit and standing order</p> <p>k) The report was <b>NOTED</b>. The inspection to the former squash and sauna building was not conducted as instructed. No building condition inspection report or invoice has not been received. Therefore, no payment can or will be made.</p> <p>It was <b>RESOLVED</b> to seek an alternative organisation or RICS approved surveyor to provide a quote to undertake the building condition report.</p> <p>l) It was <b>RESOLVED</b> to approve quote 1 for lighting column upgrades and to approve payment to be made when due. Council approved the works on the basis that assurance is obtained that the specific lighting columns which will be upgraded are not due to be changed as part of the improvements to LED street lighting in the village.</p>
53.	<p><b><u>Grant Applications</u></b></p> <p>It was <b>RESOLVED</b> to approve the following 4 grant applications:</p> <p>Clipstone Cricket Club £500</p> <p>Clipstone Colts Football Club £500</p> <p>Clipstone Bowls Club £250</p> <p>Clipstone Football Club £1000</p> <p>The 5<sup>th</sup> grant application was considered under confidential business as it links to a corresponding item.</p>
54.	<p><b><u>Lengthsman scheme</u></b></p> <p>It was <b>RESOLVED</b> not to join the Lengthsman scheme for 2022-2023.</p>
55.	<p><b><u>Planning</u></b></p> <p>The following planning decisions were <b>NOTED</b>:</p> <ol style="list-style-type: none"> <li>a) 22/01375/TEL25 - Telecommunication Notification (Part 25) – Permitted</li> <li>b) 22/01150/FUL - 43 Chaffinch Close - Change of use to allow a proposed summerhouse/salon to be used for a dog grooming business - Permitted</li> <li>c) 22/01498/LBC – Listed Building Consent for Permanent capping of shafts No. 1 and 2 within heapsteads 1 and 2 with reinforced concrete and internal works including floor finishes to the shafts and removal of existing metal cart track and timber deck from heapstead - Permitted</li> <li>d) 22/01490/HOUSE - 5 Highfield Road Clipstone NG21 9EP - Rear extension part single storey and part two storey- Permitted</li> </ol>

	<p>e) 22/00984/ADV - <b>Proposed</b> second advertisement to the side elevation Sqoshis Indoor Playcentre And Laser Centre Church Road Clipstone Nottinghamshire NG21 9DL – Permitted</p> <p>f) 22/00983/FUL - Change of use from Soft Play Centre to Soft Play Centre/ Children's Day Nursery with associated alterations and signage, Sqoshis Indoor Playcentre - Permitted</p> <p>To following other planning related matters were <b>NOTED</b>:</p> <p>g) 22/01616/HOUSE- 93 Highfield Road Clipstone NG21 9EP - Two storey side extension. No comment could be made on this planning application because of the summer recess.</p> <p>h) Oliver Scott, Newark and Sherwood District Council's Conservation Officer provided an insight into planning, primarily connected with the Clipstone Headstocks site. Council were informed of:</p> <ul style="list-style-type: none"> <li>i. British Coal own and is responsible for the mine shafts. A private owner has purchased the headstocks and surrounding land known as the topple zone.</li> <li>ii. Planning permission has been granted for the permanent (concrete) capping of the mineshafts by British Coal. Prior filling of the mineshafts has settled.</li> <li>iii. Demolition of the conveyer building was approved. The headstocks owner has since carried out repairs to the conveyor building.</li> <li>iv. The headstocks owner has a duty to adhere to listed building legislation.</li> <li>v. An offer of pre-application planning advice from Newark and Sherwood District Council's Conservation Officer to the owner of the Headstocks.</li> <li>vi. An enforcement case is being raised for storage of vans on the headstocks land.</li> </ul>
56.	<p><b><u>HR Update</u></b></p> <p>a) The new Administrative Assistant's commencement of employment was <b>NOTED</b>.</p> <p>b) The RFO's completion of FILCA (Financial Introduction to Local Council Administration) and the Clerk's commencement of ILCA (Introduction to Local Council Administration) were <b>NOTED</b>.</p>
57.	<p><b><u>Cavendish accident / access route</u></b></p> <p>Councillor Flowers informed Council of the accident on Cavendish Way on 13 September 2022, and the impact of only having one road into/out of Cavendish Estate.</p> <p>A public footpath alongside Clipstone Cemetery from Highfield Road through to the Cavendish Estate is designated for emergency vehicle access. On the</p>

	<p>day of the accident, members of the public used the emergency vehicle access route, in their cars in both directions while others were walking on the footpath. This caused congestion and unsafe conditions for pedestrian and drivers alike. It is anecdotal that members of the public had been advised to use the route by the Police.</p> <p>It was <b>RESOLVED</b> that:</p> <ul style="list-style-type: none"> <li>a) Correspondence should be sent to Nottinghamshire County Council expressing concerns about members of the public's use of the emergency vehicle access route. Whether there is a safety requirement for additional signage to denote that the footpath will become an emergency vehicle access route. Given housing growth why is there only one road into/out of the Cavendish Estate.</li> <li>b) Correspondence should be sent to the local Policing team, seeking clarity on the use of the emergency vehicle access route. Should authorisation for members of the public to use when there is an on-going emergency, then an assurance needs to be sought that the Police will provide a presence to direct safe passage for pedestrians and traffic in the vicinity of the emergency vehicle access route.</li> <li>c) To take up the outstanding designated footpath though the allotments running parallel with the Cavendish Estate.</li> </ul>
58.	<p><b><u>Correspondence</u></b></p> <p>To receive any correspondence:</p> <p>The Clerk's reply to correspondence, confirming that no further benches are needed in the cemetery at this time was <b>NOTED</b>.</p>
59.	<p><b><u>Meeting Details</u></b></p> <ul style="list-style-type: none"> <li>c) The next meeting date of 7pm on Wednesday 26 October 2022 at Clipstone Village Hall was NOTED.</li> <li>d) The next Community Hub Committee meeting date of 7pm Wednesday 12 October 2022 at Clipstone Village Hall was NOTED.</li> <li>e) A HR Committee Meeting date has been scheduled for 6.30pm Wednesday 2 November 2022 at Clipstone Village Hall.</li> </ul>
60.	<p><b><u>Confidential</u></b></p> <p>Public Bodies (Admission to Meetings) Act 1960: To resolve 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."</p>

	<p>It was <b>RESOLVED</b> to circulate documents to Councillors which would provide historical context to shared access to a car park. To be brought before Council at October's meeting.</p> <p>It was <b>RESOLVED</b> to approve a grant application to Clipstone Youth Club for £10,000</p> <p>It was <b>RESOLVED</b> to proceed with the recommendation regarding a land update.</p>
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The meeting closed at: 8:58pm

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**Signature of presiding chairman**

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**Date**