

Norton and Cuckney Parish Council

Minutes of the 2016 annual Parish Council meeting held in the Norton and Cuckney Village Hall, Cuckney, Nottinghamshire on Wednesday 11th May 2016. The meeting commenced at 7.50pm

Present

- Cllr Keith Barlow
- Cllr Sheila Brailsford
- Cllr David Collins
- Cllr Lee Ann Morton
- Cllr Sharna Penarski
- Cllr Judith Reynolds
- Cllr Georgina Smith
- Cllr Mike Smith
- Mr Malcolm Plumb Acting (Locum) Clerk to the Council

Also present

- Cllr Kevin Dukes (Bassetlaw District Council
(No Residents of the Parish in attendance)

001/16-17 Election of Chairperson

Cllr M Smith proposed that Cllr D Collins be re-elected Chairperson of the Council for the Council year 2016/17. Cllr K Barlow seconded the proposal. There were no further nominations and upon the proposal being put to the meeting it was so **resolved**. Cllr Collins then signed the formal declaration of office which was countersigned by the Acting Clerk.

Cllr David Collins in the Chair, presiding.

002/16-17 Election of Vice Chairperson

Cllr K Barlow proposed that Cllr M Smith be elected Vice Chairperson of the Council for the Council year 2016/17. Cllr S Penarski seconded the proposal. There were no further nominations and upon the proposal being put to the meeting, it was so **resolved**. Cllr M Smith then signed the formal declaration of office, which was countersigned by the Acting Clerk.

003/16-17 Apologies for absence

Cllr David Alvey

004/16-17 **Declarations of interest**

- Cllr M Smith declared a none pecuniary interest in agenda item 16 (Weed spraying)
- Cllr S Penarski declared a pecuniary interest in agenda item 17 (Planning). She would vacate the meeting whilst this item was considered.

In response to a question concerning declarations of interest, the acting Clerk gave advice and information upon the laws and regulations concerning Councillors responsibilities under this item of business.

005/16-17 **Minutes**

Subject to the deletion of the minute number "196/15" and its replacement as "196/16, the minutes of the meeting of the Parish Council held on the 13th April 2016 were **adopted** as a true and accurate record. (The official minute's record will be signed by the Chairperson during the next few days).

006/16-17 **Update reports arising from the April 2016 Parish Council meeting**

The current position relating to the following matters were reviewed by the meeting.

- The probable hazard to youngsters caused by the declining state of the site formally used for hydro electricity generation.
- The present position in relating to a plan to convert a barn on Baker Lane into a bungalow.
- The financial aspects in relation to the possible future provision of a Village car park.
- The continuing problem of vehicle parking on pavements and the need for a public notice aimed at stopping this dangerous activity. (Permission for the displaying of this notice is likely to be given by Welbeck Estates office)

Following on from the Councils decision to co-opt Sharma Penarski onto the Parish Council as Councillor (minute no 197/16), Cllr Penarski handed in her formal declaration of acceptance of office which was countersigned by the Acting Clerk. Acting Clerk will send to Cllr Penarski, a Parish Councillors Guide booklet for her information.

007/16-17 **Open Session for Members of the Public**

- Cllr K Dukes referred to the invitation by County Highways to Local Councils to contribute comments about proposals to improve the main A60 trunk Road. He felt that the A616 was equally in need of attention. He suggested that Kevin Greaves (Notts. CC) be invited to attend either the June or July meetings of the Parish Council to hear direct, the views of Parish Councillors. **Agreed**, Acting Clerk to invite Kevin Greaves to one of the Parish Council meetings.
- Reference was made to consideration currently being given to a Sheffield Regional proposal. The view was expressed that this matter was becoming a somewhat political issue and that, at present, this was not a Parish Council matter.

008/16-17 **Approval of financial payments**

The meeting **approved** the following payments.

Mr S Pemberton	Wages	£315.80p
Mr R Wass	Wages	£115.20p
HMRC	PAYE	£ 28.80p
“Clerks” expenses	(Cllr Alvey)	£ 7.68p

009/16-17 **Standing orders and financial regulations**

After discussion, the meeting **resolved** to continue to adopt and apply the current Standing orders and financial regulations, without change for the current Council year.

010/16-17 **Appointment of Internal Auditor**

After discussion, it was **resolved** to appoint Wendy Davies as internal Auditor for the Parish Councils accounts, financial year 2015/16.

011/16-17 **Review of Insurance Policy**

After discussion it was **resolved** to accept the Insurance policy renewal notice from the current Insurance Company (Came and Co) for the financial year 2016/17.

012/16-17 **Statutory Annual Statement of Accounts. Year ending 31st March 2016**

After discussion, Cllr Brailsford proposed that the draft annual statement of accounts for the year ending 31st March 2016 be formally approved and adopted and that the Chairperson and the acting Clerk of the Council be authorised to sign sections 1 and 2 of the statement, on behalf of the Parish Council. For record purposes, the annual return showed an end of year balance of £12,446 with total assets valued at £45,608. The proposal was seconded by Cllr S Penarski and then put to the meeting where it was **resolved** to adopt the proposal. The Chairperson and the acting Clerk then signed the Statements sections 1 and 2.

013/16-17 **Review of the parish Councils Budgetary Plans for 2016/17**

The meeting reviewed the details of the budget plans (attached) for the current financial year. The following adjustments were discussed.

- Street Cleaners to be employed for 14 or 15 hours per week (Cllr D Alvey to consider.
- Clerks pay to be set at £1576
- Set aside and cap expenses (for Clerk, Street Cleaners, play area and garden) at £1200
- That a training budget be set at £400
- To continue the subscription to NALC at £50.

The acting Clerk commented that the Parish Councils current end of year balances were quite satisfactory and should be capable of meeting most “unexpected” costs.

It was finally **agreed** to give further consideration to this review at the next meeting of the Parish Council.

014/16-17 **Pavement parking**

Following the “updating” discussion held earlier in the meeting (minute 006/16-17) Councillors **agreed** action to be taken in relation to the public notice discouraging this practice.

015/16-17 **Responsible Financial Officer**

The Chairperson paid tribute to Cllr D Alvey’s voluntary assistance in carrying out financial accounting work and the meeting **endorsed** this expression of appreciation. Councillors **agreed** that for the time being it would be

appropriate for Cllr Alvey (if he is so willing) to continue this work in the role of acting RFO.

016/16-17 **Weed spraying in the Villages**

(Cllr M Smiths declaration of none pecuniary interest was made earlier in the meeting)

The meeting discussed the detailed arrangements for weed spraying in the Villages, together with any required strimming work. Both activities needed to be carried out by a trained person who held appropriate certificates. It was **agreed** to consider this item of business again when further information was available.

017/16-17 **Planning Matters**

(At this point, Cllr M Penarski vacated the meeting during the discussion under this item of business).

Planning application no. 16/00521/LBA. Development of a wedding venue at Hazel Gap. The meeting considered the details of this proposal and after discussion **agreed** to raise no objection to the proposal.

018/16-17 **Neighbourhood Plan**

The meeting received reports of slow progress in implementing this proposal from the Parishes Steering Group. In particular, the Budby Road site proposal is likely to attract an objection from the Historic England organisation. The Steering Group were obtaining more information upon the current position. The Parish Council would assist where ever possible.

After discussion, the reports and comments were **noted** by the meeting.

019/16-17 **Highway services matters**

The meeting **noted** the following matters.

- The “smiley face” sign should be replaced shortly
- The “School” sign is still outstanding
- The County Councils web site makes useful provision for direct reporting of any highway problems/needs.

020/16-17 **Future agenda items**

- Salt bin provisions
- Kevin Greaves attendance at a future Council meeting.
- Budget “virements”
- Appointment of Council Clerk. (Chairperson to advise Notts. ALC.)
- UNESCO grants. (Suggestion from Cllr Alvey)

The meeting **recorded** its appreciation to the Chairperson and Cllr Mike Smith for their recent voluntary work for the Council following Lisa Hills (former Clerk) resignation.

021/16-17 **Date and time of next Parish Council meeting**

Wednesday 9th June 2016. 7.30pm. Village hall

There being no further business, the Chairperson thanked everyone for their contributions and closed the meeting at 10.00pm