

## BLEASBY PARISH COUNCIL

### Minutes of the Parish Council Meeting Monday 13 March 2017 7.30pm Bleasby Village Hall



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

In Attendance: The clerk

Also present: Cllrs Saddington and Jackson as well as 3 members of the public.

Welcome by Chair

Cllr Cast welcomed those present. The Council agreed to move item BPC17-233 to a later convenient time when both district and county councillors would be present.

- BPC17-232 To receive and resolve to approve apologies for absence.  
**There were none.**
- BPC17-233 To receive a report from the County and District Councillors.
- BPC17-234 To receive questions and petitions from the public – for information only.  
A member of the public asked if there had been any news on the telecommunications mast. The clerk explained that she had written to Harlequin group shortly after the last meeting but had not received a reply.  
A member of the Flood Action Group reported that the flood equipment had been checked and that it was found to be in order.  
Dog mess continues to be a major problem with a few irresponsible dog owners allowing their pets to foul the pavements.  
A member of the Jubilee Ponds Working Group reported that the Council's contractor Richard Covill had done a fantastic job.
- BPC17-235 To receive disclosures of pecuniary and non-pecuniary interests.  
**None.**
- BPC17-236 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 resolve to exclude public and press for these items.  
Proposed by Cllr Cast seconded by Cllr Dunning the Council resolved to exclude public and press due to the personal nature of item BPC17-249

- BPC17-237 To receive and approve the minutes of the previous Bleasby Parish Council meeting.  
**Proposed by Cllr Gent seconded by Cllr Andersen the Council resolved to delete the word unanimously from the resolution of item BPC17-222.**  
**Proposed by Cllr Cast seconded by Cllr Goodwin the Council resolved to approve and sign the minutes of the meeting of 13 February 2017 as a true record of that meeting subject to the deletion.**
- BPC17-238 To receive updates resulting from the previous meeting's minutes and action sheet not covered elsewhere on the agenda. (for information only)  
 The council received updates resulting from the previous meeting's minutes.
- BPC17-239 To receive correspondence
- Information supplied by dog warden
- The clerk informed the Council that the dog warden's contract was due to run out in April. It was uncertain what format the new contract would have.
- Road Closure notification
  - Small Grants Programme
  - RCAN Neighbourhood Plan Event
- Cllrs Andersen and Cast volunteered to attend the neighbourhood Plan event.
- NALC councillor training
- The Council noted the above correspondence.
- BPC17-240 Land and Assets:
1. To receive an update and minutes of the Jubilee Ponds Management Group's meeting 01 March.  
**The council received the minutes of the JPMG's March meeting.**  
**The Clerk and Cllr Andersen would seek to incorporate a Jubilee Ponds Budget Code in the 2018-19 budget.**
  2. Lengthsman's scheme of works for March considering tasks achieved in February.  
 The clerk updated the council on the work undertaken by the lengthsman and informed councillors that she was waiting to hear from J Horton at VIAEM about the 2017/18 lengthsman arrangements.  
**Proposed by Cllr Goodwin seconded by Cllr Andersen, the council resolved to keep the lengthsman on "top of the agenda" and to include an £800 contingency in the 2018/19 budget.**  
**The lengthsman would need to start his mowing regime this month.**
  3. Council contractor's scheme of works for March including any quotations received.  
 The Clerk reported that the Glebe field hedge and the Jubilee Ponds meadow had been cut The contractor would be asked to repair the Glebe Field gate, start the mowing regime and undertake the fencing work at Ferry End.

4. Receive quote for Electricity cupboard doors.

So far, the clerk had only received one quote but was expecting a few more. Cllr Goodwin seconded by Cllr Foster proposed to go ahead with the quotation already received. Cllr Goodwin later retracted his proposal.

**Proposed by Cllr Dunning seconded by Cllr Foster the Council resolved to wait for at least one further quote and delegate the decision as to which contractor to use to the clerk.** The work should be carried out as soon as possible as the door was by now quickly deteriorating and a replacement was needed on health and safety grounds.

5. To consider temporary storage of marquee and salt stores by 31 March 2017  
**Two pallets of sandbags could - at least temporarily, be stored at the Jubilee Ponds. Cllr Goodwin agreed to move the sandbags using machinery available to him.**

**Four bags of salt could be used to top up the public salt stores in the yellow boxes. The School would be approached to ask if they needed any.**

Cllr Goodwin pointed out that the marquee was stored in a heavy large box on a pallet which would need some protection from the elements and would have to be kept rodent free. Cllr Cast was going to make some enquiries as to where the marquee could be stored. **Cllr Goodwin asked the Clerk to write to him once a temporary home had been found and he would move the box and marquee to its new home.**

6. To consider permanent storage of marquee and salt/sand stores.

The council considered various options but more information was needed before a decision could be made.

7. To consider a request to adjust the mowing schedule of the Glebe Field in the run-up to the open-garden event 11 June.

**Proposed by Cllr Cast seconded by Cllr Gent the Council resolved to adjust the mowing schedule for the Glebe Field so wildflowers would still be blooming at the time of Bleasby open gardens in June. A path and the area around the Maypole would be cut.**

8. To consider what action can be undertaken to discourage dog-fouling.

**After considering several options the Council agreed there was currently no further action that could viably be taken by the Council.**

9. To decide whether to support an official unveiling of the aircrew memorial in September 2018.

**Proposed by Cllr Goodwin seconded by Cllr Foster the Council resolved to defer this item to the next meeting and to invite Mr Ogilvie to attend the meeting and provide additional information.**

BPC17-241

Planning:

To comment on the following planning applications:

To note the following planning decisions:

16/02038/FUL | Householder application for erection of a proposed garage to replace existing outbuildings plus details of boundary fence (resubmission) Hazel View Fiskerton Road Bleasby Nottinghamshire NG14 7FY – **permitted.**

**Noted.**

- BPC17-242 To receive an update from the Parish Plan Steering Group.  
Cllr Gent reported that the steering group had met three times since the last parish council meeting.
- BPC17-243 To receive information on Auto Enrolment duties and determine a pension scheme for Bleasby Parish Council and consider contracting out payroll services.  
**Proposed by Cllr Andersen seconded by Cllr Gent Bleasby Parish Council unanimously resolved to offer the Smart Pensions Scheme, the Chair of the Council was asked to write to the Clerk.**  
The Clerk explained that the council's payroll software would work seamlessly with Smart Pensions. Adminstrating a pension scheme that way was relatively straight forward. Cllr Andersen explained the clerk entered all Council payments including salaries for payment by bank transfer on the bank's system, and that a payment would only be made when two councillors authorised the payment online. The clerk could not authorise a payment herself. He therefore advised the council that there was no need to contract out payroll services.
- BPC17-244 To consider the purchase of
- an indoor maypole at a cost of £330 and any literature/music that may be required.
- Cllr Goodwin proposed, seconded by Cllr Foster not to purchase an indoor maypole. – Not carried.**  
**Proposed by Cllr Dunning seconded by Cllr Andersen the Council resolved to purchase an indoor maypole.**
- wheelie bin stickers.
- Proposed by Cllr Andersen, seconded by Cllr Dunning the Council unanimously resolved to purchase within the current financial year 80 pairs of stickers from Normanton Parish Council at £5.00 a pair if the equivalent number of alternative stickers designed by Bleasby children- proved to cost more than £7.50 per pair**
- further "dog fouling" stickers at a cost of £3.00 each.
- Proposed by Cllr Foster seconded by Cllr Goodwin the Council resolved not to purchase any further dog fouling stickers.**
- BPC17-245 Finance:
- a) To receive the Payments and Receipts report for February  
**The Council received the Payments and receipts report for February.**
  - b) To receive the bank reconciliation for February.  
**The Council received the bank reconciliation which was duly signed.**
  - c) To receive the payments/receipts over budget report.  
**The Council received the payments/receipts over budget report.**
  - d) To approve the payment schedule for March and sign it.

**The Council approved the payment schedule which was duly signed.**

e) To consider approval of any additional payments received on the day.

f) To sign any cheques approved for payment.

**Two cheques were duly signed.**

g) To consider any reserves to be earmarked for future spending.

**The Council agreed for any surplus on the following budget codes**

**To be earmarked for expenditure on that code: Elections, Lengthsman and Parish Plan.**

h) To consider arrangements for the preparation of APM finance report.

**It was agreed that Cllr Andersen and the Clerk would work on the finance report to the AGM. The report should cover the 2016-17 financial year.**

**Due to the Clerk's prior engagement the Annual Parish Meeting would be on Tuesday 02 May rather than the 3 May as agreed at the January meeting.**

BPC17-246 To consider an application for grant funding by the Citizen's Advice Bureau.

**The Council resolved not to pay a grant to the Citizen's Advice Bureau.**

BPC17-247 To consider enrolling on the Local Council Awards Scheme.

**Deferred to a future meeting.**

BPC17-248 To consider the NSDC Community Infrastructure Levy Consultation.

**Noted.**

BPC17-249 To receive a complaint from a member of the public.

**Following the Council's complaint's procedure three members of the Council were identified to consider the complaint and report their findings to April's Council meeting.**

BPC17-250 To confirm dates of forthcoming meetings

**April 10<sup>th</sup> was confirmed as the date for the next Parish Council meeting.**

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

Name\_\_\_\_\_ Date\_\_\_\_\_.

<b>CASH POSITION BEFORE ANY PAYMENTS ARE MADE</b>						<b>£</b>
Unity Trust Bank Current			28/02/2017			<b>3,107.47</b>
unity Trust Bank INVEST			28/02/2017			<b>19,105.84</b>
<b>Total</b>						<b>22,213.31</b>
<b>BILLS FOR PAYMENT</b>						
<b>Method</b>	<b>Ref</b>	<b>Supplier</b>	<b>Description</b>	<b>Excl. Vat</b>	<b>VAT</b>	<b>Total</b>
BACS	077	B Boyer	Salary March 2017			
BACS	076	B Boyer	Expenses February	12.29	1.44	13.73
Cheque	300022	HL Edinborough	Gates August to January	175.00	-	175.00
Cheque	300023	Bleasby Village Hall	Hall Hire Jan-March 17	72.00	-	72.00
DD	075	Eon	Glebe electricity	8.04	0.40	8.44
BACS	078	RC Services	Hedge cutting JP meadow	250.00	50.00	300.00
BACS	079	RC Services	Lengthsman Signs and hedges	350.00	70.00	420.00
						-
<b>Total</b>				<b>1,121.17</b>	<b>121.84</b>	<b>1,243.01</b>
<b>Notes:</b>						
			Late payments			
		<b>Authorised Signatory 1</b>	<b>Authorised Signatory 2</b>			<b>Date</b>