



## Minutes of Clipstone Parish Council Annual Meeting held on Wednesday, 17 May 2023 at 7pm

### Councillors Present:

D Eskriett  
W Swiffin  
R Spademan  
J Fishwick

In Attendance: The Clerk and The Responsible Finance Officer

Also present: Councillor Scott Carlton from Notts County Council and two members of the public

### CPC23/24 1 **Chairman**

It was **RESOLVED** to elect Councillor David Eskriett as Chairman for the year 2023/2024. The Declaration of Acceptance of Office was duly signed.

### CPC23/24 2 **Apologies**

Apologies for absence were received from:  
Councillor R Clarey, Councillor C Wigman and Councillor JC Wigman  
Richard Lloyd, Newark and Sherwood District Councils Community  
Protection Officer  
Councillors Paul Peacock, Andy Freeman and Celia Brooks of Newark and  
Sherwood District Council

### CPC23/24 3 **Vice Chairman**

- a) It was **RESOLVED** to elect a Vice Chairman
- b) It was **RESOLVED** to defer the nomination and election of the Vice Chairman to the next Parish Council meeting

### CPC23/24 4 **Declaration of Acceptance & Register of Members Interests**

- a) It was **CONFIRMED** that Declaration of Acceptance of Office have been signed by all elected Councillors
- b) Arrangements for the completion of the Register of Members interest were **CONFIRMED**

### CPC23/24 5 **Declarations of Interest**

There were no disclosures of pecuniary and non-pecuniary interests on matters being considered on the agenda

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**Public Session**

There were no questions from members of the public

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**Community Protection Officer**

Newark and Sherwood District Councils Community Protection Officer Richard Lloyd provided the following update to be read to Council:

- I have been patrolling the Cavendish Estate around the play parks and speaking with residents in the area
- The Police are aware of the situation with off road bikes
- I have received and am acting upon a report of 6 out of control pit bull terriers accompanied by a male owner in the vicinity of Vicars Water on 16 May 2023. Foot patrol have been conducted today and will continue. Vicars Water Park Ranger Isaac has been informed of the incident
- I have been conducting foot patrols on the Avenues and Church Road. Where items (like white goods) are causing an obstruction on the pavement or are unsightly I am speaking with residents and giving a timescale for the item(s) to be cleared

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**County and District Councillor(s)**

To receive a report from the County and District Councillor(s)

Scott Carlton – Notts County Councillor

- Adult social care and health - a consultation is taking place to see how improvements can be made to local services
- Councillor Carlton has met with the Local Transport Strategy team regarding future bus stop improvements in Clipstone
- Traffic calming proposals for Forest Road have been followed up
- Road surface improvements from the roundabout at the entrance to Cavendish Estate in the direction of Clipstone Village are being investigated
- The Local Community Fund and the County Fund are open for applications

The following report from and Newark Sherwood District Councillor Paul Peacock was provided for Council:

- Despite claims to the opposite during the election campaign, the full monies have been committed for the redevelopment of the Clipstone Holding Centre. Preliminary work is beginning this summer with a view to construction beginning early 2024
- There will be a CCTV review which will include the possibility of CCTV on Cavendish Estate
- Sorting out a dispute between Avant Homes and NCC as to the responsibility of upkeep of the jitty between Guylers Hill Drive and Vicar Water

- Still working with Persimmon to deal with Bluebell Wood Lane Play Park
- Working with NSDC Conservation Officer to deal with issues between the owners of the Headstocks and the Coal Authority with reference to capping works
- Supported the Cricket Club to access a S106 Contribution towards an outfield mower
- Supported the contribution of £154k towards preliminary works for the proposed sports hub on the former Colliery site

- CPC23/24 9     **Minutes**  
It was **RESOLVED** to approve and sign the minutes of the meeting held on 26 April 2023
- CPC23/24 10   **Standing Orders**  
It was **RESOLVED** to adopt Standing Orders
- CPC23/24 11   **Financial Regulations**  
a) It was **RESOLVED** to adopt the Financial Regulations  
b) It was **RESOLVED** to adopt the Financial Risk Assessment
- CPC23/24 12   **Asset Register**  
It was **RESOLVED** to defer the review and approval of the Asset Register to the June Parish Council Meeting
- CPC23/24 13   **Subscriptions**  
It was **RESOLVED** to approve the Council's and Officer subscriptions
- CPC23/24 14   **Insurance**  
Arrangements for insurance cover were **CONFIRMED**
- CPC23/24 15   **Data Protection**  
Councils' registration with the Information Commissioners Office was **CONFIRMED**
- CPC23/24 16   **Finance**  
a) It was **RESOLVED** to verify and sign the payment schedule for April 2023  
b) It was **RESOLVED** to confirm and sign the payment schedule for May 2023  
c) It was **RESOLVED** to approve the list of direct debits and standing orders  
d) It was **RESOLVED** to change the current bank account and the instant access reserve account to Unity Trust Bank

It was **RESOLVED** that Councillors Eskriett, Swiffin, Spademan and Fishwick would become bank signatories

It was **RESOLVED** that Councillors who were not in attendance at the meeting would be contacted by email with regards to becoming bank signatories

- e) Staff enrollment into the Local Government Pension Scheme was **NOTED**

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### **Policies**

It was **RESOLVED** to defer reviewing Council policies to later meetings

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### **Councillor Training**

Course dates for new Councillor training were **NOTED**

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### **Civility and Respect**

The registration to the Civility and Respect pledge (Council number 1171) was **CONFIRMED** and the certificate signed

CPC23/24 20

### **Terms of Reference**

- a) The Terms of Reference for the Personnel Committee were **CONFIRMED**
- b) The Clerks attendance at a Committees, Sub-Committees and Working Groups online training session on 25 May 2023 was **NOTED**  
The development of the Terms of Reference for the Asset Working Group will progress following the training session

CPC23/24 21

### **Committee Members**

To appoint Councillors to Committees:

- a) It was **RESOLVED** to appoint Councillors J Fishwick, W Swiffin and R Spademan to the Personnel Committee  
It was **RESOLVED** to review committee membership at the June Parish Council meeting to enable Councillors not present at this meeting to consider committee membership
- b) It was **RESOLVED** to defer considering Asset Working Group membership until Terms of Reference are agreed

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### **Officers Update**

An update from Parish Council Officers was **RECEIVED**

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**Planning**

To following planning applications were **CONSIDERED**

The Chairman suspended Standing Orders between 8.03pm and 8.06pm to allow a member of the public to speak

- a) 23/00401/LBC / Remove 2 rusty decks from each side of the former shaft, the lift cage gates, stairs and gantry at heapstead one / Respond by 18 May 2023/ There was **NO OBJECTION**
- b) 23/00721/HOUSE / 7 Second Avenue Clipstone NG21 9DB / Single storey front extension / Respond by 21 May 2023 / There was **NO OBJECTION**

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**Correspondence**

No correspondence was received

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**Meeting Dates**

The meeting schedule for the next civic year was **CONFIRMED**

CPC23/24 26

**Meeting Details**

- a) The next meeting date of Wednesday 28 June 2023 at 7pm was **NOTED**
- b) The Personnel Committee meeting date of Wednesday 14 June 2023 was **NOTED**

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**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 and sign the confidential notes of the meeting held on 26 April 2022

Tenant

- It was **RESOLVED** to appoint Messer's WA Barnes to conduct an independent valuation
- It was **RESOLVED** to defer decisions regarding reimbursement of costs until a valuation has been conducted

Car park

- It was **RESOLVED** to approve quote B for scope and specification works

The meeting closed at: 8.45pm

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**Signature of presiding chairman**

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**Date**