

The Village Council of Kings Clipstone

Minutes of the meeting of the Village Council of Kings Clipstone held in the Community Room, Sherwood Forest Holiday Park, Gorsethorpe Lane, Kings Clipstone, Nottinghamshire on **Monday 28th November 2011**. The meeting commenced at 7.00pm.

Present Cllr. M Bradley (Chair of the Village Council)
Cllr. J Govan
Cllr. J Harbottle
Cllr D Maguire
Cllr. S Parkhouse
Cllr. M Rowe
Cllr. J Smythe

Also Attending County Cllr. Les Ward
District Cllr Sheila Soar
Mr. M Plumb (Acting Clerk to the Council)
One member of the public
Reporter from Chad Newspaper

71/11 **Apologies for absence**

All Councilors being present, no apologies for absence were received.

72/11 **Declarations of interest**

No declarations of interest were made by attending Councilors in respect of items of business specified in the agenda/notice.

73/11 **Minutes**

a) **Village Council Meeting 28th September 2011**

After a full discussion, the following amendments were **agreed**

Minute 53/11 – Delete “B” first line replace with D.

Minute 55/11 (minute 46/11/2), second line. Delete “principal”, replace with “principle”.

Minute 58/11 (a), second bullet point. Delete “post”, replace with “pool”.

Minute 58/11 (a), third bullet point. Delete “Severn Trent Water Authority”.

Minute 58/11 (a), Final paragraph. Second line. Correct spelling to Whitley.

Minute 58/11 (c), 2nd bullet Point. Correct to “preferred site is the edge of Dog and Duck car park. (Note: Cllr S. Parkhouse is to make a notice board for Squires lane).

Minute 58/11 (c) 3rd Bullet point. Delete entry.

Minute 66/11 2nd paragraph. Delete “noted” and replace with “deferred”

Minute 67/11 Heading. Delete “bridal” and replace with “bridle”.

Minute 69/11 3rd bullet point. Delete “Cannon” and replace with “Canon”.

b) Review of Action taken

The Acting Clerk reported as Follows

- Minute 58/11 (a). Walking Tour. The full report list has been sent to Carl Whitley Nottinghamshire County Council. A response was awaited.
- Minute 58/11 (b). Winter Salting Treatment of roads. A request has been sent asking for the provision of a new roadside salt bin at the bottom of Rathole.
- Minute 58/11 (c) Agenda/ notice for council meetings were now being sent to the “Chad” newspaper and a reporter was present at this meeting.
- Minute 58/11 (d). Village Notice Board. Depending upon the size quality and location, the Acting Clerk reported that the cost of a free standing notice board ranged between £400 to £600. The meeting discussed this particular report and concluded that in view of other works being done for notice boards, this proposal should not be proceeded with at the present time.

- Minute 58/11 (d) – Floral Bed. A grant of £400 had been received from County Council funds managed by Cllr Les Ward. The meeting expressed its appreciation for this assistance from Cllr Ward.
- Minute 67/11 Claim for a Bridle Way. A Letter of support has been sent to and acknowledged by the Edwinstowe Parish Council.
- Minute 68/11 Fire Services Review. A letter supporting the upgrading of the fire station at Edwinstowe from a part time facility to a full time facility had been sent to the Fire and Rescue Service HQ. Cllr Les Ward reported that this upgrading had now been approved.
- Minute 69/11 Adoption of a Local Phone Box. Application had been made via e-mail for the adoption, by the village council, of this unused phone box. The application had been acknowledged and BT was in the process of obtaining planning approval for this change of use.

The meeting received and **noted** these reports.

c) Finance Working Group Meeting – 16th November 2011

2011 The notes of the meeting of this group held on the 16th November was received and **noted** by the Council meeting.

74/11 Questions/Statements from members of the public

It was **resolved** to suspend standing orders temporarily whilst this item of business was transacted.

- The Member of public present expressed her appreciation for the road lining work recently completed for Gorsethorpe Lane. This was a great

improvement.

- Concern was expressed over incidents of cyclists ignoring traffic light signals. The meeting agreed that this action constituted a serious hazard for cyclists and other road users. Acting Clerk to report this problem to the Ollerton Police Station.

(Standing orders re-instated)

75/11 **Reports from County/District Councilors**

(a) County Cllr Les Ward

County Cllr Les Ward reported that a past proposal for traffic calming measures through the village needed to be re-activated and he promised to look into this matter. Cllr Ward advised the meeting that Bilsthorpe's Village Plan was worth looking at since it gave an excellent description of a positive future plan for a Village Community. Finally Cllr Ward referred to a letter published in the Chad newspaper which helped influence the decision to upgrade the Fire Station at Edwinstowe.

Cllr Ward was thanked for his report by the meeting.

(b) District Cllr Sheila Soar

District Cllr Sheila Soar reported that representation from the Village Council on the Safer Neighborhood Groups would be welcome by either the Edwinstowe or the Clipstone groups. She would arrange for contact details to be sent to the Acting Clerk. These groups handle a variety of issues and problems associated with community safety including crime prevention and traffic issues. Cllr Soar then referred to the "Snow Warden Scheme" and expressed a willingness to act a Snow Warden for the Village. The meeting appreciated the offer and accepted it. Finally Cllr Soar provided an updating report open a large development proposal on a site adjacent to the Village boundary.

Cllr Soar was thanked for her report by the meeting.

76/11 **Reserves Bank Account (Deposit)**

The Chair, Cllr M. Bradley asked the meeting to consider opening an(interest

earning) deposit account for funds not immediately required for payments of accounts. The Acting Clerk, in supporting the Chair's proposal, emphasized the importance of setting up a clear Policy for the transfer of funds between the deposit and current accounts.

After a full discussion Cllr S. Parkhouse proposed that the suggestion be adopted and the Chair be authorized to open the new account and to specify the arrangements for transfers of funds between the two accounts. After discussion, it was so **resolved**

77/11 **Purchase of litter pickers and gloves**

Cllr S. Parkhouse circulated information upon the costs of purchasing the items and mentioned that enquiries upon alternative costs were continuing. After discussion it **was resolved** to authorize expenditure of £110 for these items and that Cllr S. Parkhouse be authorised to make appropriate arrangements.

County Cllr Les Ward commented upon the economic benefits to local Councils in opening an account and placing orders with the (Nottinghamshire) County (Council) Supplies, in that bulk purchases of a wide variety of community resources resulted in competitive prices being offered. Additionally payment for supplies would be based upon an invoice / cheque payment system (rather than a credit card system) which the Acting Clerk advised would satisfy current legal requirements (payment orders being authorized by a minimum of two Councilors).

The meeting **NOTED** this report. Acting Clerk to contact County Supplies to investigate detailed arrangements for opening an account for the Village Council

78/11 **Community Communication**

The Acting Clerk reported that he had examined the Village web site created by Cllr S Parkhouse and whilst this was a very informative source of information upon the Village he felt that a separate web site was needed exclusively for the Village Council. The Village Council site could contain notices of meetings, agenda, minutes, Council contact information and other news features related to the Councils activities. The new site would be primarily controlled by the Council Clerk liaising with the Council Chair. A link would be needed between the two sites to provide a comprehensive source of information upon the Village

During the ensuing discussion Cllr S. Parkhouse offered to set up such a web site and assist the Council Clerk in updating work.

The meeting **RESOLVED** to adopt the suggestions in principal. Details to be agreed between the Chair, Cllr S. Parkhouse and the Council Clerk.

79/11 **Current year's Budget. Review of spending proposals**

The meeting considered the Council's current financial position and then reviewed immediate needs. It was **agreed** as follows

- Bus Shelter. Reports were received by the meeting of the continuing decline in the overall condition of the bus shelter. It was **agreed** that an enquiry be sent to the County Council (Carl Whitley) for the provision of a new shelter, preferably of a wooden design so as to be in keeping with the rural character of the village. Cllr Les ward asked to be kept informed in this matter.
- In view of the lack of heating in the community room during village council meetings it was **agreed** that consideration be given to the purchase of a mobile heater for use during cold winter weather.

80/11 Planning matters

Cllr M. Bradley. Chair of the Village Council reported that one consultation had been received for which no objection had been raised on the Council's behalf. This was in respect of the change of use to a children day nursery at Lamb Pens Farm, Gorsethorpe Lane. The meeting **noted** this report

81/11 Village Councilors questions/statements

- Cllr M. Bradley reported receipt of a letter from residents (Ivy and Tom) thanking Councilors and Volunteers supporting the need for improvement fencing along ? Road.
- Cllr M. Rowe referred to the recent incident where a Police Constable (P.C. Diedrik Coetze) had been knocked off his bicycle by a "hit and run" driver. He had sustained serious injuries. Constable Coetze has a distinguished record in apprehending criminals and Cllr Rowe asked if the meeting might wish to record it wishes for a speedy recovery for this Officer. It was so **AGREED**.
- Cllr Joy Harbottle asked if future minutes of Village Council meetings could include the times of start and finish for the meetings. It was so **AGREED**.
- The Acting Clerk, in explaining the requirements of the law concerning notice times for Village Council meetings, asked if a deadline of **ten days** before the date of the meeting could be agreed for Councilors requesting additions to the agenda for meetings. It was so **AGREED**.
- Commendations were recorded for the work carried out by Alan and Kate Hunt in restoring the shelter on Squires Lane

82/11 Budget/precept for 2012/13

Cllr M. Bradley, Village Council Chair, presented the recommendation of the Council's Finance Working Group in respect of the budget/precept for 2012/13. The recommendation was for a **zero % increase** in the precept for the current year. The Acting Clerk reported that the tax base figure for

Kings Clipstone (2012/13) was 124.56 and if the precept budget figure of £8,500 was approved by the Village Council, the schedule D ratepayer ("average" rates) would pay £68.24 per property for the year for Village Council costs. The remaining rates due would be in respect of County/District costs plus the Police and Fire/Rescue services.

After discussion the meeting **RESOLVED** to approve this budget, a copy of which is attached to these minutes.

83/11 **Shingles (cedar) renovation for bus shelter**

No matters were discussed under this agenda item since action had been agreed previously under minute 79/11 above.

84/11 **Guttering for recreation cabin**

Cllr S. Parkhouse provided a report that the cost of providing new guttering for the cabin was approx. £106.

After discussion it was **agreed** that this work proceeds and the total cost be limited to £120.

85/11 **Draft Protocol for Community Events**

Cllr S. Parkhouse referred to Council minute 66/11 Village Council meeting held on 28th September 2011 where this item was deferred for further consideration. He circulated to councilors draft protocols for volunteer's activities, and community events on the recreation field. He also circulated a General Risk Assessment form for litter picking activities by volunteers. After a full discussion these proposals were **adopted in principal** (copies held in the council files). It was **further agreed** in respect of the protocol for community events on the recreation field, that Cllr M. Rowe draft a criteria specifying the conditions to be complied with in respect of events. The criteria to include such things as:-

- Maximum number of participants.
- Type, size and position of equipment.
- Car parking arrangements.
- Health and safety provisions.
- Consideration of interests of nearby residents.

Such criteria to be applied when considering applications for permission to hold events. It was **also agreed** to review the criteria following experience gained over a period of time.

86/11 **Use of new notice board**

The meeting discussed the detailed arrangements for the use of the new notice board. It was **agreed**

- Notices to be limited to notice of council meeting, agenda's, appropriate community notices, and names and phone numbers of useful community contacts.
- Any keys to be held by Cllr M. Bradley and Cllr J. Goven.

87/11 **Date of next Village Council meeting.**

23rd January 2012

At this point it was **agreed** that in view of the confidential nature of the remaining item of business, it is in the public interest for the public and press to be excluded from the meeting at this point, and that they be now asked to vacate the meeting.

The items of business related to arrangements for interviews for the appointment of the new permanent Clerk to the Council. A record of the Councils decision is attached to these minutes as a confidential record for Village Councilors information only.

Kings Clipstone Village Council
Village Council Meeting.
28th November 2011

Confidential Minutes Record.

For Village Councilors Information Only.

88/11 **Appointment of Permanent Clerk/RFO**

Before the discussion opened upon this item of business, the Acting Clerk confirmed that he had decided to ask the Village Council to consider a late application from him for this appointment and handed the Chair a formal letter of application. He accordingly declared a prejudicial interest in this matter and asked approval to vacate the meeting at this time. In the Acting Clerks absence, a note of the discussion and decision was taken by the Chair, Cllr M Bradley.

After discussion it was **resolved** that both Candidates be invited for an interview to be held at a time and date convenient to all concerned and that the interview Panel comprise of Cllr M Bradley (Chair of the village Council), Cllr J Govan, and Cllr M Rowe.

After the discussion was concluded, the Acting Clerk returned to the meeting and was advised of the Village Councils decision.

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There being no further business, the Chair thanked everyone for their contributions and closed the meeting at 9.20pm.