

Norton and Cuckney Parish Council

Minutes of Norton and Cuckney Parish Council meeting held on Wednesday the 14th of June 2017 at Norton & Cuckney Village Hall, Norton Lane, Cuckney, Mansfield NG20 9NQ. The meeting commenced at 7.30pm.

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.

177/17-18 **Apologies for absence**
Cllr Kevin Dukes (Bassetlaw District Councillor)
The Council resolved to accept the apologies.

178/17-18 **Declarations of interests**
No declarations of interest were received.

179/17-18 **Minutes**
The minutes of the previous meeting of the Norton and Cuckney Parish Council held on Wednesday the 10th of May 2017 were adopted as a true and accurate record as proposed by Cllr Barlow and seconded by Cllr Reynolds, were signed by the Chair.

180/17-18 **Matters Arising**
Cllr Alvey confirmed that the Accounting statement had been submitted following confirmation from the internal auditor (169/17-18)
Cllr Alvey advised that the metal bench would be repaired and repainted however the concrete bench required dismantling. The bench on the A60 near the garage would be looked at separately (170/17-18)
Cllr Collins informed members that he had taken a tour with the Welbeck forestry team and several areas regarding contractor problems were now resolved (172/17-18)
Cllr Barlow advised the traffic issue with the lorries had diminished of late. It was agreed that the issue would continue to be monitored before a formal approach to the problem is taken (172/17-18)

Cllr Barlow notified members that in his view from the contract wording the phone box could be purchased directly by Welbeck and requested permission to exchange details via BT and Welbeck. Members agreed. (174/17-18)

181/17-18

Public Forum

No members of the public were present.

182/17-18

Finance

Cllr Alvey proposed that Rebecca Young be formally appointed as Responsible Financial Officer. Cllr M Smith seconded the proposal with all members in favour. It was resolved that R Young, Clerk, take responsibility for the RFO role with immediate effect.

a. Financial Report

The Clerk presented the current bank reconciliation sheet and advised total balance of the Current & Deposit accounts was £18,635.60. However, since the report was produced the grant for the lengths man scheme had now been paid.

b. Budget Review

The Clerk advised that the overspend on salaries for street cleaners was due to the 5 week month of May, which would balance out over the course of the year.

It was noted that the insurance column required amendment as this had been paid by Cllr Alvey.

c. Payments

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

Pre-approved payments made:

| | Ref | <u>Payee</u> | <u>Item</u> | <u>Amount</u> |
|-----------------------|-----|------------------|-------------|---------------|
| 8 th June | 14 | Mr S Pemberton | Pay | £375.00 |
| | 15 | Mr R Wass | Pay | £120.00 |
| | 16 | HMRC Cumbernauld | Income Tax | £30.00 |
| 28 th June | 20 | R Young | Salary | £121.10 |
| | 21 | HMRC | Income Tax | £30.40 |

Further payments approved:

| | Ref | <u>Payee</u> | <u>Item</u> | <u>Amount</u> |
|-----------------------|-----|--------------|---------------|---------------|
| 16 th June | 17 | D Alvey | Strimmer cord | 33.90 |
| | 18 | M Smith | Posters | 21.80 |
| | 19 | R Young | Travel | 13.50 |

All payments to be made by BACS

183/17-18 **Website, Information Storage & Transparency Funding**
Following discussion of the funding available it was **approved** that the Clerk and Cllr Penarski investigate the costs and appropriate websites available for the Parish Council and the Clerk apply for the funding.

184/17-18 **Traffic Policy**
Members discussed the traffic policy created by Cllr M Smith. Members requested amendments to the details of traffic from the north and the school car park.
It was proposed by Cllr Collins to **accept** the policy subject to the amendments and that the Clerk in liaison with Cllr Smith forward the policy to Cllr Kevin Greaves. This seconded by Cllr Alvey with all members in favour.

8.25pm Cllr Penarski left the meeting

185/17-18 **Complaints Policy**
It was proposed to **accept** the complaints policy by Cllr Collins, seconded by Cllr Smith with all members in favour.

186/17-18 **Playground Inspection**
The Clerk advised she had not finalised any quotes as she required further information regarding location and equipment. It was agreed that the Clerk in liaison with Cllr Alvey progress this matter and report back at the July meeting.

187/17-18 **Planning Applications**
No planning applications had been submitted.

188/17-18 **Highways and Service Faults**
Cllr G Smith advised that there were no new faults. It was agreed that Cllr Smith would liaise with the Clerk to take responsibility of the reporting of any issues.

189/17-18 **Future Agenda Items**
It was resolved to place the following items on the agenda for the meeting in June:

- Playground Inspection
- Parish Council website & Transparency funding
- Disciplinary Policy
- Flower tubs
- Street Cleaning review

190/17-18

Date/time/location of next Parish Council meeting

Parish Council meeting: Wednesday 12th of July 2017, 7:30pm at Norton Cuckney Village Hall.

The meeting closed at 8.45pm

Signed:

Date: