



Clipstone Parish Council

Clipstone Village Hall, Church Road, Clipstone, Mansfield, Nottinghamshire, NG21 9DF,
clerk@clipstoneparishcouncil.org 01623 626857

31 January 2024

To: Councillor D Eskriett
J Fishwick
W Swiffin

Dear Councillor,

You are hereby summoned to a meeting of Clipstone Parish Council which will be held in the Village Hall, Church Road, Clipstone, NG21 9DF on **Wednesday 7 February 2024 at 7pm**. This meeting has been rescheduled from 24 January 2024.

The public and press are invited to attend.

Regards

Michelle Paxton

Clerk to the Council

AGENDA

- CPC23/24 140 **Welcome**
Chairman to open the meeting
- CPC23/24 141 **Apologies**
To receive apologies for absence
- CPC23/24 142 **Declarations of Interest**
To receive disclosures of pecuniary and non-pecuniary interests on matters being considered on the agenda
- CPC23/24 143 **Public Session**
To receive questions and petitions from members of the public
- CPC23/24 144 **Community Protection Officer**
To note the restructure of Community Protection Officer areas and that the new Community Protection Officer for Clipstone is Lauren Astel

To receive an update from Newark and Sherwood District Councils Community Protection Officer



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- CPC23/24 145 **County and District Councillor(s)**
To receive a report from the County and District Councillors
- CPC23/24 146 **Minutes**
- a) To approve and sign the minutes of the ordinary meeting held on 22 November 2023 Appendix A
 - b) To approve and sign the minutes of the extra ordinary meeting held on 13 December 2023 Appendix B
 - c) To approve and sign the minutes of the extra ordinary meeting held on 11 January 2023 Appendix C
- CPC23/24 147 **Finance**
- a) To receive, verify and sign the payment schedule for November 2023 Appendix D
 - b) To receive, verify and sign the payment schedule for December 2023 Appendix E
 - c) To receive, confirm and sign the payment schedule for January 2024 Appendix F
 - d) To receive, verify and sign the current account reconciliation for November 2023 Appendix G
 - e) To receive, verify and sign the reserve account 1 reconciliation for November 2023 Appendix H
 - f) To receive, verify and sign the reserve account 2 reconciliation for November 2023 Appendix I
 - g) To receive verify and sign the petty cash reconciliation for November 2023 Appendix J
 - h) To receive, verify and sign the NatWest current account reconciliation for December 2023 Appendix K
 - i) To receive verify and sign the Unity current account reconciliation for December 2023 Appendix L
 - j) To receive, verify and sign the reserve account 1 reconciliation for December 2023 Appendix M
 - k) To receive, verify and sign the reserve account 2 reconciliation for December 2023 Appendix N
 - l) To receive verify and sign the petty cash reconciliation for December 2023 Appendix O
 - m) To receive and review the budget to Q3 actuals Appendix P
 - n) To consider and set the budget for the year ending 31 March 2025 Appendix Q
 - o) To consider and resolve the precept for the year ending 31 March 2025
 - p) To note the removal of JC Wigmans internet banking access as a signatory and for Unity Trust Bank
- CPC23/24 148 **Casual Vacancy**
To note the publication of a Casual Vacancy Notice



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- CPC23/24 149 **Committees and Working Groups**
- To consider future of the Personnel Committee, the Assets Committee and the Assets Working Groups
- CPC23/24 150 **Short Term Council Objectives**
- To receive a report and consider short terms objectives for the Parish Council Appendix R
- CPC23/24 151 **Officers Update**
- To receive an update from Parish Council Officers Appendix S
- CPC23/24 152 **HR**
- a) To note the Responsible Finance Officers proposed maternity leave dates
 - b) To establish a plan and timeline for the recruitment of a temporary Responsible Finance Officer, to agree terms for the role and to review the Clerks hours and responsibilities
 - c) To consider the Clerks study time towards the CiLCA qualification
- CPC23/24 153 **Planning**
- To note the following planning application received and circulated by email with a deadline for comments prior to this council meeting:
- a) 24/00034/FUL/ Klippers 157 Mansfield Road Clipstone NG21 9AA/ New Shop Front / Comments by Tue 30 Jan 2024
 - b) 23/02098/HOUSE/ 16 Palace Gardens Clipstone Mansfield Nottinghamshire NG21 9FY / Single storey side extension / Comments by 27 December 2023
- To note planning decisions received:
- c) 23/01612/HOUSE / Single storey rear extension/ 9 King Johns Road/ Clipstone NG21 9EN/ Permission granted
 - d) 23/02098/HOUSE/ 16 Palace Gardens Clipstone Mansfield Nottinghamshire NG21 9FY / Single storey side extension / Permission Granted
- CPC23/24 154 **Correspondence**
- To consider any correspondence received
- CPC23/24 155 **Meeting Details**
- a) To note the next meeting date of Wednesday 28 February 2024 at 7pm
 - b) To note items for information or resolution on the next agenda be sent to the Clerk by 16 February 2024



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CPC23/24 156

Confidential

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."

- a) To approve and sign the confidential notes of the meeting held on 22 November 2023
- b) Tenant Update