

Norton and Cuckney Parish Council

Minutes of Norton and Cuckney Parish Council meeting held on the 12th Oct, 2016 at Norton & Cuckney Village Hall, Norton Lane, Cuckney, Mansfield, NG20 9NR. The meeting commenced at 7.30pm.

Present.

Cllr David Collins	Chairperson
Cllr Mike Smith	Vice-Chair
Cllr David Alvey	
Cllr Sheila Brailsford	
Cllr Lee Ann Morton	
Cllr Judith Reynolds	
Cllr Georgina Smith	

Also present

Ed Knox – Parish Clerk
District Cllr Kevin Dukes
No Members of the Public present

064/16-17 Apologies for absence

Cllr Sharna Penarski & Cllr Keith Barlow were absent due to leave. After discussion the Council resolved to **accept** the apologies.

065/16-17 Declarations of interests

None

066/16-17 Minutes

The minutes of the previous meeting of the Norton and Cuckney Parish Council held on the 13th Sep 2016 were adopted as a true and accurate record. Proposed by Cllr Mike Smith and seconded by Cllr Sheila Brailsford. Copies signed by the Chairperson.

➤ Public Forum

Cllr Collins Closed the Meeting to Allow Public Forum to Take Place. No public present. Cllr Collins reconvened the meeting.

067/16-17 Matters Arising from Previous Meeting

None

068/16-17 Reports

- Neighbourhood Plan – Cllr D Collins reported:
 - I. Mr Mattocks inspection starting in October.
 - II. The Inspector works independently of the steering group to remain impartial.

- Rural Conference – Cllr M Smith reported:
 - I. The Bassetlaw Garden waste disposal scheme trial is £30 per home.
 - II. It is an ‘opt in’ service and interested residents should show an expression of interest on-line at <http://www.bassetlaw.gov.uk/everything-else/environment-services/waste-recycling/garden-waste-collection-scheme.aspx>
 - III. Other matters discussed in the first section of the meeting were ‘fly posting’ and ‘smoking in open area’s near children’
 - IV. Draft Bassetlaw Plan – 18 Month Consultation
 - V. Cap on number of homes in a particular cluster of villages
 - VI. The Draft Plan is located on-line at <http://www.bassetlaw.gov.uk/everything-else/planning-building/planning-policy/the-bassetlaw-plan.aspx>
 - VII. The plan will work in conjunction with Neighbourhood Plans.

- District Councillors Update – Dist Cllr K Dukes reported:
 - I. Council Tax reduction scheme out for consultation
 - II. Welbeck ‘The Future’ included discussions on Gullies and Drainage
 - III. The bio-digester is planning to have an open day on 18th November 2016
 - IV. Ward Changes in Bassetlaw will take effect in May 2017 meaning a change of County Councillor for Norton & Cuckney.

- County Councillors Update – County Cllr J Ogle did not attend.

069/16-17

Finance

Financial Report Cllr D Alvey as acting Responsible Financial Officer presented the budget sheet. Whilst salaries are slightly overspent it is expected that these will balance at the end of the financial year.

Bank reconciliation Cllr D Alvey advised that the total balance of the Current & Deposit accounts was at present £18,226.83.

Payments

Following discussions and clarifications, the meeting **approved** the following payments:

October Payments to be Made			
	<u>Payee</u>	<u>Item</u>	<u>amount</u>
13 th	Mr R Wass	Pay & HMRC Income Tax	£162.00
13 th	Mr S Pemberton	Pay	£360.00
13 th	Village Hall	Hire for Meetings	£28.00
13 th	Cllr D Collins	Cricket Club Meeting Hire	£50.00
13 th	Cllr D Alvey	Strimmer Grease	£18.98
13 th	Mr E Knox	Expenses	£15.30
30 th	Mr E Knox	Net Pay (Oct)	£109.56
30 th	HMRC Cumbernauld	E Knox Income Tax	£27.24
30 th	Grant Thornton LLP	External Audit Fee 2015-16	£240.00

All payments to be made by BACS

Carpet Bag – The Council discussed the ongoing matter of the Carpet bag. This is held at Lloyds Bank. The Bank refuses to advise the Council what it contains and also have refused to hand over the carpet bag. It was put away for safekeeping in the past by Parish Council signatories who are now deceased. The Bank Account has been closed. The bank has advised that if the original receipt were to be produced they would hand over the carpet bag.

After discussion Cllr Judith Reynolds revealed that in addition to a filing cabinet at Cllr Collins's home, there are lots of historical Parish Council papers held in the village hall. It was **resolved** that Cllr D Collins and Cllr Judith Reynolds would search the files and papers held the village hall and Cllr Collin's home for the original receipt. **Action** Cllr D Collins and Cllr Judith Reynolds.

To Approve Transfer of RFO Role to Clerk E Knox

After discussion, It was then **resolved** that once access to Unity Bank has been arranged, E Knox and Cllr D Alvey will set a date for a hand over. **Action, Clerk E Knox & Cllr D Alvey**

070/16-17

Planning

No new planning applications were received and no new planning correspondence. Cllr G Smith raised the matter of replacement railings planning permission. The Council has **no objections** to this matter. Cllr D Alvey **proposed** and Cllr Sheila Reynolds **seconded** that the £190 cost

involved on this matter will be covered by the Parish Council until the Solar Century Grant is forthcoming.

071/16-17

Highways

Dist Cllr Kevin Dukes reported that the 30mph signage matter is being escalated. Cllr Judith Reynolds mentioned pathways starting to crumble. **Action** Cllr David Alvey to chase Baker Lane 'One Way' system with Ian Parker of 'Via'.

071/16-17

Correspondence

The clerk received correspondence from 'Via' relating to the Salt & Salt Bins. After Discussion, the Council **resolved** that the five free 20kg bags of salt will be delivered to Cllr David Alvey. Cllr Judith Reynolds **proposed** and Cllr David Alvey **Seconded** for the Council to purchase a Salt Bin for the Parish to be situated in Norton. Cllr David Collins will place the order on-line. **Action** Cllr D Collins. Cllr Lee-Ann Morton to determine a suitable site for the bin.

The Clerk received Correspondence from NALC and other sources regarding the Council Tax Referendum. This consultation is an opportunity for Parish Council's to express their opinions on the possibility of a 2%/£5 per household cap on future Precept increases to be levied on Parish Councils. If this was to happen any increase over this amount would have to be authorised by a Parish Council funded and organised referendum to the people of the Parish, to ask permission to increase the Precept above these figures. NALC are preparing a 'model' letter Parish Councils may adopt to object to these proposals. After discussion, it was **resolved** that the Clerk shall email the model letter around the Council. **Action** Clerk, E Knox.

072/16-17

Formal Documentation

- Rolling Plan for Document Review – Cllr D Alvey reported:
After discussion, Cllr David Alvey **Proposed** and Cllr Mike Smith **Seconded** and it was **resolved** that the Clerk is to see if the Council has an annual diary in place. If not, the Clerk is to implement one. The 'Formal Documents' are to be reviewed, one per month throughout the year.
- To Review Finance Policy – Cllr D Alvey reported:
After discussion, it was **resolved** that the amendments suggested by Cllr David Alvey be adopted. **Action** Cllr D Alvey.
- Consider Adoption of other Formal Documents

After discussion, it was **resolved** that, 1) New Policies & Procedures be reviewed for adoption by a sub-committee.2) The Existing policies will be reviewed first. 3) Going forward, all adopted policies will be reviewed by full Council, one per meeting.

073/16-17

Street Cleaners Contract & Salary Review

- Payment of Salaries – Cllr D Alvey reported:
After discussion, it was **Proposed** by Cllr D Alvey and **Seconded** by Cllr Lee Ann Morton to adopt a set date for wages. It was **resolved** that the street cleaners be paid on the 8th of each month.
- Future Salary Increments & NALC Pay Scale Adoption – Cllr D Alvey reported:
After discussion, it was **resolved** that, the street cleaner’s salary would not be increased. The recommended NALC pay Scale would not be adopted and salary increments will only be when/if the National Minimum Wage is altered.
- Review & Renewal of Contracts – Cllr D Alvey reported:
After discussion, it was **resolved** that the alterations recommended be adopted to the contract sections. **Action** Cllr D Alvey.

075/16-17

Items for Next Agenda

1. Darren Ridout, Welbeck Estates Co. Ltd. to Be Invited

076/16-17

Date/time of next Parish Council meeting

Wednesday 9th November, 2016. 7:30pm @ Norton Cuckney Village Hall.

The meeting closed at 9:25 pm

Signed

Date

2016