

BLEASBY PARISH COUNCIL

Minutes of the Parish Council Meeting
Monday 11 January 2016
7.30pm Bleasby Village Hall



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

In Attendance: The clerk

Also present: County Councillor Jackson, District Councillor Blaney and several members of the public

- BPC15-134 Welcome by Chair
Chairman Cast welcomed councillors and members of the public to the first meeting of the new year.
- BPC15-135 To receive and resolve to approve apologies for absence.
Apologies had been received from Cllr Goodwin.
- BPC15-136 To receive questions and petitions from the public – for information only.
The chairman reported on correspondence he had received over the Christmas period.
- A telephone conversation raising concern over littering, advertising at state of Hazelford.
 - A letter complaining about dog fouling between Orchard Close and Shale Lane
- Members of the public raised the following issues:
- Fundraising for the Bomber memorial was underway and there would be a special fundraising event to be advertised soon.
 - Thurgarton PC would be interested in collaborating in the village emergency procedures including the joint use of the defibrillator telephone system (VETS) once established.
 - Part of a tree had come down in recent storms and blocked the pavement. The obstruction had kindly been removed by a resident.
- BPC15-137 To receive a report from the Village Hall – for information only.
It was reported that the Village Hall had received two quotes from decorators for the work to be carried out at the village hall.

- BPC15-138 To receive disclosures of pecuniary and non-pecuniary interests pursuant to section 31 Localism Act 2011 from councillors on matters considered at this meeting.
None
- BPC15-139 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.
The Council agreed that public and press should be excluded for item CPC15-163 due to the personal nature of the item.
- BPC15-140 To receive minutes of Bleasby Parish Council meeting held on Monday, 14 December 2015 and resolve to sign these as a true record of that meeting. Cllr Gent requested that under CPC-15-103 the following wording should be added: ...with the possible exception of the dyke opposite the Waggon and Horses Pub, which is overgrown.
The Council resolved to sign the minutes as a true record subject to the approved addition.
- BPC15-141 To receive updates resulting from the previous meeting's minutes not covered elsewhere on the agenda. (for information only)
The clerk reported that the virements had been actioned and the precept demand had been issued to NSDC. The dates for the next Parish Council meetings and the Annual Meeting of the Parish had been published on the website.
- BPC15-142 To receive a report from the County and District Councillors.
Cllr Blaney mentioned the Safer Neighbourhood Group meeting in Southwell the following day.
He mentioned that the closure of the level crossing at Bleasby planned for February had been cancelled but was likely to take place at some stage during the next year.
He mentioned that he had received complaints about estate agent's notice boards being displayed on the highway some way away from the property to be advertised. He pointed out that such signs must not obstruct highway signs had to comply with an industry voluntary code of practice. The signs would need to be removed from their current position in order to comply.
With regards to temporary moorings planned at Hazelford he said that any waste removal was the responsibility of the owner.
Cllr Jackson reported that some low level maintenance might be offered on Boat Lane.
He mentioned that devolution discussions were under way and that unitary status was considered. The Minerals Local Plan Submission Draft would be discussed in full council that week.

Cllr Gent asked Cllr Jackson who finance the ornate village signs in the area to which Cllr Jackson replied that councils could apply for them under the local improvement scheme.

- BPC15-143 To receive the following planning decisions:
15/01930/FUL - Householder Application for Single Storey Side Extension –
Application permitted.
- BPC15-144 To receive an update on the new website and existing forms of village communication and feedback from previous clerk.
Cllr Cast summarized his telephone discussions with the previous clerk. **It was decided that the Website Working Party and that any decision would be delegated to the clerk following that meeting.**
- BPC15-145 To receive an update on the progress of the Parish Plan and review the working party membership.
Proposed by Cllr Horsley seconded by Cllr Gent the Council resolved to invite Karen Tarburton of RCAN to the next working party meeting with a view of employing her services for the Parish Plan.
- BPC15-146 To receive an update on support for the lengthsman – outcome of discussions.
Proposed by Cllr Horsley Seconded by Cllr Combs the Council resolved to advertise for a second lengthsman.
- BPC15-147 To receive update from Defibrillator Support Group.
Proposed by Cllr Gent the Council advised the defibrillator support group to go ahead with the VETS scheme rather than wait for the Parish Plan.
- BPC15-148 To receive update on Jubilee Ponds with regards to action taken on dog fouling and surveillance cameras.
An article written by the NSDC Dog warden will be published in Bleasby News. A temporary sign has been placed on the gate to the ponds and will soon be replaced with two permanent signs once the exact position for the second sign has been confirmed.
A draft CCTV policy is to be discussed in detail at the next Jubilee Ponds Working Party.
- BPC15-149 To receive an update of the Flood Action Group and their Emergency Planning.
The Council received an update on the work of the Flood Action Group. More volunteer helpers are still needed. The lengthsman has been asked to clear the grips at Apple Hill. Cllr Gent reported a problem with the sewers on Gypsy Lane. The Flood Action Group has been asked to raise this problem with Severn Trent.

- BPC15-150 To approve a publication scheme.
The Council unanimously approved the model publication scheme as presented.
- BPC15-151 To receive information on the future of audit procurement and the Sector Led Body and to consider whether to opt out (deferred from last meeting).
Proposed by Cllr Cast seconded by Cllr Andersen council resolved not to opt out of the Sector Led Body Audit Procurement Scheme.
- BPC15-152 To discuss future administrative management of Council land holdings. (Deferred from Last meeting).
The Council will seek to define the relationship between the Glebe Field Advisory Group and the Jubilee Ponds Management Committee and the Council.
- BPC15-153 To receive update on banking arrangements and sign the direct debit transfer form.
The Council received an update on the transfer of banking arrangements and the direct debit transfer form was signed by two signatories.
- Cllr Gent leaves the meeting at 21.30.
- BPC15-154 To receive the payments and receipts report December.
The Council received the receipts and payments report for December.
- BPC15-155 To receive receipts/payments over budget report.
The Council received the receipts/payments over budget report.
Cllr Anderson requested for receipts and payments from Bleasby News to be listed separately
- BPC15-156 To receive and approve the bank reconciliation for December 2015.
The clerk had not received any bank statements and had therefore been unable to produce a reconciliation.
- BPC15-157 To receive and approve the payments schedule for January 2016 and resolve to adjourn the meeting to sign schedule and cheques.
The Council unanimously approved the payments schedule for January. And acknowledged the need for a handwritten correction. The meeting was briefly adjourned to allow for the cheques to be signed.
- BPC15-158 To discuss preparations for Christmas 2016 ensuring cooperation and coordination with village groups. (Deferred from last meeting)

The Council agreed a provisional Christmas lights switch on date of 10 December 2016 but coordination with other village groups would be required. Deferred to July meeting.

- BPC15-159 To consider attendance of Hugo Fox web design training.
The Council agreed for Cllr Andersen and the clerk to attend the training at a cost of £15 per session.
- BPC15-160 To consider contributing to the clerk's CPD attendance of the SLCC Practitioners Conference 25+26 February.
The Council agreed to contribute half the cost (£125.00) of the clerk's attendance at the conference.
- BPC15-161 To consider reply to Open spaces questionnaire or consider delegation for completion.
The Council delegated the completion of the survey on open spaces in Bleasby to Cllrs Cast and Foster.
- BPC15-162 To receive any other correspondence not considered above (for information only).
 - NSDC – Planning Committee Agenda
 - RCAN Newsletter
 - Veolia Environmental Trust Announces 2016 Deadlines
 - CPRE Nottinghamshire Newsletter**The Council received the above correspondence.**
- BPC15-163 To confirm the Clerk's terms and conditions of service and provide a Statement of Employment Particulars (the exclusion of public and press may be considered).
The Council agreed the Clerk's terms and conditions as presented and set the weekly home working contribution at £3 per week starting from 11 January 2016.
- BPC15-164 To receive Items for Notification to be included on next month's agenda. (for information only).
To discuss the purchase and positioning of dog bins and to further discuss defibrillator and signage at the next meeting.
- BPC15-165 To confirm date of next meeting scheduled Monday 08 February 2016.
The next meeting was confirmed as Monday 8 February 2016, 19.30.

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

Name _____ Date _____.

Initial: _____

Bleasby Parish Council
FINANCIAL STATEMENT AND BILLS FOR PAYMENT IN December

BPC15-157
 updated

CASH POSITION BEFORE ANY PAYMENTS ARE MADE					£	
Yorkshire Bank Current		Sheet 258 (Dated 03/11/2015)			19,051.95	
Yorkshire Bank Investment		Update effective 03/07/2015			5,892.57	
Total					24,944.52	
BILLS FOR PAYMENT						
Method	Ref	Supplier	Description	Excl. Vat	VAT	Total
Cheque	889	Mrs B Boyer	Re-imburse office consumables	18.80	1.66	20.46
Cheque	890	Bleasby Village Hall	Hall Hire	90.00	-	90.00
Cheque	891	Mrs B Boyer	January Salary + website			
Cheque	892	Eon	Glebe Electricity	8.71	0.59	9.30
Cheque	893	Thurgarton Village Hall	Hall Hire	16.00		16.00
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						-
						-
Total				408.73	2.25	410.98

Notes:

Late payments

Authorised Signatory 1

Authorised Signatory 2

Date

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