

Kings Clipstone Parish Council



Minutes of the Annual Meeting of Kings Clipstone Parish Council on 10th May 2017 at 6.30pm in Council Chambers, Edwinstowe Village Hall Mansfield Road, Edwinstowe

Present: Cllr J Govan (Chairman)
Cllr P Bromley
Cllr J Smyth
Cllr A Stanley
Cllr M Bradley
Cllr C Hunt
Cllr A Dunn (from minute ref 17/159)

In attendance:
Frances Ford, Clerk
Lynda Ogilvie, Temporary Clerk,
2 members of the public
Cllr Brooks (NSDC)
Cllr Peck (NCCC)

Apologies:
D/Cllr Peacock

17/152 Welcome

Chairman opened the meeting and welcomed everyone.

17/153 Apologies for absence

Reasons were approved unanimously.

17/154 Call for nominations for Chairman for the ensuing year

Cllr Smyth nominated Cllr Govan, Cllr Bradley seconded. Cllr Stanley nominated Cllr Bromley, Cllr Hunt seconded.

17/155 To elect a Chairman for the ensuing year

Both nominees received 3 votes each. Cllr Govan as current Chairman had the casting vote and voted to stay as Chairman.

17/156 To receive the Chairman's declaration of acceptance of office

Cllr Govan signed the declaration of acceptance of office.

17/157 To elect a Vice Chairman for the ensuing year

After a discussion, no vice chair was elected. It was agreed to revisit the election of a vice chairman at a future meeting if necessary.

17/158 To receive the Vice Chairman's declaration of acceptance of office

A Vice Chairman was not elected.

17/159 Casual Vacancy Applications & possible co-option

The Parish Council received an application for the casual vacancy from Mrs Alice Dunn. The application was unanimously approved. Mrs Dunn signed a declaration of acceptance of office.

17/160 To set the dates of meetings for the next 12 months

A list of meeting dates for the coming year was provided to attendees. These dates are the second Wednesday of each month, with the exception of August and December when there are no meetings. Meeting dates were approved unanimously.

RESOLVED: - Clerk to circulate meeting dates including website and noticeboards

17/161 To review the Parish's insurance

The Clerk had received renewal quotes from Came & Company. The most appropriate quote was from Inspire at £312.57. If the council enter a 3 year binding agreement with inspire, a discount is applied and the premium is £296.94.

RESOLVED: - Clerk to check whether the premium remains fixed throughout the 3 years. If so, the policy with Inspire was unanimously approved and Clerk to raise cheque.

17/162 To review and/or adopt Standing Orders

It was unanimously approved to adopt the existing Standing Orders.

17/163 To review and/or adopt Financial Regulations

It was unanimously approved to adopt the existing Financial Regulations.

17/164 Declarations of Interest in Items on the Agenda

There were none

17/165 Approval of minutes of the meeting held on Wednesday 5th April 2017

The minutes were unanimously approved subject to the removal the statement 17/146 from the draft minutes.

17/166 Questions/statements from the members of the public

A resident mentioned that vehicles are still using School Lane as a through-road and queried what will be done about this. *Cllr Hunt and the Clerk will contact Highways and the landowner for possible solutions.*

RESOLVED: - Agenda item June

A resident asked that the website be reviewed and updated. *Clerk to arrange for website update*

A resident queried the possibility of a speed watch / speed camera in the village. *Cllr Stanley to make enquiries.*

RESOLVED: - Agenda item June

17/167 County Councillor's Report

County Cllr Peck was re-elected and will be pursuing the resurfacing of Squires Lane, and reductions of speed limits around the village.

17/168 District Councillor's Report

District Cllr Brooks is working on individual cases and planning matters. If anyone wishes to contact her, please do so through the Clerk or Edwinstowe Parish Council.

17/169 Village Councillor's Report

Cllr Smyth noted that the Main Road through Kings Clipstone will be closed again just for a day on 10th May 2017 for maintenance to the bridge.

17/170 Planning Matters

- i) 17/00666/FUL Go Ape Sherwood Pines Forest Park Kings Clipstone Old Clipstone NG21 9JH Construction and operation of a Go Ape 'Nets' course to act as an addition to the current Go Ape facility.

The Council decided not to offer any comments on this application.

17/171 Agenda items

- i) Neighbourhood Plan update
Cllr Stanley confirmed that the printing of the Plan for the steering group has been paid for. Cllr Stanley is due to meet with Matthew Norton at Newark and Sherwood District Council to review the Plan.
Cllr Stanley proposed that when finalised, copies are distributed to the steering group.

RESOLVED: - It was unanimously approved to circulate copies to members of the steering group.

The Clerk gave an update on the funding position of the Neighbourhood Plan. The Clerk is to facilitate the application for a further grant in respect of the Plan, which can only be done once the end of grant report has been submitted for the last grant.

ii) Playing Field Update

The Clerk confirmed that the terms proposed by Welbeck Estates for the purchase of the playing field have been accepted, and that the Council now awaits further information from Banner Jones Solicitors. In order to get borrowing approval for the £65,000 loan for purchase of the field, the Council needed to agree a term for the borrowing. Lynda Ogilvie, Temporary Clerk, explained that a 25 year term would result in approximately a £2,500pa repayment. Cllr Smyth proposed a borrowing term of 25 years, Cllr Bromley seconded and there was unanimous approval.

RESOLVED: - To proceed with a loan of £65,000 over a 25 year term.

iii) Parish Council to apply for Internet Banking

Cllr Stanley proposed that the Council apply for internet banking and give access to the Clerk to make payments on behalf of the Council.

RESOLVED: - Cllr Dunn to provide details of suitable internet banks

iv) Audit – Independent Internal Auditor to be appointed

The Council needs to find an Independent Internal Auditor to review the accounts. Lynda Ogilvie advised that NALC have a list.

RESOLVED: - Cllr Dunn to arrange internal audit.

v) Phone Box – Choosing a defibrillator

The Clerk had brought a document containing info and prices for various defibrillators to the meeting, however Cllr Dunn knew of a provider of defibrillators that will cost less and do everything that is needed, and she agreed to contact the First Responders for further info.

RESOLVED: - Cllr Dunn to make further enquiries

vi) Clerk's pay

Clarification was sought for how the Clerk is paid overtime. After a discussion, it was agreed that timesheets should be provided for any overtime. The Clerk has worked 20 hours in April. Cllr Bromley proposed 20 hours were paid to the Clerk. Cllr Stanley seconded. Approved unanimously.

RESOLVED: - To pay the Clerk for 20 hours

vii) Clerk's Contract

Cllr Smyth has been preparing the Clerk's contract. A meeting is arranged for to review and sign the contract.

viii) Parish Council Equipment – Request to hire/purchase

The Council has received a request from a resident to purchase the Council's marquee. The matter was discussed and the Councillors agreed not to sell the marquee.

ix) Dog bins

The dog bin on Archway Road dog bin does get used. It was suggested that a bin between the Dog & Duck and the 4 new build homes on the Main Road is installed.

RESOLVED: - Cllr Stanley agreed to make further enquiries.

x) Notice board Squires Lane

After a discussion, it was agreed that Cllr Hunt order a noticeboard. Cllr Smyth proposed a limit of up to £300. This was seconded by the Chair and there was unanimous approval.

RESOLVED: - Cllr Hunt to order noticeboard

xi) Restricted By-Way School Lane

The Clerk is to pursue this matter with the land owner and the Highways Agency with the help of Cllr Hunt.

xii) Events at Sherwood Pines

The Council had requested a meeting with the Forestry Commission to pre-empt parking issues that might arise with the summer music events at Sherwood Pines. The Council have not received a reply to their request. The Clerk has chased the Forestry Commission.

RESOLVED: - The Clerk to continue to try and arrange a meeting

xiii) Approve New Letterhead

There were no samples brought to the meeting.

RESOLVED: - Agenda item June

17/172 Accounts for Payment

The following items were approved unanimously, cheques raised and signed:

Urban Forward Ltd (Gary Hall) Design Guide - £1,750

A Stanley Printing Ink - £22.49

Lynda Ogilvie as Temporary Clerk, hours worked to 31st March 2017 - £52.50

Nottinghamshire County Council Grounds Maintenance 2016/17 - £1,265.81

17/173 Date of Next Meeting

This will be 14th June 2017 at 7.00pm.

Chairman thanked all those present for their attendance, and closed the meeting at 8.00 pm.