

BLEASBY PARISH COUNCIL

Minutes of the Parish Council Meeting Monday 08 January 2018 7.30pm Bleasby Village Hall



Members Present	Members Present	Members Absent
Cllr S Andersen	Cllr C Foster	Cllr M Coombs
Cllr P Cast (Chair)	Cllr C Gent	Cllr A Dunning

In Attendance: The clerk

Also present: Cllr Blaney and several members of the public.

Cllr Cast welcomed those present and thanked them for attending. He reflected on the past year.

- BPC 18-434 To receive and resolve to approve apologies for absence.
Apologies for absence had been given by Cllrs Coombs and Dunning. The Council resolved to approve the apologies.
- BPC 18-435 To receive questions and petitions from the public – for information only.
There were none.
- BPC 18-436 To receive a report from the County and District Councillors.
Cllr Saddington had sent her apologies.
Cllr Blaney spoke about the new bus service and that a meeting with C Ward of Nottinghamshire County Council would need to be arranged to iron out problems with the new service.
- BPC 18-437 To receive disclosures of pecuniary and non-pecuniary interests.
There were none.
- BPC 18-438 To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and to resolve to exclude public and press for these items.
There were none.
- BPC 18-439 To receive and approve the minutes of the previous Bleasby Parish Council meeting.
Proposed by Cllr Gent seconded by Cllr Foster the Council resolved to add "paid from donation made by Cllr Jackson and held by Parish Council on playgroup's behalf" to item BPC 17-428e) for clarification. Subject to the above addition, proposed by Cllr Gent seconded by Cllr Foster the Council resolved to sign the minutes as a true record.
- BPC 18-440 To receive updates resulting from the previous meeting's minutes and action sheet not covered elsewhere on the agenda. (for information only)

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Cllr Gent enquired whether the blue salt box could be placed in the grounds of the Village Hall instead if the grounds of the school appeared unsuitable. Cllr Cast would make some enquiries.

BPC 18-441

To note the following correspondence:

- Newark and Sherwood District Council – Review of Community Infrastructure Levy
- Newark and Sherwood District Council - Planning Training
- Eon – end of contract period
- NALC - no referendum principles

The Council noted the above correspondence and Cllr Cast would be attending the Planning Training at Castle House on the Council's behalf.

BPC 18-442

Land and Assets:

- To receive an update on the Jubilee Ponds and discussion of budget allocation

Cllr Cast thanked the Jubilee Ponds Management Group for their work on the Ponds over the past year and Paul Wood and his team for spreading the gravel purchased last spring. The Council decided to discuss the Jubilee Ponds budget allocation as part of the overall budget.

A student had approached Cllr Cast requesting to do a small mammal survey at the ponds. The Council decided they had no objection to such a study and asked the clerk to write to the student.

- Lengthsman's scheme of works for January/February

Clearing of grips is the priority for work in January and February.

- Council contractor's scheme of works for January/February

No contractor jobs. Proposed by Cllr Andersen seconded by Cllr Gent the Council resolved to put the Jubilee Ponds work out to tender.

- To discuss the annual work undertaken by the Lengthsman/Contractor and the costings.

The council agreed that the cost for the lengthsman works should not exceed the £1000 of the grant. The lengthsman budget code would need to be more closely monitored than in previous years.

- To receive an update on the Aircrew Memorial

The foundations of the memorial are down, the fence has been adjusted and the shuttering is due to be removed. The paving slabs are due to be fitted once there is a suitable break in the weather. Cllr Cast would circulate a statement of partnership agreement.

- To receive an update on the flood store

The flood store had not yet been built. A provisional date for the erection was agreed.

Proposed by Cllr Cast seconded by Cllr Gent the Council resolved that all councillors should receive a key to the flood store.

- To receive an update on damage done to verges on Gypsy Lane and elsewhere in the village.

Cllr Foster agreed to liaise with members of the farming community.

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- BPC 18-443 Planning:
 To note and where applicable comment on the following planning applications:
 No planning applications received.
 To note the following planning decisions:
- 17/01718/FUL | Change of use from Telephone Exchange (Sui Generis) to one bedroom Dwelling House (C3) | Studio M Junction Of Main Road And Sycamore Lane Bleasby Nottinghamshire NG14 7GH – **Approved**
 - 17/01988/FUL | Householder application for proposed side and rear extensions to provide additional bedroom and living accommodation and new canopy to front elevation | Wayside Main Street Bleasby NG14 7GH - **Approved**
 - 17/02109/TWCA assorted tree work St Mary's Church Main Street Bleasby Nottinghamshire – **Permitted**
 - 17/02257/TPO | Undertake works to tree protected by TPO N272 identified within Group 1 Sycamore tree - Crown lift to 3.5m from ground level (Identified as T3 on report) | St Mary's Church Main Street Bleasby Nottinghamshire – **Permitted**
 - 17/SCR/00004 | Proposed hydroelectric scheme | Hazelford Weir Hazelford Lock Bleasby Nottinghamshire – **Environmental Impact Assessment not Required**
- The Council noted the above planning decisions.**
- BPC 18-444 To discuss the implications of some of the above planning decisions.
 The Council discussed the above planning decisions and their implications.
- BPC 18-445 To receive an update on the proposed siting of a telecommunications mast.
 The Council noted that the proposed siting at Brickyard Farm was likely to be the best achievable solution.
- BPC 18-446 To consider applying for "Active Spaces" status for Jubilee Ponds with an application to be submitted by 16th February 2018.
The Council concluded that the time remaining to apply was too short to write and approve a successful bid but to remember Fields in Trust for future Jubilee Ponds projects.
- BPC 18-447 To receive advice from NALC on Data Protection and consider the purchase of a shredder and encryption software and setting up dedicated emails for councillors and consider action to be taken to meet the requirements of the General Data Protection Regulations coming into operation in May 2018.
The Council noted the advice in particular that NALC does not recommend the Clerk/RFO to be the Council's Data Protection Officer. It was therefore likely this service would need to be bought in. The Council resolved to add £250 to the annual budget to meet the requirements of the GDPR.
- BPC 18-448 To receive an update on the co-option of a councillor and to consider future strategy.
 The clerk had not received any applications. A different strategy would be discussed at a future meeting.

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- BPC 18-449 To consider undertaking an internal review of Parish Council policies and procedures (P Cast).
Deferred to March meeting.
- BPC 18-450 To consider an outline programme of events and developments likely to arise from the outcome of the Parish Plan responses and Steering Group recommendations and associated costings.
To be discussed under budget considerations.
- BPC 18-451 To approve a Parish Plan open meeting and sub-group meetings at the Village Hall at standard village hall hire costs.
To be discussed under budget considerations.
- BPC 18-452 To delegate to the clerk to negotiate the most favourable terms for the provision of electricity to the Glebe Field.
Proposed by Cllr Cast seconded by Cllr Andersen, the Council resolved to delegate the renewal/move of the Glebe Field electricity provision to the Clerk.
- BPC 18-453 To receive a reviewed budget proposal and approve a budget for the 2018-19 financial year (S Andersen).
The Council thoroughly discussed the budget requirements for the 2018-19 financial year.
Proposed by Cllr Andersen seconded by Cllr Cast the Council resolved to approve the budget as discussed in detail.
- BPC 18-454 To decide the precept demand for the 2018-19 financial year.
Proposed by Cllr Andersen seconded by Cllr Foster, the Council resolved to increase the precept demand by 2% to £10,924.
- BPC 18-455 To receive applications from potential internal auditors and decide who to appoint.
Proposed by Cllr Gent seconded by Cllr Cast the Council resolved to appoint Mrs S Stack as the internal auditor for the 2018-19 financial year.
- BPC 18-456 Finance:
Finance Papers to be tabled on the day.
- a) To receive the Payments and Receipts report for December
The Council noted the payments and receipts for December 2017.
 - b) To receive the bank reconciliation for December
The Council noted the bank reconciliation for December 2017.
 - c) To receive the payments/receipts over budget report
The Council received the receipts and payments over budget report.
 - d) To approve the payment schedule for January and sign it
The Council resolved to approve the payment schedule for January 2018 and it was duly signed.
 - e) To consider approval of any additional payments received.
The Council approved the additional payment of £23.99 to GoDaddy for the village website domain for two years.
Proposed by Cllr Cast seconded by Cllr Foster the Council approved a £150 donation to be made to the Salvation Army.

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f) To sign any cheques approved for payment.

The cheques approved for payment would be written and signed at a later date.

- BPC 18-457 To approve the Clerk's application to become a national cover advisor.
Proposed by Cllr Cast seconded by Cllr Foster the Council resolved to approve the Clerk's application to become a national cover advisor.
- BPC 18-458 To review the Christmas 2017 arrangements and any future plans.
Deferred to February meeting.
- BPC 18-459 To note the clerk's workload and additional hours worked since commencing her contract and consider appropriate action.
Deferred to a future meeting
- BPC 18-460 To confirm the date for the next Parish Council Meeting as 12th February 2018.
The Council confirmed 12 February 2018 at 19.30 as the date for the next scheduled parish Council Meeting.

Signed as a true record on behalf of Bleasby Parish Council.

Name _____ **Date** _____.

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Bleasby Parish Council

FINANCIAL STATEMENT AND BILLS FOR PAYMENT IN

January

BPC17-456d

CASH POSITION BEFORE ANY PAYMENTS ARE MADE						£
Unity Trust Bank Current						7,125.07
unity Trust Bank INVEST						15,546.34
Total						22,671.41
BILLS FOR PAYMENT						
Method	Ref	Supplier	Description	Excl. Vat	VAT	Total
cheque	300032	Bleasby Village Hall	July-January hall hire	200.00	-	200.00
cheque	300034	Salvation Army	Donation Bleasby Lights	150.00	-	150.00
BACS		B Boyer	Re-imbursment Office costs (incl. Office 365)	74.36	12.83	87.19
BACS		B Boyer	Salary January			
BACS		HMRC	PAYE/NICs 3rd Quarter*	196.60	-	196.60
cheque	300033	Heather Edinborough	Gate service	175.00	-	175.00
BACS		A Dunning	Christmas crafts reimbursement	20.99	-	20.99
DD		Smart pensions	pension contribution	3.90	-	3.90
DD		Eon	Glebe Electricity	8.42	0.42	8.84
Total				1,105.87	13.25	1,119.12

Notes:

Late payments

*Already paid

Authorised Signatory 1

Authorised Signatory 2

Date

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