

Norton and Cuckney Parish Council

Minutes of Norton and Cuckney Parish Council meeting held on Wednesday the 10th of May 2017 at Norton & Cuckney Village Hall, Norton Lane, Cuckney, Mansfield NG20 9NQ. The meeting commenced at 7.40pm.

Present: Cllr David Collins
Cllr Mike Smith
Cllr David Alvey
Cllr Sheila Brailsford
Cllr Lee Ann Morton
Cllr Judith Reynolds
Cllr Georgina Smith
Cllr Sharna Penarski
Cllr Keith Barlow

Also present Rebecca Young – Clerk to the Council
No members of the public were in attendance.

159/17-18 **Election of Chairperson**
The Clerk opened the meeting and requested nominations for election of the Chairperson.

Cllr Alvey proposed Cllr Collins for Chairperson, Cllr Barlow seconded the nomination with all members in favour. No other nominations were received. Cllr Collins accepted the position and took control of the meeting.

160/17-18 **Election of Vice-Chairperson**
Cllr Smith proposed Cllr Penarski for Vice-Chairperson, Cllr Alvey Seconded the nomination with all members in favour. No other nominations were received. Cllr Penarski accepted the position.

161/17-18 **Apologies for absence**
Cllr Georgina Smith
Cllr Kevin Dukes (Bassetlaw District Councillor)
The Council resolved to accept the apologies.

162/17-18 **Declarations of interests**
No declarations of interest were received.

163/17-18 **Minutes**
The minutes of the previous meeting of the Norton and Cuckney Parish Council held on Wednesday the 12th of April 2017 were adopted as a true and accurate record as proposed by Cllr Penarski and seconded by Cllr Reynolds, were signed by the Chair.

164/17-18

Matters Arising

Cllr Smith reported that following discussion with Cllr Greaves (County Councillor) the highways and traffic policies were to be updated to incorporate the issues raised regarding highways. These will be presented to Members at the June meeting.

165/17-18

Public Forum

Although no public were present, a statement was submitted on behalf of The Ulvers in respect of a wedding that had taken place on Sunday 30th April. Certain concerns had been raised due to the noise levels and The Ulvers wanted to make a public apology for any inconvenience that had been caused and assured residents that this would not be a regular occurrence.

166/17-18

Finance

Cllr Alvey requested the role of RFO be retained by himself until the accounting statements for 2016/2017 had been submitted.

Resolution that the Clerk be appointed as an administrator for the bank accounts was proposed by Cllr Alvey, seconded by Cllr Collins with all members in favour.

a. Financial Report – Cllr D Alvey

Cllr D Alvey presented the current bank reconciliation sheet and advised that the total balance of the Current & Deposit accounts was at present £20130.14 having received the precept and VAT. The grant for the lengths-man scheme was still outstanding.

b. Budget Review – Cllr D Alvey

Cllr D Alvey advised that the overspend on salaries was due to the 5 week month of April, which would balance out over the course of the year.

c. Payments – Cllr D Alvey

Following discussions and clarifications, Cllr S Penarski proposed the meeting **approved** the following payments and Cllr Collins seconded. It was resolved to approve the following payments:

Pre-approved payments made:

8th March

| Ref | <u>Payee</u> | <u>Item</u> | <u>Amount</u> |
|-----|------------------|-------------|---------------|
| 4 | Mr S Pemberton | Pay | £300.00 |
| 5 | Mr R Wass | Pay | £113.90 |
| 6 | HMRC Cumbernauld | Income Tax | £28.60 |

| | | Further payments approved: | | |
|----------------------|-----|----------------------------|-------------------|---------------|
| | Ref | <u>Payee</u> | <u>Item</u> | <u>Amount</u> |
| 12 th May | 7 | S Pemberton | Cleaners Boots | £30.00 |
| | 8 | D Alvey | Cleaners petrol | £6.01 |
| | 9 | Came & Co | Insurance | £567.04 |
| | 10 | R Young | Admin travel | £20.25 |
| 28 th May | 11 | R Young | Salary (18 hours) | £181.80 |
| | 12 | HMRC | Income Tax | £36.20 |

All payments to be made by BACS

Cllr Alvey proposed that the salary for the Clerk, R Young, be added to the list of pre-approved payments, for future at her contractual hours of 15 per month. This was seconded by Cllr Penarski with all members in favour.

167/17-18

Standing Orders

Following discussion and approval of the changes to highlighted items 22 and 23 of the standing orders and subject to the alteration of item 27 to read 'new Councillors are encouraged to attend training' it was resolved to **accept** the Standing Orders for Norton and Cuckney Parish Council.

168/17-18

Insurance Policy 2017/2018

After discussion it was proposed by Cllr Alvey to **accept** the insurance premium from Came & Company for a three year fixed payment of £567.04 per annum and seconded by Cllr Smith with all members in favour.

169/17-18

Accounting Statement for 2016/2017

Cllr Alvey advised that the annual accounts had been prepared, balanced and reconciled and approved by the internal auditor.

The council has been reminded to implement a periodic financial risk assessment, which would be completed by two councillors. A note had also been made to ensure all financial transactions be itemised within the minutes.

Variations for the accounting year, in comparison with last year included:

Increase of precept due to the amalgamation of Cuckney and Norton.

Increase in grants received.

Increase in staff costs due to the increase of cleaner's hours and locum clerk staffing.

Increase of payments to improve facilities.

After discussion, it was proposed to **accept** the accounting statement for 2016/2017 by Cllr Pernarski, seconded by Cllr Barlow with all members in favour.

170/17-18

Repair and Restoration of Benches

A report was submitted in respect of the disrepair of benches along the A60 and usage of other benches within the area. Following discussion, it was

resolved that Cllr Alvey inspect the benches and report back to the June meeting that actions necessary to repair or replace.

171/17-18

Neighbourhood Plan

Cllr Collins advised that there was no further update in respect of the neighbourhood plan but that a public meeting was being organised by Cllr Georgina Smith for a project group to seek feedback and volunteers.

172/17-18

Forestry Works

Cllr Collins reported the blocked footpath at Park House farm had since been cleared following a complaint to Welbeck. A further report had been made to Welbeck in respect of trees uprooted and snapped on the track by the pit. Members agreed the neighbourhood plan had detailed the woods would be preserved and managed properly. Cllr Collins would await a response from Welbeck.

173/17-18

Highways and Service Faults

Cllr's Smith and Collins advised several reports in respect of signage around Norton and Cuckney had not yet been resolved. Following discussion, it was proposed that the Clerk, in conjunction with Cllrs Mike and Georgina Smith progress the complaints further.

Cllr Barlow reported an increase in spoil removal by certain lorries which should be routed away from the village. Cllr Barlow advised he would review and report back.

174/17-18

Correspondence

Cllr Alvey advised that the Council had been granted permission to keep the telephone box in Norton following a request from Welbeck who had agreed to take full responsibility. Members agreed that written confirmation was required from Welbeck prior to signing the agreement with BT.

Cllr Mike Smith reported that Bassetlaw Connect had requested details of local newsletters in which they could advertise. It was resolved that the Clerk respond and provide the contact details for Cllr Brailsford.

Cllr Mike Smith advised that DEFRA had requested reports of badger deaths in the area to assist analysis of their data. It was resolved that Cllr Mike Smith write a piece for the local newsletter with the details.

Cllr Collins informed members of the correspondence received by AMV playground solutions who are able to achieve 100% funding for playground equipment. It was resolved that Cllr Collins would liaise with Cllr Georgina Smith to enquire into the possibility of linking this to the additional modifications required within the playground at Cuckney.

175/17-18

Future Agenda Items

It was resolved to place the following items on the agenda for the meeting in June:

- Playground Inspection - the Clerk to source quotations
- Report/Update from Welbeck - Cllr Collins to invite Darren
- Parish Council website

176/17-18

Date/time/location of next Parish Council meeting

Parish Council meeting: Wednesday 14th of June 2017, 7:30pm at Norton Cuckney Village Hall.

The meeting closed at 9:15pm

Signed:

Date: